



Department of Planning & Community & Economic Development

## Planning Division

Heather Stouder, Director

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**\*\*BY E-MAIL ONLY\*\***

August 3, 2022

Alan Barker  
The Lamar Johnson Collaborative  
35 E Wacker Drive, Suite 1300  
Chicago, Illinois 60601

RE: Approval of a demolition permit to demolish a place of worship, two residences, and two mixed-use buildings located at 802, 816, 818, 820, and 826 Regent Street; and approval of conditional uses in the Urban Mixed-Use (UMX) District for a new building greater than 20,000 square feet and more than four stories to allow construction of a ten-story mixed-use building with approximately 3,000 square feet of commercial space and 178 apartments (for Alison Mills, CRG Acquisition, LLC). (LNDUSE-2022-00038; ID 71244 and 71245)

Dear Alan;

On July 25, 2022, the Plan Commission found the standards met and **approved** your demolition permit and conditional use requests for the above-described project at 802-826 Regent Street. Prior to issuance of demolition or building permits for your project, the conditions of approval in the following sections shall be satisfied:

**Please contact Tim Troester of the City Engineering Division at (608) 267-1995 if you have any questions regarding the following twenty-five (25) items:**

1. The sanitary sewer in Park Street that is proposed for connection to was built in 1910 and is no longer serviceable. If a sewer connection is needed to Park Street, applicant shall plan to connect to Madison Metropolitan Sewerage District (MMSD) sewer and abandon the City sewer as a condition for development.
2. Submit, prior to plan sign-off but after all revisions have been completed, a digital CAD file (single file) to the Engineering Division that is to scale and represents final construction with any private storm and sanitary sewer utilities.
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.
4. Construct sidewalk, terrace, curb and gutter, and pavement to a plan approved by the City Engineer.

5. Madison Metropolitan Sewerage District (MMSD) charges 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.
6. Obtain a permanent sewer plug permit for each existing sanitary or storm 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.
7. The proposed sewer connection to the MMSD sewer access structure shall conform to all MMSD connection specification criteria. The contractor is responsible for taking out the MMSD connection permit as well as the permit connection fee if applicable. Add the following note to the plans: "Contractor shall notify Ray Schneider (608) 347-3628, [rays@madsewer.org](mailto:rays@madsewer.org), five (5) days prior to making the connection to the MMSD manhole to arrange for inspection of the connection."
8. This project appears to require permanent dewatering. A permit to connect to the public stormwater system shall be required from the City Engineering Division. Additionally, a permit for non-storm discharge to the storm sewer system from the Madison-Dane County Public Health shall also be required. If contaminated soil or groundwater conditions exist on or adjacent to this project, additional Wisconsin Department of Natural Resources (WDNR), Public Health, and/or City Engineering approvals may be required prior to issuance of the connection and non-storm discharge permits.
9. An Erosion Control Permit is required for this project.
10. A Storm Water Management Report and Storm Water Management Permit is required for this project.
11. A Storm Water Maintenance Agreement (SWMA) is required for this project.
12. This site appears to disturb over one (1) acre of land and requires a permit from the WDNR for stormwater management and erosion control. The City of Madison has been required by the WDNR to review projects for compliance with NR-216 and NR-151 however a separate permit submittal is still required to the WDNR for this work. The City of Madison cannot issue our permit until concurrence is obtained from the WDNR via their NOI or WRAPP permit process. Contact Eric Rortvedt at 273-5612 of the WDNR to discuss this requirement. The applicant is notified that the City of Madison is an approved agent of the Department of Safety and Professional Services (DSPS), and no separate submittal to this agency or Capital Area Regional Planning Commission (CARPC) is required for this project to proceed.
13. This site appears to have a land use that will result in their inclusion as a restaurant class sanitary sewer customer. This will charge commercial kitchen facilities a higher sanitary sewer fee per gallon than domestic users and is based on strengths of waste measured at representative similar customers throughout the City. If the applicant desires, a sampling structure may be installed, as part of the initial construction at their cost, to allow site-specific sampling of their waste to determine sanitary sewer charges specifically for this site. If no sampling structure is installed, this site will default to the restaurant class code in MGO Chapter 35. If you have questions on the restaurant class sewer charges please contact Megan Eberhardt at [Meberhardt@cityofmadison.com](mailto:Meberhardt@cityofmadison.com) or (608) 266-6432.

14. Revise the plans to identify the location of the public storm sewer (proposed or existing) that will serve the development show the connection of the private internal drainage system to the public storm sewer.
15. Revise the plans to identify the location of the public storm sewer (proposed or existing) that will serve the development show the connection of the private internal drainage system to the public storm sewer.
16. Revise plan to show the location of all rain gutter down spout discharge locations.
17. 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 water resistant materials such as concrete or brick.
18. 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.
19. This project will disturb 20,000 square feet 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.
20. 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.
21. 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, MDCPH, and/or City Engineering approvals may be required prior to the issuance of the required Erosion Control Permit.
22. 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 City Engineering (608) 266-4751 prior to completing the test to document that appropriate measures have been taken to prevent erosion as a result of this testing.
23. 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.
24. Prior to approval, this project shall comply with Chapter 37 of 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 Storm Water Management Plan & Report shall include compliance with the following:

Submit prior to plan sign-off, a stormwater management report stamped by a P.E. registered in the State of Wisconsin.

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.

Reduce the peak discharge during a 10-year storm event by 15% compared to existing conditions.

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

Reduce peak discharge from the site by 5% during a 10-year event compared to existing conditions.

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.

25. 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).

**Please contact Jeff Quamme of the City Engineering–Mapping Section at (608) 266-4097 if you have any questions regarding the following nine (9) items:**

26. The site plan indicates proposed planters encroaching into the N Park Street, Regent Street, and East Campus Mall rights of way. The applicant shall confirm and note on the plans all encroachments, including, (but not limited to) balconies, roof overhangs and underground vaults. An approval of the development does not constitute or guarantee approval of any encroachments within a public right of way. The applicant shall confirm with Engineering–Streets, Traffic Engineering, and Forestry staff the possibility of any of these planters being supported within the adjacent public rights of way. Upon any planters being supported within any of the adjacent public rights of way by the above staff, the applicant shall make an application with City of Madison Office of Real Estate Services for a Privilege In Streets Agreement.
27. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds, the new parcel data created by the Assessor's Office and the parcel data available to Zoning and Building Inspection staff prior to issuance of building permits for new construction.
28. Grant a public sidewalk easement(s) to the City on the face of the pending Certified Survey Map along Regent Street and any other locations as required for public sidewalk improvements as required by Traffic Engineering.
29. There shall not be any required landscaping elements for conformance with City of Madison zoning ordinances located within any public right of way.

30. With the close proximity of the structural retaining wall to the north property line, the applicant/ owner/ contractor/ consultants are collectively responsible for any agreements necessary with the University of Wisconsin for any soil nailing, soil retention or disturbance of the lands to the north.
31. All levels of floorplans shall show the property lines, easements and public rights of way to assure all building elements and structure are within the property boundaries of this proposed project.
32. The site plans shall show and label the limits of the underground parking structure and the limits of the maximum exterior limits of the building any fixed canopies at ground level and above to assure all elements are within the public right of way.
33. The base address of the apartments is 832 Regent Street. The address of the commercial tenant is 1 N Park Street. 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.
34. Submit 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. 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 final verification submittal stage of this LNDUSE with Zoning. The approved Addressing Plan shall be included in the final 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 (608) 266-5987 if you have any questions regarding the following twenty-one (21) items:**

35. 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 Regent Street.
36. Items in the right of way are not approvable through the Plan Commission process. Make a note on all pages showing improvements in the right of way that states: "The Right of Way is the sole jurisdiction of the City of Madison and is subject to change at any time per the recommendation/plan of Traffic Engineering and City Engineering Divisions." The Traffic Engineering Division has concerns regarding the proposed planters in the Regent and N Park Street terraces; the applicant shall remove references to those from their plans.
37. The applicant shall work with the Traffic Engineering Division and Metro Transit on the location of their N Park Street driveway in order to maximize the length of the adjacent bus stop zone, which will entail moving the driveway further north.
38. The applicant shall prepare a Traffic Demand Management Plan (TDMP) to be reviewed and approved by the City Traffic Engineer. MGO (28.183(6)(a)(6)

39. The applicant shall submit for review a waste removal plan. This shall include vehicular turning movements.
40. The 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.
41. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be scaled to 1" = 20' 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.
42. 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.
43. 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.
44. All parking facility design shall conform to MGO Section 10.08(6).
45. All bicycle parking adjacent pedestrian walkways shall have a 2-foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.
46. 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.
47. 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.
48. 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.
49. 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 Austin Scheib, (266-4768) ([ascheib@cityofmadison.com](mailto:ascheib@cityofmadison.com)) Traffic Engineering Shop, 1120 Sayle Street. The applicant shall return one signed approved building elevation copy to the City of Madison Traffic Engineering office with final plans for sign off.

50. The driveway slope to the underground parking is not identified in the plan set. Traffic Engineering staff recommends driveway slopes 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.
51. "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.
52. All existing driveway approaches on which are to be abandoned shall be removed and replaced with curb and gutter and noted on the plan.
53. The applicant shall submit for review a Trash Removal Plan. This plan will include times, vehicle size, use of loading zones and all related steps to remove trash from its location.
54. One-way operation of the site shall be secured by placing a "One Way" sign at the entrance and a "Do Not Enter" sign at the exit.
55. Note: This site presents difficult constructability issues; access to neighboring sites must be maintained at all times, protected walkways will be constructed and maintained as soon as possible and little to no access to the public right of way on N Park Street or Regent Street will be granted for construction purposes. Provide a detailed construction plan to Traffic Engineering for review by the Traffic Control Specialist (Mike Duhr) prior to final signoff.

**Please contact Jenny Kirchgatter, Assistant Zoning Administrator at (608) 266-4429 if you have questions about the following fifteen (15) items:**

56. Show the distance between the curb and property line for Regent Street, N Park Street, and East Campus Mall. Show the property lines and building setback distances as measured to the property lines on the lower level, Level 1 and Level 2 floorplan pages. The front yard setback abutting Regent Street and street side yard setbacks abutting N Park Street and East Campus Mall are 0 feet if the distance between the curb and property line is equal to or greater than 15 feet. A no-build easement may be used to achieve the 15-foot distance. If the distance between the curb and property line is less than 15 feet, the front yard setback and street side yard setback are 5 feet.
57. Provide calculations for the required useable open space areas, and identify the useable open space areas on the plans. Provide a minimum of ten (10) square feet of usable open space per bedroom. Usable open space may take the form of at-grade open space, porches, balconies, roof decks, green roofs or other above-ground amenities.

58. Submit a request for a bicycle parking adjustment for the amount of structured, vertical or wall-mount bicycle parking exceeding 25% of the required number of bicycle parking stalls or for bicycle parking without a five-foot access aisle. Up to 25% of bicycle parking may be structured parking, vertical parking or wall-mount parking, provided there is a five-foot access aisle for wall mount parking.
59. 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.
60. Per Section 28.134(3) Capitol View Preservation, show the height of the building per City Datum. No portion of any building or structure located within one (1) mile of the center of the State Capitol Building shall exceed the elevation of the base of the columns of said Capitol Building or 187.2 feet, City datum. Provided, however, this prohibition shall not apply to any church spires, flagpoles, communication towers, elevator penthouses, screened air conditioning equipment and chimneys exceeding such elevation, when approved as conditional uses. For the purpose of this subsection, City datum zero (0.00) feet shall be established as 845.6 feet above sea level as established by the United States Coast and Geodetic Survey.
61. Provide electric vehicle stalls per Section 28.141(8)(e) Electric Vehicle Charging Station Requirements. A minimum of 10% of the residential parking stalls (5 stalls) must be electric vehicle ready, and a minimum of 2% of the stalls (1 stall) must be electric vehicle installed. Identify the locations of the electric vehicle ready and installed stalls on the plans and add the count of electric vehicle stalls to the parking summary.
62. Bicycle parking for the commercial tenant space shall comply with the requirements of MGO Sections 28.141(4)(g) and 28.141(11) and will be reviewed prior to obtaining zoning approval for the use. Provide a minimum of two (2) short-term bicycle parking stalls located in a convenient and visible area on a paved or pervious surface. Bicycle parking shall be located at least as close as the closest non-accessible automobile parking and within 100 feet of a principal entrance.
63. Bicycle parking for the residential dwelling units shall comply with the requirements of MGO Sections 28.141(4)(g) and 28.141(11) and shall be designated as short-term or long-term bicycle parking. A minimum of 250 resident bicycle stalls are required plus a minimum of 18 short-term guest stalls. Up to 25% of bicycle parking may be structured parking, vertical parking or wall mount parking, provided there is a five-foot access aisle for wall mount parking. NOTE: A bicycle stall is a minimum of two (2) feet by six (6) feet with a five (5) foot wide access area. Submit details showing the models of bike racks to be installed.
64. Bicycle stalls are proposed in the N Park Street and Regent Street public right of way. Note that bicycle stalls located in the public right of way do not count toward the minimum bicycle parking requirement. Privilege in the Streets approval is required through the City of Madison Office of Real Estate Services for bike parking in the right of way.



65. Submit the landscape plan and landscape worksheet stamped by the registered landscape architect. Per Section 28.142(3) Landscape Plan and Design Standards, landscape plans for zoning lots greater than 10,000 square feet in size must be prepared by a registered landscape architect.
66. Exterior lighting shall be provided in accordance with MGO Section 10.085. Provide an exterior lighting photometric plan and fixture cut sheets with the final plan submittal.
67. Provide details showing that the building façades meet the door and window opening requirements of Section 28.071(3)(e). For street-facing facades with ground story non-residential uses, the ground story door and window openings shall comprise a minimum of 50% of the facade area. Upper story openings shall comprise a minimum of 15% of the facade area per story.
68. Provide details demonstrating compliance with bird-safe glass requirements in Section 28.129. For building façades where the first 60 feet from grade are comprised of less than 50% glass, at least 85% of the glass on glass areas 50 square feet or over must be treated. Of all glass areas over 50 square feet, any glass within 15 feet of a building corner must be treated. Identify which glass areas are 50 square feet or greater and which glass areas will be treated. Provide a detail of the specific treatment that will be used.
69. Per Section 28.186(4)(b), the property owner or operator is required to bring the property into compliance with all elements of the approved site plans by the date established by the Zoning Administrator as part of the site and building plan approval. Work with Zoning staff to establish a final site compliance date.
70. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with MGO Chapter 31 Sign Codes and Section 33.24 Urban Design Commission ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.

**Please contact Bill Sullivan of the Madison Fire Department at (608) 261-9658 if you have any questions regarding the following three (3) items:**

71. All exterior portions of the building shall be within 250 feet of a fire lane. Update Sheet C-4 to reflect this requirement. All portions of the fire lane shall be within 500 feet of at least two different hydrants, which appears to be compliant.
72. Provide a fire command center due to the highest floor level exceeding 75 feet above lowest fire apparatus access.
73. Please consider allowing the Madison Fire Department to conduct training sequences prior to demolition. Contact Division Chief Jeff Larson of the MFD Training Division at [itlarson@cityofmadison.com](mailto:itlarson@cityofmadison.com) or (608) 266- 5946 to discuss this possibility.

**Please contact Ann Freiwald of the Parks Division at (608) 243-2848 if you have any questions regarding the following item:**

74. 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 Central Park-Infrastructure Impact Fee district. Please reference ID# 22017 when contacting Parks Division staff about this project.

**Please contact Jeffrey Heinecke of the Forestry Section at (608) 266-4890 if you have any questions regarding the following two (2) items:**

75. City Forestry will issue a street tree removal permit for 9-inch Elm tree due to construction conflicts along the N Park Street frontage. The contractor shall contact City Forestry at (608)266-4816 to obtain permit. Add as a note on both the demolition and street tree plan set.
76. Additional street trees are needed for this project. Tree planting specifications can be found in Section 209 of City of Madison Standard Specifications for Public Works Construction. All street tree planting locations and tree species within the right of way shall be determined by City Forestry. A landscape plan and street tree planting plan shall be submitted in PDF format to City Forestry for approval of planting locations within the right of way and tree species. All available street tree planting locations shall be planted within the project boundaries. Add following note on both the landscape and street tree plan sets: "At least one week prior to street tree planting, Contractor shall contact City Forestry at (608) 266-4816 to schedule inspection and approval of nursery tree stock and review planting specifications with the landscaper."

**Please contact Jeff Belshaw of the Madison Water Utility at (608) 261-9835 if you have any questions regarding the following three (3) items:**

77. Private wells may have served the parcels associated with this project prior to municipal water service connections. The existing properties will require an internal and external survey for potential un-abandoned private wells prior to proceeding with demolition. 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 (608) 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.
78. The Madison Water Utility shall be notified to remove the water meter at least two working days prior to demolition. Please contact the Water Utility Meter Department at (608) 266-4765 to schedule the meter removal appointment.
79. A Water Service Application Form and fees must be submitted before connecting to the existing water system. Provide at least two working days' notice between the application submittal and the requested installation or inspection appointment. Application materials are available on the Water Utility's Plumbers & Contractors website (<http://www.cityofmadison.com/water/plumbers-contractors>), 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. A Water Meter Application Form will subsequently be required to size and obtain a water meter establish a Water Utility customer account and/or establish a Water Utility fire service account. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.

**Please contact Tim Sobota of Metro Transit at (608) 261-4289 if you have any questions regarding the following six (6) items:**

80. The applicant shall shift the proposed 12-foot wide driveway access on Regent Street, north of Park Street, an estimated five feet further north to leave at least 80 feet of accessible curbside terrace for the proposed bus stop zone that would fall between the driveway apron and the Park Street crosswalk.
81. The applicant shall remove all barriers (raised planters) shown in the public rights-of-way along the east side of Regent Street and north side of Park Street, which would obstruct passenger access along the curbside bus stops zones (terrace area, between the sidewalk and bus doors). These curbside bus stop zones would extend 80 feet north along east side of Park, north of the crosswalk of Park Street; and 80 feet east along north side of Regent, east of the crosswalk of Regent Street.
82. As otherwise shown in application plans, the applicant shall install concrete boarding terraces along the curbside bus stop zones on the east side of Park Street, north of Regent Street; and on the north side of Regent Street, east of Park Street.
83. The applicant shall install and maintain a new passenger waiting shelter with seating amenity - either as part of the private landscape plan or in the public right-of-way area - serving the curbside bus stop zone on the east side of Park Street, north of Regent Street. If located in the public right-of-way, the applicant shall submit a Privilege in Streets (Bus Shelter) application for review by the City. An approved Encroachment Agreement, for the bus shelter, shall be executed prior to sign off. Contact City Real Estate to start the Privilege in Streets (Bus Shelter) application process.
84. The existing curbside bus stop zone and accessible pedestrian sidewalk and terrace area on the east side of Park Street, north of Regent Street, provide critical access to the City's transit operations, and any planned or permitted obstruction of the existing bus stop zones in excess of thirty (30) days 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 bus stop zone that would serve the Park Street at Regent Street intersection area in a comparable operational and accessible manner.
85. 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.

**Please contact Jessica Vaughn of the Urban Design Commission at (608) 267-8740 if you have any questions regarding the following three (3) items:**

86. Regarding the Park Street projecting end of the building, the Commission recommends utilizing a similar treatment and detailing as that of the East Campus Mall, including incorporating a darker double frame within the inset.
87. Note: The Commission highly recommends that the raised planters shown on the Landscape Plan be included in the final construction of this project as they add quite a bit to the urban landscape and pedestrian experience. (Note, items in the right-of-way are not approvable by the Plan Commission).

88. Note: The Commission found the proposed building setbacks and design to be adequate along Park Street, including the carved out corners.

**Please contact my office at (608) 261-9632 if you questions about the following two (2) items:**

89. The applicant shall submit a management plan on the form provided by staff to be reviewed and approved by the Planning Division Director and Zoning Administrator, or their designees. Information shall include, but shall not be limited to: move in and move out, vehicle and moped parking management, parking management, snow management, building access, lighting and security cameras, property management contact, delivery and rideshare loading, and pet waste areas.

90. Provide a data table for the project, which includes the lot area for the site; the number of stories and gross square-footage of the building; the floor area devoted to commercial use; the number of dwelling units by type; the total number of bedrooms; usable open space for the development; and the amount of structured and surface automobile and bicycle parking located on the subject site.

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

**A letter containing the conditions of approval for the related one-lot Certified Survey Map for the project will be sent separately.**

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

1. The applicant shall resubmit a PDF copy of the plan set and any other supporting materials that are necessary, as specified in this letter to [sprapplications@cityofmadison.com](mailto:sprapplications@cityofmadison.com). (Note: A 20MB email limit applies and multiple transmittals may be required.). A check for the site plan review fee shall be mailed to the City of Madison Building Inspection Division; PO Box 2984; Madison, WI 53701-2984.
2. City Agencies who submitted conditions of approval will review your revised plans to verify that their conditions, along with any applicable requirements, have been satisfied. When the revised plans are submitted, the applicant will be emailed a hyperlink to a website to follow, in real time, which agencies have reviewed the revised documents, and signed off or need additional information.
3. 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]
4. 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 one (1) year after the date of the Plan Commission unless the use is commenced, construction is under way, or a valid building permit is issued and construction commenced within 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 24 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 (608) 266-4551. If you have any questions or if you may be of any further assistance, please do not hesitate to contact my office at (608) 261-9632 or [tparks@cityofmadison.com](mailto:tparks@cityofmadison.com).

Sincerely,



Timothy M. Parks  
 Planner

- cc: Tim Troester, City Engineering Division  
 Jeff Quamme, City Engineering Division  
 Sean Malloy, Traffic Engineering Division  
 Jenny Kirchgatter, Asst. Zoning Administrator  
 Bill Sullivan, Madison Fire Department  
 Ann Freiwald, Parks Division  
 Jeff Heinecke, Forestry Section  
 Jeff Belshaw, Madison Water Utility  
 Tim Sobota, Metro Transit  
 Jessica Vaughn, 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-2022-00038			
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	<input checked="" type="checkbox"/>	Recycling Coordinator
<input checked="" type="checkbox"/>	Fire Department	<input checked="" type="checkbox"/>	Other: Metro Transit
<input checked="" type="checkbox"/>	Water Utility	<input checked="" type="checkbox"/>	Other: Forestry Section