



Department of Planning & Community & Economic Development

## Planning Division

Meagan Tuttle, Director

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215 Martin Luther King Jr. Boulevard  
Madison, Wisconsin 53703  
Phone: (608) 266-4635  
[www.cityofmadison.com](http://www.cityofmadison.com)

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

September 12, 2024

Dan Morgan  
Flad Architects  
644 Science Drive  
Madison, Wisconsin 53711

RE: Consideration of a major alteration to an approved conditional use in the Suburban Employment Center (SEC) District for a hospital to allow construction of a 120,000 square-foot addition to UW Health East Madison Hospital at 4602 and 4698 Eastpark Boulevard (UW Health/University Hospital and Clinics Authority. (LNDUSE-2024-00065/ LNDMAC-2024-00055; ID 84811)

Dear Dan,

On September 9, 2024, the Plan Commission found the standards met and **conditionally approved** your conditional use requests subject to the conditions of approval in the following sections, which shall be satisfied prior to issuance of permits for your project:

**Please contact Brenda Stanley of the City Engineering Division at (608) 261-9127 if you have any questions regarding the following thirteen (13) items:**

1. This site will disturb 20,000 square feet or more of land area and require an Erosion Control (EC) Plan. Please submit the Erosion Control Permit Application with an 11- by 17-inch copy of an erosion control plan (send PDF) to Daniel Olivares (daolivares@cityofmadison.com) at City Engineering. Full EC permit fees include \$200 base fee with disturbance area fee calculated as \$5 per 1,000 square feet of disturbance area. Do not use commas in the area inputs. Permit fee must be paid as check made out to "City of Madison Treasurer".
2. The applicant shall include on the Erosion Control Plan information with regard to how concrete wash water shall be handled and where on-site mixing operations will be located and how those operations shall be protected to prevent movement of concrete into the drainage system as part of the Erosion Control Plan.
3. Demonstrate compliance with MGO Section 37.07 and 37.08 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.

4. This site appears to disturb over one (1) acre of land and requires a permit from the Wisconsin Department of Natural Resources (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. Provide a copy of the issued NR-216 permit to City Engineering. The City's Erosion Control Permit cannot be issued until the NR-216 coverage is shown to be in place. Contact Daniel Olivares at [daolivares@cityofmadison.com](mailto:daolivares@cityofmadison.com) with questions.
5. This site will require a Storm Water Management Permit. Please submit the Storm Water Management Permit Application (and associated fee) to Daniel Olivares ([daolivares@cityofmadison.com](mailto:daolivares@cityofmadison.com)), City Engineering, for approval. Storm Water Management Permit fees include \$400 base fee with New Impervious and/or Redevelopment disturbance area fee(s) calculated as noted on the application. Do not use commas in the area inputs. Permit fee must be paid as check made out to "City of Madison Treasurer".
6. Submit the completed stormwater management summary template as an MS Excel file along with your Storm Water Management reports is in accordance with MGO Section 37.09(1)(a).
7. The applicant shall submit prior to plan sign-off, Stormwater Management Plan Narrative & Report, and shall provide copies of the stormwater management modeling data files. Examples of typical programs/files include: WinSLAMM, RECARGA, TR-55, HYDROCAD, Excel sediment loading calculations, etc. Provide SWM modeling files via cloud file sharing program when possible. WinSLAMM files cannot be delivered to City email accounts. Copies of all calculations, modeling inputs and outputs data shall be provided as PDF documents as well.

Report shall be stamped (see note below) by a Licensed P.E. In regard to Stormwater Management Report:

- City Engineering needs to have the original "wet-stamped" Stormwater Management report on file.
  - As an alternative to a wet-stamp, an electronic stamp is permitted under MGO Sec. 2.02(7)(b)2 only if there are both an electronic signature and "a security procedure is used". It is not enough if just a security procedure is used to lock down the document—the signature itself must be electronic. Adobe Sign has been the most effective program for locking, encrypting and verifying documents. Verify the report is locked and not editable. It should not be possible to select and delete any text or image within the document. The document should have a certificate verifying it has been saved as a valid certified document.
8. Prior to approval, this project shall comply with MGO Chapter 37 regarding stormwater management. Specifically, this development is required to detain the 2-, 10-, 100- and 200-year storm events, matching post development rates to predevelopment rates. New development on lots where local detention basin provides detention for the 2- to 100-year storm events must provide on-site detention for the 200-year storm events, matching post development rates to predevelopment rates. Note - assume regional detention meets hypothetical design storm rate control for post-development for preexisting lot conditions. Design a hypothetical basin for the lot that meets the required runoff rate

controls for 1- to 200-year design storms. Subtract volume required for 200-year design storm from largest design storm for regional detention design, and provide that volume on-site. For existing 2- to 100-year detention: Post-development 200-year volume (af) minus Post-development 10-year volume (af) equals required storage volume in acre-feet (convert to CF). Model the post-development 100-year to show that the peak storage volume (CF) is equal or greater than the number calculated above. Basin should fill during the 100-year event.

9. Prior to approval, this project shall comply with MGO Section 37.09(3)(a)1.a. regarding stormwater management. Specifically, this development is required to reduce TSS by 80% (control the 5-micron particle) off of newly developed areas compared to no controls.
10. Prior to approval, this project shall comply with MGO Chapter 37 regarding stormwater management. Specifically, this development is required to provide infiltration in accordance with MGO Chapter 37.
11. This development is required to provide oil/grease control treating the first half-inch of runoff over the entire parking lot in accordance with MGO Chapter 37.
12. Submit a draft Stormwater Management Maintenance Agreement, form titled DECLARATION OF CONDITIONS, COVENANTS AND RESTRICTIONS FOR MAINTENANCE OF STORMWATER MANAGEMENT MEASURES, 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. Include copies of all stormwater, utility, and detail plan sheets that contain stormwater practices on legal size paper (8.5- by 14-inch) in the draft document. These drawings do not need to be to scale as they are for informational purposes only. Once City Engineering staff have reviewed the draft document and approved it with any required revisions submit a signed and notarized original copy to City Engineering. Include a check for \$30.00 made out to Dane County Register of Deeds for the recording fee. City Engineering will forward the document and fee for recording at the time of issuance of the stormwater management permit. Draft document can be emailed to Daniel Olivares at daolivares@cityofmadison.com. Final document and fee should be submitted to City Engineering.
13. 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 (East) or ttroester@cityofmadison.com (West).

**Please contact Julius Smith of the City Engineering–Mapping Section at (608) 264-9276 if you have any questions regarding the following four (4) items:**

14. Coordinate and request from the utility companies serving this area the easements required to serve this development.
15. Provide for review, comprehensive reciprocal easements and agreements including, but not limited to access, utilities, storm sewer, retaining wall, pavement, storm management, and drainage that are necessary to accomplish the site development as proposed prior to final sign off. The document(s) shall be executed and recorded prior to building permit issuance. The proposed development shows paving, a retaining wall, storm sewer, possible other utilities, crossing the parcel boundary into the American Family lands and will disrupt site drainage, that will need to be addressed in a formal

agreement to be constructed as proposed. Also, there will be removal of trees as proposed that needs to be addressed with the adjacent owner.

16. Identify on the plans the lot and block numbers of any recorded Certified Survey Map or plat. Provide a full and complete legal description of the site or property being subjected to this application on the site plan.
17. Submit, prior to plan sign-off, a single digital CADD file to the Public Works Development Manager (Tim Troester [ttroester@cityofmadison.com](mailto:ttroester@cityofmadison.com) for West or Brenda Stanley [bstanley@cityofmadison.com](mailto:bstanley@cityofmadison.com) for East). The digital CADD file shall be to scale and represent final construction. It shall be on the WISCRS Dane County Projection as set forth in the website link below. The single CADD file submittal shall be either AutoCAD (dwg) or Universal (dxf) format and shall contain the required data per the City of Madison CADD Site Plan Approval Submittal instructions.

**Please contact Trent W. Schultz of the Parking Division at (608) 246-5806 if you have questions about the following item:**

18. 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 Section 16.03. Applicable fees will be assessed after the TDM Plan is reviewed by staff.

**Please contact Jenny Kirchgatter, Assistant Zoning Administrator at (608) 266-4429 if you have questions about the following five (5) items:**

19. Clearly identify and label the property lines on the proposed overall site plan. Show the rear yard building setback distance on the site plan as measured from the northeast corner of the building addition to the property line.
20. Bicycle parking for the hospital addition shall comply with the requirements of Sections 28.141(4)(g) and 28.141(11). A minimum of 60 short-term bicycle parking stalls are required. The applicant proposes 39 existing bicycle stalls. A bicycle parking reduction of 12 stalls has been approved.
21. Identify the existing and proposed bicycle parking stall locations on the site plan. If additional bicycle parking stalls are proposed reducing the amount of a bicycle parking reduction, new bicycle parking shall be located in a convenient and visible area at least as close as the closest non-accessible automobile parking and within 100 feet of a principal entrance. Note: A bicycle stall is a minimum of two (2) feet by six (6) feet with a five (5)-foot wide access area. Provide a detail of the proposed bike rack.
22. Update the landscape plan to show the previously approved landscaping as well as the proposed landscaping. The landscape plan and landscape worksheet shall be 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 shall be prepared by a registered landscape architect.
23. 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.

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

24. Privately owned water mains to be connected to the publicly owned distribution system at more than one point are required to install a check valve at each point of connection to the distribution system to prevent water from flowing back into the distribution system. Each check valve shall be located in a manhole or vault and shall be immediately preceded and followed by a buried or exposed shut-off valve on the main. The water supplier shall have access to the manholes and valves for inspection purposes. (per NR 811.68(3)).

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

25. In coordination with any public works improvements, the applicant shall maintain or replace the concrete boarding pad surface and the passenger waiting shelter with seating amenity at the existing Metro bus stop on the north side of Eastpark Boulevard, east of Portage Road (#9300). 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 my office at (608) 261-9632 if you have any questions about the following two (2) items:**

26. Clearly show and label all property lines on all plan sheets and include setback dimensions for the buildings to the nearest property lines on the site plan sheet(s).
27. Provide a data table for the site on the final plans that includes the area in square feet and acres of the overall hospital site (including the portion of 4698 Eastpark included in the hospital conditional use); existing and proposed square feet of the hospital; number of floors (per wing); number of automobile and bike parking stalls on the site following the project (including EV stalls); and a calculation and plan detail for lot coverage and building coverage.

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

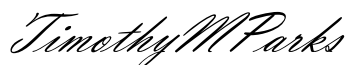
**Please now follow the procedures listed below for obtaining permits for your project:**

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. 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]

3. 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.
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 two (2) years 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 one (1) year 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 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: Brenda Stanley, City Engineering Division  
Julius Smith, City Engineering Division  
Luke Peters, Traffic Engineering Division  
Trent W. Schultz, Parking Division  
Jenny Kirchgatter, Asst. Zoning Administrator  
Jeff Belshaw, Madison Water Utility  
Matt Hamilton, Madison Fire Department  
Tim Sobota, Metro Transit

<b>LNDMAC-2024-00055</b>			
<b>For Official Use Only, Re: Final Plan Routing</b>			
<input checked="" type="checkbox"/>	Planning Div. (T. Parks)	<input checked="" type="checkbox"/>	Engineering Mapping Sec.
<input checked="" type="checkbox"/>	Zoning Administrator	<input type="checkbox"/>	Parks Division
<input checked="" type="checkbox"/>	City Engineering	<input type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Recycling Coordinator
<input checked="" type="checkbox"/>	Fire Department	<input checked="" type="checkbox"/>	Other: Parking/ TDM
<input checked="" type="checkbox"/>	Water Utility	<input checked="" type="checkbox"/>	Other: Metro Transit

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

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*Signature of Applicant and Property Owner of  
4602 Eastpark Blvd. (UW Health/ UHCA)*

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*Signature of Property Owner of 4698 Eastpark  
Blvd. (American Family Insurance Corp. Real  
Estate)*