



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, Director

Madison Municipal Building, Suite 017
215 Martin Luther King Jr. Boulevard
Madison, Wisconsin 53703
Phone: (608) 266-4635
www.cityofmadison.com

November 15, 2019

Marc Ott
JLA Architects
2418 Crossroads Drive, Suite 2300
Madison, Wisconsin 53718

RE: Consideration of a demolition permit and conditional uses to allow an existing mission house building at 630 E Washington Avenue and auto sales facility at 648 E Washington Avenue and 12 N Blount Street to be demolished and a five-story building containing a mission house, counseling services, health services and a place of worship to be constructed along E Washington Avenue, and a separate three-story, 44-unit apartment building to be constructed along E Mifflin Street (Salvation Army of Dane County). (LNDUSE-2019-00096; ID 57108)

Dear Mr. Ott;

At its November 11, 2019 meeting, the Plan Commission found the standards met and **conditionally approved** the demolition permit and conditional use for 630-648 E Washington Avenue and 12 N Blount Street. The conditions of approval in the following sections shall be satisfied prior to issuance of demolition or building permits for the project.

Please contact Brenda Stanley of the City Engineering Division at 261-9127 if you have questions regarding the following twenty-four (24) items:

1. The applicant is made aware that the City of Madison is proposing changes to the stormwater management standards for redevelopment. Those standards are expected to be adopted early in 2020. If the site is brought in for approval post the adoption of these changes this development will be required to either reduce impervious by 20% compared to existing conditions or implement green practices on site that reduce runoff volume from the site by 5% and rate by 15% compared to no controls during a 10-year design storm.
2. Based on the Wisconsin Department of Natural Resources (WDNR) BRRTS record #03-13-000397 ("Rowley Schlimgen"), the property contains residual petroleum soil contamination. If contamination is encountered, all WDNR and DSPS regulations for proper handling and disposal shall be followed.
3. The applicant shall revise utility plan to shift the proposed sewer lateral connection onto Mifflin Street to connect to the existing sewer manhole rather than installing a new manhole. Laterals 8 inches and larger are required to connect to City sewer at a manhole.

4. Enter into a City /Developer agreement for the required infrastructure improvements. The agreement shall be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Contact the City Engineering Division to schedule the development and approval of the plans and the agreement.
5. Construct sidewalk and terrace to a plan as approved by City Engineer.
6. Madison Metropolitan Sewerage District (MMSD) fees 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.
7. Obtain a permit to Excavate in the Right-of-Way for the connection and/or installation of utilities required to serve this project and shall comply with all the conditions of the permit.
8. 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.
9. Obtain a permit to plug each existing storm sewer.
10. This zoning approval does not include the approval of the changes to roadways, sidewalks or utilities. 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.
11. Provide the City Engineer with a survey indicating the grade of the existing sidewalk and street and hire a Professional Engineer to set the grade of the building entrances adjacent to the public right of way. Building entrance grades must be approved by the City Engineer prior to signing off on this development.
12. 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.
13. Revise plan to show the location of all rain gutter down spout discharge locations.
14. The area adjacent to this development is subject to backwater flooding from Lake Monona. Minimum entrance elevations for ramps to underground parking and to entrances shall be set at elevation 852.00. Structure exposed below this elevation shall be constructed of waterproof materials such as concrete.
15. 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-year design storm that is current in MGO Chapter 37. If the enclosed depression(s) is/are to be served by a gravity system, provide calculations stamped by a Wisconsin PE 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 PE or licensed plumber that show this requirement has been met.

16. This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in a TMDL ZONE and therefore will be regulated to meet a higher standard.
17. This project will disturb 20,000 square feet or more of land area and requires an Erosion Control Plan. Please submit an 11 x 17-inch copy of an erosion control plan (PDF electronic copy preferred) to Megan Eberhardt (west) at meberhardt@cityofmadison.com, or Daniel Olivares (east) at daolivares@cityofmadison.com, for approval.
18. Demonstrate compliance with MGO Section 37.07 and 37.08 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.
19. 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, Madison-Dane County Public Health, and/or City Engineering Division approvals may be required prior to the issuance of the required Erosion Control Permit.
20. 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 the City Engineering Division at 266-4751 prior to completing the test to document that appropriate measures have been taken to prevent erosion as a result of this testing.
21. 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 Madison General Ordinances.
22. Prior to approval, this project shall comply with MGO Chapter 37 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 Storm Water Management Plan and Report shall include compliance with the following:

Report: Submit prior to plan sign-off, a stormwater management report stamped by a PE 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.

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 best management practices (BMP) used to meet stormwater management requirements on this project.

23. Submit, prior to plan sign-off but after all revisions have been completed, a digital CAD file (single file) to the City Engineering Division that is to scale and represents final construction with any private storm and sanitary sewer utilities.
24. Submit, prior to plan sign-off but after all revisions have been completed, digital PDF files to the City Engineering Division. Email PDF file transmissions are preferred to: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West).

Please contact Jeff Quamme of the City Engineering–Mapping Section at 266-4097 if you have any questions regarding the following five (5) items:

25. The applicant shall dedicate right of way or grant a Public Sidewalk Easement for and be responsible for the construction of a six (6)-foot wide sidewalk, eight (8)-foot terrace, and additional one (1) foot for maintenance along E Washington Avenue.
26. The proposed new buildings cross underlying platted lot lines. Prepare a Certified Survey Map (CSM) to dissolve underlying lot lines to comply with fire codes, City ordinances and policies. The CSM shall be approved by the City, recorded with the Dane County Register of Deeds, and new tax parcel information available prior to issuance of a building permit.
27. Since this is a demo and rebuild, The Salvation Army shelter may reuse the address of 630 E Washington Avenue for the new building. The interior rooms and suite numbers will be determined when the addressing plan is created and approved. The Clinic and Dental office will have a new address of 628 E Washington Avenue with individual suite addresses to be determined. The standalone apartment building will have a base address of 22 N Blount Street. Individual apartment addresses will be determined when the addressing plan is created and approved. 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.
28. Update the landscaping sheet L1.0 to show the full street names. The text left off the E for E Mifflin Street and N for N Blount Street.
29. Submit a floorplan for each separate building in PDF format to Lori Zenchenko (lzenchenko@cityofmadison.com) that includes a floor plan for each floor on a separate sheet for the development of a complete building and interior addressing plan. The Addressing Plan for the entire project shall be finalized and approved by City Engineering (with consultation and consent from the Fire Marshal if needed) prior to the submittal of the final Site Plan Approval application with Zoning. Said approved Addressing Plan shall be included in the final site plan approval application. For any

changes pertaining to the location, deletion or addition of a unit, or to the location of a unit entrance, (before, during, or after construction), a revised Address Plan shall be resubmitted to Lori Zenchenko to review addresses that may need to be changed and/or reapproved. The final revised Addressing Plan shall be submitted by the applicant to Zoning to be attached to the final filed approved site plans.

Please contact Sean Malloy of the Traffic Engineering Division at 266-5987 if you have any questions regarding the following twenty-one (21) items:

30. The applicant shall dedicate right of way or grant a Public Sidewalk Easement for and be responsible for the construction of a six (6)-foot wide sidewalk, eight (8)-foot terrace, and additional one (1) foot for maintenance along E Washington Avenue.
31. The applicant shall submit a deposit of \$47,000 for pedestrian level lighting and street lighting improvements.
32. 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.
33. 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.
34. 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.
35. All parking facility design shall conform to the standards in MGO Section 10.08(6).
36. The applicant shall work with Traffic Engineering staff to determine the final specifications and placement of the proposed speed hump in the drive aisle.
37. The applicant(s) shall maintain a five (5)-foot wide, Americans with Disabilities Act (ADA)-compliant, pedestrian walkway for the duration of the project on all street frontages classified as a collector or higher. The applicant shall also maintain a five-foot wide bicycle lane for the duration of the project on all street frontages with existing bicycle facilities. Exceptions to this requirement may be granted by Traffic Engineering on a limited term basis if and when the applicant can show a public safety concern and they also provide a clear date when the pedestrian/bicycle facilities are to be restored.

All closures shall be designed by the applicant, in accordance with the Manual on Uniform Traffic Control Devices (MUTCD), to be submitted and approved by the Traffic Engineering Division.

38. All bicycle parking adjacent pedestrian walkways shall have a two (2)-foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers
39. All pedestrian walkways adjacent parking stalls shall be seven (7) feet wide to accommodate vehicle overhang, signage and impediments to walkway movements. Any request for variance shall be submitted to and reviewed by the Traffic Engineering Division.
40. 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.
41. 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.
42. The applicant shall provide a clearly defined five (5)-foot 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.
43. The parking deck is insufficiently labeled/dimensioned for a proper review. If the parking does not meet MGO Section 10.08, the applicant can expect to be required to make major alteration, which may or may not impact structural elements of this project.
44. 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 staff to accommodate the microwave sight and building. The applicant shall submit grade and elevations plans if the building exceeds four stories prior to sign-off to be reviewed and approved by Austin Scheib, (266-4766) Traffic Engineering Shop, 1120 Sayle Street. The applicant shall return one signed approved building elevation copy to the main City of Madison Traffic Engineering Division office with final plans for sign off.
45. The driveway slope to the underground parking is not identified in the plan set, Traffic Engineering staff 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.

46. "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.
47. 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.
48. The applicant shall enter into a signed developer's agreement through City Engineering prior to sign off.
49. Note: The applicant has submitted the requested Traffic Impact Analysis study; the study has been reviewed and accepted by the Traffic Engineering Division.
50. All existing driveway approaches which are to be abandoned shall be removed and replaced with curb and gutter and noted on the final plan.

Please contact Bill Sullivan of the Madison Fire Department at 261-9658 if you have any questions regarding the following two (2) items:

51. The fire apparatus exhibit shall include the required aerial access.
52. Please consider allowing the Madison Fire Department to conduct training sequences prior to demolition. Contact Division Chief Tracy Burrus of the MFD Training Division to discuss this possibility at tburrus@cityofmadison.com or 266-5959.

Please contact Adam Wiederhoeft of the Madison Water Utility at 266-9121 if you have any questions regarding the following three (3) items:

53. The Madison Water Utility shall be notified to remove the water meters at least two working days prior to demolition. Contact the Water Utility Meter Department at 266-4765 to schedule the meter removal appointment.
54. A Water Meter Application Form and fees must be submitted before connecting to the existing water lateral. Provide at least two working days' notice between the application submittal and the scheduled lateral connection/extension. Application materials are available on the Water Utility's Plumbers & Contractors website (<http://www.cityofmadison.com/water/plumberscontractors>), 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. If you have questions regarding water service applications, please contact Madison Water Utility at 266-4646.
55. A private well may have served this parcel prior to the municipal water service connection. Any remaining unused/unpermitted private wells existing on this parcel must be properly abandoned according to Wisconsin Administrative Code NR-812 and MGO Section 13.21 prior to the demolition

of the property. Please contact Water Utility staff at 266-4654 to schedule an on-site private well survey prior to demolition, otherwise for additional information regarding well abandonment procedures and potential well abandonment reimbursement programs. The Madison Water Utility will be required to sign off as part of the approval review associated with this Land Use Application/Site Plan Review prior to the issuance of building permits for the proposed development.

Please contact Jacob Moskowitz, Assistant Zoning Administrator, at 266-4560 if you have any questions regarding the following four (4) items:

56. A vehicle parking reduction will be required per Section 28.141(5). Submit a request for a parking reduction with the final plan submittal including information to support the argument for reducing the required number of spaces. As the commercial tenant spaces are leased, the entire development must reflect compliance in the required amount, type and number of vehicle parking spaces, to be reviewed prior to obtaining zoning approval for each future tenant space use. Future parking reductions may be required prior to obtaining zoning approval for future tenant uses.
57. Section 28.185(7)(a)5 requires that if a demolition or removal permit is approved, it shall not be issued until the reuse and recycling plan is approved by the Recycling Coordinator, Bryan Johnson (266-4682). Section 28.185(10) requires that every person who is required to submit a reuse and recycling plan pursuant to Section 28.185(7)(a)5 shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition. A demolition or removal permit is valid for one (1) year from the date of the Plan Commission.
58. Provide a calculation and plan detail for lot coverage with the final submittal. The lot coverage maximum is 85% in TE zoning. 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.
59. A minimum of 44 resident bicycle parking spaces are required plus four (4) guest stalls. A minimum of 90% of the resident stalls shall be designed as long-term parking, and the guest stalls shall be short-term parking. Up to 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. A minimum of 128 short-term bicycle stalls shall be required for the commercial uses. Identify and dimension the bicycle stalls, including the access aisles, on the final plans. Provide a detail of the bicycle rack design. Alternatively, applicant may apply for a bicycle parking reduction, which requires justification for reducing bike parking requirements.

Please contact Kathleen Kane of the Parks Division at 261-9671 if you have any questions regarding the following three (3) items:

60. Pursuant to the authority established under Wis. Stat. § 66.0617(7), and in the interests of promoting the development of low-cost housing in the City, low-cost housing is exempt from the park impact fees beginning January 1, 2017. This exemption only applies to those dwelling units or bedrooms within a development that are determined to be low-cost housing. This exemption does not extend

to the land dedication requirements set forth under MGO Sec. 16.23(8)(f), nor any other impact fees that may apply to a development.

61. The park impact fee will be exempt for developments that meet the “low-cost housing” requirements, as defined as rental or owner-occupied housing units that are affordable, as that term is defined in MGO Sec. 4.22(2) and which meet the deed restriction requirements of MGO Sec. 4.22(7). The determination whether a proposed development will create low-cost housing, and how much low-cost housing it will create, shall be made by the Community Development Division.
62. 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 that is not exempted. This development is within the North Park-Infrastructure Impact Fee district. Please reference ID# 18164 when contacting Parks Division staff about this project.

Please contact Brad Hofmann of the Parks Division–Forestry Section at 267-4908 if you have any questions regarding the following four (4) items, including the modification to condition #63 by the Plan Commission at its November 11 meeting:

63. City Forestry will issue a removal permit for one honeylocust tree due to new driveway installation (fifth on E Mifflin Street). Please contact City Forestry 266-4816 to obtain the street tree removal permit. ~~Please note the first through fourth trees on E Mifflin Street may need to be removed depend on the pruning needs of this project.~~
64. An existing inventory of trees (location, species, & DBH) and any tree removal plans (in PDF format) shall be submitted to the plans and Brad Hofmann – bhofmann@cityofmadison.com or 266-4816. All proposed street tree removals within the right of way shall be reviewed by City Forestry. Approval and permitting of street tree removals shall be obtained from the City Forester prior to the approval of the site plan.
65. Existing street trees shall be protected. Please include the following note on the site plan: Contractor shall install tree protection fencing in the area between the curb and sidewalk and extend it at least 5 feet from both sides of the tree along the length of the terrace. No excavation is permitted within 5 feet of the outside edge of a tree trunk. If excavation within 5 feet of any tree is necessary, contractor shall contact City Forestry (266-4816) prior to excavation to assess the impact to the tree and root system. Tree pruning shall be coordinated with City Forestry. Tree protection specifications can be found in Section 107.13 of *City of Madison Standard Specifications for Public Works Construction*. Any tree removals that are required for construction after the development plan is approved will require at least a 72-hour waiting period before a tree removal permit can be issued by Forestry, to notify the Alder of the change in the tree plan.
66. Additional street trees are needed for this project. All street tree planting locations and tree species within the right of way shall be determined by City Forestry. Please submit a site plan (in PDF format) to Brad Hofmann – bhofmann@cityofmadison.com or 266-4816. Tree planting specifications can be found in Section 209 of *City of Madison Standard Specifications for Public Works Construction*.

Please contact Janine Glaeser of the Urban Design Commission at 267-8740 if you have any questions regarding the following five (5) items:

67. Confirmation that the adjusted penthouse level meets the 15-foot setback.
68. Confirmation that the apartment building meets the 20-foot maximum setback from E Mifflin Street.
69. Confirmation that the parking lot meets setback requirements.
70. Respond to comments regarding the orientation of E Mifflin Street walk-up entries; consider adding a gate and/or orienting them toward the courtyard. Keep “The Shield” apartment entry on E. Mifflin Street and carefully consider how to articulate the exterior elevation if the walk-up entries are moved.
71. Provide more detail on building operational information, i.e. how people move through the site, hours of operation; where people wait to be accepted; where people go if not allowed on site; how people flow through the site; parking entrance queuing, etc.
72. Eliminate smaller roof trellis detail on E Mifflin Street and scale back the trellis overhang on E Washington Avenue penthouse element.
73. Considerations and requested information for Final Approval:
 - Stormwater – more detail on how it is being addressed i.e. pervious pavers, etc.
 - Provide information on all existing and proposed trees, including street trees. Work with City Forestry on E. Washington Avenue, Blount Street and E. Mifflin Street terraces.
 - Bring samples of exterior building materials. Provide quality materials that are well detailed and don’t look like affordable housing.
 - Study window patterns/configurations, corner versus street elevation, continuity of glazing.
 - Provide more detail on E Washington Avenue elevation top of roof condition where the white metal panel stops at the top. Consider coping or banding detail.
 - Provide more detail on sustainability measures, programs, i.e. Green Built Wisconsin, etc.
 - Landscaping – replace Witch Hazel with other native planting.
 - Confirm that the garage ventilation is not facing towards houses.

Note: Final approval of the project by the Urban Design Commission will be required prior to final plan approval and issuance of permits for the new buildings.

Please contact my office at 261-9632 if you have any questions regarding the following six (6) items, including the conditions added (#78, 79) or modified (#74) by the Plan Commission:

74. Approval of the proposed mission house/shelter shall be conditioned upon the following documents: The operations plan for the shelter and “Shield” apartments, dated November 1, 2019; the security plan for the shelter submitted on November 6, 2019; and “[The] Good Neighbor Policy” submitted on November 6, 2019. The final security plan shall include a plan for security cameras for all indoor and outdoor common areas to be regularly maintained by the Salvation Army. Final approval of these documents by the Planning Division and Police Department is required prior to issuance of permits for the development. Any changes to the operations or security plans for the shelter shall require an alteration to the conditional use to be approved by the Director of the Planning Division or the Plan Commission following a recommendation by the district alder and the commanding officer of the Central Police District or Chief of Police.
75. That contact information for the shelter be posted in a conspicuous location adjacent to the E Washington Avenue and N Blount Street rights of way. The content and location of the signs shall be approved by the Planning Division prior to issuance of permits. The intent of the signs is to allow members of the public to directly contact shelter staff/management with potential minor/non-emergency concerns related to the operation of the shelter as an alternative to contacting the police or other City agencies. It is recommended that the Salvation Army maintain a log of calls received and their disposition.
76. Any proposed HVAC or utility penetrations on the building shall not face a public right of way. Any such penetrations elsewhere on the exterior of the building shall be designed to be perpendicular to the facades to limit their visibility to the greatest extent possible. No utility or HVAC pedestals or penetrations, including HVAC wall packs for units, and gas meters or electric meters for buildings/units shall be permitted without specific approval by the Plan Commission.
77. Fully dimensioned and detailed four-sided elevations for both buildings shall be included in the plans presented to the Urban Design Commission for final approval and submitted for final staff approval. The final plans and elevations shall include the location and screening of mechanical equipment, and the screening/ enclosure of the second floor terrace adjacent to the family shelter and the third floor balcony adjacent to the women’s shelter.
78. Following completion of the shelter, the Salvation Army shall host a regular quarterly community meeting at the facility that is open to the public and includes the district alder(s), Madison Police Department, Tenney-Lapham Neighborhood Association, and business association, as well as other City entities as needed. Final details of the regular quarterly community meeting, including the scheduling of the meetings at the Salvation Army facility, any noticing required prior to a meeting, required meeting attendees, and policies for meeting cancellation, shall be approved by the Director of the Planning Division and district alder prior to final plan approval and issuance of building permits for the project.

79. That an east-west fence be added along the western property line between the proposed gymnasium and adjacent auto repair business. Details of the fence shall be included on the final plans submitted for approval prior to issuance of building permits.

No interior, exterior or structural demolition or wrecking activities or remodeling activities (including material reclamation activities by the applicant or a third party) shall commence nor any wrecking or building permits be issued until the applicant has met all of the conditions of approval stated in this letter.

Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.

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

1. After the plans have been revised per the above conditions, please file **ten (10) sets** of complete, fully dimensioned, and to-scale plans, the appropriate site plan review application and fee pursuant to Section 28.206 of the Zoning Code, and any other documentation requested herein with the Zoning Administrator, Room 017, Madison Municipal Building, 215 Martin Luther King, Jr. Boulevard. **This submittal shall all also include one (1) complete digital plan set in PDF format.** The sets of final revised plans or documents will be circulated by Zoning staff to the City department staff listed above for their final approval.
2. This letter shall be signed by the applicant and property owner (if not the applicant) to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting building permit approval. [Signature block on last page]
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. No alteration of a conditional use shall be permitted unless approved by the Plan Commission provided, however, the Zoning Administrator following consideration by the alderperson of the district, may approve minor alterations or additions which are approved by the Director of Planning and Community and Economic Development and are compatible with the concept approved by the Plan Commission and the conditional use standards. This approval shall become null and void two (2) years 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 (6) months of the issuance of said building permit. Where the plans have not been altered from the Plan Commission's approval, and the conditional use has expired, the Director of Planning and Community and Economic Development may, after consultation with the Alderperson of the District, approve an extension for up to twelve (12) months from the expiration date. The Plan Commission shall retain jurisdiction over this matter for the purpose of resolving complaints against the approved conditional use permit.

If you have any questions regarding obtaining your building permits, please contact the Zoning Administrator at 266-4551. If you have any questions or if may be of any further assistance, please do not hesitate to contact my office at 261-9632.

Sincerely,

Timothy M. Parks
Planner

cc: Brenda Stanley, City Engineering Division
Jeff Quamme, City Engineering Division
Sean Malloy, Traffic Engineering Division
Jacob Moskowitz, Asst. Zoning Administrator
Adam Wiederhoeft, Madison Water Utility
Kathleen Kane, Parks Division
Brad Hofmann, Parks Division
Bill Sullivan, Madison Fire Department
Janine Glaeser, Urban Design Commission

I hereby acknowledge that I understand and will comply with the above conditions of approval for this project.

Signature of Applicant

*Signature of Property Owner
(If Not Applicant)*

LNDUSE-2019-000096			
For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (T. Parks)	<input checked="" type="checkbox"/>	Engineering Mapping Sec.
<input checked="" type="checkbox"/>	Zoning Administrator	<input checked="" type="checkbox"/>	Parks Division
<input checked="" type="checkbox"/>	City Engineering	<input checked="" type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering (EP)	<input checked="" type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input checked="" type="checkbox"/>	Other: Forestry Section
<input checked="" type="checkbox"/>	Water Utility (EP)	<input type="checkbox"/>	Other: