



Department of Planning & Development  
**Planning Unit**

Website: [www.cityofmadison.com](http://www.cityofmadison.com)

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February 21, 2006

Jennifer Mowen  
Greenberg/Farrow  
3455 Salt Creek Lane  
Arlington Heights, IL 60005

SUBJECT: 4841 Annamark Drive

Dear Ms. Mowen:

The Plan Commission, at its February 20, 2006 meeting, determined that the ordinance standards could be met subject to the conditions below for a conditional use for a restaurant with an outdoor eating area located at 4841 Annamark Drive as part of a Planned Commercial Site.

In order to receive final approval of your proposal, the following conditions must be met:

**Please contact John Leach, City Traffic Engineering, at 266-4761 if you have questions regarding the following seven items:**

1. The development shall waive notice and hearing on their proportionate share of traffic signal assessments in the East Towne area for the locations noted below. The development shall further agree in writing to not oppose their proportionate share of the traffic signal assessments as part of the City's Special Assessment districts for traffic signals at East Springs and High Crossing, East Springs and East Towne Boulevard, East Springs and Zeier Road, and possibly Lien Road and Zeier Road and Thompson Drive.
2. The attached Traffic Signal declaration of conditions and covenants shall be executed and returned with site plans.
3. When the applicant submits final plans 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, one contiguous plan (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'.
4. The Applicant shall provide scaled drawing at 1" = 60' or larger on one contiguous plan sheet showing all the facility's access, existing and proposed buildings, layouts of parking lots, loading areas, trees, signs, semi trailer and vehicle movements, ingress/egress easements and approaches.
5. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.

6. 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.
7. 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 Gary Dallmann, City Engineering, at 266-4751 if you have questions regarding the following ten items:**

8. The owner shall adjust public sanitary sewer access structures within the City Developer Agreement that is required for public storm sewer extension.
9. 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.
10. All work in the public right-of-way shall be performed by a City licensed contractor.
11. 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.
12. 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.
13. Prior to recording, this plat shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to:
  - a. Detain the 2 and 10-year storm events.
  - b. Control 80% TSS (5 micron particle).
  - c. Provide infiltration in accordance with NR-151.
  - d. Provide oil and grease control from the first ½" of runoff from parking areas.

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

14. The applicant shall submit, prior to plan sign-off, digital CAD files to the Engineering Program Specialist in the Engineering Division (Lori Zenchenko). The digital copies shall be to scale and represent final construction.

CAD submittals can be either AutoCAD (dwg), MicroStation(dgn) or Universal (dxf) formats 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](mailto:lzenchenko@cityofmadison.com)

15. 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).
16. 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.

17. The applicant's utility contractor shall obtain a connection permit and excavation permit prior to commencing the storm sewer construction.

**Please contact Kathy Voeck, the Assistant Zoning Administrator, at 266-4551 if you have questions regarding the following four items:**

18. Provide an outside seating plan showing chairs and tables. The parking requirement of 30% of the seating capacity shall include the outside seating area.

19. Parking lot plans with greater than twenty (20) stalls, landscape plans must be stamped by a registered landscape architect. 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.
20. Lighting is not required. However, if it is provided, it must comply with the attached ordinance. Lighting will be limited to .10 watts per square foot.
21. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 of the Madison General Ordinances. Permits must be issued by the Zoning Section of the Department of Planning and Development.

**Please contact Peter Olson of the Planning Unit staff at 266-4635 if you have questions regarding the following two items:**

22. The applicant shall obtain final approval from the Urban Design Commission for the proposed development prior to obtaining final sign-off on the development plans.
23. The applicant shall provide a paved walkway along the southerly property line, running from the internal access drive to the easterly property line, as shown on the approved Planned Commercial Site General Development Plan.

**Please contact Scott Strassburg, Madison Fire Department, at 266-4484 if you have questions regarding the following three items:**

24. No fire access lane has been shown on the plans. If the turnaround on the north end of the parking lot is used as Fire Department access, the minimum required diameter is 70-feet; plan shows 60-feet. Where there is a change in the direction of a fire lane, the minimum inside turning radius shall be at least 28-feet. The north driveway turning radius does not comply with this code if needed for part of the fire access lane. Show an approved lane on the site plan.
25. All portions of the exterior walls of newly constructed 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.
26. Provide fire apparatus access as required by Comm. 62.0500 and MGO 34.19.
  - a. The site plans shall clearly identify the location of all fire lanes.
  - b. Provide a fire lane that extends to within 150-feet of all exterior portions of the structure.
  - c. A dead-end fire lane that is longer than 150-feet shall terminate in a turnaround. Provide an approved turnaround (cul-de-sac, 45 degree wye, 90 degree tee) at the end of a fire lane that is more than 150-feet in length.
  - d. Provide a minimum unobstructed width of 26-feet for at least 20-feet on each side of the fire hydrant.

- e. Provide a completed MFD "Fire Apparatus and Fire Hydrant Worksheet" with the site plan submittal.

Approval of this proposal does not include any approval to prune, remove or plant trees in the public right-of-way. Permission for such activities must be obtained from the City Forester, 266-4816. The trees shown in the street rights-of-way shall not be shown on the sign-off plan or construction plans unless they have previously been approved by the City Forester. If these are existing trees or species and locations that have been approved by the Forester, they shall be so labeled on plans.

Please follow the procedures listed below to receive your conditional use approval.

1. Please revise plans per the above conditions and submit eight (8) sets of the final site plans (including drainage and landscaping plans) to the Zoning Administrator. The final plans are reviewed and approved by Traffic Engineering, Fire Department, City Engineering, Urban Design Staff, Planning and Zoning. Any of these agencies may call you to request additional information or to resolve problems.
2. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting cover sheet approval.
3. No alteration of this proposal shall be permitted unless approved by the City 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 Plan Commission approval unless the use is commenced, construction is under way, or a valid building permit is issued and construction commenced within six months of the date of issuance of the building permit. See Section 28.12(11)(h)(3), Madison General Ordinances. The Plan Commission shall retain jurisdiction over this matter for the purpose of resolving complaints against this approved conditional use.

**IF YOU HAVE ANY QUESTIONS REGARDING OBTAINING YOUR BUILDING PERMIT OR OCCUPANCY PERMIT, PLEASE CALL KATHY VOECK OF THE CITY ZONING STAFF AT 266-4551.**

Sincerely,

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

**Peter Olson**  
Planning & Development

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Applicant

cc: Zoning Administrator  
City Engineering  
Traffic Engineering

Zoning City Engineering Traffic Engineering Planning Fire Department Urban Design Commission Staff
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