



Department of Planning & Community & Economic Development
Planning Division

Website: www.cityofmadison.com

Madison Municipal Building
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May 17, 2011

John Feller
J.H. Findorff and Son
300 South Bedford
Madison, WI 53703

RE: Approval of a conditional use for an expansion of an existing parking lot to be used as an off-site accessory parking lot in the M1 (Limited Manufacturing) District.

Dear Mr. Feller:

The Plan Commission, meeting in regular session on May 16, 2011 determined that the conditional use standards could be met and **approved** your client's request for a conditional use at 3201 Anderson Street. In order to receive final approval, the following conditions must be met:

Please contact my office at 266-5974 with questions about the following item:

1. The applicant shall provide written confirmation from the Capital Area Regional Plan Commission noting that a minor alteration to the environmental corridor has been made to accommodate the proposed expansion to the surface parking lot.

Please contact Janet Dailey, City Engineering, at 261-9688 with questions about the following 9 items:

2. Applicant shall provide an executed permanent limited easement for traffic signals and temporary limited easement for grading and sloping along Anderson Street prior to Engineering sign-off on the plans. Reference Real Estate project number 9411 on all transmittals.
3. This site is shown to be within an environmental corridor. Provide written confirmation from CARPC that the 2010 minor change to the environmental corridor occurred.
4. This proposed Conditional Use application and plan is contained within two separate City of Madison parcels (0810-322-0099-1 and 0810-321-0604-0) under lease between Dane County Regional Airport "Lessor" and Madison College "Lessee" (a.k.a. Madison Area Technical College). The applicant shall provide recorded executed copies of any lease amendment documents to the City of Madison that affect land records, including but not limited to, Storm Water Utility billing.
5. The approved address for the new parking lot as proposed will be 1624 Hoffman Street, regardless of whether the new proposed cul-de-sac extension of the same is intended to be public or private.
6. All damage to the pavement on Anderson Street, adjacent to this development shall be restored in accordance with the City of Madison's Pavement Patching Criteria. For additional information please see the following link: <http://www.cityofmadison.com/engineering/patchingCriteria.cfm>.
7. The applicant shall demonstrate compliance with MGO Section 37.07 and 37.08 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.
8. 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.

9. 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 only the following data, each on a separate layer name/level number:
- Building Footprints
 - Internal Walkway Areas
 - Internal Site Parking Areas
 - Other Misc. Impervious Areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.)
 - Right-of-Way lines (public and private)
 - All Underlying Lot lines or parcel lines if unplatted
 - Lot numbers or the words "unplatted"
 - Lot/Plat dimensions
 - Street names
- All other levels (contours, elevations, etc) are not to be included with this file submittal.
10. NOTE: Email file transmissions preferred addressing@cityofmadison.com . Include the site address in the subject line of this transmittal. Any changes or additions to the location of the building, sidewalks, parking/pavement during construction will require a new CAD file.

Please contact Bryan Walker, Traffic Engineering at 267-8754 with questions about the following 6 items:

- The applicant shall widen the existing sidewalk / bike path along Anderson St to 10-12 ft wide from Hoffman St to Pearson St. to provide adequate facilities for pedestrians and bicycles.
- The applicant shall provide a ped-bike master plan for review and approval by the Traffic Engineer showing all bike facilities, bike parking, and street design plans. Please contact Bob Arseneau, Traffic Engineer, at 266-4761 with questions regarding this item.
- When the applicant submits final plans of one contiguous plan for approval, the applicant shall show the following: items in the terrace as existing (e.g., signs and street light poles), type of surfaces, existing property lines, addresses, showing all easements, all pavement markings, building placement, and stalls, adjacent driveway approaches to lots on either side and across the street, 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'.
- The applicant shall design the surface parking area for stalls and backing up according to Figure II of the ordinance using the 9' or wider stall for the commercial/retail area. Per ordinance, the compact 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 compact car parking spaces identified and properly controlled with a sign "Compact Cars Only" per each space, when plans are submitted for approval.
- 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 hand holes, including labor, engineering and materials for both temporary and permanent installations.
- 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 Pat Anderson, Zoning at 266-5978 with questions about the following 4 items:

- Meet all applicable State accessibility requirements, including but not limited to:
 - Provide a minimum of eight accessible stalls striped per State requirements. A minimum of two of the stalls shall be van accessible stalls 8' wide with an 8' striped out area adjacent.
 - Show signage at the head of the stalls. Accessible signs shall have a minimum of 60" between the bottom of the sign and the ground.
- For the parking lot expansion, provide a landscape worksheet with the final plans that shows that the landscaping provided meets the point and required tree ordinances. In order to count toward required

points, the landscaping shall be within 15' and 20' of the parking lot depending on the type of landscape element. (NOTE: The required trees do not count toward the landscape point total). Planting islands shall consist of at least 75% vegetative cover, including trees, shrubs, ground cover, and/or grass. Up to 25% of the island surface may be brick pavers, mulch, or other non-vegetative cover. All plant materials in islands shall be protected from vehicles by concrete curbs.

- 19. If exterior lighting is provided, it must comply with City of Madison outdoor lighting standards.
- 20. Bike parking shall comply with MGO Section 28.11. Provide thirty-two (32) bike parking stalls in a safe and convenient location on an impervious surface to be shown on the final plan. The lockable enclosed lockers or racks or equivalent structures in or upon which the bicycle may be locked by the user shall be securely anchored to the ground or a building to prevent the lockers or racks from being removed from the location. (NOTE: A bike-parking stall is two feet by six feet with a five-foot access area)

Please contact Dennis Cawley, Water Utility at 261-9243 with questions about the following item.

- 21. This property is not in a Wellhead Protection District. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility.

Please now follow the procedures listed below for obtaining your conditional use permit:

- 1. Please revise your plans per the above and submit **eight (8) copies** of a complete plan set to the Zoning Administrator for final staff review and comment.
- 2. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting the conditional use permit.
- 3. No alteration of this proposal shall be permitted unless approved by the Plan Commission, provided, however, the Zoning Administrator may issue permits for minor alterations. This approval shall become null and void one year after the date of the Plan Commission unless the use is commenced, construction is under way, or a valid building permit is issued and construction commenced within six months of the issuance of said building permit.

If you have any questions regarding obtaining your conditional use, please contact the Zoning Administrator at 266-4551. If you have any questions or if I may be of any further assistance, please do not hesitate to contact my office at 266-5974.

Sincerely,

Heather Stouder, AICP
 Planner

cc: Pat Anderson, Assistant Zoning Administrator
 Janet Dailey, City Engineering
 Eric Pederson, Engineering Mapping
 Bryan Walker, Traffic Engineering
 Al Martin, Urban Design

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| <p>I hereby acknowledge that I understand and will comply with the above conditions of approval for this conditional use permit.</p> <hr style="border: 0; border-top: 1px solid black; margin: 10px 0;"/> <p style="text-align: center;"><i>Signature of Applicant</i></p> <hr style="border: 0; border-top: 1px solid black; margin: 10px 0;"/> <p style="text-align: center;"><i>Signature of Property Owner (if not Applicant)</i></p> |
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| For Official Use Only, Re: Final Plan Routing | | | |
|---|--------------------------------|-------------------------------------|-------------------------------|
| <input checked="" type="checkbox"/> | Planning Division (H. Stouder) | <input type="checkbox"/> | Recycling Coordinator (R & R) |
| <input checked="" type="checkbox"/> | Zoning Administrator | <input type="checkbox"/> | Fire Department |
| <input checked="" type="checkbox"/> | City Engineering | <input checked="" type="checkbox"/> | Urban Design Commission |
| <input checked="" type="checkbox"/> | Traffic Engineering | <input type="checkbox"/> | Metro Transit: |
| <input checked="" type="checkbox"/> | Engineering Mapping | <input type="checkbox"/> | Real Estate: |