



PREPARED FOR THE PLAN COMMISSION

**Project Address:** 702-734 East Washington Avenue (District 6, Alder Rummel)

**Legistar File ID #:** [81083](#), [81081](#), [81316](#)

**Prepared By:** Lisa McNabola, AICP, Planning Division  
Report Includes Comments from other City Agencies, as noted

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

## Summary

**Applicant & Owner:** Chris Houden Jr.; Willow Partners/DCH Properties, LLC; 725 East Johnson Street, Madison, WI 53703

**Contact:** Joseph Lee; JLA Architects; 800 West Broadway, Suite 200, Madison, WI 53713

### Requested Action:

- ID [81083](#) – Consideration of a demolition permit to demolish a two-story commercial building at 702 East Washington Avenue; and
- ID [81081](#) – Consideration of a conditional use in the Traditional Employment (TE) District for dwelling units in a mixed-use building; consideration of a conditional use in the TE District for outdoor recreation to allow an outdoor pool; and consideration of a conditional use in the TE District for a building exceeding five stories and 68 feet in height; all to allow the construction of a 15-story mixed-use building containing approximately 15,000 square feet of commercial space and 244 apartments.
- ID [81316](#) – Amending Section 33.24(15)(e)12.b. related to Upper-Level Development Standards of the Madison General Ordinances to clarify how stories are measured in Urban Design District 8. (Alder District 6)

**Proposal Summary:** The applicant proposes to demolish a two-story commercial building at 702 East Washington Avenue and construct a 15-story mixed-use building containing approximately 15,000 square feet of commercial space, 244 apartments, and an outdoor pool at 702-734 East Washington Avenue. Concurrent with this application, a new amendment to the Urban Design District ordinance has been proposed that would clarify the story-height measurement of a building within Urban Design District 8.

**Applicable Regulations & Standards:** Standards of approval for demolition permits are found in Section 28.185(6) M.G.O. Standards of approval for conditional uses are found in Section 28.183(6) M.G.O. Supplemental Regulations for outdoor recreation are found in Section 28.151 M.G.O. The site is located in the Transit Oriented Development (TOD) Overlay District and Urban Design District 8.

**Review Required By:** Urban Design Commission and Plan Commission

**Summary Recommendation:** The Planning Division recommends the following to the Plan Commission regarding the applications for 702-734 East Washington Avenue. All recommendations are subject to input at the public hearing and the following conditions recommended by the reviewing agencies.

- That the Plan Commission find that the approval standards for demolition permits are met and **approve** the demolition of a two-story commercial building at 702 East Washington Avenue; and
- That the Plan Commission find that the approval standards for conditional uses are met and **approve** a 15-story mixed-use building containing approximately 15,000 square feet of commercial space, 244

apartments, and an outdoor pool in the Traditional Employment (TE) District at 702-723 East Washington Avenue.

## Background Information

**Parcel Location:** The subject site includes two parcels totaling 44,881 square feet (1.03 acres), located at the northeast corner of East Washington Avenue and Blount Street. The site is located within District 6 (Alder Rummel) and the Madison Metropolitan School District.

**Existing Conditions and Land Use:** Per data from the Assessor’s Office, the property at 702 East Washington Avenue is occupied by a 33,790 square-foot, two-story commercial building constructed in 1925 with additions constructed in 1979 and 1998. The property at 734 East Washington Avenue is vacant. Both properties are zoned Traditional Employment (TE) District. It is located in the Transit Oriented Development (TOD) Overlay District and Urban Design District 8.

**Surrounding Land Use and Zoning:**

North: Two-story warehouse, zoned Traditional Employment (TE) District; across East Mifflin, two-story, 18-unit multifamily building, four-story, 188-unit multifamily building, zoned Traditional Residential – Urban 2 (TR-U2) District; two-story, 2-unit residential buildings, zoned Traditional Residential – Varied 1 (TR-V2) District;

East: Across Blount Street, five-story Salvation Army building (under construction) and three-story, 44-unit multifamily building (under construction), zoned TE District;

South: Across East Washington Avenue, two-story commercial building, gas station, MGE substation, zoned TE District; and

West: Twelve-story, 217-unit multifamily building, zoned Planned Development (PD) District.

**Adopted Land Use Plan:** The [Comprehensive Plan](#) (2018) recommends Regional Mixed-Use (RMU) development for the subject site and adjacent properties along East Washington Avenue. The [Tenney-Lapham Neighborhood Plan](#) (2008) recommends Community Mixed-Use for the subject site. The [East Washington Capitol Gateway Corridor Plan](#) (2008) recommends Community Mixed-Use for the subject site. The Plan also identifies the corner of East Washington Avenue and Blount Street as “Potential Commercial”, which includes ground floor retail and services, including those that appeal to customers in the district and the adjoining neighborhood, which are intended to generate pedestrian activity along the adjoining sidewalks, including outdoor dining areas.

**Zoning Summary:** The property is zoned Traditional Employment (TE) District.

Requirements	Required	Proposed
Lot Area (sq. ft.)	6,000	44,880
Lot Width	50 ft	273 ft
Front Yard Setback	5 ft	16 ft
Max. Front Yard Setback	20 ft (TOD)	16.35 ft
Side Yard Setback	5 ft, none	5.68 ft, 10.05 ft
Rear Yard Setback	None	20.59 ft
Usable Open Space	None (TOD)	N/A
Maximum Lot Coverage	85%	60%
Minimum Building Height	22 ft	15 stories
Maximum Building Height	None (with conditional use)	15 stories

Site Design	Required	Proposed
Number Parking Stalls	No minimum, 366 maximum	299
Electric Vehicle Stalls	10% EV Ready = 30 2% EV Installed = 6	10% EV Ready 2% EV Installed (1.)
Accessible Stalls	7	7
Loading	1	0 (2.)
Number Bike Parking Stalls	282	282
Landscaping and Screening	Yes	Yes (3.)
Lighting	Yes	Yes
Building Form and Design	Yes	Commercial Block Building

*Table Prepared by Jacob Moskowitz, Assistant Zoning Administrator*

**Environmental Corridor Status:** The subject site is not within a mapped environmental corridor.

**Public Utilities and Services:** This property is served by a full range of urban services.

## Project Description

The applicant proposes to demolish a two-story commercial building at 702 East Washington Avenue and construct a 15-story mixed-use building containing approximately 15,000 square feet of commercial space and 244 units at 702-734 East Washington Avenue.

Per data from the Assessor’s Office, the 33,790 square-foot, two-story commercial building at 702 East Washington Avenue was constructed in 1925 with additions constructed in 1979 and 1998. The building includes an office, warehouse, and covered parking. [Demolition photos](#) were included with the application materials.

The proposed building is 159 feet tall and consists of a three-story podium with a 12-story “C-shaped” tower. The central open area fronts East Washington Avenue, and the tower is stepped back 15 feet. The podium consists of three stories of above ground parking screened by a liner building along the East Washington Avenue frontage. The liner building has a two-story volume and accommodates 8,000-9000 square feet of commercial/retail space and a lobby entrance for the residents and upper floor commercial tenants. The podium would also have 5,500-6,000 square feet of commercial/office space on the eastern portion of the third floor (note that it is labeled as the second floor on the plans). The 12-story residential tower has 244 units, a fitness room, meeting room and several amenity spaces. An outdoor amenity space with a pool is located on the roof of the podium.

The parking garage entrances are located at the rear of the building. The parking garage would be accessed from the driveway off of Blount Street. The plans show two levels of underground parking and three levels of above ground parking. Per the applicant, the second level of underground parking is an optional level that may not be constructed. With all parking levels there would be 299 spaces. With four parking levels there would be 234 spaces. There are 31 spaces in the ground floor level which will be made available to the public during normal business hours. There are 251 long term bike parking spaces and 26 short term exterior bike parking spaces.

The street level façade along East Washington Avenue is primarily comprised of storefront glazing. A corrugated dark bronze metal panel is applied above the glazing and a white metal canopy runs the length of the retail spaces. The storefront glazing for the central retail units is framed by a white metal panel and grey brick. The building corners have two-stories of glazing and a dark bronze metal canopy that wraps around the corner. The remainder of the Blount Street façade is comprised of grey brick. A public art installation is shown on a portion of the façade framed with white metal panel and corrugated dark bronze metal panel. Review and approval of the public art would be completed administratively. The northern (rear) façade of the building is comprised of a mix of grey brick, white

metal panel, corrugated dark bronze metal panel, and a flat dark bronze metal panel. Accent materials include a wire panel for vertical landscaping on the end of the facade near Blount Street and glazing the wraps the upper corners of the building. The eastern façade is comprised of glazing, grey brick, and dark bronze metal panel. The tower is comprised primarily of glazing, a flat dark bronze metal panel and a varied grey metal panel. The end caps of the tower facing East Washington Avenue are accented with white metal panel.

A retaining wall with integrated planters is shown along the East Washington Avenue property line. The retail spaces are accessed via stairs on each end of the retaining wall. An ADA accessible ramp is located on the western end of the retaining wall. The landscape plan shows a pattern of regular and colored concrete on the walkway. The planters have two types of deciduous trees and two types of perennials. A mix of deciduous shrubs is shown along the base of the Blount Street façade. Sod grass and deciduous trees are shown along the base of the rear façade.

The development is located in Urban Design District 8 (UDD 8). In UDD 8 a developer can request bonus stories to exceed the maximum building height in the district. To consider the request the applicant must include multiple elements from a list in the UDD Ordinance. To satisfy this requirement the applicant is providing structured parking with space for public use, including minimum 50% vegetative roof cover, and pursuing LEED Silver equivalency. The applicant will also enter into a voluntary contractual Land Use Restriction Agreement (LURA) with the City of Madison to provide affordable units for a minimum of 5% of the total number of units restricted to at least 60%-80% of the Area Median Income (AMI). This will result in 13 income-restricted units.

## Urban Design District 8 Amendments

On October 17, 2023, the Common Council approved an amendment to Urban Design District 8 (UDD 8) to allow up to six bonus stories on Block 2b, for a maximum height of 14 stories and 171 feet. (ID [79845](#)). After the application for the proposed building was submitted, it was determined that the proposed building, while appearing as a 14-story building from East Washington Avenue, would be considered 15 stories as measured in the Zoning Code. There is a two-story liner component along the East Washington Avenue frontage that screens three levels of structured parking.

Concurrent with this application, a new amendment to the Urban Design District ordinance has been proposed that would clarify the story-height measurement of a building within UDD 8. The Plan Commission is advisory on amendments to the Urban Design District ordinance. The proposed change is limited to Block 2b and clarifies that if internal structured parking is screened and does not appear as a visually distinct story when viewed from East Washington Avenue, it would not count as a story for the purpose of the UDD ordinance compliance. The Urban Design Commission (UDC) Secretary prepared a [Staff Memo](#) regarding the proposed amendment (ID [81316](#)).

UDD 8 currently includes height measurements in terms of stories and feet. It does not provide additional guidance on how parking levels or partial floors are calculated. Further, Urban Design District ordinance does not provide interpretation clarification based on how a building “reads” from the outside, how a floor level is used, or how the number of floors internal to a building translates to the exterior expression.

Staff notes that UDD 8 pre-dates the Zoning Code and includes block-specific height regulations. This proposed change only clarifies the methodology to determine height related to the Urban Design District and does not impact Zoning requirements. Additionally, while this change is limited to the subject block, staff anticipates that more comprehensive modifications will be considered as part of the multi-phase Urban Design District ordinance update that is currently underway.

The Common Council referred the amendment to the UDC and Plan Commission for a recommendation. At its January 10, 2024 meeting the UDC recommended approval. The Plan Commission will consider the amendment at its January 22, 2024 meeting with final action by Common Council expected February 13, 2024.

## Analysis and Conclusion

### Conformance with Adopted Plans

The [Comprehensive Plan](#) (2018) recommends Regional Mixed-Use (RMU) development for the subject site and adjacent properties along East Washington Avenue. The RMU category is the most intensive mixed-use land use outside of downtown and includes existing and planned high-intensity centers supporting a variety of multifamily housing options and commercial activity serving the needs of the region. The RMU category recommends 2-12 stories or taller if specified by an approved sub-area plan. Density in RMU areas is governed by building height.

The [Tenney-Lapham Neighborhood Plan](#) (2008) recommends Community Mixed-Use (CMU) for the subject site. CMU uses include retail, residential, service, professional, office, institutional and civic. CMU areas are recommended to have an average net density of 41 to 60 units. The Plan includes the following design standards for the 600 and 700 blocks of East Washington Avenue:

- Street-level use should be reserved for retail and commercial purposes.
- Articulate the massing of larger buildings with varied rooflines and stepbacks.
- Maintain a rhythm of visual breaks and openings in the upper stories.
- Architectural features should be consistent on all sides of upper stories.

The [East Washington Capitol Gateway Corridor Plan](#) (2008) recommends Community Mixed-Use (CMU) for the subject site. CMU development is recommended not to exceed 60 units per acre. The Plan also identifies the corner of East Washington Avenue and Blount Street as “Potential Commercial”, which includes ground floor retail and services, including those that appeal to customers in the district and the adjoining neighborhood, which are intended to generate pedestrian activity along the adjoining sidewalks, including outdoor dining areas. Plans also recommended a 15 foot setback and upper story stepbacks.

These specific recommendations for height, building placement, and design which were codified in Section 33.24(15) M.G.O. as Urban Design District 8 (UDD 8). While the plans recommend a maximum façade height of five stories and a maximum internal building height of eight stories with two potential bonus stories, the recently approved amendment to UDD 8 have increased the allowable height up to 14 stories and 171 feet. The proposed building height is 159 feet which is below the district’s maximum allowed building height. The building has two stories of underground parking, three stories of above ground parking and 12 stories of office and residential space. There is a two-story liner building with retail space and a lobby entrance along the East Washington Avenue frontage which screens the three stories of above ground parking. The lower floor-to-floor heights of the parking levels allow for three stories of parking to be located behind the two-story liner building. Staff believe the building reads as a 14-story building due to the liner building and overall architectural design. If approved, the aforementioned clarification to UDD height measurement would also clearly define that height is based on the visually distinct stories when viewed from the street.

The proposed development has a density of 236 units per acre. Per the Comprehensive Plan, density in RMU areas is governed by building height. Staff acknowledge that the proposed density exceeds the recommended 60 unit per acre in the sub-area plans. However, the sub-area plans recommend Community Mixed-Use, which differs from the higher intensity RMU recommendation in the more contemporary [Comprehensive Plan](#).

## Demolition Permit Standards

The Plan Commission shall consider the seven approval standards in Section 28.185(9)(c) M.G.O. when making a determination regarding demolition requests. 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.

Regarding standard 4, which states, “That 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.” In the [Staff Report to Landmarks Commission](#) staff recommended a finding of historic value as the product of an architect of note, but the building itself is not historically, architecturally, or culturally significant due to the loss of integrity. At its January 8, 2024 meeting the Landmarks Commission found that the building at 702 East Washington Avenue has no known historic value, noting the loss of integrity in their discussion.

Regarding standard 6, “The Plan Commission shall consider the condition of the building or buildings proposed for demolition or removal. In order to find this standard met, the Plan Commission may consider a report of the Madison Fire Department, Police Department, and/or Building Inspection Division regarding the proposed demolition, including whether any evidence of a potential fire hazard, unlawful use of the property, public nuisance, or other public health and safety concern supports demolition or removal.” The applicant provided [demolition photos](#) which do not appear to show any significant issues with the building.

Staff believe the demolition permit standards can be found met, subject to the recommended conditions of approval.

## Conditional Use Standards

The conditional use approval standards state that the Plan Commission shall not approve a conditional use without due consideration of the City’s adopted plan recommendations, design guidelines, supplemental regulations, and finding that all of the conditional use standards of MGO §28.183(6) are met. Please note, recent changes to state law requires that conditional use findings must be based on “substantial evidence” that directly pertains to each standard and not based on personal preference or speculation.

Regarding standard 6, which states, “Measures, which may include transportation demand management (TDM) and participation in a transportation management association have been or will be taken to provide adequate ingress and egress, including all off-site improvements, so designed as to minimize traffic congestion and to ensure public safety and adequate traffic flow, both on-site and on the public streets.”

Per Traffic Engineering staff, the proposed development is anticipated to generate comparable or fewer trips than the current use (United States Post Office and office). Staff note that they do not expect a significant number of vehicular trips to complete left turns from North Blount Street onto East Washington Avenue. Instead, it is anticipated that the majority of these trips will utilize East Mifflin Street and the signal at North Paterson Street/East Washington Avenue to travel eastbound. As this time Traffic Engineering does not expect improvements to be required as a result of this development at the North Blount Street/East Washington Avenue intersection. In consultation with Traffic Engineering, the applicant will also complete a trip generation study, and a modified Traffic Impact Analysis (TIA) to assess potential impacts to the East Mifflin Street bike boulevard and evaluate the left turn movement from North Blount Street to East Washington Avenue. The

modified TIA is anticipated to be completed in February. The applicant is also required to submit a TDM Plan. Staff note that the City is planning to study the East Mifflin Street bike boulevard corridor in 2024 to determine if any traffic safety improvements are needed.

Regarding standard 9, which states, “When applying the above standards to any new construction of a building or an addition to an existing building the Plan Commission shall find that the project creates an environment of sustained aesthetic desirability compatible with the existing or intended character of the area and the statement of purpose for the zoning district. In order to find that this standard is met, the Plan Commission may require the applicant to submit plans to the Urban Design Commission for comment and recommendation.”

Planning staff met with the applicant several times to discuss the building design, particular attention was paid to the street level facades. Staff asked the applicant to consider design changes to emphasize the volume at the corner of East Washington Avenue and Blount Street, and to activate the Blount Street facade. The applicant submitted revised drawings on January 5, 2024. The design was revised to include a taller, volume that wraps around to the Blount Street frontage. An art installation is also proposed along the street level façade where the structured parking is located. Review and approval of the public art would be completed administratively, as noted in the conditions of approval from the Urban Design Commission (UDC). As part of that review, the UDC Secretary prepared a [Staff Report for the January 10, 2024 UDC meeting](#). On January 10, 20234 the Urban Design Commission granted “final approval” with conditions, see the following section for details.

Regarding standard 12, which states, “When applying the above standards to an application for height in excess of that allowed in the district, the Plan Commission shall consider recommendations in adopted plans; the impact on surrounding properties, including height, mass, orientation, shadows and view; architectural quality and amenities; the relationship of the proposed building(s) with adjoining streets, alleys, and public rights of ways; and the public interest in exceeding the district height limits.”

The adopted plan recommendations are discussed in detail in the Conformance with Adopted Plans section. Staff have noted that while the Comprehensive Plan and sub-area plans do not recommend a building height taller than 12 stories, UDD 8 does allow for up to 14 stories and 171 feet if bonus stories are approved. If the proposed text amendment to UDD 8 is approved, then the proposed 15-story would comply with UDD 8.

Other buildings along the East Washington Avenue Corridor have similar heights, including: Constellation, 10 North Livingston Street, 157’ 6”; Galaxie, 810 East Washington Avenue, 158’ 4”; and Bakers Place, 849 East Washington Avenue, 157’ 6”. The “C-shaped” building breaks up the building mass and pulls it away from East Washington Avenue. It also a different building form than the other large development nearby, creating some variation on the corridor. Staff also note that while it is a 15-story building per the zoning code, the building reads as a 14-story building due to the liner building and overall architectural design.

The applicant prepared a [shadow study](#) which compares the shadow of a 10-story and 14-story building. Based on that analysis, the shadow would mostly impact commercial buildings or similarly scaled mixed-use developments in this corridor. The study shows that there will be some additional morning shadows on a two-story, landmark multifamily building across Mifflin Street during the spring.

Staff note that as a part of the request for bonus stories in UDD 8, the applicant will enter into a voluntary contractual Land Use Restriction Agreement (LURA) with the City of Madison to provide affordable units for a minimum of 5% of the total number of units restricted to at least 60%-80% of the Area Median Income (AMI). This will result in 13 income-restricted units.

Staff believe the conditional use standards can be found met, subject to the recommended conditions of approval.

### **Urban Design District 8**

The Urban Design Commission (UDC) is an approving body for this request (ID [79239](#)). As part of that review, the UDC Secretary prepared a [Staff Report for the January 10, 2024 UDC meeting](#) which asked the UDC to provide feedback on the following (see staff report for full details):

- The building height and request for bonus stories, including elements outlined by the applicant in their letter of intent for achieving the bonus stories. The listed elements include the provision of structured parking with space for public use, minimum 50% vegetative roof cover, LEED Silver equivalency, and the provision of 13 housing units at 60-80% of the Area Median Income.
- The building façade height, stepback and setback. There is a maximum 15-foot setback along the East Washington Avenue. The building setback ranges from 15.79 to 16.53 feet. The setback will need to be revised per the recommended conditions of approval.
- The street level activation along Blount Street. Consideration should be given to the integration of the proposed art installation into the overall building design, as well as the resulting material design and details in the event the art installation does not come to fruition.
- The building articulation and composition. Consideration should be given to the design and articulation of the building base and minimizing blank walls, as well as providing effective screening and architectural detailing to help disguise and screen parking and utility uses side (east) and rear (alley/north) elevations.

At its January 10, 2024 meeting the UDC granted “final approval.” The approval is subject to the following conditions:

- The Commission finds that the bonus story criteria are met based on the provision of public parking, affordable housing, LEED Silver equivalency, and green roof.
- With regard to LEED Silver equivalency the applicant shall provide additional details regarding the LEED points being utilized to obtain equivalency, and which can be reviewed administratively as part of the Site Plan Review application.
- The Commission finds that the increased setback is acceptable given the enhanced design of the raised pedestrian plaza.
- The applicant shall provide additional design details on the raised pedestrian terrace to confirm that handrails are not necessary and to deter skateboarding.
- The lighting plan shall be revised to meet code requirements related to light levels, uniformity ratios and fixture cutoff requirements. Subsequent review of lighting can be completed administratively.
- Subsequent review and approval of the final art installation and details as shown on the Blount Street elevation shall be completed administratively as part of Site Plan Review. Any deviations from the proposed design may require further review/approval by the UDC.

### **Public Input**

The Tenney Lapham Neighborhood Association formed a Steering Committee for the proposed development. The Committee submitted a letter noting concerns about impacts to the bike boulevard on East Mifflin Street. The letter is available on Legistar (ID [81081](#)).



## Conclusion

The applicant proposes to demolish a two-story commercial building at 702 East Washington Avenue and construct a 15-story mixed-use building containing approximately 15,000 square feet of commercial space and 244 units at 702-734 East Washington Avenue.

While the proposed building exceeds the 12-story height recommendation in the Regional Mixed-Use (RMU) land use category, and the 8-10-story height recommendation in the sub-area plans, a recently approved amendment to Urban Design District 8 has increased the allowable height up to 14 stories and 171 feet in this block. While the building is considered a 15-story building from a Zoning standpoint, staff believe the building presents as a 14-story structure when viewed from East Washington Avenue. The proposed building height is 159 feet which is below the district's maximum allowed building height. Staff further note that the Plan Commission is also advisory on a concurrent amendment to the UDD height measurement would clarify that height is based on the visually distinct stories when viewed from the street. The Urban Design Commission approved the proposed 15-story building, subject to approval of the text amendment.

From a density standpoint, the proposal has a calculated density of 236 units per acre, which exceeds the recommended 60 units per acre in the older sub-area plans. However, staff believes that this density would be generally consistent with the more contemporary RMU recommendation in the Comprehensive Plan. That is the most intensive mixed-use district outside of Downtown and does not include a set density limit, with densities recommended to be guided by building height.

Given due consideration of adopted plans, staff believe the approval standards can be found met.

## Recommendation

### Planning Division Recommendation (Contact Lisa McNabola, 243-0554)

The Planning Division recommends the following to the Plan Commission regarding the applications for 702-734 East Washington Avenue. All recommendations are subject to input at the public hearing and the following conditions recommended by the reviewing agencies.

- That the Plan Commission find that the approval standards for demolition permits are met and **approve** the demolition of a two-story commercial building at 702 East Washington Avenue; and
- That the Plan Commission find that the approval standards for conditional uses are met and **approve** a 15-story mixed-use building containing approximately 15,000 square feet of commercial space, 244 apartments, and an outdoor pool in the Traditional Employment (TE) District at 702-723 East Washington Avenue.

### Recommended Conditions of Approval

Major/Non-Standard Conditions are Shaded

### Engineering Division (Contact Brenda Stanley, 261-9127)

1. Per the WDNR's closure letter for BRRTS site #03-13-001662 (ROWLEY SCHLIMGEN), this property was closed with residual soil and groundwater petroleum contamination. It is also a historic fill site. Provide proof of coordination with the WDNR to address residual contamination during construction to Brynn Bemis (608.267.1986, [bbemis@cityofmadison.com](mailto:bbemis@cityofmadison.com)).
2. Applicant shall provide projected wastewater flow calculations. Offsite sanitary sewer improvements may be required by the developer as a condition for development. Applicant shall submit projected wastewater calculations to Mark Moder [mmoder@cityofmadison.com](mailto:mmoder@cityofmadison.com).

3. The 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 sidewalk, terrace, curb & gutter and pavement to a plan as approved by City Engineer
5. 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))
6. Provide the City Engineer with the proposed earth retention system to accommodate the restoration. The earth retention system must be stamped by a Professional Engineer. The City Engineer may reject or require modifications to the retention system. (POLICY)
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. 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 NR216 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. Information on this permit application is available on line: <http://dnr.wi.gov/Runoff/stormwater/constrformsinfo.htm>.

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 CARPC is required for this project to proceed.

11. 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)

12. Sanitary Sewer lateral on Blount being connected to is highly likely a 6" diameter lateral and not a 4" diameter lateral as shown on the plan. In the downtown area, newly installed sanitary sewer laterals are almost all 6" diameter.
13. 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. (POLICY AND MGO OVER 10,000 SF OF IMPERVIOUS AREA 10.29 and 37.05(7)(b))
14. The area adjacent to this development is subject to backwater flooding from Lake Monona. Minimum entrance elevations for ramps to underground parking and to entrances to buildings shall be set at elevation 852.00. 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, or Daniel Olivares (east) at 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>

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, Public Health, and/or City Engineering approvals may be required prior to the issuance of the required Erosion Control Permit. (POLICY)

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.

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.

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 [ttroester@cityofmadison.com](mailto:ttroester@cityofmadison.com) (West).

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

19. The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a six (6)-foot wide sidewalk, eight (8)-foot terrace, and additional one (1) foot for maintenance along E. Washington Avenue.
20. The applicant shall continue to work with Traffic Engineering on finalizing their traffic study to assess and address the impacts to the Mifflin Street bike boulevard.

21. 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.

22. 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.
23. 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.
24. All parking facility design shall conform to MGO standards, as set in section 10.08(6).
25. All bicycle parking adjacent pedestrian walkways shall have a 2 foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.
26. 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.
27. 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.
28. 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) 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.
29. 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.
30. "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.

31. 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.
32. All existing driveway approaches on which are to be abandoned shall be removed and replaced with curb and gutter and noted on the plan.
33. Applicant shall submit for review a waste removal plan. This shall include vehicular turning movements.
34. 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.
35. 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 East Washington Avenue 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.
36. Developer shall provide a recorded copy of any joint driveway ingress/egress and crossing easements and shall be noted on face of plan.

**Zoning** (Contact Jenny Kirchgatter, 266-4429)

37. Plans show an optional LL2 parking area. Zoning comments are based on this plan set including the parking area. Removal of this parking area will require a minor alteration to the conditional use.
38. Identify the locations of the electric vehicle ready and installed stalls on the plans. 1 accessible EV installed stall is required.
  39. Required loading facilities shall comply with MGO Section 28.141(13). Provide 1 10' x 35' loading area with 14' vertical clearance to be shown on the plan. The loading area shall be exclusive of drive aisle and maneuvering space. The required number of loading spaces may be reduced through conditional use approval.
  40. 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 ten thousand (10,000) square feet in size must be prepared by a registered landscape architect.
  41. 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 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, 266-4457)

42. Please consider allowing Madison Fire Dept. to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities: Division Chief Jeff Larson at [jtlarson@cityofmadison.com](mailto:jtlarson@cityofmadison.com) or (608) 266- 5946.
43. The Madison Fire Department does not object to this proposal provided the project complies with all applicable fire codes and ordinances. Additional comments and/or requirements may be noted upon review of future construction documents.

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

44. 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 North Park-Infrastructure Impact Fee district. Please reference ID# 23045 when contacting Parks about this project.

**Forestry Section** (Contact Bradley Hofmann, 267-4908)

45. An existing inventory of street trees located within the right of way shall be included on the site, demo, utility, landscape, grading, fire aerial apparatus and street tree plan sets. The inventory shall include the following: location, size (diamater at 4 1/2 feet), and species of existing street trees. The inventory should also note if a street tree is proposed to be removed and the reason for removal.
46. All proposed street tree removals within the right of way shall be reviewed by City Forestry before the Plan Commission meeting. Street tree removals require approval and a tree removal permit issued by City Forestry. Any street tree removals requested after the development plan is approved by the Plan Commission or the Board of Public Works and City Forestry will require a minimum of a 72-hour review period which shall include the notification of the Alderperson within who's district is affected by the street tree removal(s) prior to a tree removal permit being issued. Add as a note on the street tree plan set.
47. City Forestry will issue a street tree removal permit for 6 trees 2.5"-14" diameter trees due to construction conflicts along N Blount St and E Washington Ave frontages. 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.
48. 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 (website: <https://www.cityofmadison.com/business/pw/specs.cfm>) - 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.

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

49. Plans This property is in a Wellhead Protection District–Zone (WP-24). 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 for additional information, including a summary of the submittal requirements.
50. The existing water service on N Blount is 1.5" copper, the existing water service on E. Washington is 2.0" copper. Confirm these two sizes will be adequate for this building.

51. A Water Meter Application Form and fees must be submitted before connecting to the existing water lateral. Provide at least two working days notice between the application submittal and the scheduled lateral connection/extension. Application materials are available on the Water Utility's Plumbers & Contractors website (<http://www.cityofmadison.com/water/plumbers-contractors>), otherwise they may be obtained from the Water Utility Main Office at 119 E Olin Ave. A licensed plumber signature is required on all water service applications. For new or replacement services, the property owner or authorized agent is also required to sign the application. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.

**Metro Transit** (Contact Timothy Sobota, 261-4289)

52. Metro Transit operates daily all-day transit service along East Washington Avenue adjacent this property - with trips at least every 30 minutes (every 15 minutes or less on weekdays). Additional daily, all-day service operates along East Gorham Street/East Johnson Street, near this property.
53. Metro Transit would initially estimate the following counts of potentially eligible trips towards US Green Building Council/LEED Quality Access to Transit points: 219 Weekday & 134 Weekend (average). Please contact Metro Transit if additional analysis would be of interest.

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

54. The proposed existing and proposed driveway improvements exceed the boundary of the easement into the property at 725 E Mifflin Street. Also there is a proposed private storm sewer that drains the common driveway pavement area. Provide an amendment/new reciprocal Common Driveway, drainage and storm sewer easement/agreement that addresses the construction, maintenance and replacement of common improvements within the common driveway area.
55. The proposed new building crosses an underlying platted lot line. Prepare a Certified Survey Map (CSM) and submit to the Planning Unit to dissolve underlying lot lines to comply with fire codes, City Ordinances and City Policies. The CSM shall be approved by the City, recorded with the Dane County Register of Deeds and new Tax Parcel information available prior to issuance of a building permit or early start permit.



56. Confirm Grant a Public Sidewalk and Bike Path Easement(s) to the City on the face of the required Certified Survey Map as required to accommodate the required terrace width and sidewalk along E Washington Avenue or alternatively dedicate the area as required by Engineering and Traffic Engineering.
57. Coordinate the release of the Encroachment Agreement for the existing building façade into E Washington Ave per Doc No 3908868 with the Madison Office of Real Estate Services. The Agreement shall be released upon the demolition of the existing building.
58. The Site Plan indicates storm sewer crossing the N Blount Street right of way to connect to public storm sewer. Provide a storm sewer inlet in the curb line on the northeast side of N Blount St. If not provided the Applicant shall make an application with City of Madison Real Estate for a privilege in streets agreement. Link as follows - <http://www.cityofmadison.com/developmentcenter/landdevelopment/streetencroachment.cfm>. This option requires an annual minimum fee of \$500.
59. It appears the steps and landing on the southwesterly side of the proposed building extends into the N Blount St right of way. Remove any portion of those improvements from the public right of way.
60. The addresses of 702, 732 & 734 E Washington Ave will be inactivated and archived with the demolition of the buildings and the recording of the CSM. The address of the proposed apartments is 720 E Washington Ave. The at grade commercial tenant space addresses will be determined when build out plans are finalized.
61. 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.
62. Submit a site plan and a complete building Floor Plan in PDF format to Lori Zenchenko (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 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 stamped 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.

**Parking** (Contact Trent Schultz, 246-5806)

63. 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.