



**Project Addresses:** 306 N Brooks Street

**Application Type:** Demolition Permit, Zoning Map Amendment, Conditional Uses, and Certified Survey Map Referral

**Legistar File ID #** [83527](#), [83907](#), [83529](#), and [83531](#)

**Prepared By:** Chris Wells, Planning Division  
Report includes comments from other City agencies, as noted

**Reviewed By:** Kevin Firchow, Planning Division

**Summary**

**Applicant & Property Owner:** John Leja; LZ Ventures; 8301 Machine Drive, Suite 102; Madison, WI 53717

**Contact:** Duane Johnson; Knothe & Bruce Architects; 8401 Greenway Blvd., Suite 900; Middleton, WI 53717

**Surveyor:** Kevin Pape, Vierbicher & Associates; 999 Fourier Drive, Suite 201; Madison, WI 53717

**Requested Actions:**

- ID [83527](#) – Consideration of a demolition permit to demolish a lodging house at 306 N Brooks Street;
- ID [83907](#) – Consideration of a request to rezone 306 N Brooks Street from the TR-U2 (Traditional Residential-Urban 2) District to the RMX (Regional Mixed-Use) District;
- ID [83529](#) – Consideration of a conditional use in the [Proposed] Regional Mixed-Use (RMX) District for a building exceeding five stories and 78 feet in height; and Consideration of a conditional use for a vehicle parking reduction of more than 20 spaces and 25 percent or more of the required parking, to allow construction of a 15-story, 189-unit apartment building.
- ID [83531](#) – Approval of a Certified Survey Map (CSM) to create one lot for the proposed residential development.

**Proposal Summary:** The applicant is seeking approvals to construct 15-story, 189-unit apartment building at the northwest corner of W Johnson Street and N Brooks Street following demolition of a four-story lodging house. The underlying lots comprising the subject site will be combined into one lot by CSM. The letter of intent indicates that construction will commence in December of 2025, with completion anticipated in June of 2027.

**Applicable Regulations & Standards:** Section 28.182 of the Zoning Code provides the process for zoning map amendments. MGO Section 28.069(3)(c) notes that building height exceeding the maximum (i.e. 5 stories or 78 feet) may be allowed in the RMX District with conditional use approval. Additionally, Table 28I-4 in MGO Section 28.141(5) notes that a vehicle parking reduction of more than 20 spaces and 25 percent or more of the required parking requires conditional use approval. Section 28.183 provides the process and standards for the approval of conditional use permits. MGO Section 28.185 provides the process and standards for the approval of demolition and removal permits. The subdivision process is outlined in MGO Section 16.23(4)(f) of the Subdivision Regulations.

**Review Required By:** Plan Commission and Common Council.

**Summary Recommendation:** The Planning Division recommends the following to the Plan Commission:

- That the Plan Commission that the standards for demolition permits are met to **approve** demolition of a lodging house located at 306 N Brooks Street;
- That the Plan Commission forward Zoning Map Amendment ID 28.022-00676, rezoning 306 N Brooks Street from TR-U2 to RMX, to the Common Council with a recommendation of **approval**;
- That the Plan Commission find the standards for conditional uses are met to **approve** a 15-story, 189-unit apartment building, subject to input at the public hearing and the conditions from reviewing agencies beginning on **page 10**; and
- That the Plan Commission forward the Certified Survey Map to remove underlying lot lines at 306 N Brooks Street to the Common Council with a recommendation of **approval** subject to the conditions from reviewing agencies beginning on **page 19**.

## Background Information

**Parcel Location:** The 34,251-square-foot (0.79-acre) parcel is located at the northwest corner of W Johnson Street and N Brooks Street; Alder District 8 (Govindarajan); Madison Metropolitan School District.

**Existing Conditions and Land Use:** A four-story, roughly 50,000-square-foot lodging house, currently occupied by the community organization Porchlight, containing 102 units (87 single room occupancy rooms (SROs) and 15 efficiency units) with surface parking. The parcel is zoned PD (Planned Development District).

### Surrounding Land Uses and Zoning:

North: Across Conklin Place is a nine-story, 79-unit apartment building zoned PD (Planned Development) District and Luther Memorial Church, zoned TR-U2 (Traditional Residential-Urban 2) District;

South: Across W Johnson Street is the University of Wisconsin's roughly 11-story Educational Sciences building in the CI (Campus Institutional) District;

West: The 12-story, 179-unit Grand Central apartment building, zoned PD District; and

East: Across N Brooks Street is University of Wisconsin's five-story Grainger Hall, zoned CI District.

**Adopted Land Use Plans:** The 2023 [Comprehensive Plan](#) recommends Special Institutional (SI) Uses for the subject parcel but provides a Map Note (No. 2) which states, in part: *"There are some privately owned properties within the SI-designated areas. If such privately owned parcels redevelop, their use and design should be consistent with adopted sub-area plans, the most relevant of which, as of the adoption of this Plan, is the Regent Street-South Campus Neighborhood Plan. In the rare case where private redevelopment is proposed for an area that is not covered by a sub-area plan, multifamily residential and mixed-use development shall be considered appropriate, so long as the scale, massing, and design of the building fits in with the surrounding context, as determined by the Plan Commission and City Council."* Staff note that the [Regent Street-South Campus Neighborhood Plan](#) does not extend to the north side of W Johnson Street and no other neighborhood plan provides recommendations for the subject parcel.

**Zoning Summary:** The subject site will be zoned RMX (Regional Mixed-Use District), which will be reviewed in the following sections.

Requirements	Required	Proposed
Lot Area (sq. ft.): For exclusive residential use	None	34,083.75 sq. ft.
Front Yard Setback	None	11.9'
Max. Front Yard Setback	25'	11.9'
Side Yard Setback: Other cases	None unless needed for access	11.6' north side 12.0' south side
Rear Yard Setback: For corner lots, where all abutting property is in a nonresidential zoning district	The required rear yard setback shall be the same as the required side yard setback: None unless needed for access	36.4'
Usable Open Space	None	As shown on proposed plan
Maximum Lot Coverage	90%	84% (See Comment #47)
Minimum Building Height	2 stories	15 stories/< Capitol View Preservation limit
Maximum Building Height	5 stories/78'	15 stories/< Capitol View Preservation limit

Site Design	Required	Proposed
Number Parking Stalls	Multi-family dwelling: 1 per dwelling (189)	117 garage 11 surface (128 total)
Electric Vehicle Stalls	13 EV ready	13 EV ready 3 EV installed
Accessible Stalls	Yes	Yes
Loading	None	Loading zone
Number Bike Parking Stalls	Multi-family dwelling: 1 per unit up to 2-bedrooms, ½ space per add'l bedroom (267) 1 guest space per 10 units (19) (286 total)	222 garage 64 surface (286 total)  (See Comment #48)
Landscaping and Screening	Yes	Yes (See Comment #49)
Lighting	Yes	Yes
Building Form and Design	Yes	Large multi-family building

Other Critical Zoning Items	
Yes:	Utility Easements; Barrier Free (ILHR 69)
No:	Urban Design, Historic District; Floodplain, Wetlands, Wellhead Protection, Adjacent to Park, TOD Overlay

*Tables Prepared by Jenny Kirchgatter, Assistant Zoning Administrator*

**Environmental Corridor Status:** The subject site is not located in a mapped environmental corridor.

**Public Utilities and Services:** The site is currently served by a full range of urban services, including Metro Transit which operates daily all-day transit service along N Brooks Street opposite this property – with trips at least every 60 minutes (every 30 minutes or less during the day on weekdays). Metro Transit operates additional daily all-day transit service along University Avenue, W Johnson Street and S Park Street near this property - with trips on most

routes at least every 30 minutes. Metro Transit would initially estimate the following counts of potentially eligible trips towards US Green Building Council/LEED Quality Access to Transit points: 444 Weekday & 201 Weekend (average). Please contact Metro Transit if additional analysis would be of interest.

## Project Description

The applicant is requesting approval of a demolition permit to demolish a four-story, roughly 50,000-square-foot lodging house located on a 0.79-acre parcel at 306 N Brooks Street and to rezone the parcel from TR-U2 to RMX to facilitate redevelopment of the property with a 15-story, 189-unit apartment building. Additionally, a Certified Survey Map (CSM) is proposed to combine the underlying lots comprising the subject parcel into one lot.

The existing building, built in 1952 as the University YMCA, has served for the past 21 years as the Porchlight nonprofit organization's administrative and long-term affordable housing facility. The building is four-stories in height and contains 102 units (87 single room occupancy rooms (SROs) and 15 efficiency units). Seventeen surface automobile stalls are located on the west side of the site and are accessed from W Johnson Street. [Photos](#) of the interior and exterior of the building are included in the materials submitted for the demolition permit. Planning Division staff is not aware of structural issues with the building.

After demolishing the subject building, the applicant proposes to construct a 15-story, 189-unit apartment building. Like its predecessor, surface automobile stalls (now 11) are located on the west side of the site and are accessed from W Johnson Street. However, unlike its predecessor, the new building has under building parking which is accessed via a ramp located off of this west drive aisle. The structured parking, which starts on the ground level, spirals down for roughly two levels and contains a total of 117 stalls. It also contains 223 long-term bicycle stalls located in various locations over the two levels.

Staff note that the provision of 128 automobile stalls (117 structured and 11 surface) is 61 stalls (or 32.2-percent) short of the 189 stalls required by the Zoning Code. Table 28I-4 in MGO Section 28.141(5) states that a vehicle parking reduction of more than 20 spaces and 25 percent or more of the required parking requires conditional use approval.

Justifying their provision of parking, the applicant notes in submitted materials, *"The project is at the heart of campus and the vast majority of the tenants will be UW students who would be walking or biking to nearby classes. The site is within close proximity to multiple bus stops including BRT route options. In addition, there are many options for bike and pedestrian travel, including established bike paths and routes. Furthermore, the project will be owned and managed by LZ Management, who owns and manages two student housing projects on the same block; Grand Central and X-01 have a combined 211 parking stalls, which have proven over the years to be more than adequate, and many of these are leased to non-students. If viewed cumulatively between all three buildings, the parking ratio would be .78 stalls per unit. Shared parking between all these buildings would be available."*

The new building has two entrances, one located along each street-facing façade. Community rooms occupy the southwest and southeast corners of the ground floor while a fitness room occupies the northeast corner. The upper 14 floors contain a total of 189 units – eight studios, 14 one-bed, 56 two-bed, 74 three-bed, 29 four-bed, and 8 five-bedroom units. A small, 724-square-foot lounge and adjacent 271-square-foot terrace, both common amenities, are located on the 15<sup>th</sup> floor.

The new building is roughly 161 feet in height. (While the submitted drawings show the top of the building mechanicals is roughly seven inches below the Capital View Preservation height limit, Zoning will need to confirm this compliance before final sign off.) As for massing setbacks, the building mass steps back roughly nine feet on all four sides at the sixth-floor level.

Regarding exterior materials, beige-colored brick is the primary material on the lower 12 floors while a light grey composite metal paneling clads the upper three. Dark grey composite metal paneling is used to cover the floor slabs.

## Analysis

Section 28.182 of the Zoning Code provides the process for zoning map amendments. MGO Section 28.069(3)(c) notes that building height exceeding the maximum (i.e. 5 stories or 78 feet) may be allowed in the RMX District with conditional use approval. Additionally, Table 28I-4 in MGO Section 28.141(5) notes that a vehicle parking reduction of more than 20 spaces and 25 percent or more of the required parking requires conditional use approval. Section 28.183 provides the process and standards for the approval of conditional use permits. MGO Section 28.185 provides the process and standards for the approval of demolition and removal permits. The subdivision process is outlined in MGO Section 16.23(4)(f) of the Subdivision Regulations.

### Conformance with Adopted Plans

The 2023 [Comprehensive Plan](#) recommends Special Institutional (SI) Uses for the subject parcel but provides a Map Note (No. 2) which states, in part: *“There are some privately owned properties within the SI-designated areas. If such privately owned parcels redevelop, their use and design should be consistent with adopted sub-area plans, the most relevant of which, as of the adoption of this Plan, is the Regent Street-South Campus Neighborhood Plan. In the rare case where private redevelopment is proposed for an area that is not covered by a sub-area plan, multifamily residential and mixed-use development shall be considered appropriate, so long as the scale, massing, and design of the building fits in with the surrounding context, as determined by the Plan Commission and City Council.”* Staff note that the [Regent Street-South Campus Neighborhood Plan](#) does not extend to the north side of W Johnson Street and no other neighborhood plan provides recommendations for the subject parcel.

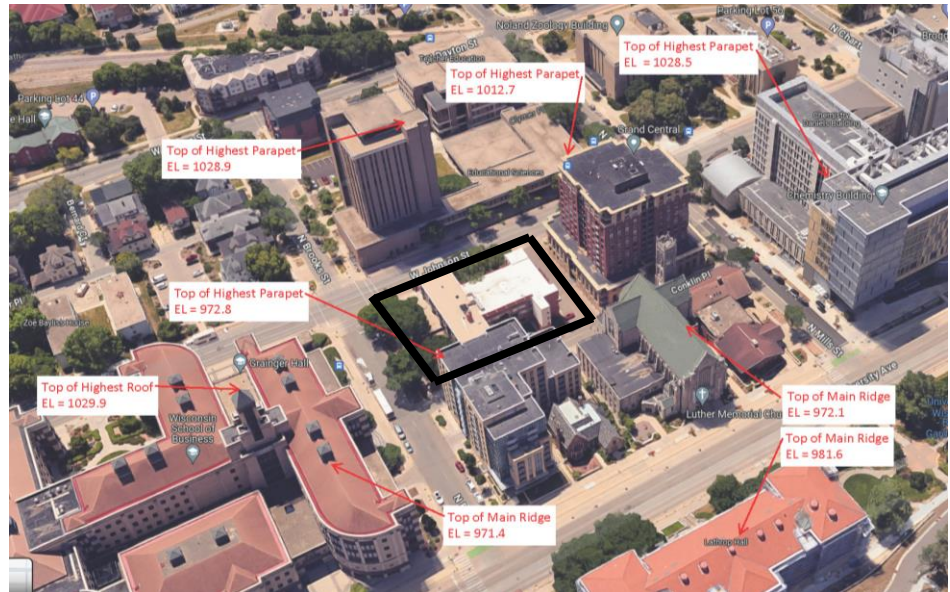
As a measure of building scale, staff have used building height as a proxy. The proposed building height is roughly 161 feet, which equates to roughly 1,032 feet above sea level. (The Capital View Preservation height limit is 187.2 feet above City datum or 1,032.8 ft above sea level). For comparison’s sake, the applicant team prepared a building height survey of the surrounding parcels (see Image 1 below).

**North:** Across Conklin Place is X01 Apartments, a nine-story, 79-unit apartment building, whose height reaches up to roughly 1,013 feet and Luther Memorial Church, which rises up to the roughly 972-foot mark;

**South:** Across W Johnson Street is the University of Wisconsin’s roughly 11-story Educational Sciences building, which reaches up to the roughly 1,029-foot mark;

**West:** The 12-story, 179-unit, Grand Central apartment building, which reaches up to the 1,013-foot mark, beyond which is the University of Wisconsin’s Chemistry Building, which reaches up to the roughly 1,028-foot mark; and

**East:** Across N Brooks Street is University of Wisconsin’s five-story Grainger Hall whose roof ridge reaches up to the 971-foot mark but whose tower spire rises to the 1,029-foot height mark.



**Image 1: Building Heights Surrounding the Subject Site. (Source: Vierbicher Associates)**

This means that there are three buildings located in the surrounding block (four if you count the Grainger Hall spire) that rise up to at least the 1,012-foot mark (or within roughly 20 feet of the proposed building), two of which rise up to less than five feet of the proposed building. Furthermore, the proposed building’s mass and stepbacks closely resembles that of the adjacent Grand Central apartment building to the west which also has a roughly five-story base before stepping back on all sides.

It is for these reasons that Staff believe the proposed building could be found ‘appropriate’ and that its scale, massing, and design fit in with the surrounding context. Therefore, Staff believe it is consistent with adopted plan recommendations.

### **Demolition Permit Standards**

At its October 5, 2021 meeting, the Common Council adopted Ordinance 21-00065 (ID [67074](#)) to revise the standards and process for demolition and removal permits in Section 28.185 of the Zoning Code to remove consideration of proposed future use as a factor in approving demolition requests. The Plan Commission shall consider the seven approval standards in §28.185(9)(c) M.G.O. when making a determination regarding demolition requests and find them met in order to approve. The factors include a finding that the proposed demolition or removal is consistent with the statement of purpose of the demolition permits section and with the health, prosperity, safety, and welfare of the City of Madison. The statement of purpose in Section 28.185 states, in part:

*“The purpose of this section is therefore to ensure the preservation of historic buildings, encourage applicants to strongly consider relocating rather than demolishing existing buildings, aid in the implementation of adopted City plans, maximize the reuse or recycling of materials resulting from a demolition, protect the public from potentially unsafe structures and public nuisances...”*

On balance, staff believes that standards can be found met and provides the following additional information.

In regards to Standard 1 related to the possible building relocation efforts, the Plan Commission is required to consider any information provided related to possible relocation activities. The applicant noted in submitted materials that relocation was considered but was deemed not a “good prospect for relocation.”

In regards to Standard 6 related to the condition of the buildings proposed for demolition, Planning Division staff have not received any comments from City Building Inspection, Fire, or Police. In the submitted information, the applicant provides [photos](#) of the existing structure and notes that the building has become “*outdated and obsolete and has become a financial and maintenance burden to its users. The facility has not seen significant updates for many years: it has its original windows, insulation, and mechanical systems and is very inefficient. In addition, the building does not have a fire sprinkler system, which is unsafe and no longer allowed for a building of this type.*” However, from the submitted information, staff is not aware of significant structural issues. While the code notes condition must be considered, it does not specify that a certain structural condition or level of disrepair is necessary in order to approve a demolition.

Related to the historic value of the structures, staff notes Standard 4 states:

*“The Plan Commission has received and considered the report of the City's historic preservation planner regarding the historic value of the property as well as any report that may be submitted by the Landmarks Commission.”*

The Landmarks Commission reviewed the demolition of the building at its May 6, 2024 meeting, and at that meeting found that the building at 306 N Brooks Street “*has historic and cultural value related to its historic association with the Women’s Rights Movement and Gay Liberation Movement.*”

Regarding the historic and cultural significance the existing structure has had, the applicant notes the following in submitted materials,

*“The building is not on the National or State Register of Historic Places; however, there was a survey conducted in 2019 called the “Wisconsin Underrepresented Communities Historic Resource Survey Report” which highlighted 306 N. Brooks Street as the Women’s Center of the University YMCA from the 1970’s-1990’s and housing the Lesbian Switchboard beginning in 1974. Other possibly significant events in this building include the Teachers Assistance Association office. We would like to honor the history of this building by highlighting the cultural significance this property has with the Women’s Movement, Gay Liberation Movement, Teacher’s Assistance Association, and more recently, Porchlight. This would be done by creating a legacy history wall or exhibit that visually shows this history in a creative and engaging way.”* The applicant further clarified, “*The legacy wall will be on the interior [of the building]. We’ve hired Legacy Architects to do additional research to holistically understand the history of the site and be able to tell that story in an engaging way within the public space of the building.*”

Standard 7, which includes references the standards 1-6 states that *“The Plan Commission shall consider the factors and information specified in items 1-6 and find that the proposed demolition or removal is consistent with the statement of purpose of this section and with the health, prosperity, safety, and welfare of the City of Madison.”*

Given the condition of the structure, the lack of a fire sprinkler system, the legacy history wall that would be created within the new building, and the fact the Porchlight itself of supportive of the demolition (due to the fact that it would potentially relocate to a new 70-units mixed-use building at 521 E Washington Avenue), Staff believe the Demolition Permit standards can be found met subject to input at the public hearing and comments from reviewing agencies.

### **Zoning Map Amendment Standards**

Staff believes that the Zoning Map Amendment standards can be found met. These standards state that such amendments are legislative decisions of the Common Council that shall be based on public health, safety and welfare, shall be consistent with the Comprehensive Plan, and shall comply with Wisconsin and federal law. Chapter 66.1001(3) of Wisconsin Statutes requires that zoning ordinances (of which the zoning map is part) enacted or amended after January 1, 2010 be consistent with the City’s Comprehensive Plan. 2010 Wisconsin Act 372 clarified “consistent with” as “furthers or does not contradict the objectives, goals and policies contained in the comprehensive plan.” As noted above, Staff believes that the project is consistent with the Comprehensive Plan.

### **Conditional Use Standards**

The Conditional Use approval standards state that 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 MGO §28.183(6) are met. Please note, recent changes to state law requires that conditional use findings must be based on “substantial evidence” that directly pertains to each standard and not based on personal preference or speculation. Staff provides additional discussion on the following standards.

Standard 5 states, *“Adequate utilities, access roads, drainage, internal circulation improvements for pedestrians, bicyclists, public transit and vehicles, parking supply (in cases with minimum parking requirements) and other necessary site improvements have been or are being provided.”* As noted previously in this report, the applicant is providing just 128 of the required 189 automobile parking stalls; a reduction which requires a conditional use approval. The applicant has provided justification for why they believe this is warranted including the vast majority of tenants being students, the proximity to campus, and the wealth of nearby transportation options such as bicycle, car share, and Metro’s BRT.

Standard 11 states, *“When applying the above standards to an application for height in excess of that allowed in the district, the Plan Commission shall consider recommendations in adopted plans; the impact on surrounding properties, including height, mass, orientation, shadows and view; architectural quality and amenities; the relationship of the proposed building(s) with adjoining streets, alleys, and public rights of ways; and the public interest in exceeding the district height limits.”*

As described above, Staff believe the proposed building’s scale, massing, and design fit in with the surrounding context.

On balance, staff believes that the Conditional Use Standards can be found met subject to input at the public hearing and comments from reviewing agencies.



## Land Division

The applicant has submitted a one-lot Certified Survey Map to combine the underlying lots that comprise the subject parcel. M.G.O. Section 16.23(5)(g) provides the process for certified survey maps. Staff believe that all applicable standards for land divisions can be found met, subject to the comments recommended by reviewing agencies.

## Public Input

At time of writing, Staff have not received any public comments.

## Conclusion

The applicant is requesting approval of a zoning map amendment to rezone the 0.79-acre parcel from TR-U2 to RMX and conditional use approvals to facilitate redevelopment of the site with a 15-story, 189-unit apartment building following demolition of a lodging house.

The Planning Division believes that the Plan Commission may find that the proposed development meets the various standards for approval. Regarding the height and mass, Staff note that there are two other buildings in the immediate area that are within five feet of the proposed building's absolute height of 1,032 feet above sea level. Furthermore, Staff note the proposed building's mass and stepbacks closely resembles that of the adjacent Grand Central apartment building to the west which also has a roughly five-story base before stepping back on all sides. For these reasons, Staff believe the proposed building's scale, massing, and design fit in with the surrounding context and therefore believe it is consistent with adopted plan recommendations.

## Recommendation

### Planning Division Recommendation (Contact Chris Wells, (608) 261-9135)

The Planning Division recommends the following to the Plan Commission:

- That the Plan Commission find that the standards for demolition permits are met to **approve** demolition of a lodging house located at 306 N Brooks Street;
- That the Plan Commission forward Zoning Map Amendment ID 28.022-00676, rezoning 306 N Brooks Street from TR-U2 to RMX, to the Common Council with a recommendation of **approval**;
- That the Plan Commission find the standards for conditional uses are met to **approve** a 15-story, 189-unit apartment building, subject to input at the public hearing and the conditions from reviewing agencies that follow; and
- That the Plan Commission forward the Certified Survey Map to remove underlying lot lines at 306 N Brooks Street to the Common Council with a recommendation of **approval** subject to the conditions from reviewing agencies beginning on **page 19**.

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

**Planning Division** (Contact Chris Wells, (608) 261-9135)

1. Prior to final sign off and the issuance of permits, the applicant shall submit a management plan on the form provided by the Zoning Administrator. The management plan shall be approved by the Planning Division Director and Zoning Administrator (or their designees) prior to final approval.

**City Engineering Division** (Contact Tim Troester, (608) 267-1995)

2. The City has limited sanitary sewer capacity in this area. Applicant shall submit projected wastewater flow calculations for the proposed development. Applicant may be required to build offsite sanitary sewer improvements as a condition of plan approval with a developer's agreement with the City. Applicant shall submit projected wastewater calculations to Mark Moder, [mmoder@cityofmadison.com](mailto:mmoder@cityofmadison.com).
3. 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)
4. Construct sidewalk, terrace, curb and gutter and street and alley pavement to a plan as approved by City Engineer
5. 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))
6. 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))
7. An Erosion Control Permit is required for this project. See Storm comments for permit specific details and requirements.
8. A Storm Water Management Report and Storm Water Management Permit is required for this project. See Storm comments for report and permit specific details and requirements.
9. 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.
10. Revise the plans to show a proposed private internal drainage system on the site. Include the depths and locations of structures and the type of pipe to be used. (POLICY AND MGO 10.29)

11. Revise the plans to identify the location of the public storm sewer (proposed or existing) that will serve the development show the connection of the private internal drainage system to the public storm sewer. (POLICY AND MGO OVER 10,000 SF OF IMPERVIOUS AREA 10.29 and 37.05(7)(b))
12. 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. 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.
13. Provide additional detail how the enclosed depression(s) created by the parking entrance(s) to the below building parking area(s) is/are served for drainage purposes. The building must be protected from receiving runoff up through the 100-yr design storm that is current in Madison General Ordinance Chapter 37. If the enclosed depression(s) is/are to be served by a gravity system provide calculations stamped by a Wisconsin P.E. that show inlet and pipe capacities meet this requirement. If the enclosed depression(s) is/are to be served by a pump system provide pump sizing calculations stamped by a Wisconsin P.E. or licensed Plumber that show this requirement has been met.
14. 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](mailto:meberhardt@cityofmadison.com), or Daniel Olivares (east) at [daolivares@cityofmadison.com](mailto: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.
15. 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 Redevelopment: By design detain the 10-year post construction design storm such that the peak discharge during this event is reduced 15% compared to the peak discharge from the 10-year design storm in the existing condition of the site. Further, the volumetric discharge leaving the post development site in the 10-year storm event shall be reduced by 5% compared to the volumetric discharge from the site in an existing condition during the 10-year storm event. These required rate and volume reductions shall be completed, using green infrastructure that captures at least the first 1/2 inch of rainfall over the total site impervious area. If additional stormwater controls are necessary beyond the first 1/2 inch of rainfall, either green or non-green infrastructure may be used.

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

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.

16. 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 [troester@cityofmadison.com](mailto:troester@cityofmadison.com) (West).

**City Engineering – Mapping** (Contact Julius Smith, (608) 264-9276)

17. Applicant shall dedicate Right-of-Way or Grant a Public Sidewalk Easement to the City along N Brooks St. and E. Johnson St. on the face of the concurrent Certified Survey Map. The final width and location of the easement to be approved by Engineering and Traffic Engineering
18. Coordinate and request from the utility companies serving this area the easements required to serve this development. Those easements shall be properly shown, dimensioned and labeled on the final plat.
19. The Owner on the application is not the current owner of record for the property. Provide the recorded conveyance of the parcel to the Owner noted on the application prior to final site plan sign off.
20. Proposed development conflicts with existing underground electric easement. Release MGE Easement per Document no. 3605277 to make way for proposed improvements. provide the recorded release prior to site plan approval.
21. Show the 12' of the existing driveway easement per document nos. 4403378 and 4409641 and 15' storm easement per doc 2815108 on sheets C 300 and C400.

22. Note drive area appears smaller than 12 feet and parking area as shown in document no. 44009641 while be altered with this document. Amend Document nos. 4403378 and 44009641 as necessary and provide to after recording and prior to site plan approval.
23. The address of 306 N Brooks St will be inactivated and archived with the demolition of the building. The address of the proposed apartment building is 1008 W Johnson St. 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.
24. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD), the new parcel data created by the Assessor's Office and the parcel data available to zoning and building inspection staff prior to issuance of building permits for new construction.
25. Submit a site plan and a complete building Floor Plan in PDF format to Lori Zenchenko ([lzenchenko@cityofmadison.com](mailto:lzenchenko@cityofmadison.com)) that includes a floor plan of each floor level on a separate sheet/page for the development of a complete interior addressing plan. Also, include a unit matrix for apartment buildings.

The Addressing Plan for the entire project shall be finalized and approved by Engineering (with consultation and consent from the Fire Marshal if needed) PRIOR to the verification submittal stage of this LNDUSE with Zoning. The final approved Addressing Plan shall be included in said Site Plan Verification application materials or a revised plan shall provided for additional review and approval by Engineering.

Per 34.505 MGO, a full copy of the approved addressing plan shall be kept at the building site at all times during construction until final inspection by the Madison Fire Department.

For any changes pertaining to the location, deletion or addition of a unit, or to the location of a unit entrance, (before, during, or after construction), a revised Address Plan shall be resubmitted to Lori Zenchenko to review addresses that may need to be changed and/or reapproved.

**Traffic Engineering Division** (Contact Luke Peters, (608) 266-6543)

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| <ol style="list-style-type: none"><li>26. The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a minimum eight (8)-foot wide sidewalk, six (6)-foot terrace, and additional one (1) foot for maintenance, where applicable, along their site's frontage of East Johnson Street.</li><li>27. The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a minimum five (5)-foot wide sidewalk, eight (8)-foot terrace, and additional one (1) foot for maintenance, where applicable, along their site's frontage of North Brooks Street.</li></ol> |
|--|
28. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawing 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.

29. 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.
30. 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.
31. All parking facility design shall conform to the standards in MGO Section 10.08(6).
32. All bicycle parking adjacent pedestrian walkways shall have a two (2)-foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.
33. 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.
34. Per MGO Section 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.
35. The applicant shall adhere to all vision triangle requirements as set in MGO Section 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 Section 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.
36. All parking ramps as the approach the public Right-of-Way shall not have a slope to exceed 5% for 20 feet; this is to ensure drivers have adequate vision of the Right-of-Way. If applicant believes public safety can be maintained they shall apply for a waiver, approval or denial of the waiver shall be the determination of the City Traffic Engineer.
37. 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 Andrew Oliver, ((608) 267-1979, [aoliver@cityofmadison.com](mailto:aoliver@cityofmadison.com)) Traffic Engineering Shop, 4151 Nakoosa Trail. The applicant shall return one signed approved building elevation copy to the City of Madison Traffic Engineering office with final plans for sign-off.
38. 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.

39. The applicant shall provide a clearly defined 5' walkway 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.
40. "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.
41. 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.
42. All existing driveway approaches on which are to be abandoned shall be removed and replaced with curb and gutter and noted on the plan.
43. Applicant shall submit for review a waste removal plan. This shall include vehicular turning movements.
44. 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 East Johnson Street will be granted for construction purposes. Provide a detailed construction plan to Traffic Engineering for review prior to final signoff.

**Parking Division** (Contact Trent W. Schultz, (608) 246-5806)

45. The applicant shall submit a Transportation Demand Management (TDM) Plan to [tdm@cityofmadison.com](mailto:tdm@cityofmadison.com). The TDM Plan is required per MGO Section 16.03. Applicable fees will be assessed after the TDM Plan is reviewed by staff.

**Zoning Administrator** (Contact Jenny Kirchgatter, (608) 266-4429)

46. Section 28.185(9)(b) requires that every applicant for a demolition or removal approval that requires approval by the Plan Commission is required to get a Reuse and Recycling Plan approved by the City Recycling Coordinator, Bryan Johnson at [streets@cityofmadison.com](mailto:streets@cityofmadison.com) prior to receiving a raze permit. Every person who is required to submit a reuse and recycling plan pursuant to Section 28.185(9)(b) shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition. A demolition or removal permit is valid for two (2) years from the date of the Plan Commission approval.
47. Provide a calculation and plan detail for lot coverage with the final submittal. The lot coverage maximum is 90%. Lot coverage is defined as the total area of all buildings, measured at grade, all accessory structures including pools, patios, etc., and all paved areas as a percentage of the total area of the lot, with the following exceptions: sidewalks or paved paths no wider than five (5) feet, pervious pavement, green roofs and decks. It appears that some 7' wide sidewalk areas may have been excluded from the lot coverage calculation. Provide details of any pervious pavement areas that are used.

48. Bicycle parking for the residential dwelling units shall comply with the requirements of MGO Sections 28.141(4)(g) and 28.141(11) and shall be designated as short-term or long-term bicycle parking. A minimum of 267 resident bicycle stalls are required plus a minimum of 19 short-term guest stalls. A minimum of 90% of the resident stalls (240 stalls) shall be designed as long-term parking. Up to twenty-five percent (25%) of bicycle parking may be structured parking, vertical parking or wall mount parking, provided there is a five (5) foot access aisle for wall mount parking. NOTE: A bicycle stall is a minimum of two (2) feet by six (6) feet with a five (5) foot wide access area. Submit a detail showing the model of bike rack to be installed.
49. 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.
50. 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.
51. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.

**Fire Department** (Contact Matt Hamilton, (608) 266-4457)

52. Fire command center to be visible from vestibule entry. Relocate door to be visible from entry.
53. Provide fire service access elevators
54. NFPA 14 requires multiple FDCs remotely located from each other. MFD anticipates that FDCs will be located along the Brooks St and Johnson St elevations.
55. Please consider allowing Madison Fire Dept. to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities: Division Chief Ron Blumer at [rblumer@cityofmadison.com](mailto:rblumer@cityofmadison.com) or (608) 266-5959.

**Parks Division** (Contact Ann Freiwald, (608) 243-2848)

56. 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# 24032 when contacting Parks Division staff about this project.

**Water Utility** (Contact Jeff Belshaw, (608) 261-9835)

57. A Water Service Application Form and fees must be submitted before connecting to the existing water system. Provide at least two working days' notice between the application submittal and the requested installation or inspection appointment. 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 Avenue. 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. A Water Meter Application Form will subsequently be required to size & obtain a water meter establish a Water Utility customer account and/or establish a Water Utility fire service account. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.

58. 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.

**Forestry Section** (Contact Bradley Hofmann, (608) 267-4908)

59. An existing inventory of street trees located within the right of way shall be included on the site, demo, utility, landscape, grading, fire aerial apparatus and street tree plan sets. 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.
60. 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 street tree plan set.
61. 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 (608) 266-4816. Penalties and remediation shall be required. Add as a note on the site, grading, utility, demolition, and street tree plan set.
62. 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 at (608) 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 site, grading, utility, demolition and street tree plan sets.
63. Section 107.13(g) of City of Madison Standard Specifications for Public Works Construction (website: <https://www.cityofmadison.com/business/pw/specs.cfm>) 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 both the site and street tree plan sets.

64. 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 both the site and street tree plan sets.
65. Street tree pruning shall be coordinated with City Forestry at a minimum of two weeks prior to the start of construction for this project. Contact City Forestry at (608)266-4816. All pruning shall follow the American National Standards Institute (ANSI) A300 - Part 1 Standards for pruning. Add as a note on both the site and street plan sets.
66. The Developer shall submit a Street Tree Report performed by International Society of Arboriculture Certified Arborist for City Forestry's review of project. This report shall identify all street trees on proposed project site, species type, canopy spread, tree condition, proposed tree removals, the impacts of proposed construction, and any requested pruning.
67. The Developer shall post a security deposit prior to the start of the development to be collected by City Engineering as part of the Developers Agreement. In the event that street trees are damaged during the construction process, City Forestry will draw from this deposit for damages incurred.
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 (website: <https://www.cityofmadison.com/business/pw/specs.cfm>) - All street tree planting locations and tree species within the right of way shall be determined by City Forestry. A landscape plan and street tree planting plan shall be submitted in PDF format to City Forestry for approval of planting locations within the right of way and tree species. All available street tree planting locations shall be planted within the project boundaries. Add following note on both the landscape and street tree plan sets: 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, the installation of a pavement support system (Silva Cell®, GreenBlue® or equivalent as approved by city) surrounding tree grate locations is required where the terrace is concrete. 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 before support system installation. Add as a note on both the site and street tree plan set.
70. 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. The Contractor will be required to obtain the grate, matching frame and/or tree guard. Tree grate type and matching frame: Neenah 4x8 (R-8815-A). Tree guard Neenah (R-8501-4818). Add as a note on both the landscape and street tree plan set.

**Metro Transit** (Contact Tim Sobota, (608) 261-4289)

71. The existing curbside bus stop zone and accessible pedestrian sidewalk and concrete boarding pad on the east side of North Brooks Street, north of West Johnson Street, provides critical access to the City's transit operations, and any planned or permitted obstruction of the existing bus stop zones in excess of thirty (30) days may require additional right-of-way improvements and/or other mitigation measures in coordination with Traffic Engineering and Metro Transit staff - in order to create an alternate bus stop zone that would serve the North Brooks Street at West Johnson Street intersection area in a comparable operational and accessible manner.
72. Metro Transit operates daily all-day transit service along North Brooks Street opposite this property – with trips at least every 60 minutes (every 30 minutes or less during the day on weekdays). Metro Transit operates additional daily all-day transit service along University Avenue, West Johnson Street and Park Street near this property - with trips on most routes at least every 30 minutes.
73. Metro Transit would initially estimate the following counts of potentially eligible trips towards US Green Building Council/LEED Quality Access to Transit points: 444 Weekday & 201 Weekend (average). Please contact Metro Transit if additional analysis would be of interest.
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## Certified Survey Map

**Recommended Conditions of Approval**

Major/Non-Standard Conditions are Shaded

**City Engineering Division** (Contact Tim Troester, (608) 267-1995)

74. 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)
75. Construct sidewalk, terrace, curb and gutter and street and alley pavement to a plan as approved by City Engineer.
76. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to City Engineering Division sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder (261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff.
77. A minimum of two (2) working days prior to requesting City Engineering signoff on the CSM, contact either Tim Troester (West) at (608) 261-1995 ([ttroester@cityofmadison.com](mailto:ttroester@cityofmadison.com)) or Brenda Stanley (East) at (608) 261-9127 ([bstanley@cityofmadison.com](mailto:bstanley@cityofmadison.com)) to obtain the final stormwater utility charges that are due and payable prior to sub-division of the properties. The stormwater utility charges (as all utility charges) are due for the previous months of service and must be cleared prior to the land division (and subsequent obsolesces of the existing parcel).

**City Engineering – Mapping** (Contact Julius Smith, (608) 264-9276)

78. Grant a Public Sidewalk Easement to the City on the face of this Certified Survey Map along W. Johnson St. and N. Brooks St. the final location and width to be approved by City Engineering and Traffic Engineering. Contact Jule Smith ([jsmith4@cityofmadison.com](mailto:jsmith4@cityofmadison.com)) with Engineering Mapping for the final language to be included on the face of the map. Note the Easement along N. Brooks St. shall be at a minimum 1' behind the existing back of sidewalk, but is up to the final approval and requirements of City Engineering and Traffic Engineering
79. Coordinate and request from the utility companies serving this area the easements required to serve this development. Those easements shall be properly shown, dimensioned and labeled on the final plat.
80. Note the original document that set forth the rights for the joint driveway easement per Document No. 4403778 and document No.4409641. Additionally note somewhere that the agreement subjected the parcel to a parking agreement.
81. The concurrent proposed developments location appears to conflict the 6' wide underground electrical easement per Document No. 3605277 this document should be released, and removed from the CSM after the release has been recorded. If not a note should be made that is location has been show by location of the actual facilities and the recorded as 30' distances shall be shown for L1 and L3
82. Note Parcel is Subject to Land Use Restriction Agreement Recorded as Document No. 2937168. It appears this agreement will require it to be released to allow for the development to proceed.
83. Add the City of Madison as a Cooperate Mortgagee for this CSM
84. Wisconsin Administrative Code A-E 7.08 identifies when Public Land System (PLS) tie sheets must be filed with the Dane County Surveyor's office. The Developer's Surveyor and/or Applicant must submit copies of any required U.S. public land survey monument record provided to the County Surveyor's Office, or, in instances where a public the monuments and witness ties area recovered under A-E 7.08(1g), the Surveyor shall provide to the City of Madison monument condition reports (with current tie sheet attached) for all Public Land Survey monuments, including center of sections of record, used in this survey, to Julius Smith ([JSmith4@cityofmadison.com](mailto:JSmith4@cityofmadison.com)) of City Engineering, Land Information.
85. In accordance with Section s. 236.18(8), Wisconsin Statutes, the Applicant shall reference City of Madison WCCS Dane Zone, 1997 Coordinates on all PLS corners on the Plat or Certified Survey Map in areas where this control exists. The Surveyor shall identify any deviation from City Master Control with recorded and measured designations. Visit the Dane County Surveyor's Office (web address <https://www.countyofdane.com/PLANDEV/records/surveyor.aspx>) for current tie sheets and control data that has been provided by the City of Madison.
86. Prior to Engineering final sign-off by main office for Plats or Certified Survey Maps (CSM), the final Plat or CSM in pdf format must be submitted by email transmittal to Engineering Land Records Coordinator Jule Smith ([Jsmith4@cityofmadison.com](mailto:Jsmith4@cityofmadison.com)) for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division sign-off.
87. Per A-E 7.05(11) list the Datum and Adjustment of the coordinate system used. eg. NAD83(97) or (2011)

88. Along the West line of the parcel show the recorded as bearing and distance from Conklin Replat of N1°18'E 166.35' and the recorded as distance of 105.0' along the South lines of lots 4-6.
89. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD), the new parcel data created by the Assessor's Office and the parcel data available to zoning and building inspection staff prior to issuance of building permits and early start permits for new construction.
90. Submit to Jule Smith, prior to Engineering sign-off of the subject plat, one (1) digital CADD drawing in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work, preferably closed polylines for lot lines, shall be void of gaps and overlaps and match the final recorded plat:
- a) Right-of-Way lines (public and private)
  - b) Lot lines
  - c) Lot numbers
  - d) Lot/Plat dimensions
  - e) Street names
  - f) Easement lines (i.e. all shown on the plat including wetland & floodplain boundaries.)

NOTE: This Transmittal is a separate requirement from the required Engineering Streets Section for design purposes. The Developer/Surveyor shall submit new updated final plat, electronic data for any changes subsequent to any submittal.

**Traffic Engineering Division** (Contact Luke Peters, (608) 266-6543)

91. The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a minimum eight (8)-foot wide sidewalk, six (6)-foot terrace, and additional one (1) foot for maintenance, where applicable, along their site's frontage of East Johnson Street.
92. The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a minimum five (5)-foot wide sidewalk, eight (8)-foot terrace, and additional one (1) foot for maintenance, where applicable, along their site's frontage of North Brooks Street.

**Parking Review** (Contact Trent W Schultz, (608) 246-5806)

The agency reviewed this project and determined a Transportation Demand Management (TDM) Plan is not required as part of certified survey map review. A TDM Plan will be reviewed as part of conditional use approval.

**Parks Division** (Contact Ann Freiwald, (608) 243-2848)

93. 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 Central Park-Infrastructure Impact Fee district. Please reference ID# 24032 when contacting Parks about this project.

94. The following note should be included on the CSM: "LOTS WITHIN THIS SUBDIVISION ARE SUBJECT TO IMPACT FEES THAT ARE DUE AND PAYABLE AT THE TIME BUILDING PERMIT(S) ARE ISSUED."

95. The Parks Division shall be required to sign off on this CSM.

**Office of Real Estate Services** (Contact Heidi Radlinger, (608) 266-6558)

96. Prior to approval sign-off by the Office of Real Estate Services, the Owner's Certificate on the CSM shall be executed by all parties of interest having the legal authority to do so, pursuant to Wis. Stats. 236.21(2)(a). The title of each certificate shall be consistent with the ownership interest(s) reported in the most recent title report.

A PDF of the CSM containing electronic signatures shall be provided to ORES to obtain approval sign-off.

97. If any portion of the lands within the CSM boundary are subject to an Option to Purchase or other Option interest, include a Certificate of Consent for the option holder and have it executed prior to CSM sign-off, if said ownership interest meets the criteria set forth by Wis. Stat. Sec. 236.34 and Sec. 236.21(2)(a).

A Consent of Lessee certificate shall be included on the CSM for all tenant interests in excess of one year, recorded or unrecorded, and executed prior to CSM sign-off.

98. If the lands within the CSM boundary are partially located within a Tax Incremental Financing District, discussions with Joe Gromacki, the City of Madison's tax increment financing coordinator, may be necessary before recording the CSM if a TIF application is required. Mr. Gromacki can be reached at 608-267-8724 or [jgromacki@cityofmadison.com](mailto:jgromacki@cityofmadison.com).

99. There are no special assessments reported on the subject parcel. If special assessments are levied against the property during the review period prior to CSM approval sign-off they shall be paid in full pursuant to Madison General Ordinance Section 16.23(5)(g)1.

100. Pursuant to Madison City Ordinance Section 16.23(5)(g)(4), the owner shall furnish an updated title report to Heidi Radlinger as well as the survey firm preparing the proposed CSM. The report shall search the period subsequent to the date of the initial title report (4/15/24) submitted with the CSM application and include all associated documents that have been recorded since the initial title report. A title commitment may be provided, but will be considered only as supplementary information to the title report update. Surveyor shall update the CSM with the most recent information reported in the title update. ORES reserves the right to impose additional conditions of approval in the event the title update contains changes that warrant revisions to the CSM.

101. The owner shall email the document number of the recorded CSM to Heidi Radlinger as soon as the recording information is available.

**The following agencies have reviewed this request and has recommended no conditions of approval:**

Planning, Zoning, Assessor's Office, Fire, Water Utility, Forestry, Metro