



**Project Address:** 2208 University Avenue (5<sup>th</sup> Aldermanic District – Ald. Bidar)  
**Application Type:** Demolition Permit and Conditional Use  
**Legistar File ID #** [64364](#)  
**Prepared By:** Colin Punt, Planning Division  
Report includes comments from other City agencies, as noted.  
**Reviewed By:** Kevin Firchow, AICP, Principal Planner

## Summary

**Applicant:** Mark Hammond; MSP Real Estate, Inc.; 1295 Northland Dr, Ste 270; Mendota Heights, MN 55120

**Owner:** Kalbro Investments, LLC; 28 Autumnwood Cir; Madison, WI 53719

**Requested Action:** Consideration of a demolition permit to demolish an auto repair business; consideration of a conditional use in the Traditional Shopping Street (TSS) District for a mixed-use building with less than 75% non-residential ground floor facing the primary street; consideration of a conditional use in the TSS District for a mixed-use building with less than 75% non-residential ground floor area; consideration of a conditional use in the TSS District for a mixed-use building with greater than 24 dwelling units; consideration of a conditional use in the TSS District for a mixed-use building exceeding 25,000 square feet in floor area; and consideration of a conditional use in the TSS District for a building taller than three stories and 40 feet.

**Proposal Summary:** The applicant is seeking approval to demolish a building used for auto repair and construct a six-story mixed-use building with approximately 750 square feet of commercial space and 79 apartment units.

**Applicable Regulations & Standards:** Section 28.185 M.G.O. provides the process for demolition and removal permits. Section 28.183 M.G.O. provides the process and standards for the approval of conditional uses.

**Review Required By:** Plan Commission

**Summary Recommendations:** The Planning Division recommends that the Plan Commission find the standards met and **approve** a demolition permit and conditional uses to demolish a building used for auto repair and construct a six-story mixed-use building with approximately 750 square feet of commercial space and 79 apartment units at 2208 University Avenue subject to input at the public hearing and the conditions from reviewing agencies in this report.

## Background Information

**Parcel Location:** The subject site 24,594 square feet (0.56 acres) and located on the north side University Avenue, between Walnut Street and North Allen Street. It is within Aldermanic District 5 (Ald. Bidar) and the Madison Metropolitan School District.

**Existing Conditions and Land Use:** The subject site, which is zoned TSS (Traditional Shopping Street District), is developed with a 10,455-square foot, single story auto repair garage. The building was originally constructed in 1941, with additions in 1957 and 1991.

**Surrounding Land Uses and Zoning:**

North: Campus Drive and Wisconsin & Southern Railroad, with the University of Wisconsin Campus beyond, zoned CI (Campus Institutional district);

West: A gas station and convenience store zoned TSS;

South: Across University Avenue, small apartment buildings zone TR-U1 (Traditional Residential-Urban 1 district) and a four-story condominium building zoned PD (Planned Development district); and

East: A car wash zoned TSS.

**Adopted Land Use Plan:** The [Comprehensive Plan](#) (2018) identifies the subject as High Residential (HR) use. The [University Avenue Corridor Plan](#) (2014) recommends higher-density mixed-use buildings or purely residential buildings in the Walnut Node area.

**Zoning Summary:** The subject property is zoned TSS (Traditional Shopping Street District):

Requirements	Required	Proposed
Lot Area (sq. ft.)	No Minimum	24,954
Lot Width	No Minimum	100 ft
Front Yard Setback	None	5 ft
Max. Front Yard Setback	25 ft	16 ft
Side Yard Setback	6 ft	6 ft, 11.6 ft
Rear Yard Setback	20 ft	20 ft
Usable Open Space	40 sq ft/unit = 3,160 sq ft	4,440 sq ft (see zoning comment 10)
Maximum Lot Coverage	Existing	89%
Maximum Building Height	None (with conditional use)	6 stories

Site Design	Required	Proposed
Number Parking Stalls	81	81
Accessible Stalls	4	4
Loading	No	No
Number Bike Parking Stalls	96	97
Landscaping	Yes	Yes (see zoning comment 8)
Lighting	Yes	Yes
Building Forms	Yes	Yes

<b>Other Critical Zoning Items</b>	Utility Easements
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*Table prepared by Jacob Moskowitz, Assistant Zoning Administrator*

**Environmental Corridor Status:** The property is not located within a mapped environmental corridor.

**Public Utilities and Services:** The site is served by a full range of urban services.

**Project Description**

The applicant is seeking a demolition permit to demolish a building used for auto repair. [Photos](#) provided by the applicant and the application materials do not indicate specific deficiencies with the structures, and staff have not physically inspected the property. The applicant is also requesting conditional use approval to construct a six-story mixed-use building with approximately 750 square feet of commercial space and 79 apartment units.

The proposed building is has a variable front setback due to the angle of the lot relative to University Avenue. A single column at the southeast corner of the building is set back five feet from the front lot line, with two stories of building above it. The southeast corner of the building is cut out for two vehicle parking spaces, including one accessible stall located off the driveway at the southeast corner of the lot. At the point the interior cut out returns to the front façade, the building is set back approximately eight feet, which expands to approximately 16 feet at its southwest corner. The front yard includes parking for ten bicycle, a small plaza, and planters. Two canopy street trees are planned along University Avenue. Additional low-level planting, with some small ornamental trees, are planned around the front of the site and the entry plaza. Above the third floor, the three upper stories step back 10'-3" from the front facade of the first three stories. The proposed building contains 79 total dwelling units, including 39 one-bedroom units, 27 two-bedroom units, and 13 three-bedroom units.

The first floor includes a 750-square foot commercial space centered on the front facade. A tenant for the commercial space has not yet been identified. Depending on the nature of the use, the tenant space may require future conditional use approval. A lobby, community room, office, and storage area are also located on the first floor. Eight three-bedroom, two-story townhome units, plus two additional units have private exterior entrances on the first floor. A four-foot wide walkway follows the west lot line, accessing the two-story townhouse units on the west side of the building. A small artificial turf 'tot lot' is located in a long, narrow courtyard along the eastern side of the building. Additional first-floor private townhouse entrances are also located on the courtyard.

A driveway from University Avenue runs the entire length of the east lot line to the ramp down into the structured parking at the rear of the building. The first lower level includes 38 vehicle parking stalls, 47 bicycle parking stalls, and a trash room. The second basement level includes 41 vehicle parking stalls, 40 bicycle parking stalls, and mechanical equipment. 79 vehicle parking stalls are located in two levels of underground parking. Two additional surface stalls are provided. 87 bicycle parking stalls are provided indoors, along with 10 outdoor stalls.

Primary materials for the front facade include different shades of gray and white fiber cement panels, lap siding, and trim, and gray brick. Toward the back of the building, fiber cement lap siding replaces fiber cement panels as the dominant siding material. Gray brick continues around the base of all facades of the building. Conventional aluminum storefront window and door units are used on the front facade. Individual units feature vinyl window and doors and metal railings on balconies. All balconies are located on the front and side facades. No balconies are located on the rear facade overlooking Campus Drive.

MSP Real Estate, the developer-applicant, intends to explore options for public subsidy which includes potential application for the City of Madison Affordable Housing Fund in summer 2021.

If approved, the applicant intends to begin construction in late 2022, with occupancy in summer 2023.

## **Analysis & Conclusion**

This request is subject to the standards for demolition permits and conditional uses. This section begins with adopted plan recommendations, then provides an analysis the demolition standards, and finishes with an analysis of conditional use standards.

### **Conformance with Adopted Plans**

The [Comprehensive Plan](#) (2018) identifies the subject as High Residential (HR) use. High Residential areas include large multifamily buildings or complexes that are generally four to 12 stories with residential densities exceeding 70 dwelling units per acre. The [University Avenue Corridor Plan](#) (2014) identifies this site and the surrounding area

as the "Walnut Node (Area 2)." The corridor plan recommends mixed-use buildings or purely residential buildings in the Walnut Node area, with residential densities of up to 104 units per acre. The plan also recommends a maximum height of three stories along University Avenue, with a setback above the third story, and a six-story maximum height back to Campus Drive, as well as a minimum front setback of five feet for commercial uses and fifteen feet for residential uses. Along Campus Drive, the plan recommends a rear yard of the lesser of 20% of lot depth or 30 feet.

With the exception of a column at the southeast corner that is five feet from the property line, the front yard setback as proposed varies between eight and 16 feet. On the second and third floors, the setback varies across the façade from five feet at the east to 16 feet on the west. The three upper stories are stepped back an additional 10 feet. Due to the orientation of the lot and building to University Avenue, the mix of residential and commercial uses within the building, and the two setback recommendations for the site in the corridor plan, the proposal's conformance with the plan's recommended front setback is not straightforward. Some clarity is provided in the design guidelines section of the plan, which states that mixed-use and commercial buildings should be placed closer to the sidewalk but should be set back at least five feet. As such, Planning Staff believe the front yard setback is consistent with the recommendations of the University Avenue Corridor Plan. The plan also recommends a minimum rear yard setback of 30 feet. The proposed building has a 20-foot rear yard setback, which is consistent with the requirements of TSS zoning.

### **Demolition Permit Standards**

In order to approve a demolition request, M.G.O §28.185(7) requires that the Plan Commission must find that the requested demolition and proposed use are compatible with the purpose of the demolition section of the zoning code and the intent and purpose of the TSS (Traditional Shopping Street) Zoning District. Per MGO §28.065(1), the TSS district is established to encourage and sustain the viability of Madison's mixed-use corridors, which sustain many of the City's traditional neighborhoods. The district is also intended to encourage pedestrian, bicycle and transit use as a means of accessing and moving through these corridors; encourage diversification of uses, including residential, commercial, and civic uses, in order to enhance the vitality and appeal of these areas; maintain the viability of existing residential buildings located within or adjacent to these corridors; encourage appropriate transitions between higher-intensity uses within TSS districts and adjacent lower-density residential districts; and facilitate preservation, development or redevelopment consistent with the adopted goals, objectives, policies, and recommendations of the Comprehensive Plan and of adopted neighborhood, corridor or special area plans.

The demolition standards state that the Plan Commission shall consider and may give decisive weight to any relevant facts including impacts on the normal and orderly development of surrounding properties and the reasonableness of efforts to relocate the building. Furthermore, the proposed use following demolition or removal should be compatible with adopted neighborhood plans and the Comprehensive Plan. The proposed apartment building with a small commercial space can be found consistent the Comprehensive Plan's recommendation and the redevelopment recommendations for this node in the University Avenue Neighborhood Plan.

The demolition standards also state that the Plan Commission shall consider the report of the City's Historic Preservation Planner regarding the historic value of the property as well as any report submitted by the Landmarks Commission. At the March 1, 2021, meeting, the Landmarks Commission found the structure at 2208 University Avenue has no known historic value. The Planning Division believes that the Plan Commission could find the standards for demolition met with the request to raze the existing building to construct a six-story mixed-use building in its place.

## Conditional Use Standards

There are several conditional use requests before the Plan Commission. The Plan Commission shall not approve a conditional use without due consideration of the City's adopted plan recommendations, design guidelines, supplemental regulations, and finding that all of the conditional use standards of M.G.O. §28.183(6) are met. This request includes conditional uses in the TSS District for a mixed-use building with less than 75% non-residential ground floor facing the primary street; a mixed-use building with less than 75% non-residential ground floor area; a mixed-use building with greater than 24 dwelling units; a mixed-use building exceeding 25,000 square feet in floor area; and a building taller than three stories and 40 feet.

Regarding due consideration of the City's aforementioned adopted plan recommendations and approval Standard 4 related to "normal and orderly development," staff believes that a predominantly higher-density residential proposal with a commercial mixed-use component and general physical design (height, setbacks, and stepbacks) is generally consistent with the applicable adopted plans, though staff does intend to bring the Commission's attention to the University Avenue Corridor Plan's setback recommendations.

As noted in the "Plan Consistency" section, the applicant proposes a 20-foot rear yard setback, which is consistent with the requirements of TSS zoning, but is less than the 30-foot minimum setback recommended in the corridor plan. The recommended rear setbacks along Campus Drive are generally greater to the west and narrower to the east. Staff notes that this recommendation specifically transitions to a 20 foot Campus Drive setback in other portions of the subject block, east of the subject site.

Unlike the more detailed recommendations and rationale discussed regarding University Avenue setbacks, the setbacks along Campus Drive receive no further discussion in the text of the document, but only appear on one map. Staff believes that the inclusion of the rear setback was at least partially recommended in response to Planned Unit Developments under the previous Zoning Code, that unlike contemporary conventional districts (such as TSS), had no prescribed setbacks as they do now. As a reference, the five-story mixed-use building at the corner of Highland Avenue was developed as a PUD and was built to the property line. That structure would be approximately 20 feet closer to the existing Campus Drive curb than the subject building, at its closest point.

In considering the subject property, the right of way width of Campus Drive also narrows at this location. A 30 foot setback for the adjacent property to the west would place the building 62 feet from the southern curb of Campus Drive, while the same setback would place a building on the adjacent property to the east only 47 feet from the curb. The proposed building varies between approximately 50 and 38 feet from the edge of the Campus Drive roadway. Additionally, while the setback for the current building is zero feet, the setbacks of the three buildings to either side of the subject site are approximately 40', 35', 15', 25', 24', and 33'. Given the variable right of way width of Campus Drive, existing surrounding building pattern, and the current requirements of the TSS zoning district, staff believes that a rear setback of less than 30 feet could, on balance, be found to be acceptable. Further, to mitigate noise due to its proximity to and height along Campus Drive, Staff recommends that the applicant provide sound-insulating windows and wall materials and other noise mitigation techniques along the rear building façade. Additional vegetation may be considered in this location as well, if space permits.

Approval standard 1 states that "the establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, or general welfare." Especially when considering that the applicant intends to apply for additional financing from the City of Madison Affordable Housing Fund for subsidized affordable housing units, the establishment of a living situation that is not detrimental to health, safety, or welfare is of primary importance. The tot lot located in the eastern courtyard appears to be less than eight feet wide, only about 600 square feet in area, and covered with artificial turf. Staff believes a wider play area would

be more functional and possibly safer. Due to the long, narrow configuration of the lot, it may not be practical or feasible to change the layout of the tot lot, so staff suggest the applicant provide additional details regarding landscaping and amenities within the outdoor space, which the intent to maximize both.

Approval standard 9 states, in part, that “the Plan Commission shall find that the project creates an environment of sustained aesthetic desirability compatible with the existing or intended character of the area and the statement of purpose for the zoning district.” If the applicant proposes individual wall-mounted HVAC packs serving units, these must be shown on submitted elevations. If the HVAC units are on facades that face University Avenue, the louvers must be either adequately screened, or the units must be placed on a wall perpendicular to the street. Further, staff believes the numerous materials types and colors, as well as the number of design elements proposed on the front façade could be simplified to improve the street facing character of the building and better align with this standard and surrounding area. Conversely, the rear of the building, visible from Campus Drive, is visually dominated by large fields of composite siding without articulation. As such, Planning Staff has recommended a condition of approval simplifying the front façade and adding elements of vertical articulation to the rear façade.

Staff believes all other conditional use approval standards can be found met or are not applicable to this proposal.

## Conclusion

On balance, when the recommendations of the adopted plans are considered, the scale and use of the proposed building, and the proposed conditions of approval are considered, Staff believes that the Plan Commission can find the demolition approval standards and conditional use approval standards can be met.

At time of report writing, staff has received a small amount of public comment, which has been attached to the Plan Commission materials regarding this request.

## Recommendation

### Planning Division Recommendations (Contact Colin Punt 243-0455)

The Planning Division recommends that the Plan Commission find the standards met and **approve** a demolition permit and conditional uses to demolish a building used for auto repair and construct a six-story mixed-use building with approximately 750 square feet of commercial space and 79 apartment units at 2208 University Avenue subject to input at the public hearing and the following conditions:

**Recommended Conditions of Approval:** Major/Non-Standard Conditions are Shaded

### Planning Division (Contact Colin Punt, 243-0455)

1. No HVAC “wall-pack” penetrations/louvers are shown on the street-facing facades. Unless specifically approved by the Plan Commission, the addition of wall packs on outward-facing walls is not included in this approval and will require approval of an alteration to this conditional use should they be proposed at a later time.
2. Provide sound-insulating windows and wall materials and other noise mitigation techniques for the rear building façade along Campus Drive.

3. Provide additional landscaping and tot lot details for the east courtyard area with the details to be approved by Zoning and Planning Division staff.
4. That the applicant simplify the materials and design of the front façade and add an element of vertical articulation to the rear façade with these details to be approved by Zoning and Planning Division staff.

**Zoning Administrator** (Contact Jacob Moskowitz, 266-4560)

5. Section 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, Bryan Johnson (608-266-4682).
6. Section 28.185(10) 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.
7. Section 28.185(9)(a) A demolition or removal permit is valid for one (1) year from the date of the Plan Commission.
8. Submit the landscape plan and landscape worksheet stamped by the registered landscape architect. Per Section 28.142(3) Landscape Plan and Design Standards, landscape plans for zoning lots greater than ten thousand (10,000) square feet in size must be prepared by a registered landscape architect.
9. Provide adequate development frontage landscaping per section 28.142(5) Development Frontage Landscaping. Landscaping and/or ornamental fencing shall be provided between buildings or parking areas and the adjacent street(s), except where buildings are placed at the sidewalk. Note that landscaping must be installed on the private property.
10. Clearly show the useable open space areas on the final plans. In addition to showing structured useable open space at balconies or rooftop areas, identify each qualifying at-grade usable open space area on the final plans. Roof decks and balconies may be used to meet up to seventy-five percent (75%) of the minimum open space requirement, provided that minimum dimensional requirements are satisfied.
11. As part of final sign-off, provide revised elevations showing compliance with Sec. 28.129, bird-safe glass requirements.
12. As part of final sign-off, provide revised parking level floor plans showing compliance with Sec. 28.141(8)(e), electric vehicle charging station requirements.

**City Engineering Division** (Contact Tim Troester, 267-1995)

13. Property has a City sanitary sewer below the south property line. Applicant shall either dedicate a 10' wide sanitary sewer easement or build a City sewer manhole at the west property line and take over ownership of sewer east of the manhole.
14. The plans (Sheet C3.0) shows a sanitary sewer across the north property line. The City does not show this sewer facility in our Public sewer utility records.
15. The site plan has several discrepancies that conflict with the City's records for the storm sewer. Namely the

existence of a 12x6 box that is mislabeled as a 12" pipe that runs north-South within the storm easement. It is unclear if there is a private 12" pipe above the box culvert since the box is so deep or if this is mislabeled. City records also indicate there is an 18" RCP that connects to the north-south storm box near Campus Drive. Verify all pipe sizes and inverts for the storm sewer immediately adjacent to this project. Verify location of existing 18" storm sewer and if this crosses private property a public storm sewer easement will be required.

16. Due to the age of the existing 12'x6' box culvert (circa 1925) and due to the unknown condition of the box culvert, no staging equipment, materials, cranes or heavy vehicles will be allowed over the box. If the box culvert fails due to construction related activities the applicant shall be responsible for replacing any failed sections. It is recommended that the applicant perform a pre-construction inspection and a post construction inspection to verify the condition of the storm sewer prior to commencing construction.
17. This area is within a watershed study for flood mitigation and has a known flooding risk. The minimum opening elevations for shall be dictated based on the computed 100 year water level for the existing conditions in this area. The stated elevation is intended to be protective but does not guarantee a flood proof structure. The Developer/Owner are strongly encouraged to complete their own calculations and determine an elevation that protects their property to a level of service that they are comfortable with. The watershed study model is in progress and elevations will be provided when available.
18. The applicant shall retain a structural engineer registered in the State of Wisconsin to review the condition and design of the existing box culvert on this site. That PE shall provide a sealed report to the City Engineer providing a determination if the existing box culvert is suitable to sustain the loads proposed by this development (Fire Lane with associated loads).
19. Enter into a City / Developer agreement for the required infrastructure improvements. Agreement to be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Contact City Engineering to schedule the development and approval of the plans and the agreement. (MGO 16.23(9)c)
20. Construct sidewalk, terrace, curb & gutter, pavement as necessary to a plan as approved by City Engineer
21. 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. (MGO 16.23(9)(d)(4))
22. Provide the City Engineer with the proposed earth retention system to accommodate the restoration. The earth retention system must be stamped by a Professional Engineer. The City Engineer may reject or require modifications to the retention system. (POLICY)
23. Obtain a permit to Excavate in the Right-of-Way for the connection and/or installation of utilities required to serve this project and shall comply with all the conditions of the permit. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO 10.05(6)), MGO 35.02(4)(c)(2)), and MGO 37.05(7)
24. Obtain a permanent sewer plug permit for each existing sanitary sewer lateral serving a property that is not to be reused and a temporary sewer plug permit for each sewer lateral that is to be reused by the development. The procedures and fee schedule is available online at



<http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))

25. This project appears to require permanent dewatering. A permit to connect to the public stormwater system shall be required from City Engineering. Additionally, a permit for non-storm discharge to the storm sewer system from the City/County Health Department shall also be required. If contaminated soil or groundwater conditions exist on or adjacent to this project additional WDNR, Public Health, and/or City Engineering approvals may be required prior to issuance of the connection and non-storm discharge permits.
26. An Erosion Control Permit is required for this project. See Storm comments for permit specific details and requirements.
27. A Storm Water Maintenance Agreement (SWMA) is required for this project. See Storm comments for agreement specific details and requirements.
28. This site appears to disturb less than one (1) acre of land. No submittal to the WDNR, CARPC or Department of Safety and Professional Services (DSPS) is required as the City of Madison Building Inspection Department is an approved agent for DSPS.
29. This property has been in auto repair since the mid-1970s and may contain petroleum contamination. In addition, there are petroleum contaminant sites on both adjacent properties. If contamination is encountered, follow all WDNR and DSPS regulations for proper handling and disposal.
30. Construction or permanent dewatering from this site may be impacted by onsite or adjacent groundwater contamination. Coordinate with Trevor Moen of the WNDNR to determine if a WPDES permit for contaminated water is required (608.266.3906, Trevor.Moen@wisconsin.gov). Send proof of WDNR's determination to Brynn Bemis (608.267.1986, bbemis@cityofmadison.com).
31. Revise the site plan 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)
32. The proposed development proposes to construct underground parking. The proposed entrance to the underground parking is adjacent to a street low point. The applicant shall provide at a minimum of one (1) foot of rise from the adjacent back of walk in the driveway before breaking grade to the down ramp to the underground parking to protect the underground parking from inundation.
33. This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in a TMDL ZONE and therefore will be regulated to meet a higher standard.
34. This project will disturb 20,000 sf or more of land area and require an Erosion Control Plan. Please submit an 11" x 17" copy of an erosion control plan (pdf electronic copy preferred) to Megan Eberhardt (west) at meberhardt@cityofmadison.com, or Daniel Olivares (east) at daolivares@cityofmadison.com, for approval. Demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. Include Universal Soil Loss Equation (USLE) computations for the construction period with the erosion control plan. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year. The WDNR provided workbook to compute USLE rates can be found online at <https://dnr.wi.gov/topic/stormwater/publications.html>  
This project will require a concrete management plan and a construction dewatering plan as part of the

erosion control plan to be reviewed and approved by the City Engineer's Office. If contaminated soil or groundwater conditions exist on or adjacent to this project additional WDNR, Public Health, and/or City Engineering approvals may be required prior to the issuance of the required Erosion Control Permit.  
(POLICY)

This project appears to require fire system testing that can result in significant amounts of water to be discharged to the project grade. The Contractor shall coordinate this testing with the erosion control measures and notify City Engineering 608-266-4751 prior to completing the test to document that appropriate measures have been taken to prevent erosion as a result of this testing.

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.

35. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to submit a Storm Water Management Permit application, associated permit fee, Stormwater Management Plan, and Storm Water Management Report to City Engineering. The Stormwater Management Permit application can be found on City Engineering's website at <http://www.cityofmadison.com/engineering/Permits.cfm>.

The Storm Water Management Plan & Report shall include compliance with the following:

Report: Submit prior to plan sign-off, a stormwater management report stamped by a P.E. registered in the State of Wisconsin.

Electronic Data Files: Provide electronic copies of any stormwater management modeling or data files including SLAMM, RECARGA, TR-55, HYDROCAD, Sediment loading calculations, or any other electronic modeling or data files. 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 to City Engineering. (POLICY and MGO 37.09(2))

Rate Control: Reduce the peak discharge in the 10year event by 15% compared to existing conditions.:

Reduce TSS by 80% off of the proposed development when compared with the existing site.

Oil/Grease Control: Treat the first 1/2 inch of runoff over the proposed parking facility and/or drive up window.

Volume Control: Provide onsite volumetric control reducing the post development peak discharge by 5% in the 10 year event compared to existing conditions.

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.

36. Submit, prior to plan sign-off but after all revisions have been completed, a digital CAD file (single file) to the Engineering Division that is to scale and represents final construction with any private storm and sanitary sewer utilities.
37. 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](mailto:bstanley@cityofmadison.com) (East) or [ttroester@cityofmadison.com](mailto:ttroester@cityofmadison.com) (West).

**City Engineering Division – Mapping Section** (Contact Jeffrey Quamme, 266-4097)

38. If the sewer along the south side of this site is not converted to a private lateral and remains public, the owner shall grant a 10' wide Public Sanitary Sewer Easement to the City of Madison over the southerly portion of this parcel. Provide a map exhibit (including proposed improvements within the easement) and legal description of the easement area to Jeff Quamme of Engineering Mapping ([jrquamme@cityofmadison.com](mailto:jrquamme@cityofmadison.com)). Please note that new private improvements within the easement are

required to be removed by the City to maintain the pipe, those improvements will not be replaced by the City and will not be compensable. Jeff will set up the Real Estate project for the administration, drafting and recording of the easement. Any easement description shall be tied to a public land survey quarter line.

39. The MMSD Sewer shown over the northerly side of this parcel per 964219 does not encumber this lot and lies north of Campus Drive. The easement was granted prior to the land taking for Campus Dr in 1969. Remove all references to the MMSD sewer from the plans.
40. The 12" Storm Sewer shown on these plans is incorrect and shall acknowledge the actual 12 x 6 box culvert (outside dimensions of 14 x 8) constructed circa 1925 that is within the existing easement per Doc No 379604.
41. The Owner is solely responsible to coordinate construction activities and any obstruction of access therein with the owner to the east that shares the common driveway per Doc No's 916223 and 923476.
42. The Owner is solely responsible to obtain any right of entry / easements for construction upon the parcel to the west, and any right of maintenance for the planned retaining wall along the west side of this site.
43. The address of 2208 University Ave will be retired with the demolition of the building.  
The new address will be determined when the floor plans are received showing the apartment and commercial tenant entry door details.  
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.
44. Submit a Floor Plan in PDF format to Lori Zenchenko (lzenchenko@cityofmadison.com) that includes a floor plan for each floor on a separate page for the development of a complete interior addressing plan. 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 submittal for the final Site Plan review with Zoning. The approved Addressing Plan shall be included in said final application.  
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 reapproved. The final revised Addressing Plan shall be submitted by the applicant to Zoning to be attached to the final filed approved site plans.

**Traffic Engineering Division** (Contact Sean Malloy, 266-5987)

45. The applicant shall submit a deposit of \$3,000 to upgrade the crosswalk at N. Allen Street/University Avenue from a traditional crosswalk to a continental crosswalk to be completed with an Engineering Developer's Agreement.
46. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be to engineering scale 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.

47. 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.
48. 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.
49. All parking facility design shall conform to MGO standards, as set in section 10.08(6).
50. All bicycle parking adjacent pedestrian walkways shall have a 2 foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.
51. 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.
52. Per Section MGO 12.138 (14), this project is not eligible for residential parking permits. It is recommended that this prohibition be noted in the leases for the residential units.
53. The applicant shall adhere to all vision triangle requirements as set in MGO 27.05 (No visual obstructions between the heights of 30 inches and 10 feet at a distance of 25 feet behind the property line at streets and 10 feet at driveways.). Alteration necessary to achieve compliance may include but are not limited to; substitution to transparent materials, removing sections of the structure and modifying or removing landscaping elements. If applicant believes public safety can be maintained they shall apply for a reduction of MGO 27.05(2)(bb) - Vision Clearance Triangles at Intersections Corners. Approval or denial of the reduction shall be the determination of the City Traffic Engineer.
54. The applicant shall provide a clearly defined 5' walkway from the front door to the public Right of Way clear of all obstructions to assist citizens with disabilities, especially those who use a wheel chair or are visually impaired. Obstructions include but are not limited to tree grates, planters, benches, parked vehicle overhang, signage and doors that swing outward into walkway.
55. The driveway slope to the underground parking is not identified in the plan set, Traffic Engineering recommends driveway slope under 10%; if the slope is to exceed 10%, the applicant shall demonstrate inclement weather mitigation techniques to provide safe ingress/egress to be approved by the City Traffic Engineer.
56. "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.
57. The applicant shall show the dimensions for the proposed class III driveway including the width of the drive entrance, width of the flares, and width of the curb cut.
58. City of Madison radio systems are microwave directional line of sight to remote towers citywide. The

building elevation will need to be reviewed by Traffic Engineering to accommodate the microwave sight and building. The applicant shall submit grade and elevations plans if the building exceeds three stories prior to sign-off to be reviewed and approved by Phillip Nehmer, (266-4769) (pnehmer@cityofmadison.com) Traffic Engineering Shop, 1120 Sayle Street. The applicant shall return one signed approved building elevation copy to the City of Madison Traffic Engineering office with final plans for sign off.

59. All existing driveway approaches on which are to be abandoned shall be removed and replaced with curb and gutter and noted on the plan.
60. The applicant shall prepare a TDMP (Traffic Demand Management Plan) to be reviewed and approved by the City Traffic Engineer. MGO (28.183(6)(a)(6)
61. Developer shall provide a recorded copy of any joint driveway ingress/egress and crossing easements and shall be noted on face of plan.
62. Note: This site presents difficult constructability issues; access to neighboring sites must be maintained at all times, protected walkways will be constructed and maintained as soon as possible and little to no access to the Public Right-of-Way on University Avenue will be granted for construction purposes. Provide a detailed construction plan to Traffic Engineering for review by the Traffic Control Specialist (Mike Duhr) prior to final signoff.

**Fire Department** (Contact Bill Sullivan, 866-4691)

63. Minor adjustments to the fire lanes are necessary as well as other means to build above the building code minimums to offset the limited access to the site.
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**Parks Division** (Contact Ann Freiwald, 243-2848)

64. 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# 21007 when contacting Parks about this project.

**Forestry Division** (Contact Brad Hoffman, 267-4908)

65. Contractor shall take precautions during construction to not disfigure, scar, or impair the health of any street tree. Contractor shall operate equipment in a manner as to not damage the branches of the street tree(s). This may require using smaller equipment and loading and unloading materials in a designated space away from trees on the construction site. Any damage or injury to existing street trees (either above or below ground) shall be reported immediately to City Forestry at 266-4816. Penalties and remediation shall be required. Add as a note on the plan set.
66. As defined by the Section 107.13 of City of Madison Standard Specifications for Public Works Construction: No excavation is permitted within 5 feet of the trunk of the street tree or when cutting roots over 3 inches in diameter. If excavation is necessary, the Contractor shall contact Madison City Forestry (266-4816) prior to excavation. City of Madison Forestry personnel shall assess the impact to the tree and to its root system prior to work commencing. Tree protection specifications can be found on the following website: <https://www.cityofmadison.com/business/pw/specs.cfm> Add as a note on the plan set.

67. No later than five business days prior to forming concrete and constructing tree grate sites, the Contractor shall contact City Forestry at (608) 266-4816 to identify and locate underground conflicts (utilities, vaults, conduit) or other underground obstructions and determine grate locations. Tree grate type: Neenah 4x8 (R8815-A). Tree guard Neenah (R-8501-4818). Add as a note on the plan set.
68. Additional street trees are needed for this project. Tree planting specifications can be found in section 209 of City of Madison Standard Specifications for Public Works Construction - All street tree planting locations and tree species within the right of way shall be determined by City Forestry. A landscape plan (in PDF format) shall be submitted City Forestry for approval of planting locations and tree species. All available street tree planting locations shall be planted within the project boundaries. Add following note to plan: At least one week prior to street tree planting, Contractor shall contact City Forestry at (608) 266-4816 to schedule inspection and approval of nursery tree stock and review planting specifications with the landscaper.
69. On this project, street tree protection zone fencing is required. The fencing shall be erected before the demolition, grading or construction begins. The fence shall include the entire width of terrace and, extend at least 5 feet on both sides of the outside edge of the tree trunk. Do not remove the fencing to allow for deliveries or equipment access through the tree protection zone. Add as a note on the plan set.
70. Street tree pruning shall be coordinated with Madison Forestry at a minimum of two weeks prior to the start of construction for this project. All pruning shall follow the American National Standards Institute (ANSI) A300 - Part 1 Standards for pruning. Add as a note on the plan set.
71. Section 107.13(g) of City of Madison Standard Specifications for Public Works Construction addresses soil compaction near street trees and shall be followed by Contractor. The storage of parked vehicles, construction equipment, building materials, refuse, excavated spoils or dumping of poisonous materials on or around trees and roots within five (5) feet of the tree or within the protection zone is prohibited. Add as a note on the plan set.
72. All proposed street tree removals within the right of way shall be reviewed by City Forestry before the Plan Commission meeting. Street tree removals require approval and a tree removal permit issued by City Forestry. Any street tree removals requested after the development plan is approved by the Plan Commission or the Board of Public Works and City Forestry will require a minimum of a 72-hour review period which shall include the notification of the Alderperson within who's district is affected by the street tree removal(s) prior to a tree removal permit being issued. Add as a note on the plan set.
73. An existing inventory of street trees located within the right of way shall be included on the landscape, site, demo, and utility plans. The inventory shall include the following: location, size (diameter at 4 1/2 feet), and species of existing street trees. The inventory should also note if a street tree is proposed to be removed and the reason for removal.

**Water Utility** (Contact Jeff Belshaw, 261-9835)

74. The Madison Water Utility shall be notified to remove the water meter at least two working days prior to demolition. Contact the Water Utility Meter Department at (608) 266-4765 to schedule the meter removal appointment.

75. A Water Meter Application Form and fees must be submitted before connecting to the existing water lateral. Provide at least two working days notice between the application submittal and the scheduled lateral connection/extension. Application materials are available on the Water Utility's Plumbers & Contractors website (<http://www.cityofmadison.com/water/plumbers-contractors>), otherwise they may be obtained from the Water Utility Main Office at 119 E Olin Ave. A licensed plumber signature is required on all water service applications. For new or replacement services, the property owner or authorized agent is also required to sign the application. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.