



PREPARED FOR THE PLAN COMMISSION

Project Address: 518-542 Junction Road (9th Aldermanic District, Alder Skidmore)
Application Type: Planned Development Rezoning
Legistar File ID #: [39893](#) & [39904](#)
Prepared By: Heather Stouder, AICP, Planning Division
Report Includes Comments from other City Agencies, as noted

Related Approvals

Urban Design Commission – The Urban Design Commission granted initial approval for the design on September 16, 2015 (report included for reference), and will review revisions and further details at a future meeting.

Common Council – The Common Council will review the proposed amendment to the Junction Neighborhood Plan (Legistar [39904](#)), the proposed rezoning, and a related 3-lot Certified Survey Map following recommendations from the Urban Design Commission and Plan Commission.

Description of Revisions

The revised proposal is very similar to that reviewed in the September 16 staff report, with a few changes as follows:

- The eastern side of the main building now has two entrances –one general residential entrance and one commercial entrance - facing Junction Road, as was recommended by staff. Internal floor plans have been adjusted to accommodate this, and have resulted in a commercial area 8,574 square feet in size, and an exercise room has been added on the ground floor.
- The total dwelling unit count has decreased from 173 to 171, with a unit mix of 18 efficiencies (10%), 97 one-bedroom units (57%), and 56 two-bedroom units (33%).
- The applicant has provided three cross sections of the intended grading along the southern property line. Additional detail on landscaping and retaining walls is still needed.
- Bicycle parking has been slightly increased. (New Zoning conditions will ensure that it meets zoning requirements.)
- The Zoning text has been modified as recommended by staff to refer to the Mixed Use Center (MXC) District rather than the Commercial Center (CC) District.

Given these changes, the Planning Division recommendation remains the same. Modifications have been made to the conditions of approval, both to reflect changes, and to include Zoning comments.

Recommendation

Planning Division Recommendation (Contact Heather Stouder, 266-5974)

Planning Division staff recommends that the Plan Commission find that the standards for approval for zoning map amendments and Planned Developments can be met for the subject property, and forward the request to the Common Council with a recommendation to **approve** the requested rezoning, along with the related amendment to the Junction Neighborhood Development Plan. This recommendation is subject to input at the public hearing and the conditions recommended by the Planning Division and other reviewing agencies.

Recommended Conditions of Approval

Major/Non-Standard Conditions are Shaded

Note: Modifications have been made to agency comments based on latest revisions to the submitted plans. The comments below should replace those in the September 16 Planning Division staff report.

Planning Division (Contact Heather Stouder, 266-5974)

1. The Zoning Text shall be revised to reference the Mixed Use Center (MXC) District, rather than the Commercial Center (CC) District for allowable commercial uses and the family definition.
2. Final plans submitted for staff review and approval shall include a phasing plan for the overall development of the site. The first phase of development shall include the removal of the existing asphalt on the entire property, construction of the easternmost building (Building 1) and the courtyard open space.
3. The Urban Design Commission (UDC) must grant final approval for the design at a future meeting, and final plans submitted for staff review and approval shall meet any conditions of approval recommended by the UDC.

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

4. Provide additional details on how the storm water drainage from the approaches to the underground parking shall be provided. If a pump system is used this will require a pumping plan review and approval.
5. The Developer shall build a 10-foot wide bicycle pedestrian path from Junction Road to the southwest corner of the lot along the southern lot line. Note that retaining walls may be required to achieve the desired grades.
6. The construction of this project will require the applicant shall enter into a City / Developer agreement for the required infrastructure improvements. The applicant shall contact City Engineering to schedule the development of the plans and the agreement. The City Engineer will not sign off on this project without the agreement executed by the developer. Obtaining a developer's agreement generally takes approximately 4-6 weeks, minimum (MGO 16.23(9)c).
7. The Developer shall Dedicate a Permanent Limited Easement for a pedestrian/bicycle easement 20-feet wide from Junction Road to the Southwest corner of the lot (MGO 16.23(3)(a)(2)(c) (plats) & 16.23 (5)(g)1. (CSM)).
8. The Applicant shall provide the City Engineer with a survey indicating the grade of the existing sidewalk and street. The Applicant shall hire a Professional Engineer to set the grade of the building entrances adjacent to the public right of way. The Applicant shall provide the City Engineer the proposed grade of the building entrances. The City Engineer shall approve the grade of the entrances prior to signing off on this development (POLICY).

9. The Applicant shall replace all sidewalk and curb and gutter which abuts the property which is damaged by the construction or any sidewalk and curb and gutter which the City Engineer determines needs to be replaced because it is not at a desirable grade regardless of whether the condition existed prior to beginning construction (POLICY).
10. All work in the public right-of-way shall be performed by a City licensed contractor (MGO 16.23(9)(c)5) and MGO 23.01).
11. All damage to the pavement on Junction Road, adjacent to this development shall be restored in accordance with the City of Madison's Pavement Patching Criteria. For additional information please see the following link: <http://www.cityofmadison.com/engineering/patchingCriteria.cfm> (POLICY).
12. The plan set shall be revised to show a proposed private internal drainage system on the site. This information shall include the depths and locations of structures and the type of pipe to be used. POLICY.
13. The applicant shall demonstrate compliance with MGO Section 37.07 and 37.08 regarding permissible soil loss rates. The erosion control plan shall include Universal Soil Loss Equation (USLE) computations for the construction period. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year.
14. 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> (NOTIFICATION).
15. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances 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; provide oil & grease control from the first 1/2" of runoff from parking areas; and Complete an erosion control plan and 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.
16. The Applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the Engineering Division (storm/sanitary section). The digital CAD file shall be to scale and represent final construction. The CAD file shall be in a designated coordinate system (preferably Dane County WISCRS, US Ft). The single CAD file submittal can be either AutoCAD (dwg) Version 2013 or older, MicroStation (dgn) V8i Select Series 3 or older, or Universal (dxf) format and shall contain the only the following data, each on a separate layer name/level number:
 - a) Building Footprints
 - b) Internal Walkway Areas
 - c) Internal Site Parking Areas
 - d) Other Miscellaneous Impervious Areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.)
 - e) Right-of-Way lines (public and private)
 - f) Plat name and lot lines (metes & bounds parcel lines if unplatted)
 - g) Platted lot numbers (noted "unplatted lands" if not platted)
 - h) Lot/Plat property dimensions
 - i) Street names.

All other levels (contours, elevations, etc) are not to be included with this file submittal. THE CAD FILE WILL ONLY BE REQUIRED PRIOR TO FINAL PLAN REVIEW SO THAT MULTIPLE FILES DO NOT NEED TO BE SUPPLIED OR

REVIEWED. The project site address in the email subject line. Any changes or additions to the location of the building, private utilities, sidewalks, parking/pavement during construction will require a new CAD file transmittal.

17. The applicant shall submit, prior to plan sign-off, digital PDF files to the Engineering Division (Megan Eberhardt - MEberhardt@cityofmadison.com). The digital copies shall be to scale, and shall have a scale bar on the plan set (POLICY and MGO 37.09(2)).

PDF submittals shall contain the following information:

- a) Building Footprints
- b) Internal Walkway Areas
- c) Internal Site Parking Areas
- d) Other Miscellaneous Impervious Areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.)
- e) Right-of-Way lines (public and private)
- f) Plat name and lot lines (metes & bounds parcel lines if unplatted)
- g) Platted lot numbers (noted "unplatted lands" if not platted)
- h) Lot/Plat property dimensions
- i) Street names
- j) Stormwater Management Facilities
- k) Detail drawings associated with Stormwater Management Facilities (including if applicable planting plans).

18. The Applicant shall submit prior to plan sign-off, electronic copies of any Stormwater Mgmt Files including:

- a) SLAMM DAT files
- b) RECARGA files
- c) TR-55/HYDROCAD/Etc
- d) Sediment loading calculations

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 (POLICY and MGO 37.09(2)).

19. 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. Include copies of all stormwater, utility, and detail plan sheets that contain stormwater practices on 8.5x14 size paper 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 Tim Troester (west) at ttroester@cityofmadison.com, or Jeff Benedict at jbenedict@cityofmadison.com final document and fee should be submitted to City Engineering.
20. The applicant's utility contractor shall obtain a connection permit and excavation permit prior to commencing the storm sewer construction (MGO 37.05(7)). This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
21. All outstanding 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)).

22. The site plan shall be revised to show all existing public sanitary sewer facilities in the project area as well as the size, invert elevation, and alignment of the proposed service (POLICY).

Fire Department (Contact Bill Sullivan, 261-9658)

23. Aerial fire lanes shall be free from overhead obstructions. Obstructions shall not be located between the building and an aerial fire lane. Alternative measures to allow obstructions may include specific tree selection and placement; increased fire protection systems; and/or increased building fire resistance. Alternatives must be approved by MFD prior to site plan approval.

24. All portions of the fire lanes for newly constructed public buildings and places of employment and open storage of combustible materials shall be within 500-feet of at least TWO fire hydrants. Distances are measured along the path traveled by the fire truck as the hose lays off the truck. See MGO 34.507 for additional information.

Parks Division (Contact Janet Schmidt, 261-9658)

25. Additional street trees are needed for this project. All street tree planting locations and trees species with the right of way shall be reviewed by City Forestry. Please submit a site plan (in PDF format) to Dean Kahl – dkahl@cityofmadison.com or 266-4816. Approval and permitting of tree planting shall be obtained from the City Forester and/or the Board of Public Works prior to the approval of the site plan. Tree planting specifications can be found in section 209 of City of Madison Standard Specifications for Public Works Construction - <http://www.cityofmadison.com/business/pw/documents/StdSpecs/2013/Part2.pdf>.

26. Park impact fees (comprised of the Park Development Impact Fee per MGO Sec. 20.08(2) and the Parkland Impact Fee in lieu of land dedication per MGO Sec. 16.23(8)(f) and 20.08(6)) will be required for all new residential development. The developer must select a method for payment of park fees before signoff of the rezoning request. This development is within the Far West impact fee district (SI30). Please reference ID# 15143 when contacting Parks about this project.

27. The residential unit count on the application and on the plans does not appear to match. Verify the exact residential unit count on the final approval.

28. Approval of plans for this project does not include any approval to prune, remove or plant trees in the public right-of-way. Permission for such activities must be obtained from the City Forester, 266-4816.

Metro Transit (Contact Tim Sobota, 261-4289)

29. In coordination with public works improvements, the applicant shall install and maintain a concrete passenger boarding pad on the west side of Junction Road, south of the southern (signalized) driveway. The concrete pad shall occupy the full distance of the terrace, measure a minimum of 10 feet in width parallel to the street (placed 55 through 65 feet south of crosswalk), and lie flush between the sidewalk and the top of curb).

30. The applicant shall install and maintain a passenger waiting shelter with bench or other seating amenity and a trash receptacle in the adjacent property landscape plan, generally opposite the concrete boarding pad location.

31. The applicant shall include the proposed product specifications and location of these transit amenities on the final documents filed with their permit application so that Metro Transit may review and approve the design. [See file attachment "550jr_METRO.pdf".

32. Metro Transit operates daily transit service along Junction Road through the southern, signalized, driveway intersection.

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

33. The Cross Access Agreement per Document No. 4362994 shall be amended/restated to match the proposed conditions. The document shall be recorded at the register of deeds prior to building permit issuance.
34. The developer shall dedicate a pedestrian / bike path easement over the proposed storm sewer easement, document number 4813094, to better accommodate the future use and maintenance of a bike path built to current standards. In addition and dependent on future path geometry, the developer may be required to dedicate a pedestrian / bike easement over the portion of property located between the existing bike path easement and the storm sewer easement at the southwest corner of the property as determined by the City Engineer. The developer shall work with the City of Madison Real Estate Staff to administer this easement. Applicable fees shall apply.
35. The Ingress/Egress Easement to Mid Plains Telephone Co. D/B/A TDS shall be amended/restated to match proposed access routes per the site plans. The document shall be recorded at the register of deeds prior to building permit issuance.
36. The legal description of the pedestrian path easement per Doc No 3276438 does not match the map exhibit. A correction instrument shall be recorded correcting this error prior to building permit issuance.
37. The pedestrian/Bike path is partially within the 20' Strip Reserved for Berming and Plantings set forth by the plat of Sauk Junction. Applicant shall provide documentation confirming the path is permitted within the 20' wide strip prior to building permit issuance.
38. The proposed new buildings will cross an underlying platted lot line. Current fire code and City enforcement requires the underlying platted lot line be dissolved by Certified Survey Map (CSM) prior to issuance of a building permit. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD) prior to issuance of any building permits for new construction. When the recorded CSM image is available from the ROD, the Assessor's Office can then create the new Address-Parcel- Owner (APO) data in GEO so that the Accela system can upload this data and permit issuance made available for this new land record.

39. Submit a PDF of all floor plans for each separate building to Lori Zenchenko (Lzenchenko@cityofmadison.com); so that a preliminary building and preliminary interior addressing plan can be developed prior to plans being submitted for permit review. If there are any changes pertaining to the location of a unit, the deletion or addition of a unit, or to the location of the entrance into any unit, (before, during or after construction) the addresses may need to be changed. The interior address plan is subject to the review and approval of the Fire Marshal.

Building # 2 is considered two buildings for addressing purposes as you cannot get from one side to the other on the first floor without leaving the building.

Water Utility (Contact Dennis Cawley, 266-4651)

40. This property is located in City of Madison Wellhead Protection District WP-28. All proposed land uses in this district shall be reviewed by the Madison Water Utility General Manager or his/her designee in accordance with Madison General Ordinances 13.22 and 28.107.

41. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility.

Traffic Engineering (Contact Eric Halvorson, 266-6527)

42. All sidewalks adjacent parking stalls shall be 7' to accommodate vehicle overhang.
43. Applicant shall provide cross access to outlot 13. This cross access shall provide access to the traffic signal on Junction Road from the private alley to the south of the development.
44. 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; 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.
45. 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 four stories prior to sign-off to be reviewed and approved by Dave Nachreiner, (266-4899) 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.
46. 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.
47. 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.
48. All parking facility design shall conform to MGO standards, as set in section 10.08(6).

Zoning Administrator (Contact Matt Tucker, 266-4569)

49. Per Section 28.142(3), landscape plans for zoning lots greater than ten thousand (10,000) square feet in size must be prepared by a registered landscape architect. Provide additional foundation plantings adjacent Building 1 per Section 28.142(7). Foundation plantings shall be installed along building facades, except where building facades directly abut the sidewalk, plaza, or other hardscape features. Foundation plantings shall consist primarily of shrubs, perennials, and native grasses.
50. Provide the minimum required number of bicycle parking spaces distributed as both *Short Term* and *Long Term* bicycle parking for the residential and commercial uses, as required per Sections 28.141(4) and 28.141(11). A minimum of 176 resident bicycle parking spaces are required plus 18 guest stalls. A minimum of 90% of the resident stalls shall be designed as long term parking, and the guest stalls shall be short term parking. Up to twenty-five percent (25%) of bicycle parking may be structured parking, vertical parking or wall mount parking, provided there is a five (5) foot access aisle for wall mount parking. A minimum of 4 short term bicycle stalls shall be required for the commercial uses. Identify and dimension the bicycle stalls, including the access aisles, on the final plans. Provide a detail of the bicycle rack design.
51. Bicycle parking for the commercial/retail component of the project shall comply with the requirements in Sections 28.141(4)(g) and 28.141(11). The required number of bike stalls for future tenants shall be calculated at the time building permits for occupancy are requested.

52. Exterior lighting shall be in accordance with City of Madison General Ordinances Section 10.085. Provide an exterior lighting photometric plan and fixture cut sheets with the final plan submittal.
53. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances and Chapter 33 Urban Design District ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.