

**PLANNING DIVISION REPORT
DEPARTMENT OF PLANNING AND COMMUNITY
AND ECONOMIC DEVELOPMENT
Of December 13, 2007**

RE: ID # 08434, Demolition Permit – 1501 Monroe Street

1. Requested Actions: Approval of a demolition permit to allow demolition of two commercial buildings and the construction of a five-story, 48-room hotel.
2. Applicable Regulations: Section 28.04 (22) provides the guidelines and regulations for the approval of demolition permits.
3. Report Prepared By: Timothy M. Parks, Planner.

GENERAL INFORMATION

1. Applicants & Property owners: Robert & Debi Sieger, Wisconsin Avenue Associates/ Sieger, LLC; 1501 Monroe Street; Madison.

[Note: The development plans also list Professional Hospitality, 2814 Crossroads Drive, Madison, as an interested party with this request.]
2. Development Schedule: The applicant wishes to commence construction as soon as all regulatory approvals have been granted, with completion scheduled for fall 2008.
3. Location: Approximately 0.44 acres generally located at southeast corner of Monroe and Regent streets, Aldermanic District 13; Madison Metropolitan School District.
4. Existing Conditions: The existing building consists of a split-level building housing a bar, the applicant's architecture firm, a former pizzeria, and sportswear store at the grade of Monroe Street. A coffeehouse is located in a lower level space at the elevation where Regent Street meets the alley that runs along the backside of the building. A mezzanine level is located above the sportswear store a half-story above Monroe Street. The site is zoned C2 (General Commercial District) and C3 (Highway Commercial District).
5. Proposed Land Use: A five-story, 48-room hotel.
6. Surrounding Land Use and Zoning:
North: University of Wisconsin Fieldhouse, Camp Randall Stadium, Fire Station #4;
South: Madison Chinese Christian Church, one and two-family residences, zoned R4A (Limited General Residence District);
West: New Orleans Takeout, Stadium Barbers, Mickie's Dairy Bar, Gulliver's Travels, zoned C2 (General Commercial District);

East: The Regent apartment tower, zoned R6 (General Residence District) and M1 (Limited Manufacturing District), various commercial business along Regent Street in C2 zoning.

7. Adopted Land Use Plan: The Comprehensive Plan identifies the south side of Monroe Street from Regent to Van Buren streets, including the subject site, for neighborhood mixed-use redevelopment. The site is also included in Area #3 of the Monroe Street Commercial District Plan, which recommends mixed-use redevelopment of the Monroe Street block face bounded by Oakland Avenue on the west and Regent Street on the east with two to four-story buildings. The plan includes the opportunity for a projecting or tower-type element at the Regent Street intersection.
8. Environmental Corridor Status: The property is not located within a mapped environmental corridor.
9. Public Utilities & Services: The property is served by a full range of urban services.

STANDARDS FOR REVIEW

This application is subject to the demolition standards of Section 28.04 (22).

PREVIOUS REQUESTS

On January 8, 2007, the Plan Commission referred an earlier request by the applicant to rezone the subject site from C2 and C3 to PUD-GDP to allow construction of a ~~five~~-story mixed-use building containing 13,500 square feet of retail space, 10,025 square feet of office Space and 39 residential condominium units. The Planning Division expressed concerns that the scale and mass of the earlier request was not contextually appropriate for this location and that it failed to represent the vision for the area espoused in the then-draft Monroe Street Commercial District Plan, which at the time only recommended 2-3 story buildings on this block.

On July 9, 2007, the Plan Commission referred a revised request to rezone the site from C2 and C3 to PUD-GDP to allow construction of a ~~four~~-story mixed-use building containing 11,285 square feet of retail space, 12,160 square feet of office space and 24 residential units. The matter was referred to allow the developer to further work with the neighborhood to address concerns raised about the four-story iteration of the project.

The applicants have indicated that they are abandoning the mixed-use development proposals for this site in favor of the hotel project reviewed below. The ordinances pertaining to the two prior projects will be placed on an upcoming Plan Commission agenda for disposal.

DEMOLITION PERMIT REVIEW

The applicants are now requesting approval of a demolition permit to allow the two existing commercial buildings located on their property at the southeastern corner of Monroe and Regent streets to be razed to accommodate construction of a five-story, 48-room hotel under the existing C2 (General Commercial District) and C3 (Highway Commercial District) zoning. Hotels up to 40,000 square feet in gross floor area are permitted uses in the C2 and C3 commercial districts. No rezoning is required to accommodate the proposed hotel.

The western of the two buildings to be demolished is a one-story structure housing "The Grid" sports bar, while the eastern building is a split-level structure that contains a handful of retail/office spaces including the applicant's architecture firm. Some of these spaces are currently vacant. An additional commercial space is located in a lower level space at the elevation where Regent Street meets the alley that runs along the backside of the building mid-block between Monroe and Madison streets. The building also includes a mezzanine level located above the sportswear store and bar a half-story above Monroe Street. The boundary between the C2 and C3 zoning districts straddles the former common wall of the two component structures, with the C3 zoning of the eastern portion representative of the former use of that building as an automobile dealership (a use not permitted in C2 zoning).

Background

Although situated in the Vilas neighborhood, the subject site is located along the easterly outer reaches of the steeply rolling area that forms the University Heights neighborhood located generally to the northwest of the site west of Camp Randall Stadium. The resulting grades form a steep incline along Regent Street from east to west beginning at Madison Street up to Monroe, while Monroe Street descends more gradually from Grant Street and Oakland Avenue into the Regent intersection. The grades at the intersection are also the result of a railroad line that used to cross at that intersection, which is now occupied by the Southwest Bike Path. A City project to reconstruct the Monroe-Regent intersection, which will result in the lowering of the intersection, is tentatively scheduled for the 2009 construction year.

The area surrounding the subject site consists of a wide range of land uses, including a mix of low-rise, mostly one and two-family residences in the Vilas neighborhood to the south and southeast of the site and an assortment of primarily one- and two-story commercial businesses extending along both Monroe and Regent streets. The University Fieldhouse and Camp Randall Stadium form the dominant land uses north of the site across Regent Street, with the eight-story Regent Apartments located further to the east of the site at the corner of Randall and Regent. The site is also located across Monroe Street from a small plaza greenspace bounded by Breese Terrace and Monroe and Regent streets.

The Comprehensive Plan identifies the south side of Monroe Street from Regent to Van Buren

streets, including the subject site, for neighborhood mixed-use redevelopment. In general, neighborhood mixed-use (NMU) areas are intended to include commercial spaces primarily geared towards serving the surrounding neighborhoods, with any residential uses in NMU areas generally not to exceed 40 dwelling units per acre. The scale of buildings in neighborhood mixed-use areas should generally be between two and four stories in height, though building heights, as well as intensity of use and residential densities can vary as established in an adopted neighborhood or special area plan.

The Monroe Street Commercial District Plan, which was adopted on March 27, 2007, is intended to serve as a guide for development activities along Monroe Street from Glenway Street to Regent Street, including the subject site. The subject site is included in Area #3 of the plan, which identifies the Monroe Street blockface bounded by Oakland Avenue on the west and Regent Street on the east as a "redevelopment opportunity, short term." Specifically, the plan was adopted with a provision that allows redevelopment along the corridor with two to four-story buildings. The plan also encourages the buildings to step down in height along the rear alley in order to provide a "comfortable transition to the residential neighborhood behind." The plan includes an opportunity for a projecting bay or tower-type element at the Regent Street intersection and also encourages rear building parking, service and loading from the mid-block alley, and pedestrian-oriented storefronts along both Monroe and Regent for this block.

The subject site is also located within the Regent Street/ South Campus Neighborhood Planning Area, which will guide redevelopment activities along Regent Street from Breese Terrace to Murray Street. The draft plan, which was approved by the Regent Street/ South Campus Neighborhood Plan Steering Committee on November 28, 2007, incorporates the recommendations contained in the Comprehensive Plan for land use and those contained in the Monroe Street Commercial District Plan for building height for the subject site. Staff anticipates the Regent Street/ South Campus Neighborhood Plan will go through the City adoption process in the first part of 2008.

Project Description

Plans for the proposed hotel call for access to the site to be provided from the mid-block alley that forms the easterly boundary of the site, which will be partially widened onto the subject site to accommodate the hotel traffic. Vehicles entering the site will have the option of parking in 39 alley-level stalls located below the building or in 27 parking stalls located on a level below the alley parking. Some of the 27 stalls on the lower level will be stacked spaces for use by a hotel valet. The alley-level parking area will be separated from the alley by a hip wall, resulting in the under-building area being partially exposed to the southeast. A loading zone will be located along the alley outside the hip wall. A trash enclosure for the hotel will also have access from the alley. The parking valet office and a secondary entrance with access to the main hotel lobby on the level above will be located at the alley level. The 66 parking spaces proposed to serve the

hotel will exceed the 48 spaces required by the Zoning Ordinance, which requires one stall per lodging room.

The first floor of the hotel will be located at the grade of Monroe Street and will include the registration desk, hotel offices, a conference room and a "hotel services" area. Details of the hotel services area are not included in the application, though the applicants have verbally indicated to staff that this area will be available to hotel guests for the service of beverages and light meals. They indicate that it is generally not intended for use by the general public, though the Plan Commission may ask for additional information on this area to be included with the final development plans for the project should it be approved.

The mass of the proposed hotel will generally be situated near the center of the 0.44-acre site, with the nearest portion of the structure 17.5 feet from the Monroe Street property line. The first floor lobby area will largely be recessed under the upper four floors of the hotel. The area between this recessed façade is shown on the development plans as a pedestrian plaza, which will feature a total of ten doors opening onto the plaza from the first floor hotel lobby. The plaza will be slightly elevated above the public sidewalk along Monroe Street and will be planted primarily with four ornamental trees.

The 48 guest rooms proposed will be located above the first floor, with three suites and nine guest rooms located on floors 2-5. All three suites and the six guest rooms located along the Monroe Street façade on each room floor will feature spacious individual decks. The remaining three guest rooms on each floor will be located along the alley elevation. No decks are proposed for these 12 rooms.

The plans submitted for the hotel also include a rooftop deck area. The deck area will be located at the northerly end of the building closest to Regent Street and will occupy a total of 1,506 square feet including both the elevator lobby and outdoor deck area. The rest of the rooftop is shown as mechanical roof area and is noted as not being usable. With the 1,506 square-foot area on the roof, the building contains 39,928 square feet of floor area and six stories above the grade of Monroe Street as determined by the Zoning Ordinance. This includes the laundry room located at the sub-alley parking level, the alley-level valet office and lobby, the rooftop deck and the five floors of the hotel but does not include the area devoted to parking, which is exempted by code from the calculation of floor area. The building is also well under the maximum 3.0 floor area ratio permitted in the C2 zoning district, which would permit an approximately 58,000 square-foot building to be constructed on the 0.44-acre site.

The proposed hotel will be a modern, angular building featuring an exterior consisting of brick veneer, precast concrete panels and prominent aluminum-framed windows and window walls. The exterior of the northwesterly facing decks on floors 2-5 will include glass hip walls in metal frames. The building will stand approximately 54 feet in height as measured from the mean elevation of Monroe Street, with an additional 11 feet of height along Regent Street and the alley

as a result of the change in grade present across the site. The elevator lobby for the rooftop terrace adds another 8 feet, 8 inches to the height of the building at Regent Street.

ANALYSIS

Unlike the previous redevelopment projects presented for the subject site, which called for the rezoning of the property to the Planned Unit Development zoning district, the proposal before the Plan Commission at this time is solely a demolition permit in the existing C2 and C3 commercial districts. The plans presented for the five-story 48-room hotel propose a building that is less than 40,000 square feet of floor area, which is the threshold that would require review of the hotel as a conditional use. As such, the Plan Commission shall only review the current proposal using the standards for demolitions contained in Section 28.04 (22) of the Zoning Ordinance. A detailed report from the Zoning Administrator examining the specific usage of the project floor area is attached to this report as part of the general review of the project's compliance with the Zoning Ordinance.

The statement of purpose for the demolitions note that "the good maintenance and rehabilitation of existing buildings..." and "...the careful consideration and planning of changes in the urban landscape are a public necessity and are required in the interest of the health, prosperity, safety, and welfare of the people." In considering any request to demolish a principal building, the Plan Commission is asked to consider the structural soundness of a building, its economic productivity and its suitability for rehabilitation and repair or relocation. The Commission is also asked to evaluate the proposed alternative uses of a property before the existing buildings are razed or moved. When reviewing both the demolition of the existing building and proposed use of the site following the demolition, the Commission is asked to consider the effects the proposal would have on "the normal and orderly development and improvement of surrounding properties...after giving due consideration to the adopted master plan." Commission members are encouraged to consult the list of standards provided at their places.

Condition of the Existing Building

The applicant submitted detailed floorplans that note the building materials present in the bi-level building of the existing building and 15 photos of the exterior of the building on November 14 with their initial. On December 12, the applicant provided additional photos of the interior of the building and a preliminary structural assessment of the building prepared by a structural engineer. The report indicates that a variety of structural deficiencies are present in the two-building complex, including settling of the foundation, damage to floor and roof joists and distress to some of the exterior brick. The report includes short-term solutions for maintaining the buildings but notes that more extensive repairs would be required if the complex was to be preserved. The report also suggests that the cost of any permanent repairs to the existing building may exceed their value, though an estimate of those potential costs is not included.

Staff has conducted informal visits to the building within the last few years and found its interior spaces to appear to be in an average state of repair commensurate with the age of the building. A more formal inspection of the building has not been conducted to determine its structural soundness. It is not considered to be of a historical character, in part due to the alterations to the structure, which were formerly two separate buildings joined through a common mezzanine added during contemporary renovations. Staff believes, however, given the generally average condition and age of the building, that the proposed hotel will be more economically productive in the future than the existing commercial complex.

Conformance with City Plans/ Impacts on Neighborhood Development

As noted earlier in this report, the Comprehensive Plan recommends the south side of Monroe Street from Regent to Van Buren streets, including the subject site, for neighborhood mixed-use development. The plan notes that "neighborhood-serving commercial buildings and uses" within neighborhood mixed-use areas are "primarily intended to serve the adjacent neighborhoods." However, "neighborhood mixed-use districts may also include specialty businesses serving wider markets, provided the size of establishment and scale of building is consistent with the character of the district and the surrounding neighborhood." While the Comprehensive Plan does not define what a "specialty business" is, staff believes that it may be construed to include hotels, which are permitted uses in the existing C2 and C3 commercial zoning present on the site and to the east along Regent Street. However, the scale of the proposed five-story hotel (six stories when the rooftop deck is included) will require specific consideration given the character of the surrounding neighborhood, which largely features one- and two-story residential buildings to the south and primarily one- and two-story commercial buildings along this portion of Monroe Street. The Comprehensive Plan also generally encourages the development of two- to four-story buildings in neighborhood mixed-use area unless otherwise specified by a more detailed adopted special area or neighborhood plan.

In this case, the applicable adopted special area or neighborhood plan is the Monroe Street Commercial District Plan, which includes detailed development recommendations for each blockface along Monroe Street from Regent Street to Glenway Street, including urban design recommendations for building placement, height and articulation. The Common Council adopted the plan in March 2007 with a provision that redevelopment projects along most of the corridor could be developed with two- to four-story buildings with the understanding that lot size, proximity to other building forms, setbacks, step-backs, and floor-to-floor height shall all be considered when reviewing the redevelopment of properties on Monroe Street. The plan generally discourages buildings taller than four stories along Monroe Street and recommends that buildings be compatible with the buildings near them along Monroe and streets behind. The plan suggests that stepbacks, fenestration and "other similar significant features" can mitigate height and notes that height should be measured both in terms of number of stories and overall height. For buildings taller than four stories, the plan encourages creative design, consideration of contextual impact and the inclusion of "value-added features" to mitigate the taller building

height. The plan also notes that "there are no absolutes" and that each project should be considered on a case-by-case basis with an emphasis on a project's compatibility with its surroundings.

The plan encourages buildings along Monroe Street in the block between Regent Street and Oakland Avenue to step down in height along the rear alley in order to provide a "comfortable transition...to the residential neighborhood behind" and includes an opportunity for a projecting bay or tower-type element at the Regent Street intersection. The plan also encourages rear building parking, service and loading from the mid-block alley, and pedestrian-oriented storefronts along both Monroe and Regent for this block.

The design for the proposed hotel abides by some of the general recommendations of the Monroe Street Commercial District Plan as it relates to the use of the mid-block alley for development access and service. The development plan also attempts to provide a strong orientation to Monroe Street through the inclusion of a large plaza off the hotel lobby, which despite the slight elevation of the plaza above the sidewalk, appears intended to open the project towards the commercial corridor. The project has also been designed with the building's mass centered on the site, which somewhat reduces the mass of the building along the alley and adjacent to the low-rise residential uses located southeast of the alley in the Vilas neighborhood, as well as along the Monroe Street sidewalk.

However, the height of the proposed five-story hotel deviates substantially from the urban design recommendations contained in the Monroe Street Commercial District Plan by at least one full story over the maximum number of stories called for in the plan. [From a zoning standpoint, the building will technically be six stories in use due to the rooftop deck, though Planning Division staff generally considers the building to principally be a five-story mass for the purposes of reviewing the building against the applicable plan recommendations.] In general, the Monroe Street Commercial District Plan calls for 2-4 story buildings throughout most of the corridor with the aforementioned provisions to allow up to four-story buildings, which were added at the Plan Commission. The building massing recommendations in the plan are intended to mirror the predominant commercial development pattern present along Monroe Street, which overall has relatively few four-story commercial buildings and only one building greater than four stories along its length. The five-story building, the Monroe Commons retail-residential project located two blocks southwest of the site at Monroe and Spooner streets, predates the adoption of the Monroe Street Commercial District Plan and should be viewed as a compromise development for that site that is not indicative of any future development pattern or precedent for future development for Monroe Street.

The Plan Commission is asked to consider the height of the building and give consideration to both the use, scale and intensity of this project and surrounding land uses and the evolving context along Monroe Street when determining if this proposal comports to the design guidelines

in the Monroe Street Commercial District Plan and the normal and orderly physical development of the surrounding area as required in the demolition standards.

The Commission should also consider the effects on the normal and orderly development of the surrounding area caused by the establishment of the hotel at the scale being proposed. The establishment of a hotel at the corner of Monroe and Regent streets could add to the vitality of the surrounding commercial area while capitalizing on its relative location near the University of Wisconsin and Edgewood College campuses and Meriter Hospital. However, the Plan Commission should also consider the appropriateness of a transitional lodging use at this location on the edge of two low-density residential neighborhoods. Traditionally, hotels and other transitional lodgings have been located either in the downtown core, along major regional transportation corridors like the Beltline or E. Washington Avenue or on the edges of the City. However, the scale of these traditional hotels has generally been greater, with either larger building masses in the City's core or larger footprints when located away from the core.

The Commission should also be prepared to address concerns raised during the public hearing about the operation of the proposed hotel, including the management of patron usage of the 36 room decks overlooking Monroe Street, the pedestrian plaza area and the rooftop deck, in conjunction with events at the UW Fieldhouse and Camp Randall Stadium. Staff notes that a separate conditional use approval would be required in order for the hotel to establish an accessory outdoor use such as a beer garden or outdoor eating area in conjunction with stadium/fieldhouse events.

Finally, the Planning Division recommends that the Plan Commission consider requiring the developer to provide proof of financing and other mechanisms to ensure that the hotel is built as proposed if approved. While it is uncommon for the City to require proof of financing as part of a demolition permit, staff feels that it is important in the case of this project to ensure that the hotel will be built if approved so as to avoid the possible creation of a vacant site at what is a very important intersection in the City.

CONCLUSION

The Plan Commission is being asked to consider approval of a demolition permit to allow a two-building commercial complex located at the southeasterly corner of Monroe and Regent streets to be demolished so that a five-story, 48-room hotel (with rooftop deck area) can be constructed in the existing C2 and C3 commercial zoning of the site. As presented, the proposed hotel development is a permitted use subject to only to the demolition standards.

The hotel project proposes a unique land use and distinctive structure for its surroundings in an established mixed-use area characterized by low-density residential generally to the west, east and south of the site, the intersection of two neighborhood commercial corridors and the southern edge of the University of Wisconsin campus. As proposed, the structure is at least one story taller

than what has been recommended for the site in the adopted Monroe Street Commercial District Plan and the draft Regent Street/ South Campus Neighborhood Plan, both of which call for redevelopment of the site with a maximum of a four-story building. The mass of the proposed structure is five stories tall and includes an additional technical sixth story due to the rooftop deck proposed. The building also stands taller along the alley and at Regent Street than the front elevation due to the grades present across the site.

The Monroe Street Commercial District Plan was adopted with language that the approval of new buildings in the corridor should be considered in relation to lot size, proximity to other building forms, setbacks, step-backs, and floor-to-floor heights in the development project. The plan was also adopted with the requirement that the plan be clarified to note that the recommended standards, particularly related to height, express the neighborhood's expectations, but they are not considered absolutes in all cases. While the total number of floors in the building exceeds the plan recommendations, the height of the proposed hotel will be less than the mixed commercial-residential project that was reviewed by the Plan Commission in July, which was a four-story building with loft spaces, which created high floor-to-ceiling heights. The developer proposes to center most of the mass of the proposed hotel on the site in an effort to soften the scale and mass of the building on both facades. The floor area ratio of the proposed hotel is also less than the two mixed-use developments previously proposed for this site, as well as the five-story Monroe Commons development located two blocks to the west, which stands as the only building of a similar scale along the Monroe Street corridor south of Regent Street.

The standards for approval of demolition permits require the Plan Commission to make a finding that both the requested demolition and the proposed use are compatible with the purpose of the demolition section and the intent and purpose expressed in the Zoning Code for the zoning district in which the property is located. When making this finding, the Plan Commission shall consider and may give decisive weight to any relevant facts including, but not limited to the effects the proposed demolition and proposed use of the subject property would have on the normal and orderly development and improvement of surrounding properties, the reasonableness of efforts to relocate the building, including, but not limited to the costs of relocation, the structural soundness of the building, and limits that the location of the building would place on efforts to relocate it, and the availability of affordable housing after giving due consideration to the adopted master plan. The purpose section of the demolition standards indicates, in part, that the purpose of the section is to foster and encourage the preservation of buildings which are structurally sound, economically productive, and suitable for rehabilitation and repair. The purpose section also requires the Plan Commission to evaluate the proposed alternative uses of the property before existing buildings are destroyed or moved.

The applicant has provided a report that identifies structural deficiencies with the existing building and includes short-term solutions for maintaining the buildings but notes that more extensive repairs would be required if the complex was to be preserved. The report also suggests

that the cost of any permanent repairs to the existing building may exceed their value, though an estimate of those potential costs is not included. The Plan Commission may wish to have additional information submitted regarding the costs to repair the existing buildings before making its decision on whether to permit their demolition. Whether the buildings can be economically productive is a judgment call that should be informed by information provided by the applicant. However, it could be argued that the proposed hotel is being proposed because it is a more economically productive solution for the property than maintaining the existing buildings.

Planning staff has also considered the proposed alternative use of the property and its effects on the normal and orderly development of other properties in the surrounding area. While, on one hand, the addition of a hotel may add to the vitality of the commercial corridor, the hotel is proposed at a height taller than that recommended in the City's adopted plans for this area. The approval of a project with heights greater than those recommended in the plan needs to be considered very carefully since the approval of this project at heights greater than those recommended in the plans could arguably set a precedent for the development of other properties in the corridor.

RECOMMENDATION

If the Plan Commission can find the proposed project is in conformance with the standards for approval for demolition permits, including the impacts the project will have on the normal and orderly development of surrounding properties given due consideration of the recommendations in the Comprehensive Plan and Monroe Street Commercial District Plan, the Commission should approve the demolition permit for 1501 Monroe Street subject to input at the public hearing and the conditions listed below.

If the Plan Commission finds that the demolition standards cannot be met with this request, the Commission should place this application on file and should indicate the factors that it has considered and its findings in reaching this conclusion.

1. Comments from reviewing agencies.
2. That a note be placed on the final development plans noting that there shall be no access to the roof for hotel guests outside of the combined 1,506 square-foot rooftop deck area and elevator lobby depicted on the October 14, 2007 plans.
3. That the developer receive all necessary approvals from the City of Madison of any building encroachments (vaults, overhangs or projections) into the Monroe Street and Regent Street rights of way.

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4. That the developer submit proof of financing and an executed contract with a construction firm, which provides assurances that the project will be completed once started, in a form acceptable to the Director of the Department of Planning and Community & Economic Development prior to any permits being issued.



Department of Public Works
City Engineering Division

608 266 4751

Larry D. Nelson, P.E.
City Engineer

City-County Building, Room 115
210 Martin Luther King, Jr. Boulevard
Madison, Wisconsin 53703
608 264 9275 FAX
1 866 704 2315 Textnet

Deputy City Engineer
Robert F. Phillips, P.E.

Principal Engineers
Michael R. Dailey, P.E.
Christina M. Bachmann, P.E.
John S. Fahrney, P.E.
Gregory T. Fries, P.E.

Facilities & Sustainability
Jeanne E. Hoffman, Manager
James C. Whitney, A.I.A.

Operations Manager
Kathleen M. Cryan

Hydrogeologist
Joseph L. DeMorett, P.G.

GIS Manager
David A. Davis, R.L.S.

Financial Officer
Steven B. Danner-Rivers

DATE: December 5, 2007

TO: Plan Commission

FROM: Larry D. Nelson, P.E., City Engineer

SUBJECT: 1501-1509 Monroe Street Demolition

The City Engineering Division has reviewed the subject development and has the following comments.

MAJOR OR NON-STANDARD REVIEW COMMENTS (Comments which are special to the project and/or may require additional work beyond a standard, more routine project.)

Demolition Permit Comments:

1. All work in the public right-of-way shall be performed by a City licensed contractor.
2. The Applicant shall replace all sidewalk and curb and gutter which abuts the property which is damaged by the construction.
3. All existing utilities including gas, electric, phone, steam, chilled water, etc shall be shown on the plan.
4. Prior to approval of the conditional use application, the owner shall obtain a permit to plug each existing sanitary sewer lateral that serves a building that is proposed for demolition. For each lateral to be plugged the owner shall deposit \$1,000 with the City Engineer in two separate checks in the following amounts: (1). \$100 non-refundable deposit for the cost of inspection of the plugging by City staff; and (2). \$900 for the cost of City crews to perform the plugging. If the owner elects to complete the plugging of a lateral by private contractor and the plugging is inspected and approved by the City Engineer, the \$900 fee shall be refunded to the owner. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.

While it is understood that the applicant is applying for a demolition permit, City Engineering will also provide comment for the future proposed hotel. Any comments regarding the future development are informational and shall be satisfied prior to obtaining a building permit. The following comments apply:

1. Engineering Division requests the applicant/owner submit to the City of Madison, for review, approval and recording, a Certified Survey Map compilation of all encumbered lands for this proposed hotel development.
2. The General or Standard Review Comments that are checked on the attached pages.

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GENERAL OR STANDARD REVIEW COMMENTS

In addition, we offer the following General or Standard Review Comments:

Engineering Division Review of Planned Community Developments, Planned Unit Developments and Conditional Use Applications.

Name: 1501-1509 Monroe Street Demolition

General

- ☒ 1.1 The construction of this building will require removal and replacement of sidewalk, curb and gutter and possibly other parts of the City's infrastructure. The applicant shall enter into a City / Developer agreement for the improvements required for this development. The applicant shall be required to provide deposits to cover City labor and materials and surety to cover the cost of construction. The applicant shall meet with the City Engineer to schedule the development of the plans and the agreement. The City Engineer will not sign off on this project without the agreement executed by the developer. The developer shall sign the Developer's Acknowledgement prior to the City Engineer signing off on this project.
- ☐ 1.2 The site plan shall identify lot and block numbers of recorded Certified Survey Map or Plat.
- ☐ 1.3 The site plan shall include all lot/ownership lines, existing building locations, proposed building additions, demolitions, parking stalls, driveways, sidewalks (public and/or private), existing and proposed signage, existing and proposed utility locations and landscaping.
- ☐ 1.4 The site plan shall identify the difference between existing and proposed impervious areas.
- ☐ 1.5 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.
- ☐ 1.6 Coordinate all necessary new interior addresses associated with this proposed development with City Engineering Program Specialist Lori Zenchenko lzenchenko@cityofmadison.com or (608) 266-5952
- ☐ 1.7 The site plan shall include a full and complete legal description of the site or property being subjected to this application.
- ☐ 1.8 The Developer is required to pay Impact Fees for the _____ Impact Fee District for Lot(s) _____ of the _____ Plat/CSM. The current rate is \$ _____ /1000SF for a total of \$ _____. The Developer shall select one of the following two options for payment of these fees:
- 1) Impact Fees shall be paid in full prior to Engineering sign-off of the plat/csm.
 - 2) The Developer has elected to defer the payments until such time as the building permits are applied for, in which case the owner(s) shall have fourteen (14) days after receiving the invoices to pay the outstanding impact fees. The following shall be required prior to plat sign off;
 - a) The Developer shall supply an Excel spreadsheet with lot numbers, lot areas, and number of dwelling units per lot. The Developer shall supply a CADD file of the proposed FINAL plat, in a format compatible with Microstation J. This information shall be required to calculate the Impact Fees, which will then be recorded at the Register of Deeds against each lot in the subdivision..
 - b) All information shall be transmitted to Janet Dailey by e-mail at Jdailey@cityofmadison.com, or on a CD to:

Janet Dailey
City of Madison Engineering Division
210 Martin Luther King Jr. Blvd
Room 115
Madison, WI 53703
 - c) A minimum of three (3) weeks shall be required for staff to calculate the Impact Fees and record the documents prior to plat sign-off.

The Developer shall put the following note on the face of the plat:

ALL THE LOTS WITHIN THIS SUBDIVISION ARE SUBJECT TO IMPACT FEES THAT ARE DUE AND PAYABLE WITHIN FOURTEEN DAYS OF THE ISSUANCE OF BUILDING PERMIT(S).

Right of Way / Easements

- ☐ 2.1 The Applicant shall Dedicate a _____ foot wide strip of Right of Way along _____.
- ☐ 2.2 The Applicant shall Dedicate a _____ foot wide strip of Right of Way along _____.
- ☐ 2.3 The Applicant shall Dedicate a Permanent Limited Easement for grading and sloping _____ feet wide along _____.
- ☐ 2.4 The City Engineer has reviewed the need for pedestrian and bicycle connections through the development and finds that no connections are required.
- ☐ 2.5 The Applicant shall Dedicate a Permanent Limited Easement for a pedestrian / bicycle easement _____ feet wide from _____ to _____.
- ☐ 2.6 The Developer shall provide a private easement for public pedestrian and bicycle use through the property running from _____ to _____.
- ☐ 2.7 The developer shall be responsible for the ongoing construction and maintenance of a path within the easement. The maintenance responsibilities shall include, but not be limited to, paving, repaving, repairing, marking and plowing. The developer shall work with the City of Madison Real Estate Staff to administer this easement. Applicable fees shall apply.
- ☐ 2.8 The Public Sanitary Sewer Easement(s) dedicated to the City of Madison ("City") on the face of this Certified Survey Map or Subdivision Plat is/are subject to the following conditions:
- a. The property owner reserves the right to use and occupy the Public Sanitary Sewer Easement Area(s) in a manner consistent with the rights herein conveyed, provided that such use and occupancy shall not interfere with or disturb the installation, operation, maintenance, repair, replacement and/or modification of the public sanitary sewer facilities.
 - b. No above-ground improvements shall be located in the Public Sanitary Sewer Easement Area(s) by the City or the property owner, with the exception that grates, sewer access structure (SAS) covers, and other access points to the public sanitary sewer facilities shall be permitted at grade level. (Optional: and with the exception that pavement and/or concrete for driveway purposes shall be permitted.)
 - c. Plantings and landscaping within the Public Sanitary Sewer Easement Area(s) shall not obstruct routine maintenance by the City. In the event of repair or reconstruction, plantings and landscaping may be removed by the City without replacement or compensation to the property owner.
 - d. The property owner shall not change the grade of the Public Sanitary Sewer Easement Area(s) without the prior written approval of the City's Engineering Division.
 - e. The Public Sanitary Sewer Easement(s) may not be amended, modified, terminated, or released without the written consent of all the parties hereto, or their respective successors-in-interest.
- ☐ 2.9 The Public Sidewalk Easement(s) dedicated to the City of Madison ("City") on the face of this Certified Survey Map or Subdivision Plat is/are subject to the following conditions:
- a. The property owner reserves the right to use and occupy the Public Sidewalk Easement Area(s) in a manner consistent with the rights herein conveyed, provided that such use and occupancy shall not interfere with or disturb the installation, operation, maintenance, repair, replacement and/or modification of the public sidewalk improvements.
 - b. No above-ground improvements will be allowed in the Public Sidewalk Easement Area(s) by the property owner. (Optional: with the exception that pavement and/or concrete for driveway purposes shall be permitted.)
 - c. Plantings and landscaping within the Public Sidewalk Easement Area(s) shall not obstruct routine maintenance by the City. In the event of repair or reconstruction, plantings and landscaping may be removed by the City without replacement or compensation to the property owner.
 - d. The property owner shall not change the grade of the Public Sidewalk Easement Area(s) without the prior written approval of the City's Engineering Division.
 - e. The Public Sidewalk Easement(s) may not be amended, modified, terminated, or released without the written consent of all the parties hereto, or their respective successors-in-interest.
- ☐ 2.10 The Public Storm Sewer Easement(s) dedicated to the City of Madison ("City") on the face of this Certified Survey Map or Subdivision Plat is/are subject to the following conditions:
- a. The property owner reserves the right to use and occupy the Public Storm Sewer Easement Area(s) in a manner consistent with the rights herein conveyed, provided that such use and occupancy shall not interfere with or disturb the installation, operation, maintenance, repair, replacement and/or modification of the public storm sewer facilities.
 - b. No above-ground improvements shall be located in the Public Storm Sewer Easement Area(s) by the City or the property owner, with the exception that grates, sewer access structure (SAS) covers, and other access points to the public storm sewer facilities shall be permitted at grade level. (Optional: and with the exception that pavement and/or concrete for driveway purposes shall be permitted.)
 - c. Plantings and landscaping within the Public Storm Sewer Easement Area(s) shall not obstruct routine maintenance by the City. In the event of repair or reconstruction, plantings and landscaping may be removed by the City without replacement or compensation to the property owner.
 - d. The property owner shall not change the grade of the Public Storm Sewer Easement Area(s) without the prior written approval of the City's Engineering Division.
- The Public Storm Sewer Easement(s) may not be amended, modified, terminated, or released without the written consent of all the parties hereto, or their respective successors-in-interest.

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- ☐ 2.11 The Public Water Main Easement(s) dedicated to the City of Madison ("City") on the face of this Certified Survey Map or Subdivision Plat is/are subject to the following conditions:
- a. The property owner reserves the right to use and occupy the Public Water Main Easement Area(s) in a manner consistent with the rights herein conveyed, provided that such use and occupancy shall not interfere with or disturb the installation, operation, maintenance, repair, replacement and/or modification of the public water main facilities.
 - b. No above-ground improvements will be allowed in the Public Water Main Easement Area(s) by the property owner. (Optional: with the exception that pavement and/or concrete for driveway purposes shall be permitted.)
 - c. Plantings and landscaping within the Public Water Main Easement Area(s) shall not obstruct routine maintenance by the City. In the event of repair or reconstruction, plantings and landscaping may be removed by the City without replacement or compensation to the property owner.
 - d. The property owner shall not change the grade of the Public Water Main Easement Area(s) without the prior written approval of the City's Engineering Division.
 - e. The Public Water Main Easement(s) may not be amended, modified, terminated, or released without the written consent of all the parties hereto, or their respective successors-in-interest.

Streets and Sidewalks

- ☐ 3.1 The Applicant shall execute a waiver of notice and hearing on the assessments for the improvement of [roadway] _____ in accordance with Section 66.0703(7)(b) Wisconsin Statutes and Section 4.09 of the MGO.
- ☐ 3.2 **Value of sidewalk installation over \$5000.** The Applicant shall Construct Sidewalk to a plan approved by the City Engineer along _____.
- ☐ 3.3 **Value of sidewalk installation under \$5000.** The Applicant shall install public sidewalk along _____. The Applicant shall obtain a Street Excavation Permit for the sidewalk work, which is available from the City Engineering Division. The applicant shall pay all fees associated with the permit including inspection fees. All work must be completed within six months or the succeeding June 1, whichever is later. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
- ☐ 3.4 The Applicant shall execute a waiver of their right to notice and hearings on the assessments for the installation of sidewalk along [roadway] _____ in accordance with Section 66.0703(7)(b) Wisconsin Statutes and Section 4.09 of the MGO.
- ☐ 3.5 The Applicant shall grade the property line along _____ to a grade established by the City Engineer. The grading shall be suitable to allow the installation of sidewalk in the future without the need to grade beyond the property line. The Applicant shall obtain a Street Excavation permit prior to the City Engineer signing off on this development. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
- ☒ 3.6 The Applicant shall close all abandoned driveways by replacing the curb in front of the driveways and restoring the terrace with grass.
- ☐ 3.7 **Value of the restoration work less than \$5,000. When computing the value, do not include a cost for driveways. Do not include the restoration required to facilitate a utility lateral installation.** The Applicant's project requires the minor restoration of the street and sidewalk. The Applicant shall obtain a Street Excavation Permit for the street restoration work, which is available from the City Engineering Division. The applicant shall pay all fees associated with the permit including inspection fees. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
- ☐ 3.8 The Applicant shall make improvements to _____ in order to facilitate ingress and egress to the development. The improvement shall include a (Describe what the work involves or strike this part of the comment.) _____.
- ☐ 3.9 The Applicant shall make improvements to _____. The improvements shall consist of _____.
- ☒ 3.10 The approval of this Conditional Use does not include the approval of the changes to roadways, sidewalks or utilities. The applicant shall obtain separate approval by the Board of Public Works and the Common Council for the restoration of the public right of way including any changes requested by developer. The City Engineer shall complete the final plans for the restoration with input from the developer. The curb location, grades, tree locations, tree species, lighting modifications and other items required to facilitate the development or restore the right of way shall be reviewed by the City Engineer, City Traffic Engineer, and City Forester.
- ☒ 3.11 The Applicant shall provide the City Engineer with a survey indicating the grade of the existing sidewalk and street. The Applicant shall hire a Professional Engineer to set the grade of the building entrances adjacent to the public right of way. The Applicant shall provide the City Engineer the proposed grade of the building entrances. The City Engineer shall approve the grade of the entrances prior to signing off on this development.
- ☒ 3.12 The Applicant shall replace all sidewalk and curb and gutter which abuts the property which is damaged by the construction or any sidewalk and curb and gutter which the City Engineer determines needs to be replaced because it is not at a desirable grade regardless of whether the condition existed prior to beginning construction.

- ☐ 3.13 The Applicant shall obtain a privilege in streets agreement for any encroachments inside the public right of way. The approval of this development does not constitute or guarantee approval of the encroachments.
- ☒ 3.14 The Applicant shall provide the City Engineer with the proposed soil retention system to accommodate the restoration. The soil retention system must be stamped by a Professional Engineer. The City Engineer may reject or require modifications to the retention system.
- ☐ 3.15 The Applicant shall complete work on exposed aggregate sidewalk in accordance with specifications provided by the city. The stone used for the exposed aggregate shall be approved by the City. The Construction Engineer shall be notified prior to beginning construction. Any work that does not match the adjacent work or which the City Construction Engineer finds is unacceptable shall be removed and replaced.
- ☐ 3.16 All work in the public right-of-way shall be performed by a City licensed contractor.
- ☐ 3.17 Installation of "Private" street signage in accordance with 10.34 MGO is required.

Storm Water Management

- ☒ 4.1 The site plans shall be revised to show the location of all rain gutter down spout discharges.
- ☐ 4.2 Storm sewer to serve this development has been designed and constructed. The site plans shall be revised to identify the location of this storm sewer and to show connection of an internal drainage system to the existing public storm sewer.
- ☒ 4.3 The plan set shall be revised to show a proposed private internal drainage system on the site. This information shall include the depths and locations of structures and the type of pipe to be used.
- ☐ 4.4 The applicant shall show storm water "overflow" paths that will safely route runoff when the storm sewer is at capacity.
- ☒ 4.5 The applicant shall demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. The erosion control plan shall include Universal Soil Loss Equation (USLE) computations for the construction period. Measures shall be implemented in order to maintain a soil loss rate below 7.5-tons per acre per year.
- ☒ 4.6 The City of Madison is an approved agent of the Department of Commerce. This proposal contains a commercial building and as such, the City of Madison is authorized to review infiltration, stormwater management, and erosion control on behalf of the Department of Commerce. No separate submittal to Commerce or the WDNR is required.
- ☐ 4.7 This development includes multiple building permits within a single lot. The City Engineer and/or the Director of the Inspection Unit may require individual control plans and measures for each building.
- ☐ 4.8 If the lots within this site plan are inter-dependent upon one another for stormwater runoff conveyance, and/or a private drainage system exists for the entire site an agreement shall be provided for the rights and responsibilities of all lot owners. Said agreement shall be reviewed and placed on file by the City Engineer, referenced on the site plan and recorded at the Dane Co Register of Deeds.
- ☒ 4.9 Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to:
 - ☐ Detain the 2 & 10-year storm events.
 - ☐ Detain the 2, 10, & 100-year storm events.
 - ☒ Control 40% TSS (20 micron particle) off of new paved surfaces
 - ☐ Control 80% TSS (5 micron particle) off of new paved surfaces
 - ☐ Provide infiltration in accordance with Chapter 37 of the Madison General Ordinances
 - ☐ Provide substantial thermal control.
 - ☐ Provide oil & grease control from the first 1/2" of runoff from parking areas.
 - ☐ Complete an erosion control plan and complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website – as required by Chapter 37 of the Madison General Ordinances.

Stormwater management plans shall be submitted and approved by City Engineering prior to signoff.

- ☒ 4.10 The plan set shall be revised to show more information on proposed drainage for the site. This shall be accomplished by using spot elevations and drainage arrows or through the use of proposed contours. It is necessary to show the location of drainage leaving the site to the public right-of-way. It may be necessary to provide information off the site to fully meet this requirement.
- ☐ 4.11 A portion of this project comes under the jurisdiction of the US Army Corp of Engineers and WDNR for wetland or flood plain issues. A permit for those matters shall be required prior to construction on any of the lots currently within the jurisdictional flood plain.

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- ☒ 4.12 The Applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the Engineering Program Specialist in the Engineering Division (Lori Zenchenko). The digital CAD file shall be to scale and represent final construction. The single CAD file submittal can be either AutoCAD (dwg) Version 2001 or older, MicroStation (dgn) Version J or older, or Universal (dxf) format and contain the following data, each on a separate layer name/level number:
- a) Building Footprints
 - b) Internal Walkway Areas
 - c) Internal Site Parking Areas
 - d) Other Miscellaneous Impervious Areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.)
 - e) Right-of-Way lines (public and private)
 - f) Lot lines
 - g) Lot numbers
 - h) Lot/Plat dimensions
 - i) Street names

NOTE: Email file transmissions preferred lzenchenko@cityofmadison.com. Include the site address in this transmittal.

- ☐ 4.13 NR-151 of the Wisconsin Administrative Code will be effective on October 1, 2004. Future phases of this project shall comply with NR 151 in effect when work commences. Specifically, any phases not covered by a Notice of Intent (NOI) received from the WDNR under NR-216 prior to October 1, 2004 shall be responsible for compliance with all requirements of NR-151 Subchapter III. As most of the requirements of NR-151 are currently implemented in Chapter 37 of the Madison General Ordinances, the most significant additional requirement shall be that of infiltration.

NR-151 requires infiltration in accord with the following criteria. For the type of development, the site shall comply with one of the three (3) options provided below:

Residential developments shall infiltrate 90% of the predevelopment infiltration amount, 25% of the runoff from the 2-year post development storm or dedicated a maximum of 1% of the site area to active infiltration practices.

Commercial development shall infiltrate 60% of the predevelopment infiltration amount, 10% of the runoff from the 2-year post development storm or dedicate a maximum of 2% of the site area to active infiltration practices.

- ☒ 4.14 The applicant shall submit, prior to plan sign-off, digital PDF files to the Engineering Division (Jeff Benedict or Tim Troester). The digital copies shall be to scale, and shall have a scale bar on the plan set.

PDF submittals shall contain the following information:

- a) Building footprints.
- b) Internal walkway areas.
- c) Internal site parking areas.
- d) Lot lines and right-of-way lines.
- e) Street names.
- f) Stormwater Management Facilities.
- g) Detail drawings associated with Stormwater Management Facilities (including if applicable planting plans).

- ☒ 4.15 The Applicant shall submit prior to plan sign-off, electronic copies of any Stormwater Management Files including:

- a) SLAMM DAT files.
- b) RECARGA files.
- c) TR-55/HYDROCAD/Etc...
- d) Sediment loading calculations

If calculations are done by hand or are not available electronically the hand copies or printed output shall be scanned to a PDF file and provided.

- ☐ 4.16 The area adjacent to this proposed development has a known flooding risk. All entrances shall be 2-feet above the adjacent sidewalk elevation or 1-foot above the 100-year regional flood elevation (whichever is greater). This includes garage entrances.

Utilities General

- ☒ 5.1 The Applicant shall obtain a Street Excavation permit for the installation of utilities required to serve this project. The Applicant shall pay the permit fee, inspection fee and street degradation fee as applicable 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>.
- ☒ 5.2 The applicant shall obtain all necessary sewer connection permits and sewer plugging permits prior to any utility work. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
- ☒ 5.3 All proposed and existing utilities including gas, electric, phone, steam, chilled water, etc shall be shown on the plan.
- ☐ 5.4 The applicant's utility contractor shall obtain a connection permit and excavation permit prior to commencing the

storm sewer construction. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.

- ☐ 5.5 The site plans shall be revised to show the location of existing utilities, including depth, type, and size in the adjacent right-of-way.
- ☐ 5.6 The developer shall provide information on how the Department of Commerce's requirements regarding treatment of storm water runoff, from parking structures, shall be satisfied prior to discharge to the public sewer system. Additionally, information shall be provided on which system (storm or sanitary) the pipe shall be connected to.

Sanitary Sewer

- ☐ 6.1 Prior to approval of the conditional use application, the owner shall obtain a permit to plug each existing sanitary sewer lateral that serves a building that is proposed for demolition. For each lateral to be plugged the owner shall deposit \$1,000 with the City Engineer in two separate checks in the following amounts: (1). \$100 non-refundable deposit for the cost of inspection of the plugging by City staff; and (2). \$900 for the cost of City crews to perform the plugging. If the owner elects to complete the plugging of a lateral by private contractor and the plugging is inspected and approved by the City Engineer, the \$900 fee shall be refunded to the owner. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
- ☐ 6.2 All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Janet Dailey (608-261-9688) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff.
- ☐ 6.3 Each unit of a duplex building shall be served by a separate and independent sanitary sewer lateral.
- ☒ 6.4 The site plan shall be revised 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.

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Traffic Engineering and Parking Divisions

David C. Dryer, P.E., City Traffic Engineer and Parking Manager

Suite 100
215 Martin Luther King, Jr. Boulevard
P.O. Box 2986
Madison, Wisconsin 53701-2986
PH 608 266 4761
TTY 866-704-2315
FAX 608 267 1158

August 31, 2006

Rev: January 3, 2007

Rev: June 28, 2007

Rev: December 6, 2007

TO: Plan Commission

FROM: David C. Dryer, P.E., City Traffic Engineer and Parking Manager

SUBJECT: **1501 Monroe Street – Demolish – 48 Room Hotel**

The City Traffic Engineering Division has reviewed the subject development and has the following comments.

MAJOR OR NON-STANDARD REVIEW COMMENTS (Comments which are special to the project and/or may require additional work beyond a standard, more routine project.)

1. The attached Traffic Signal and St. Light declaration of conditions and covenants shall be executed and returned to City Traffic Engineering.

PEDESTRIAN AND BICYCLE TRANSPORTATION REVIEW COMMENTS

2. None

GENERAL OR STANDARD REVIEW COMMENTS

In addition, we offer the following General or Standard Review Comments:

3. When the applicant submits final plans for approval, the applicant shall show the following: items in the terrace as existing (e.g., signs, signals and street light poles), type of surfaces, existing property lines, addresses, one contiguous plan (showing all easements, all pavement markings, building placement, and stalls), adjacent driveway approaches to lots across the alley, signage, percent of slope, vehicle routes, dimensions of radii, aisles, driveways, stalls including the two (2) feet overhang, and a scaled drawing at 1" = 20'.
4. The ramp down to the underground parking and its percent of slope shall be designed to accommodate low-clearance vehicles for a transition. The ramp breakover angle (limited by vehicle wheel-base and ground clearance) and angles of approach (affected by front overhang of vehicles) and departure (affected by rear overhang) are critical vehicle clearance points. Standards established by the Society of Automotive Engineers limit the ramp breakover angle to no less than 10 degrees; angle of departure, no less than 10 degrees; and angle of approach, no less than 15 degrees. The applicant shall provide a

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profile of the ramp showing the slopes critical clearance, when plans are submitted for approval. The applicant should explore ramp slopes (grades) less than 10 % that can be blended satisfactorily with an 8-foot transition length.

5. The parking facility shall be modified to provide for adequate internal circulation for vehicles. This can be accommodated by eliminating a parking stall at the dead ends. The eliminated stall shall be modified to provide a turn around area ten (10) to twelve (12) feet in width and signed "No Parking Anytime."
6. The applicant shall modify the Regent Street alley driveway approach according to the design criteria for a "Class III" approach with sidewalk in accordance to Madison General Ordinance Section 10.08(4).
7. The applicant shall design the underground parking areas for stalls and backing up according "One Size Fits All" stall maybe used for the underground parking area only, which is a stall S = 8'-9" in width by L = 17'-0" in length with a E = 23'-0" backup. The applicant shall modify and dimension for proposed parking stalls' items S = 17 ft., B = 8.75 ft. or 8 ft 9 inches, C = 17 ft., D = 17 ft., E = 23 ft., and F = 20 ft., and for ninety-degree angle parking width and backing up. The applicant shall dimension drive aisles and ramp entrances. Stair cases, Elevators shafts, Aisles, ramps, **columns**, offices or work areas are to be excluded from these rectangular areas, when designing underground parking areas.
8. Per ordinance, the small car stalls shall not exceed 25% of the total number of Medium and Large Vehicles and Small Vehicles stalls for the facility. The site plan shall show each small car parking spaces identified and properly controlled with a sign "Small Cars Only", when plans are submitted for approval.
9. The minimum drive aisle for two-way traffic is 18 ft; the applicant shall modify ramp plans according to M.G.O.
10. When site plans are submitted for approval, the developer shall provide recorded copies of the leased parking agreement or easements.
11. Overhead Mirrors and "Stop" sign shall be installed at the driveway approaches to alley. All signs at the approaches shall be installed on site or behind the property line. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.
12. The alley intersection at Regent St. shall be so designed so as not to violate the City's sight-triangle preservation requirement which states that on a corner lot no structure, screening, or embankment of any kind shall be erected, placed, maintained or grown between the heights of 30 inches and 10 feet above the curb level or its equivalent within the triangle space formed by the two intersecting street lines or their projections and a line joining points on such street lines located a minimum of 25 feet from the street intersection in order to provide adequate vehicular vision clearance.
13. The Developer shall post a deposit and reimburse the City for all costs associated with any modifications to Traffic Signals, Street Lighting, Signing and Pavement Marking, and conduit and handholes, including labor, engineering and materials for both temporary and permanent installations.
14. Public signing and marking related to the development may be required by the City Traffic Engineer for which the developer shall be financially responsible.

Please contact John Leach, City Traffic Engineering at 267-8755 if you have questions regarding the above items:

Contact Person: Robert Sieger

Fax: 283-6101

Email: siegerarchitects@sbcglobal.net

DCD: DJM: dm

**CITY OF MADISON
INTERDEPARTMENTAL
CORRESPONDENCE**

Date: December 6th 2007

To: Plan Commission
From: Matt Tucker, Zoning Administrator
Subject: 1501-1509 Monroe Street

Present Zoning District: C2/C3

Proposed Use: Demolish retail/commercial buildings to build a 6 story hotel.

Conditional Use: 28.04(22) Demolition of principal buildings requires Plan Commission approval.

MAJOR OR NON-STANDARD REVIEW COMMENTS (Comments which are special to the project and/or may require additional work beyond a standard, more routine project). **NONE.**

GENERAL OR STANDARD REVIEW COMMENTS

1. The submitted plans reflect that the proposal is 18 parking spaces in excess of the minimum parking requirement. The increase in provided parking for the hotel use is within maximums identified in the ordinance, however, be advised, Sec. 28.09(2)(d) 20. identifies non-accessory parking garages as a *Conditional Use*. Should excess parking be proposed for lease, conditional use approval is required before excess parking may be leased.
2. The submitted plans do not provide detail relative to the rooftop garden lobby/exterior deck area. The submitted elevations show a glass protection wall around the entire rooftop area, which implies this entire area will be occupied. It is not clear on the plans how the remainder of the roof will be separated from the rooftop garden lobby/exterior deck area or why a glass protection wall is being provided where not necessary. Occupancy of an area larger than the shaded area on the rooftop plan will result in the project exceeding the 40,00 sq. ft. threshold which would classify the hotel as a *Conditional Use*.
3. A substantial plaza area is proposed along the Monroe Street frontage of the site. This area may not be used for outdoor eating/drinking or non-accessory uses taking place at Camp Randall unless approved as a *Conditional Use*.
4. If exterior lighting is provided, it must comply with City of Madison outdoor lighting standards.
5. One (1) bicycle parking stall must be provided per twenty (20) hotel employees, with the minimum number of required bicycle stalls being two (2). Please provide employee counts to be used in calculating bicycle parking requirement.

6. 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.
7. Provide a reuse/recycling plan, to be reviewed and approved by The City's Recycling Coordinator, Mr. George Dreckmann, prior to demolition permits being issued.
8. The site shares a zoning district boundary with a residential development to the east. This development must provide effective 6' – 8' high screening along the lot line of this commercial district adjoining a residential zoning district.

ZONING CRITERIA

Bulk Requirements	Required	Proposed
Lot Area	6,000 sq. ft.	19,515 sq. ft.
Lot width	50'	Adequate
Front yard	0'	Adequate
Side yards	5'	5' (residential lot to southwest)
Rear yard	30'	36' 6"
Floor area ratio	3.0	2.05
Building height	---	6 stories

Site Design	Required	Proposed
Number parking stalls	48	55 covered/garage (16 stacked), 11 Surface
Accessible stalls	3	3
Loading	1 (10' x 35') area	Provided
Number bike parking stalls	2 minimum	None shown (5)
Landscaping & Screening	Yes	(8)
Lighting	No	(4)

Other Critical Zoning Items	
Land Use – 39,928 sq. ft. Hotel	Permitted Use (1, 2, 3)
Urban Design	No
Utility easements	None shown
Barrier free (ILHR 69)	Yes

With the above conditions, the proposed project **does** comply with all of the above requirements.



CITY OF MADISON FIRE DEPARTMENT

Fire Prevention Division

325 W. Johnson St., Madison, WI 53703-2295

Phone: 608-266-4484 ♦ FAX: 608-267-1153

DATE: December 6, 2007
TO: Plan Commission
FROM: Edwin J. Ruckriegel, Fire Marshal
SUBJECT: **1501-1509 Monroe Street**

The City of Madison Fire Department (MFD) has reviewed the subject development and has the following comments:

MAJOR OR NON-STANDARD REVIEW COMMENTS (Comments which are special to the project and/or may require additional work beyond a standard, more routine project.)

None.

GENERAL OR STANDARD REVIEW COMMENTS

In addition, we offer the following General or Standard Review Comments:

1. Provide fire apparatus access as required by Comm 62.0509 and MGO 34.19, as follows: **(commercial structures only)**
 - a. The site plans shall clearly identify the location of all fire lanes.
 - b. Provide an aerial apparatus access fire lane that is at least 26-feet wide, with the near edge of the fire lane within 30-feet of the structure, and parallel to one entire side of the structure, if any part of the building is over 30 feet in height.
 - c. Provide a completed MFD "Fire Apparatus Access and Fire Hydrant Worksheet" with the site plan submittal.
2. All portions of the exterior walls of newly constructed public buildings and places of employment and open storage of combustible materials shall be within 500-feet of at least TWO fire hydrants. Distances are measured along the path **traveled by the fire truck as the hose lays off the truck**. See MGO 34.20 for additional information.

Please contact Scott Strassburg, New Construction Inspector at 608-261-9843 if you have questions regarding the above items.

cc: Bill Sullivan



Department of Planning & Community & Economic Development
Planning/Neighborhood Preservation & Inspection/Economic & Community Development
Mark A. Olinger, Director

Bradley J. Murphy
Planning Division
215 Martin Luther King, Jr. Boulevard
P.O. Box 2985
Madison, WI 53701-2985
(608) 266-4635

REVIEW REQUEST FOR:

- ☐ PRELIMINARY PLAT
- ☐ FINAL PLAT
- ☐ LOT DIVISION/CSM
- ☐ CONDITIONAL USE
- ☒ DEMOLITION
- ☐ REZONING
- ☐ INCLUSIONARY ZONING
- ☐ OTHER

1501-1509 MONROE STREET
DEMOLISH COMMERCIAL BUILDING & CONSTRUCT A 5-STORY,
48-ROOM HOTEL
BOB SIEGER - SIEGER ARCHITECTURE

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PLANNING DIVISION CONTACT: TIM PARKS

RETURN COMMENTS BY: DECEMBER 2007

PLEASE ALSO EMAIL OR FAX ANY COMMENTS TO THE APPLICANT:

Applicant E-mail: siegerarchitects@sbcalabel.net Fax: 283-6101

Date Submitted: 14 NOVEMBER 2007 Plan Commission: 17 DECEMBER 2007

Date Circulated: 20 NOVEMBER 2007 Common Council: -

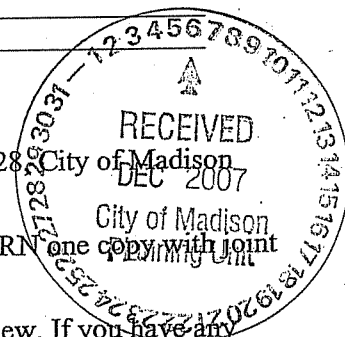
CIRCULATED TO:

- ☐ ZONING
- ☐ FIRE DEPARTMENT
- ☐ PARKS DIVISION
- ☐ TRAFFIC ENG.
- ☐ CITY ENG. - DAILEY
- ☐ CITY ENG. - PEDERSON
- ☐ WATER UTILITY
- ☐ CDBG - CONSTANS
- ☐ REAL ESTATE - EKOLA

- ☐ DISABILITY RIGHTS
- ☐ POLICE DEPT. - THURBER
- ☐ CITY ASSESSOR - M. RICHARDS
- ☐ MADISON METRO - SOBOTA
- ☐ MMSD BOARD, C/O SUPT.
- ☐ PUBLIC HEALTH - SCHLENKER
- ☒ **VILAS**
NEIGHBORHOOD ORGANIZATION

- ☐ ALD. _____ DIST. _____
- ☐ MADISON GAS & ELECTRIC
- ☐ ALLIANT ENERGY
- ☐ AT & T
- ☐ T D S
- ☐ MT. VERNON TELE

R. Bodley



- ☐ Review the above as per time schedule set in Chapter 16.23(5)(b)2; 16.23(5)(3)3; or Chapter 28. City of Madison Ordinance; OR your agency's comments cannot be considered prior to action.
- ☐ One copy for your files; one copy for file of appropriate telephone company; PLEASE RETURN one copy with joint comments.
- ☐ The above is located in your district. A copy is on file in the Planning Division Office for review. If you have any questions or comments, contact our office at 266-4635.
- ☒ The above is located within or near the limits of your neighborhood organization. A copy is on file in the Planning Division Office for review. If you have any questions or comments, contact our office at 266-4635.

RETURN COMMENTS TO: PLANNING DIVISION, DEPT. OF PLANNING & COMMUNITY & ECONOMIC DEVELOPMENT, ROOM LL100 MMB, 215 MARTIN LUTHER KING JR. BLVD.

NO COMMENTS / YOUR COMMENTS: VILAS NEIGHBORHOOD ASSOC. (UNA) does not support this request for a demo permit. ^{Also} We have questions + concerns about the proposed project - and have just recently been notified of the public meeting on 12/12. WRT the demo permit Process: ① City of Mad. Development Guide, Land Use + Construction Approval Process (5/05) states there are 2 steps: **Step 1** - "proposed use reviewed by Staff, neighboring property owners, residents, neighborhood assoc's. Reviewed for compliance w/ City Plans etc. **STEP 2** - Permit Processes - here's where demo permit explained.

* ② this 48-room hotel is claimed to be 39,928 sq ft. - that's 72 sq ft under the 40,000 sq ft max limit before this use would be considered a CONDITIONAL USE in zoning (Zoning Code Sec. 28.09(3)(d)24. Seems these 72 sq ft are covered