



Department of Planning & Community & Economic Development

## Planning Division

Katherine Cornwell, Director

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May 19, 2015

Jeff Gillis  
Middleton Terrace, LLC  
133 S. Butler St.  
Madison, WI 53703

RE: Approval of the demolition of the street facing portion of an office/warehouse building for reconstruction of a new office addition in the Industrial-Limited (IL) District.

Dear Mr. Gillis:

At its May 18, 2015 meeting, the Plan Commission found the standards met and **approved** your request for a demolition at 4906 Femrite Drive, subject to the conditions below. In order to receive final approval of the demolition, and for any necessary permits to be issued for your project, the following conditions shall be met:

**Please contact Janet Schmidt of the City Engineering Division at 261-9688 if you have questions regarding the following 16 items:**

1. Applicant shall be aware that the proposed relocated gas and electric services are shown to be partially located within the Public Utility Easement along the west side of the lot. Applicant shall coordinate the final placement of these services with Madison Gas and Electric to assure the services do not adversely affect the existing facilities within the easement.
2. The site plans show proposed parking lot improvements over the existing gas main easement on the north side of the lot. The owner shall obtain written permission from ANR pipeline to construct these improvements. If no permission is granted the parking lot shall be reconfigured to avoid the easement.
3. Show the dimensioned gas line easement location on all plans within the plan set.
4. The warehouse storage bays might need to have a unit address assigned as the letter of intent states that some might be available to rent. Submit a PDF as requested below so that we may confer with the MFD and create an addressing plan if necessary.
5. Submit a PDF of all floor plans to [lzenchenko@cityofmadison.com](mailto:lzenchenko@cityofmadison.com) so that a preliminary interior addressing plan can be developed prior to the 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 address plan is subject to the review and approval of the Fire Marsha.

6. 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.
7. All damage to the pavement on Femrite Drive, 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).
8. 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.
9. 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. POLICY AND MGO 10.29.
10. 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.
11. For Commercial sites < 1 acre in disturbance the City of Madison is an approved agent of the Department of Commerce and WDNR. As this project is on a site with disturbance area less than one (1) acres, and contains a commercial building, 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. (NOTIFICATION).
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:
  - a) Detain the 2 & 10-year storm events, matching post development rates to predevelopment rates.
  - b) Reduce TSS by 80% (control the 5 micron particle) off of newly developed areas compared to no controls.
13. 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 (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) Lot lines and right-of-way lines
  - e) Street names
  - f) Stormwater Management Facilities
  - g) Detail drawings associated with Stormwater Mgmt Facilities (including if applicable planting plans)
14. 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).

15. 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>

16. All outstanding Madison Metropolitan Sewerage District (MMSD) are due and payable prior Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Janet Schmidt (608-261-9688) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff. (MGO 16.23(9)(d)(4).

**Please contact Eric Halvorson of Traffic Engineering at 266-6527 if you have any questions regarding the following 5 items:**

17. Previously approved site plan (Sept. 1983) shows a 24' driveway where the proposed plan shows a driveway dimension of 14' 7". Per MGO 10.08 provide a driveway and entrance of 20' wide minimum.
18. 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.
19. 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.
20. 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.
21. All parking facility design shall conform to MGO standards, as set in section 10.08(6).

**Please contact Bill Sullivan of the Fire Department at 261-9658 if you have any questions regarding the following 3 items:**

22. Provide fire apparatus access as required by IFC 503 2012 edition, MGO 34.503, as follows:
- a) The site plans shall clearly identify the location of all fire lanes.
- b) 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 is fully sprinklered.

May 19, 2015

Page 4

- c) Provide a fire lane with the minimum clear unobstructed width of 20-feet.
- 23. Storage is limited to 12-ft in height for ordinary combustibles of 6-ft for Group A plastics.
- 24. Specific uses may require the installation of an automatic fire sprinkler system.

**Please contact Dennis Cawley of the Water Utility at 266-4651 if you have any questions about the following 2 items:**

- 25. This property is not in a wellhead protection district.
- 26. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility.

**Please contact Matt Tucker of the Zoning Office at 266-4569 if you have any questions regarding the following 3 items:**

- 27. Sec. 28.185(7)(a)5 requires that if a demolition or removal permit is approved, it shall not be issued until the reuse and recycling plan is approved by the Recycling Coordinator, Mr. George Dreckmann (608)267-2626.
- 28. Sec 28.12(12)(e) Every person who is required to submit a reuse and recycling plan pursuant to Sec. 28.185(7)(a)5 shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition.
- 29. Sec. 28.185(9) (a) A demolition or removal permit is valid for one (1) year from the date of the Plan Commission.

**Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency. No demolition or building permits shall be issued until the applicant has met all of the conditions of approval stated in this letter.**

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

1. Please revise the plans per the above conditions and file **ten (10)** sets of complete, fully dimensioned, and to-scale plans, along with the appropriate site plan review application and fee pursuant to Section 28.206 of the Zoning Code. Also provide any other documentation requested herein with the Zoning Administrator, Room LL-100, Madison Municipal Building, 215 Martin Luther King, Jr. Boulevard.
2. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting building permit approval.
3. No alteration of this proposal shall be permitted unless approved by the 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 the Plan Commission unless the use is commenced, construction is under way, or a valid building permit is issued and construction commenced within six months of the issuance of said building permit.

If you have any questions regarding obtaining the demolition approval, 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 266-5974.

Sincerely,

Heather Stouder, AICP  
Planner

cc: Janet Schmidt, City Engineering Division  
Jeff Quamme, City Engineering Division  
Matt Tucker, Zoning Administrator  
George Dreckmann, Recycling Coordinator  
Bill Sullivan, Fire Department  
Eric Halvorson, Traffic Engineering  
Al Martin, Urban Design

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

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*Signature of Applicant*

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*Signature of Property Owner (if not Applicant)*

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (H. Stouder)	<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 type="checkbox"/>	Metro Transit