

## PLANNING DIVISION STAFF REPORT

March 17, 2025



PREPARED FOR THE PLAN COMMISSION

**Project Address:** 6702 Odana Road

**Application Type:** Demolition Permit and Conditional Use

**Legistar File ID #** [87140](#) and [87141](#)

**Prepared By:** Chris Wells, Planning Division  
Report Includes Comments from other City Agencies, as noted

**Reviewed By:** Kevin Firchow, AICP, Principal Planner

### Summary

**Applicant:** Sean O'Brien; Northpointe Development II Corporation; 230 Ohio Street, Suite 200; Oshkosh, WI 54902

**Contact:** Kevin Burow; Knothe & Bruce Architects; 7601 University Avenue, Suite 201; Middleton, WI 53562

**Property Owner:** Great Midwest Bank SSB; W15900 W Bluemound Road; Brookfield, WI 53005

#### Requested Actions:

- ID [87140](#) – Consideration of a demolition permit to demolish a financial institution at 6702 Odana Road; and
- ID [87141](#) – Consideration of a conditional use in the Commercial Center (CC) District for dwelling units in a mixed-use building to construct a four-story, mixed-use building with approximately 1,973 square feet of commercial space and 60 apartments at 6702 Odana Road.

**Proposal Summary:** The applicant proposes to demolish the existing commercial building – the former Great Midwest Bank – in order to construct a four-story, mixed-use building with approximately 1,973 square feet of commercial space and 60 apartments at 6702 Odana Road. While not related to the Plan Commission's review, this development has been recommended for funding from the City's Affordable Housing Fund.

**Applicable Regulations & Standards:** This proposal is subject to the standards for Demolitions [MGO §28.185(7)]. It is also subject to the standards for Conditional Uses [MGO §28.183(6)] as Table 28D-2 in Section 28.061 states that *Dwelling Units in Mixed-Use Buildings* are a conditional use in the Commercial Center (CC) District.

**Review Required By:** Plan Commission

**Summary Recommendation:** The Planning Division recommends the following to the Plan Commission regarding the applications for 6702 Odana Road. All recommendations are subject to input at the public hearing and the conditions recommended by the reviewing agencies.

- That the Plan Commission find that the standards for demolition permits are met to **approve** demolition of the financial institution at 6702 Odana Road; and
- That the Plan Commission find that the standards for conditional uses are met and **approve** a request for dwelling units in a mixed-use building in the Commercial Center (CC) District in order to construct a four-story, mixed-use building with approximately 1,973 square feet of commercial space and 60 apartments at 6702 Odana Road, beginning on **page 6**.

## Background Information

**Parcel Location:** The 44,496-square-foot (1.02-acre) site is located to the northwest of the intersection of Odana Road and Grand Canyon Drive. It is also located in Alder District 19 (Alder Guequierre) and the Madison Metropolitan School District.

**Existing Conditions and Land Use:** The subject site is developed with a one-story, 2,555-square-foot former bank building (Great Midwest Bank), which City Assessor's Records note was constructed in 1979. The building is located at the center of the site and is encircled by a drive aisle which provides access to the drive-through window on the west side of the building as well as the surface parking to the east and south. The site takes access from both Odana Road and Grand Canyon Drive and is zoned CC (Commercial Center) District. Photos provided by the applicant of the existing structure are available [here](#) under Legislative file [87140](#).

### Surrounding Land Use and Zoning:

**North:** Schwoegler Park Town Lanes (a bowling alley), zoned CC (Commercial Center) District;

**South:** Across Odana Road is a one-story commercial building, zoned CC;

**East:** Across Grand Canyon Drive is the multi-tenant Market Square shopping center and small two-tenant commercial building, both zoned CC; and

**West:** Two 1-story, 10,400-plus-square-foot, multi-tenant commercial buildings in the CC District. Staff note on November 7, 2022, the Plan Commission approved a demolition permits to raze these two buildings and a conditional use to construct a four-story, mixed-use building with approximately 4,800 sq. ft. of commercial space and 124 apartments at 6706-6714 Odana Road (Legistar Files [74052](#), [74053](#) & [74061](#))

**Adopted Land Use Plan:** The 2023 [Comprehensive Plan](#) recommends the subject site for Regional Mixed-Use (RMU). RMU is described as existing and planned high-intensity centers (2-12+ stories) supporting a variety of multifamily housing options and commercial activity serving the needs of the region. The [West Area Plan](#) (2024) also recommends the subject site for Regional Mixed-Use (RMU) and recommends buildings up to eight stories in height.

**Zoning Summary:** The project will be developed in the CC (Commercial Center) District.

Requirements	Required	Proposed
Lot Area (sq. ft.)	No minimum	44,481
Lot Width	No minimum	125 ft
Front Yard Setback	5 ft	18 ft
Max. Front Yard Setback	20 ft (TOD Overlay)	18 ft (See Comment #48)
Side Yard Setback	5 ft min, 20 ft max	20 ft
Rear Yard Setback	5 ft	10 ft
Maximum Lot Coverage	85%	70%
Minimum Building Height	2 stories (TOD Overlay)	4 stories/50 ft
Maximum Building Height	6 stories/90 ft	4 stories/50 ft

Requirements	Required	Proposed
Number Parking Stalls	No minimum	67
Electric Vehicle Stalls	7 EV Ready	7 EV Ready
Accessible Stalls	2	3
Loading	No	No

Number Bike Parking Stalls	68	68
Landscaping and Screening	Yes	Yes
Lighting	Yes	Yes
Building Form and Design	Yes	Commercial Block <i>(See Comment #49)</i>
<b>Other Critical Zoning Items:</b>	Yes: Transit-Oriented Overlay District	
	No: Utility Easements; Urban Design; Floodplain, Wellhead Protection, Landmarks, Waterfront Development, Adjacent to Park; Historic District; Wetlands	

*Tables Prepared Jacob Moskowitz, Assistant Zoning Administrator*

**Environmental Corridor Status:** The property is not located in a mapped environmental corridor.

**Public Utilities and Services:** The subject site is served by a full range of urban services, including Metro Transit, which operates daily, all-day transit service along Odana Road adjacent this property, with trips at least every hour (every 30 minutes or less during the day on weekdays).

## Project Description

The applicant is requesting approval of a demolition permit and a conditional use in order to construct a four-story, mixed-use building with approximately 1,973 square feet of commercial space and 60 apartments at 6702 Odana Road.

The building proposed to be razed is a one-story, 2,555-square-foot former bank building (Great Midwest Bank), which City Assessor's Records note was constructed in 1979. In submitted materials, the applicant notes that the building "*is not sized correctly for rehabilitation into housing*" and it "*is too large and too costly to relocate.*" Photos provided by the applicant of the existing structure are available [here](#) under Legislative file [87140](#).

The new building is roughly 83,200 square-feet in size and four floors in height. It has a roughly 2,000-square-foot commercial space at the south end of the ground floor. (At the time of writing, the applicant has not specified who the tenant will be, only that it will be a commercial retailer.) The rest of the ground floor contains a community room, exercise room, lobby area, and 12 dwelling units, while the upper three floors each contain 16 units for a total of 60 units (39 one-bedroom units and 21 two-bedroom units). Staff note that resident storage lockers is provided (one for each unit) within the building – five lockers are located on each floor while the remaining 40 are in the basement.

The building is located within the Transit-Oriented Development (TOD) Overlay district. As such, in order to comply with MGO Section 28.104(7), which pertain to the site standards for buildings in the TOD Overlay, the applicant will need to shift the building so that at least 30 percent of the façade is within 20 feet of both the primary (Odana Road) and secondary (Grand Canyon Drive) streets. Additionally, the main entrance, currently along the west façade, will need to be shifted to the south to meet the requirement (MGO Section 28.104(7)(b)) that states that "*Principal building entrances on all new buildings shall be oriented to their primary abutting street and be located within the maximum setback.*"

The building takes access from Odana Road via a drive aisle and curb cut located on the adjacent site to the west (the two sites will be cross-connected). Twenty-eight surface automobile parking stalls are located on the west side of the site and a ramp, located at the north end, leads to 39 structured automobile stalls. In regards to bicycle parking, 57 long-term stalls for the residents are provided (45 floor-mounted and 12 wall-mounted) in the lower

parking level while a total of 11 short-term bike stalls are located near the building's main entrance (i.e. near the building's southwest corner). No loading zone is provided, nor is one required by Zoning.

In terms of the building's palette of colors and materials, the ground floor is cladded with a dark grey brick while the upper floors is cladded primarily with dark grey- and white-colored, composite lap siding and wood-colored, vertical composite siding. The commercial tenant space has large floor-to-ceiling stormfront window panels along the south façade.

## Analysis

This request is subject to the approval standards for Demolition Permits and Conditional Uses.

### Consistency with Adopted Plans

The 2023 [Comprehensive Plan](#) recommends the subject site for Regional Mixed-Use (RMU). RMU is described as existing and planned high-intensity centers (2-12+ stories) supporting a variety of multifamily housing options and commercial activity serving the needs of the region. The [West Area Plan](#) (2024) also recommends the subject site for Regional Mixed-Use (RMU) and recommends buildings up to eight stories in height.

The [West Area Plan](#) also recommends a Planned Off-Street Path be constructed along the subject site's northern and eastern property boundaries. It will become part of the path which is planned to run under the Beltline, run north along Grand Canyon Drive, jog west along the northern edge of the subject parcel, turn north and run along the east edge of the open space/stormwater area to Mineral Point Road. (The path is shown in the dashed orange line running north-south in the image to the right. The subject parcel is highlighted yellow.) To this end, as easement widths are typically 20' wide for paths, since the path will straddle the property line, agencies have recommended the applicant grant a 10-foot-wide easement for the pedestrian and public path along their northern lot line. They will also be required to grant the easement for and construct the path along the east (Grand Canyon Drive) frontage.

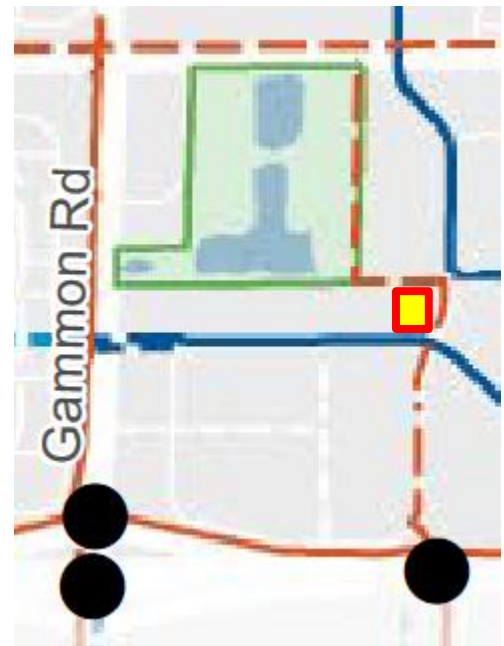


Image 1: A portion of the [West Area Plan Shared-Use Path & Bicycle Network map](#). (The subject site is highlighted)

That said, Staff believes the proposed mixed-use building; four stories in height; with its mass and commercial space located along and oriented towards the adjacent public sidewalk; the fact that the location of the main residential entrance will be shifted to the south so it is located along and oriented towards the adjacent public sidewalk (in order to meet with TOD Overlay requirements described in the previous section); and the proposal accommodating the public multi-use path along its northern property line, can be found consistent with adopted plan recommendations.

### Demolition Permit Standards

At its October 5, 2021 meeting, the Common Council adopted Ordinance 21-00065 (ID [67074](#)) to revise the standards and process for demolition and removal permits in Section 28.185 of the Zoning Code to remove consideration of proposed future use as a factor in approving demolition requests. The Plan Commission shall

consider the seven approval standards in §28.185(9)(c) M.G.O. when making a determination regarding demolition requests and find them met in order to approve. The factors include a finding that the proposed demolition or removal is consistent with the statement of purpose of the demolition permits section and with the health, prosperity, safety, and welfare of the City of Madison. The statement of purpose in Section 28.185 states, in part:

*"The purpose of this section is therefore to ensure the preservation of historic buildings, encourage applicants to strongly consider relocating rather than demolishing existing buildings, aid in the implementation of adopted City plans, maximize the reuse or recycling of materials resulting from a demolition, protect the public from potentially unsafe structures and public nuisances..."*

On balance, staff believes that standards can be found met and provides the following additional information.

In regards to Standard 1 related to the possible building relocation efforts, the Plan Commission is required to consider any information provided related to possible relocation activities. In submitted materials, the applicant notes that the building *"is not sized correctly for rehabilitation into housing"* and it *"is too large and too costly to relocate."*

In regards to Standard 6 related to the condition of the buildings proposed for demolition, Planning Division staff have not received any comments from City Building Inspection, Fire, or Police. However, in the submitted materials, the applicant provides [photos](#) of the existing structure.

Related to the historic value of the structures, staff notes Standard 4 states:

*"The Plan Commission has received and considered the report of the City's historic preservation planner regarding the historic value of the property as well as any report that may be submitted by the Landmarks Commission."*

At its January 13, 2025 meeting, the Landmarks Commission reviewed the proposed demolition and voted to recommend to the Plan Commission that the building at 6702 Odana Road has no known historic value.

Standard 7, which includes references the standards 1-6 states that *"The Plan Commission shall consider the factors and information specified in items 1-6 and find that the proposed demolition or removal is consistent with the statement of purpose of this section and with the health, prosperity, safety, and welfare of the City of Madison."*

Given the findings of the Landmarks Commission and information provided by the applicant, Staff believe the demolition permit standards can be found met.

### **Conditional Use Standards**

The Plan Commission may not approve an application for a conditional use unless it can find that all of the standards found in Section 28.183(6)(a), Approval Standards for Conditional Uses, are met. That section states: *"The City Plan Commission shall not approve a conditional use without due consideration of the recommendations in the City of Madison Comprehensive Plan and any applicable, neighborhood, neighborhood development, or special area plan, including design guidelines adopted as supplements to these plans. No application for a conditional use shall be granted by the Plan Commission unless it finds that all of the [standards for approval in Section 28.183(6) are met]."*

Given the consistency with adopted plans and the conditions recommended by reviewing agencies, Staff believes the approval standards can be found met.

### Public Input

At the time of report writing, staff has not received any public comment regarding these requests.

## Conclusion

The applicant proposes to demolish the existing commercial building – the former Great Midwest Bank – in order to construct a four-story, mixed-use building with approximately 1,973 square feet of commercial space and 60 apartments at 6702 Odana Road. The related requests are subject to the approval standards for demolition permits and conditional uses. As discussed in this report, with the comments recommended by reviewing agencies, staff believes these standards can be found met.

## Recommendation

### Planning Division Recommendation (Chris Wells, (608) 261-9135)

The Planning Division recommends the following to the Plan Commission regarding the applications for 6702 Odana Road. All recommendations are subject to input at the public hearing and the conditions recommended by the reviewing agencies.

- That the Plan Commission find that the standards for demolition permits are met to **approve** demolition of the financial institution at 6702 Odana Road; and
- That the Plan Commission find that the standards for conditional uses are met and **approve** a request for dwelling units in a mixed-use building in the Commercial Center (CC) District in order to construct a four-story, mixed-use building with approximately 1,973 square feet of commercial space and 60 apartments at 6702 Odana Road, beginning below:

### Recommended Conditions of Approval

Major/Non-Standard Conditions are Shaded

### City Engineering Division (Contact Timothy Troester, (608) 261-1997)

1. The City has sewer capacity limitations in this area. Applicant shall revise plan to install sanitary sewer lateral onto Odana Road and eliminate the connection to Grand Canyon Drive.
2. The area adjacent to this proposed development has been determined by City Engineering to have a known flooding risk. Engineering has set the minimum protective lowest entrance elevation opening at an elevation of 839. This standard is not intended to be protective in all cases. The Developer is strongly encouraged to complete their own engineering analysis to determine and meet a protective elevation which they are comfortable with. In no case shall the protective elevation be set below the minimum threshold determined by City Engineering.
3. Enter into a City / Developer agreement for the required infrastructure improvements. Agreement to be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Contact City Engineering to schedule the development and approval of the plans and the agreement. (MGO 16.23(9)c)

4. Construct multi-use path along Grand Canyon Drive to a plan as approved by City Engineer.
5. Construct sidewalk, terrace, curb and gutter, and pavement to a plan as approved by City Engineer.
6. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder (608-261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff. (MGO 16.23(9)(d)(4))
7. 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. The procedures and fee schedule is available online at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))
8. An Erosion Control Permit is required for this project. See Storm comments for permit specific details and requirements.
9. A Storm Water Management Report and Storm Water Management Permit is required for this project. See Storm comments for report and permit specific details and requirements.
10. A Storm Water Maintenance Agreement (SWMA) is required for this project. See Storm comments for agreement specific details and requirements.
11. This site appears to disturb less than one (1) acre of land. No submittal to the WDNR, CARPC or Department of Safety and Professional Services (DSPS) is required as the City of Madison Building Inspection Department is an approved agent for DSPS.
12. Revise the site plan 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. (POLICY)
13. Revise the plans to show a proposed private internal drainage system on the site. Include the depths and locations of structures and the type of pipe to be used. (POLICY AND MGO 10.29)
14. The proposed development proposes to construct underground parking. The proposed entrance to the underground parking is adjacent to a street low point. The applicant shall provide a minimum elevation of 849 before breaking grade to the down ramp to the underground parking to protect the underground parking from inundation. The stated elevation is intended to be protective but does not guarantee a flood proof structure. The Developer/Owner are strongly encouraged to complete their own calculations and determine an elevation that protects their property to a level of service that they are comfortable with.
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-yr design storm that is current in Madison General Ordinance Chapter 37. If the enclosed depression(s) is/are to be served by a gravity system provide calculations stamped by a Wisconsin P.E. 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 P.E. or licensed Plumber that show this requirement has been met.



16. This project will disturb 20,000 sf or more of land area and require an Erosion Control Plan. Please submit an 11" x 17" copy of an erosion control plan (pdf electronic copy preferred) to Megan Eberhardt (west) at [meberhardt@cityofmadison.com](mailto:meberhardt@cityofmadison.com), or Daniel Olivares (east) at [daolivares@cityofmadison.com](mailto:daolivares@cityofmadison.com), for approval. Demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances 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. The WDNR provided workbook to compute USLE rates can be found online at <https://dnr.wi.gov/topic/stormwater/publications.html>

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

17. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances 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 Stormwater Management Permit application can be found on City Engineering's website at <http://www.cityofmadison.com/engineering/Permits.cfm>.

The Storm Water Management Plan & Report shall include compliance with the following:

Report: Submit prior to plan sign-off, a stormwater management report stamped by a P.E. 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. (POLICY and MGO 37.09(2))

Rate Control Redevelopment: By design detain the 10-year post construction design storm such that the peak discharge during this event is reduced 15% compared to the peak discharge from the 10-year design storm in the existing condition of the site. Further, the volumetric discharge leaving the post development site in the 10- year storm event shall be reduced by 5% compared to the volumetric discharge from the site in an existing condition during the 10-year storm event. These required rate and volume reductions shall be completed, using green infrastructure that captures at least the first 1/2 inch of rainfall over the total site impervious area. If additional stormwater controls are necessary beyond the first 1/2 inch of rainfall, either green or non-green infrastructure may be used.

TSS Redevelopment with TMDL: Reduce TSS by 80% off of the proposed development when compared with the existing site.

Oil/Grease Control: Treat the first 1/2 inch of runoff over the proposed parking facility and/or drive up window.

100-year Overflow: The applicant shall demonstrate that water can leave the site and reach the public ROW without impacting structures during a 100-year event storm. This analysis shall include reviewing overflow elevations and unintended storage occurring on site when the storm system has reached capacity.

Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any BMP used to meet stormwater management requirements on this project.

18. Submit, prior to plan sign-off but after all revisions have been completed, digital PDF files to the Engineering Division. Email PDF file transmissions are preferred to: [bstanley@cityofmadison.com](mailto:bstanley@cityofmadison.com) (East) or [tstroester@cityofmadison.com](mailto:tstroester@cityofmadison.com) (West).



**City Engineering Division – Mapping Section** (Contact Jeffrey Quamme, (608) 266-4097)

19. Grant a 10' wide Public Sidewalk and Bike Path Easement to the City of Madison over the northerly side of this site. Provide the map exhibit and legal description to Jeff Quamme of Engineering Mapping to set up a Real Estate project as early as possible to permit the grant prior to final sign off.
  20. The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a minimum ten (10)-foot wide path, eight (8)-foot terrace, and additional one (1) foot for maintenance, where applicable, along their site's frontage of Grand Canyon Drive. Provide the map exhibit and legal description to Jeff Quamme of Engineering Mapping to set up a Real Estate project as early as possible to permit the grant prior to final sign off.
  21. The proposed 10' wide Utility easement over the easterly and southerly sides of the site shown on the site plans shall corrected and labeled as an existing right of way easement to MG&E per Document No. 1312690.
  22. This site is subject to private Declaration of Covenants, Conditions and Restrictions per Doc No 1373566 and amendments. Among the restrictions is the minimum front setback of 30 feet. The Owner/Applicant/Consultant are collectively responsible to coordinate with Park Towne Development any permissions or documents required in conjunction with these existing covenants.
  23. The property will need to reuse the address of 6702 Odana Rd as no other address is available. 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.
24. No overstory trees shall be permitted within the proposed Sidewalk and Bike Path Easement areas.
25. Show and label the existing 6 foot wide Utility Easement over the north 6 feet of this site per the Plat of Park Towne Doc No 1248468.
26. Provide for review, comprehensive reciprocal easements and agreements including, but not limited to, access, parking, storm sewer and storm surface drainage that are necessary to accomplish the land division or site development as proposed for review. The document(s) shall be executed and recorded prior to site plan sign off.
27. Any trees, landscaping and grade change requires express written consent from MG&E for placement within the existing Easement per Document NO 1312690. Provide proof of consent for any improvements prior to final sign off.
28. Submit a site plan and a complete building Floor Plan in PDF format to Lori Zenchenko ([lzenchenko@cityofmadison.com](mailto:lzenchenko@cityofmadison.com)) that includes a floor plan of each floor level on a separate sheet/page for the development of a complete interior addressing plan. Also, include a per floor unit matrix for apartment buildings.
- The Addressing Plan for the entire project shall be finalized and approved by Engineering (with consultation and consent from the Fire Marshal if needed) PRIOR to the verification submittal stage of this LNDUSE with Zoning.
- The final approved Addressing Plan shall be included in said Site Plan Verification application materials or a revised plan shall provided for additional review and approval by Engineering.

Per 34.505 MGO, a full copy of the approved addressing plan shall be kept at the building site at all times during construction until final inspection by the Madison Fire Department.

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.

**Traffic Engineering Division** (Contact Sean Malloy, (608) 266-5987)

29. The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a minimum ten (10)-foot wide path, eight (8)-foot terrace, and additional one (1) foot for maintenance, where applicable, along their site's frontage of Grand Canyon Drive.
30. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be to engineering scale and include the following, when applicable: existing and proposed property lines; parcel addresses; all easements; vision triangles; 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.
31. 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.
32. 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.
33. All parking facility design shall conform to MGO standards, as set in section 10.08(6).
34. All bicycle parking adjacent pedestrian walkways shall have a 2 foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.
35. All pedestrian walkways adjacent parking stalls shall be 7 feet wide to accommodate vehicle overhang, signage and impediments to walkway movements. Any request for variance shall be submitted to and reviewed by City Traffic Engineering.
36. Per Section MGO 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.
37. The applicant shall adhere to all vision triangle requirements as set in MGO 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 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.

38. All parking ramps as the approach the public Right-of-Way shall not have a slope to exceed 5% for 20 feet; this is to ensure drivers have adequate vision of the Right-of-Way. If applicant believes public safety can be maintained they shall apply for a waiver, approval or denial of the waiver shall be the determination of the City Traffic Engineer.
39. 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 to accommodate the microwave sight and building. The applicant shall submit grade and elevations plans if the building exceeds three stories prior to sign-off to be reviewed and approved by Andrew Oliver, (267-1979, [aoliver@cityofmadison.com](mailto:aoliver@cityofmadison.com)) Traffic Engineering Shop, 4151 Nakoosa Trail. The applicant shall return one signed approved building elevation copy to the City of Madison Traffic Engineering office with final plans for sign off.
40. The driveway slope to the underground parking is not identified in the plan set, Traffic Engineering 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.
41. The applicant shall provide a clearly defined 5' 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.
42. "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.
43. 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.
44. All existing driveway approaches on which are to be abandoned shall be removed and replaced with curb and gutter and noted on the plan.
45. Applicant shall submit for review a waste removal plan. This shall include vehicular turning movements.
46. Applicant shall submit for review a Commercial Delivery Plan. This plan will include times, vehicle size, use of loading zones and all related turning movements.

**Parking Review** (Contact Trent W Schultz, (608) 246-5806)

47. The applicant shall submit a Transportation Demand Management (TDM) Plan to [tdm@cityofmadison.com](mailto:tdm@cityofmadison.com). The TDM Plan is required per MGO 16.03. Applicable fees will be assessed after the TDM Plan is reviewed by staff.

**Zoning Administrator** (Contact Jacob Moskowitz, (608) 266-4560)

48. The TOD overlay district requires at least 30% of the building façade to be within 20 ft of both the primary (Odana Rd) and secondary (Grand Canyon Dr) streets. Show the 20 ft maximum setback on the site plan and show the percentage of building façade within the maximum setback.
49. Sec. 28.104(7)(b) requires an entrance to the residential tenant space be oriented to the primary abutting street (Odana Rd) and located within the 20 ft maximum setback.
50. Provide details demonstrating compliance with bird-safe glass requirements Section 28.129. For building façades where the first sixty (60) feet from grade are comprised of less than fifty percent (50%) glass, at least eighty-five percent (85%) of the glass on glass areas fifty (50) square feet or over must be treated. Of all glass areas over fifty (50) square feet, any glass within fifteen (15) feet of a building corner must be treated. All glass railings must be treated. Identify which glass areas are 50 sq. ft. or greater and which glass areas will be treated. Provide a detail of the specific treatment product that will be used.
51. Section 28.185(9)(b) requires that every applicant for a demolition or removal approval that requires approval by the Plan Commission is required to get a Reuse and Recycling Plan approved by the City Recycling Coordinator, Bryan Johnson at [streets@cityofmadison.com](mailto:streets@cityofmadison.com) prior to receiving a raze permit. Every person who is required to submit a reuse and recycling plan pursuant to Section 28.185(9)(b) shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition. A demolition or removal permit is valid for two (2) years from the date of the Plan Commission approval.

**Fire Department** (Contact Matt Hamilton, (608) 266-4457)

The agency reviewed this request and has recommended no conditions of approval.

**Parks Division** (Contact Kathleen Kane, 608-261-9671)

52. 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. This development is within the West Park-Infrastructure Impact Fee district. Please reference ID# 25013 when contacting Parks about this project.

**Forestry Review** (Contact Zachary Eckberg, (608) 266-4816)

53. Contractor shall take precautions during construction to not disfigure, scar, or impair the health of any street tree. Contractor shall operate equipment in a manner as to not damage the branches of the street tree(s). This may require using smaller equipment and loading and unloading materials in a designated space away from trees on the construction site. Any damage or injury to existing street trees (either above or below ground) shall be reported immediately to City Forestry at (608) 266-4816. Penalties and remediation shall be required. Add as a note on the site, grading, utility, demolition, and street tree plan set.
54. As defined by the Section 107.13 of City of Madison Standard Specifications for Public Works Construction: No excavation is permitted within 5 feet of the trunk of the street tree or when cutting roots over 3 inches in diameter. If excavation is necessary, the Contractor shall contact Madison City Forestry at (608) 266-4816 prior to excavation. City of Madison Forestry personnel shall assess the impact to the tree and to its root

system prior to work commencing. Tree protection specifications can be found on the following website: <https://www.cityofmadison.com/business/pw/specs.cfm> Add as a note on the site, grading, utility, demolition and street tree plan sets.

55. Section 107.13(g) of City of Madison Standard Specifications for Public Works Construction (website: <https://www.cityofmadison.com/business/pw/specs.cfm>) addresses soil compaction near street trees and shall be followed by Contractor. The storage of parked vehicles, construction equipment, building materials, refuse, excavated spoils or dumping of poisonous materials on or around trees and roots within five (5) feet of the tree or within the protection zone is prohibited. Add as a note on both the site and street tree plan sets.
56. On this project, street tree protection zone fencing is required. The fencing shall be erected before the demolition, grading or construction begins. The fence shall include the entire width of terrace and, extend at least 5 feet on both sides of the outside edge of the tree trunk. Do not remove the fencing to allow for deliveries or equipment access through the tree protection zone. Add as a note on both the site and street tree plan sets.
57. Street tree pruning shall be coordinated with City Forestry at a minimum of two weeks prior to the start of construction for this project. Contact City Forestry at (608)266-4816. All pruning shall follow the American National Standards Institute (ANSI) A300 - Part 1 Standards for pruning. Add as a note on both the site and street plan sets.

**Water Utility** (Contact Jeff Belshaw, (608) 261-9835)

58. This property is in a Wellhead Protection District–Zone (WP-16). Applicant shall provide the Madison Water Utility with confirmation that no hazardous and/or toxic materials will be stored on site, and that all proposed uses of this site comply with the City of Madison Wellhead Protection Ordinance. Any future change in use for this property will require review by the Madison Water Utility General Manager or his designated representative. Contact Sarah Scroggins at [Sscroggins@madisonwater.org](mailto:Sscroggins@madisonwater.org) for additional information, including a summary of the submittal requirements.
59. The existing water main on Odana Rd. is 8 inch. The Utility plan indicates a 12X8 connection for the proposed water service. Update Utility plan accordingly.
60. Update the Utility plan to show abandoning the existing 2 inch water service at the main.

**Metro Review** (Contact Timothy Sobota, (608) 261-4289)

61. As identified on plans submitted for review and in coordination with any public works improvements, the applicant shall replace and maintain the concrete boarding pad surface at the existing Metro bus stop on the north side of Odana Road, west of Grand Canyon Drive (#6382).
62. The applicant shall install and maintain a new passenger seating amenity - either as part of the private landscape plan or in the public right-of-way area - along the north side of Odana Road, west of Grand Canyon Drive. If located in the public right-of-way, the applicant should be aware of the requirements set forth in MGO 10.31, as well as the timelines necessary to submit a Privilege in Streets (Bus Seating) application and should contact the City's Office of Real Estate Services for information and assistance with the Privilege in Streets (Bus Seating) application process. An approved Encroachment Agreement, for the bus stop amenity, shall be executed prior to sign off - if located in the public right-of-way.

63. The existing curbside bus stop zone and wheelchair accessible pedestrian sidewalk and concrete boarding pad on the north side of Odana Road, west of Grand Canyon Drive, provide regulatory access under PROWAG to the City's transit operations, and any planned or permitted temporary obstruction of the existing bus stop zone may require additional right-of-way improvements and/or other mitigation measures in coordination with Traffic Engineering and Metro Transit staff - in order to create an alternate accessible bus stop zone that would serve the Odana Road at Grand Canyon Drive intersection area in a comparable operational and accessible manner.
64. The applicant shall include the location of these transit amenities on the final documents filed with their permit application so that Metro Transit may review the design.
65. Metro Transit operates daily all-day transit service along Odana Road adjacent this property - with trips at least every 60 minutes (every 30 minutes or less during the day on weekdays). Metro Transit operates additional daily all-day rapid transit service along Mineral Point Road near this property - with trips at least every 30 minutes (every 15 minutes or less during the day on weekdays and Saturdays).
66. Metro Transit would initially estimate the following counts of potentially eligible trips towards US Green Building Council/LEED Quality Access to Transit points: 98 Weekday & 65 Weekend. Please contact Metro Transit if additional analysis would be of interest.