



Department of Planning & Community & Economic Development  
**Planning Division**

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

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June 17, 2008

Adam Fink  
Joseph Freed & Associates  
220 N Smith Street, Suite 300  
Palatine, Illinois 60067

RE: Approval of an alteration to the previously approved specific implementation plan for the second phase of the Hilldale redevelopment project that provides a new configuration for the hotel and retail uses along Hilldale Way.

Dear Mr. Fink:

The Plan Commission, meeting in regular session on June 16, 2008 determined that the ordinance standards could be met and **approved** alterations to the Hilldale Planned Unit Development generally located at 804 Williamson Street, subject to the conditions below. The following conditions were applied to the alteration and shall be satisfied as part of the final approval and recording of the amended general development plan-specific implementation plan for the area bounded by University Avenue, N. Segoe Road, Frey Street and Hilldale Way.

**Please contact Janet Dailey, City Engineering, at 261-9688 if you have questions regarding the following twelve items:**

1. All withstanding Hilldale Plat Phase 2 conditional approval comments, and any necessary revisions to the proposed Hilldale Plat application as a result of this [alteration], together with revisions to related land records requirements, shall be made prior to approval of this [alteration].
2. Following the June 4, 2008 meeting between the Hilldale Project Team and City staff, Engineering Mapping will defer comments and await submittal of amended complete final plan set by applicant as agreed.
3. All work within University Avenue (CTH MS) right-of-way requires approval from Dane County.
4. Requirements for storm sewer and storm water management shall be consistent with prior reviews and approvals.
5. Note on plans shall read: "All work within the public right-of-way or public utility easements shall comply with the plans and specifications in accordance with Project No. 53B2137, Contract No. 2137".
6. All proposed private sanitary and storm sewer lines need to be labeled (RIMS, EI, PIPE SIZES, SLOPES).
7. Note on plans that sanitary sewer shall be privately owned and maintained on University Avenue from the existing manhole at Hilldale Way to the north manhole adjacent to "Building "M".
8. 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.

9. The applicant shall submit, prior to plan sign-off, digital CAD files to the Land Records Coordinator in the Engineering Division (Lori Zenchenko) [lzenchenko@cityofmadison.com](mailto:lzenchenko@cityofmadison.com). The digital copies shall be drawn to scale and represent final construction, including: building footprints, internal walkway areas, internal site parking areas, lot lines/ numbers/ dimensions, street names, and other miscellaneous impervious areas. Email file transmissions preferred. Please include the site address in this transmittal. The single CAD file submittal can be either AutoCAD (dwg) Version 2001 or older, MicroStation (dgn) Version J or older, or Universal (dxf) format.
10. 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>
11. 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.
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.

**Please contact John Leach, Traffic Engineering, at 267-8755 if you have questions about the following three items:**

13. 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), signage, percent of slope, vehicle routes, dimensions of radii, aisles, driveways, stalls including the two-foot overhang, and a scaled drawing at 1" = 20'.
14. 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.
15. 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 Scott Strassburg, Madison Fire Department, at 261-9843 if you have questions about the following two items:**

16. Provide fire apparatus access as required by Comm. 62.0509 and MGO 34.19, as follows:
  - a.) The site plans shall clearly identify the location of all fire lanes.
  - b.) 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. One length shown is over 150'.

17. 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 and show minimum 2 hydrants on site plan.

**Please contact Pat Anderson, Assistant Zoning Administrator, at 266-5978 if you have questions about the following three items:**

18. Show accessible parking stalls to serve the proposed project that will meet state required striping and signage as near the accessible entrances as possible. Meet all applicable State accessible requirements, including but not limited to:
  - a.) Provide required accessible stalls striped per State requirements. A minimum of 1 of the stalls shall be a van accessible stalls 8' wide with an 8' striped out area adjacent.
  - b.) Show signage at the head of the stalls. Accessible signs shall be a minimum of 60" between the bottom of the sign and the ground.
  - c.) Highlight or call out the accessible path from the stalls to the building. The stalls shall be as near the accessible entrance or elevator as possible. Show ramps, curbs, or wheel stops where required.
19. Meet with Zoning and Planning regarding the zoning text, to resolve issues including but not limited to shared bicycle parking facilities, shared loading facilities, and projected employee counts for the proposed uses. Receive approval from zoning and planning of the zoning text prior to submitting final plans.
20. Lighting is not required. However, if it is provided for the commercial/retail portion of the parking, it must comply with City of Madison outdoor lighting standards. (See parking lot packet). Lighting will be limited to .10 watts per square foot.

**Please contact my office at 261-9632 if you have questions about the following three items:**

21. That the developer and/or the lessees of the two Hilldale Way retail buildings submit floorplans and final elevations as part of the finishing of tenant spaces to the Planning Division for approval prior to issuance of building permits. Entrances into these buildings should be located in a manner that encourages a high level of pedestrian activity along Frey Street, Hilldale Way and University Avenue.
22. That the final specific implementation plan be revised per Planning Division approval to provide a usable entrance into the hotel for guests from the second floor level pedestrian plaza.
23. That the conditions from the January 2007, August 2007 and March 2008 approvals of the Phase II PUD-GDP-SIP, including but not limited to the screening of rooftop mechanical equipment and adherence to the 65 decibel limit noted in MGO Section 24.08 for the Whole Foods Store, construction, operation and maintenance of the private open space at the southwestern corner of Frey Street and Sawyer Terrace, hours of construction and the project construction traffic management plan, are not modified by this SIP alteration and continue in force, except as modified herein.

As noted above, these comments shall be satisfied as part of the final approval and recording of the amended general development plan-specific implementation plan for the area bounded by University Avenue, N. Segoe Road, Frey Street and Hilldale Way. **You are also required to submit the attached "Alteration to an Existing Specific Implementation Plan" form.** Also be sure to include any additional materials requested, including a copy of the correct zoning text and types of umbrellas to be used, for review and approval prior to recording.

Hilldale Phase II Alteration

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If you have any questions regarding recording this plan or obtaining permits, please call Matt Tucker, Zoning Administrator, at 266-4551. If I may be of any further assistance, please do not hesitate to contact me at 261-9632.

Sincerely,

Timothy M. Parks  
Planner

cc: Pat Anderson, Assistant Zoning Administrator  
Janet Dailey, City Engineering  
Si Widstrand, Parks Division  
John Leach, Traffic Engineering  
Scott Strassburg, Madison Fire Department