



PREPARED FOR THE PLAN COMMISSION

Project Address: 1603-1609 Monroe Street (13th Aldermanic District, Alder Eskrich)
Application Type: Demolition and Conditional Use
Legistar File ID #: [42565](#)
Prepared By: Christopher Wells and Kevin Firchow, AICP, Planning Division
Report Includes Comments from other City Agencies, as noted
Reviewed By: Jay Wendt, Principal Planner

Summary

Applicant: Paul Cuta; CāS₄ Architecture, LLC.; 303 S. Paterson Street, Ste. 1; Madison, WI 53703
Contact: Paul Cuta; CāS₄ Architecture, LLC.; 303 S. Paterson Street, Ste. 1; Madison, WI 53703
Property Owner: Sixteen O Three, LLC.; 1603 Monroe Street; Madison, WI 53711

Requested Action: Multiple demolition permit and conditional use approvals are requested. This includes approval of demolition permits for both a multi-tenant commercial building and a single-family residence. In addition, this request includes conditional use approvals for 1) more than 24 dwelling units in a mixed-use building; 2) building height exceeding the maximum height; 3) mixed-use building exceeding 25,000 square feet in floor area; 4) mixed-use building where less than 75% of ground floor area is non-residential; and 5) conditional use for an accessory emergency electric generator.

Proposal Summary: The applicant proposes to demolish two structures in order to construct a five-story, mixed-use building with two levels of structured parking, approximately 5,000 square-feet of ground floor commercial space, 44 rental apartments on levels one through four, and four (4) condominiums on level five.

Applicable Regulations & Standards: This proposal is subject to the standards for Demolition Permits (MGO Section 28.185) and Conditional Uses (MGO Section 28.183(6)).

Review Required By: Plan Commission (PC)

Summary Recommendation: Due to inconsistency with adopted plans, the Planning Division does not conclude the Conditional Use or Demolition Permit standards are met and do not recommend approval of the project as proposed. Should the Plan Commission concur and place this application on file, it must provide findings of fact, listing the standards that have not been met and the reasons such standards were not met.

In the alternative, should the Plan Commission find the standards met, the Plan Commission should approve the requested demolition permits and conditional uses for 1603-1609 Monroe Street subject to the input at the public hearing and the comments and conditions recommended by reviewing agencies. The Planning Division further recommends that the Plan Commission specify its findings on the factors used to determine that an exception to adopted neighborhood plan recommendations is justified and consistent with plan provisions that reference possible exceptions.

Background Information

Parcel Location: The 0.39 acre subject property is located on the south side of Monroe Street, immediately west its intersection with Oakland Avenue. The site is within Aldermanic District 13 (Ald. Eskrich) and within the limits of the Madison Metropolitan School District

Existing Conditions and Land Use: The site includes two buildings, a two-story 11,736-square-foot commercial building on the corner of Monroe Street and Oakland Avenue, constructed in 1960 and two-story, four-bedroom 1,722-square-foot residence, constructed in 1904.

Surrounding Land Use and Zoning:

Northwest: Directly across Monroe Street is Crazylegs Park, zoned PR (Parks and Recreation). To the west of the Park, across South Breeze Terrace, are commercial properties zoned TSS (Traditional Shopping Street) behind which is the Southwest Bicycle Path (zoned TR-C2 (Traditional Residential – Consistent District 2)) with single-family residences (zoned TR-V1 (Traditional Residential – Varied District 1) beyond;

Northeast: Across Oakland Avenue to the northeast, two-story mixed-use buildings (with restaurants and retail on the ground floor), and a four-story hotel, all zoned TSS;

Southeast: Single-family residences zoned TR-C4 (Traditional Residential - Consistent 4); and

Southwest: Three-story multi-family residential buildings, single-family residences and office uses, all zoned TSS.

Adopted Land Use Plan: The Comprehensive Plan (2006) recommends neighborhood mixed-use development for the subject site. That recommendation generally includes 2-4 story mixed-use buildings with a maximum recommended density of 40 du/ac. The Monroe Street Commercial District Plan (2007) recommends a mixture of commercial, retail and residential uses for the block and refers to this block as an opportunity for the City to create a 'gateway' to Monroe Street and the Monroe Street Shopping District. The plan also recommends two-to-four story building heights for the block with the 3rd and/or 4th levels set back from the front facade line. Buildings are further recommended to be built out to the sidewalk along both Monroe Street and Oakland Avenue. Further information on the Plan recommendations and consistency is included in the body of this report.

Environmental Corridor Status: The subject site is not located in a mapped environmental corridor.

Public Utilities and Services: This property is served by a full range of urban services, including Metro Transit Routes running along Monroe Street.

Zoning Summary: The project site is currently zoned Traditional Shopping Street (TSS).

Requirements	Required	Proposed
Front Yard Setback	25 ft. maximum	0.0 ft.
Side Yard Setback: other cases	None unless needed for access.	0.91 ft. east side 0.74 ft. west side
Rear Yard Setback: For corner lots, where all abutting property is in a nonresidential zoning district.	The required rear yard setback shall be the same as the required side yard setback.	0.83 ft.
Usable Open Space	40 sq. ft. per unit (1,920 sq. ft.)	3,904 sq. ft.
Maximum Lot Coverage	85%	82.4%
Maximum Building Height	3 stories/ 40 ft.	5 stories
Number Parking Stalls	Multi-family dwelling: 1 per dwelling (48) General retail; service business; office: 1 per 400 sq. ft. floor area (13) (61 total)	62 auto stalls 16 moped stalls
Accessible Stalls	Yes	4
Loading	None	None
Number Bike Parking Stalls	Multi-family dwelling: 1 per unit up to 2-bedrooms, ½ space per add'l bedroom (48) 1 guest space per 10 units (5) General retail; service business; office: 1 per 2,000 sq. ft. floor area (3) (56 total)	64 interior; 6 exterior (70 total)
Landscaping	Yes	Yes
Lighting	Yes	Yes
Building Forms	Yes	Yes, Commercial Block Building
Other Critical Zoning Items	Barrier Free (ILHR 69); Utility Easements; and Wellhead Protection District	

Table Prepared by Jenny Kirchgatter, Assistant Zoning Administrator

Project Description

The applicant requests multiple demolition permit and conditional use approvals to raze two structures for the purpose of constructing a new mixed-use building.

Two existing buildings are proposed for demolition. The first, at 1603 Monroe Street, is a two-story, 11,736-square-foot commercial building on the corner of Monroe Street and Oakland Avenue. City Assessor records show this building was constructed in 1960. The second building proposed for demolition is a two-story residential building located at 1609 Monroe Street. Records show this structure was constructed in 1904. [Photos of the existing structures](#) proposed for demolition are included with the application, though no further information on building condition is included in the applicant’s materials.

The proposed building is a five-story structure consisting of approximately 5,000 square feet of ground-floor commercial space, 44 rental apartments on levels one through four, and four (4) condominiums on the stepped back fifth level. The proposed unit mix includes the following:

Proposed Unit Mix

	Units	Bedrooms
Studios	18	18
Convertible/One Bedroom Units	4	4
One Bedroom Units	10	10
Two Bedroom Units	12	24
Condominium Units (Number of Bedrooms To Be Determined)	4	TBD
TOTAL	48	56 +

With 48 units proposed on a 0.39-acre site, the development has a calculated density of about 123 du/ac.

Vehicle access to the site is provided from two locations along Oakland Avenue and a third from the public alley along the rear of the site. The proposal includes two levels of underground parking. Parking for the residential tenants is included in the lowest level (Level P2), where 33 stalls and one charging station are provided. This level includes 26 bicycle parking stalls and six (6) moped parking stalls. The level above (Level P1) includes 14 additional stalls for residential units (including eight (8) for condominium units) along with 14 stalls provided for public use parking. There are eight (8) additional bicycle parking stalls and five (5) structured moped stalls on this level. Outside the building, there are five additional moped stalls proposed. Further detail follow below:

Automobile Parking

Residential – Rental	40*
Residential – Condominium	8
Public Use	14
TOTAL	62

Moped Parking

Interior - Residential	6
Interior - Public Use	5
Exterior	5
TOTAL	16

Bicycle Parking

Interior - Residential (1 per unit)	56
Interior - Public Use	8
Exterior - Public Use	6
TOTAL	70

*This count includes the vehicle charging station, as depicted in the applicant’s counts.

The grade along the street level drops approximately four feet from west to east and another four feet from north to south. In total, the northwest corner of the site is about 10 feet higher than the southeast corner. This leads to portions of the building’s base being exposed along portions of the site. To accommodate this grade change near the intersection of Monroe and Oakland, the plans show a series of steps to access the commercial space near the corner. Other commercial access points are provided along a ground floor portico, which is adjacent to, but physically separated from Monroe Street. The primary entrance to the residential lobby is located from a walkway along the building’s west side.

The Level P1 floor plan depicts the location of an emergency generator, which requires separate conditional use approval. No further information on the operating characteristics was provided at the time of report writing.

The proposed building exterior includes a combination of modular sized brick and grey metal panels with the fifth story distinguished with a light-colored wood and a dark grey composite metal. The base, which is revealed as the topography drops across the site, is a cast-in-place concrete. The windows and sliding doors (onto the balconies) for the residential units are fiberglass while those for the condominiums are of aluminum. The other facades have a stone base, brick as a primary material on all but the uppermost floor, and fiber cement siding on the upper floor. Plans do not depict any “wall-pack” HVAC louver penetrations along the exterior building walls.

Project Analysis and Conclusion

The proposed project is subject to the approval standards for Conditional Use [Section 28.183] and Demolition Permits [Section 28.185]. This analysis begins with an analysis of adopted plan recommendations.

Conformance with Adopted Plans

The [Comprehensive Plan \(2006\)](#) recommends neighborhood mixed-use development for the subject site and other Monroe Street-fronting properties. In regards to density, this recommendation states that neighborhood mixed-use districts should not exceed 40 dwelling units per acre (du/ac), but a neighborhood or special area plan may recommend small areas within the district for a higher maximum density if the development is compatible with the scale and character of the neighborhood. At 123 du/ac, the proposed density exceeds that recommended in the plan. While other recent developments on Monroe Street have exceeded this 40 dwelling units per acre recommendation, other approved projects were smaller and had densities up to 72 du/ac.

The general height recommendation for neighborhood mixed-use areas is between two and four stories, noting that specific height standards should be established in neighborhood or special area plans, and should be compatible with the scale and intensity of the adjacent neighborhood.

The [Monroe Street Commercial District Plan \(2007\)](#) includes both general development standards (Section J) and specific block-by-block redevelopment recommendations along Monroe Street. In regards to density, a stated goal of the project is to manage density and scale through design and land use guidelines for new projects to maintain and encourage contextual development that supports the business district and neighborhood.

In regards to height, the general standards state “Generally, no building on Monroe Street should exceed four (4) stories for the entire length of the street. This applies to buildings that are directly on Monroe Street, not buildings that might be in a position for greater setback from the street.”

The subject block is identified as Block 4, which is recommended for a combination of mixed-use commercial/retail and residential development. The Plan notes the City should actively pursue and support the redevelopment of underutilized or deteriorated sites in order to create a gateway onto Monroe Street and establish land uses that are more compatible with the surrounding areas and other parts of the street. In addition to the general development standards in Section J, future developments are recommended to adhere to the following site-specific guidelines:

- **Build-To Line:** Building(s) to be built up to the existing sidewalk line as established by current patterns. Buildings on the corners of the block should be built out to the sidewalk along the Oakland Avenue and Garfield Street facades.
- **Building Heights:** 2-4 stories, with the 3rd and/or 4th levels set back from the front facade line. Buildings should step down in height if possible toward the rear of the site in order to make a comfortable transition to the residential neighborhood behind.
- **Building Composition, Articulation, and Scale:** The building mass should respect the overall pattern of the street by emphasizing verticality rather than horizontality. A long building should be visually broken up into smaller subunits that replicate the sense of scale along the street. Facades along Monroe Street

should have storefronts with architectural details attractive to pedestrians. Storefronts or windows are also encouraged for facades along the side streets.

- Special Features: Buildings on the corners should have a special feature such as a projecting bay, recessed entrance, or porch at the corner of the structure. There is an opportunity for a special architectural feature at the terminus of Breese Terrace where it intersects with Monroe Street.
- Entrances: Principal entrances should be off Monroe Street. Buildings at corners could have a corner entrance.
- Service and Parking: Parking should be to the rear of the site, accessed from the alley. Service access should be provided to the rear via the alley and all service areas should be visually screened by walls, fences, or landscape materials that are appropriate to the architectural character of the building.

Considering these recommendations, the Planning Division believes that the plan provides clear guidance regarding the maximum recommended height for the subject site and the district as a whole. As the applicant points out in the letter of intent, the Plan does provide additional guidance regarding considering exceptions to the plan. For example, the plan states that “There are no absolutes; projects should be considered on a case-by-case basis with the general guidance that compatibility with the surroundings should be an emphasis in rendering approval decisions.” Similar statements include “Superior architectural treatment of a particular property and the effect of a development in its entirety are factors that might make what would otherwise be a too tall building acceptable and “Generally, compatibility weighed against architectural resource and social factors should determine whether or not a particular project should be approved.”

The applicant sites specific contextual factors in presenting their case for additional height. Such factors include the site’s location along a physical low point of Monroe Street, total height in relationship to other structures, and the fact that the additional stepped-back story and building mass better frames Crazy Legs Park, which the Plan also identifies as a neighborhood resource to be enhanced.

Conditional Use Standards

The Plan Commission shall not approve a conditional use without due consideration of adopted plan recommendations and finding that all of the approval standards are met. In consideration of these standards, the Planning Division has concerns regarding Conditional Use Standards 4 and 9.

Standard 4 states “The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in this district.” Among the most important measures of “normal and orderly” development that have been used by the Plan Commission is plan consistency. As noted above, the project exceeds the recommended height. Such recommendations have been followed closely for the redevelopments along Monroe Street since adoption of the plan. While the Plan includes language that would support possible exceptions to recommendations, the Planning Division cautions that any such exceptions should be considered carefully as they could be used to establish precedent to not follow aspects of the plan, which could lead to unpredictability in regards to evaluating future redevelopment.

Standard 9 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 (UDC) for comment and recommendation.

The applicant presented plans to the Urban Design Commission for an advisory opinion on February 24, 2016. Staff notes that the UDC was not required to make a recommendation on this request. The Planning Division's previous report to the Commission is attached, noting concerns regarding building height, exposed building base/relationship to the street, residential building orientation, and articulation. Also attached is the recommendation of the UDC that disagreed with many of staff's concern and made the following recommendation to the Plan Commission:

"The (UDC) finds that the height is appropriate, the relationship to the street is well-designed, that the entrance orientation is acceptable because it preserves the commercial activation of the street and that the articulation of the design is well-done." The full report of the UDC is attached. Considering the findings of the UDC, the Plan Commission may be able to find this standard met.

Demolition Permit Standards

In considering the Demolition approval standards, the Plan Commission must find that both the requested demolition or removal and the proposed use are compatible with the purpose of the demolition section and the intent and purpose expressed in the TSS Zoning District. The purpose of the Demolition section is to aid in the implementation of adopted City plans, protect neighborhood character, preserve historic buildings, encourage the reuse and/or relocation of existing buildings, discourage buildings falling into a state of severe disrepair from lack of maintenance by the owner, encourage compliance with building and minimum housing codes, and allow the property owner to have a decision on approval or disapproval of the proposed use of the property before he or she takes the irrevocable step of demolishing or moving the buildings.

The TSS Zoning District is established to encourage and sustain the viability of Madison's mixed-use corridors, which sustain many of the City's traditional neighborhoods. The district is also intended to:

- (a) Encourage pedestrian, bicycle and transit use as a means of accessing and moving through these corridors.
- (b) Encourage diversification of uses, including residential, commercial, and civic uses, in order to enhance the vitality and appeal of these areas.
- (c) Maintain the viability of existing residential buildings located within or adjacent to these corridors.
- (d) Encourage appropriate transitions between higher-intensity uses within TSS districts and adjacent lower-density residential districts.
- (e) Facilitate preservation, development or redevelopment consistent with the adopted goals, objectives, policies, and recommendations of the Comprehensive Plan and of adopted neighborhood, corridor or special area plans.

The standards state that the Plan Commission shall consider and may give decisive weight to any relevant facts including impacts on the normal and orderly development of surrounding properties and the reasonableness of efforts to relocate the building. The demolition standards also state that the proposed use should be compatible with adopted plans, which is discussed above. As discussed above, due to Plan inconsistency issues, the Planning Division does not believe the project represents normal and orderly development.

Finally, the demolition standards also state that the Plan Commission shall consider the report of the City's Historic Preservation Planner regarding the historic value of the property as well as any report submitted by the Landmarks Commission. The Landmarks Commission has found that there is no known historic value of the buildings proposed for demolition.

Public Input

Input provided to the Planning Division indicates that the proposed project has been generally well-received by surrounding neighbors. The packets include letters of support from the Vilas Neighborhood Association and Ald. Eskrich.

Conclusion

The applicant requests approval of a five-story, 48-unit mixed use building with approximately 5,000 square feet of ground-floor commercial space. The development includes two levels of below-grade parking and a total of 62 parking stalls. This request is subject to the standards for Demolition Permits and Conditional Uses.

The applicant has worked closely with the neighborhood and the proposal has support from the District Alder and Vilas Neighborhood Association, as noted in the attached correspondence. Staff also notes that while the Planning Division had concerns on some aesthetic considerations, the applicant received an advisory opinion from the Urban Design Commission noting strong support for design elements of the proposal.

While acknowledging this support, the Planning Division notes there are inconsistencies between this proposal and adopted plans. This includes the four-story maximum height recommendation in the Monroe Street Commercial District Plan. Due to this inconsistency, the Planning Division cannot conclude the Conditional Use and Demolition Permit Standards related to "normal and orderly" development are met. The applicant's letter of intent and this report summarizes language in the plan to consider possible exceptions to these recommendations. This includes the following recommendation "There are no absolutes; projects should be considered on a case-by-case basis with the general guidance that compatibility with the surroundings should be an emphasis in rendering approval decisions."

Should the Plan Commission find the project can meet the standards and that such exceptions are justified, the Planning Division advises the Plan Commission to provide clear findings on the factors it used to reach this conclusion. Staff is concerned about setting future precedents for not following the plan recommendations for future redevelopments, including those that may not enjoy the same level of neighborhood support.

Recommendation

Planning Division Recommendation (Contact Kevin Firchow, (608) 267-1150)

Due to inconsistency with adopted plans, the Planning Division does not conclude the Conditional Use or Demolition Permit standards are met and do not recommend approval of the project as proposed. **Should the Plan Commission concur and place this application on file, it must provide findings of fact, listing the standards that have not been met and the reasons such standards were not met.**

In the alternative, should the Plan Commission find the standards met, the Plan Commission should approve the requested demolition permits and conditional uses for 1603-1609 Monroe Street subject to the input at the public hearing and the comments and conditions recommended by reviewing agencies. **The Planning Division further recommends that the Plan Commission specify its findings on the factors used to determine that an exception to adopted neighborhood plan recommendations is justified and consistent with plan provisions that reference possible exceptions.**

Recommended Conditions of Approval

Major/Non-Standard Conditions are Shaded

Planning Division (Contact Kevin Firchow, (608) 267-1150)

1. No HVAC "wall-pack" penetrations/louvers are shown on the street-facing facades. Unless specifically approved by the Plan Commission, the addition of wall packs on outward-facing walls is not included in this approval and will require approval of an alteration to this conditional use should they be proposed at a later time.

City Engineering Division (Contact Tim Troester, (608) 267-1995)

2. The City provided 2 new 6" diameter sanitary sewer laterals on Oakland Ave. with the 2015 street reconstruction project. The applicant may want to use these laterals to save on costs.
3. Applicant shall direct all roof water from the proposed building directly to the storm sewer via a direct connection. Plans shall be revised to show this connection.
4. Prior to approval, the owner or owner's representative shall obtain a permit to plug each existing sanitary sewer lateral that serves a building which is proposed for demolition. For each lateral to be plugged the owner shall complete a sewer lateral plugging application and pay the applicable permit fees. NOTE: As of January 1, 2013 new plugging procedures and permit fees go into effect. The new procedures and revised fee schedule is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))
5. 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))
6. 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)
7. The site plans shall be revised to show the location of all rain gutter down spout discharges. (POLICY)
8. This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in the ROCK RIVER TMDL ZONE and by Resolution 14-00043 passed by the City of Madison

Common Council on 1/21/2014. You will be expected to meet a higher standard of erosion control than the minimum standards set by the WDNR.

9. The Applicant shall submit, prior to plan sign-off but after all revisions have been completed, a digital CAD file (single file) to the Engineering Division with any private storm and sanitary sewer utilities. 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) Lot lines or parcel lines if unplatted g) Lot numbers or the words unplatted h) Lot/Plat dimensions i) Street names j) Private on-site sanitary sewer utilities (including all connections to public sanitary) k) Private on-site storm sewer utilities (including all connections to public storm) All other levels (contours, elevations, etc) are not to be included with this file submittal. NOTE: Email CAD file transmissions are preferred to: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West). Include the site address in the subject line of this transmittal. Any changes or additions to the location of the building, sidewalks, parking/pavement, private on-site sanitary sewer utilities, or private on-site storm sewer utilities during construction will require a new CAD file.
10. 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>.
11. This project appears to require construction dewatering. A dewatering plan shall be submitted to City Engineering as part of the Erosion Control Permit.
12. 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.
13. Storm sewer to serve this development has been designed and constructed. The site plans shall be revised to identify the location of this storm sewer and to show connection of an internal drainage system to the existing public storm sewer. (POLICY AND MGO OVER 10,000 SF OF IMPERVIOUS AREA 10.29 and 37.05(7)(b))
14. The applicant shall demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances 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.
15. 14. 4.6 For Commercial sites < 1 acre in disturbance the City of Madison is an approved agent of the Department of Commerce and WDNR. As this project is on a site with disturbance area less than one (1) acres, and contains a commercial building, the City of Madison is authorized to review infiltration, stormwater management, and erosion control on behalf of the Department of Commerce. No separate submittal to Commerce or the WDNR is required. (NOTIFICATION)

16. 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.
17. 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)
18. 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)
19. 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)
20. All damage to the pavement on Monroe St & Oakland Ave, 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)
21. 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)
22. The applicant shall 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)

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

23. The base address of the apartments is 1611 Monroe St. The address(es) of the commercial TBD. The site plan shall reflect a proper street address of the property as reflected by official City of Madison Assessor's and Engineering Division records.

24. 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

Traffic Engineering (Contact Eric Halvorson, (608) 266-6527)

25. 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.
26. 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.
27. 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.
28. All parking facility design shall conform to MGO standards, as set in section 10.08(6).
29. All bicycle parking adjacent pedestrian walkways shall have a 2 foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.
30. All pedestrian walkways adjacent parking stalls shall be 7 feet wide to accommodate vehicle overhang.
31. 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 – 25 feet behind the property line at streets and 10 feet at driveways.). If applicant believes public safety can be maintained they shall apply for a waiver of MGO 27.05(2) (bb) - Vision Clearance Triangles at Intersections Corners. Approval or denial of the waiver shall be the determination of the City Traffic Engineer.
32. 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.

Zoning Administrator (Contact Jenny Kirchgatter, (608) 266-4429)

33. Section 28.185(7)(a)5. requires that if a demolition or removal permit is approved, it shall not be issued until the reuse and recycling plan is approved by the Recycling Coordinator, Bryan Johnson (608-266-4682).
34. Section 28.185(10) Every person who is required to submit a reuse and recycling plan pursuant to Sec. 28.185(7) (a)5. shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition.

35. Section 28.185(9)(a) A demolition or removal permit is valid for one (1) year from the date of the Plan Commission.
36. As each tenant space is leased, the entire development must reflect compliance in the required amount, type and number of auto and bicycle parking spaces, to be reviewed prior to obtaining zoning approval for each use.
37. Parking requirements for persons with disabilities must comply with Section 28.141(4)(e). Final plans shall show the locations and dimensions of the required accessible stalls including the striped access aisles. A van accessible stall is a minimum of 8 feet wide with an 8 foot wide striped access aisle. A standard accessible stall is a minimum of 8 feet wide with a 5 foot wide striped access aisle. Show the required signage at the head of the stalls. Note that building columns cannot obstruct the accessible stalls or access aisles.
38. Bicycle parking for this project shall be provided per Section 28.141(4) and Table 28I-3 as uses are established for the various spaces in the development. Per Section 28.141(11), required bicycle parking shall comply with short and long-term bicycle parking requirements for both residential and non-residential uses, to be shown on the final plan sets. Show the dimensions of the bicycle stalls and the access aisles on the final plans. Note: A bicycle stall is a minimum two (2) feet by six (6) feet with a five (5) foot wide access area. The access aisle must not be obstructed by vehicles, columns or other structures. Provide a detail of the proposed bike rack including any structured or wall mount bike racks.
39. Moped parking is not required, however where moped or scooter off-street parking is provided it shall meet the standards of Section 28.142(12). Show the dimensions of the moped parking spaces. Spaces shall be a minimum of three (3) feet by six (6) feet in size with a drive aisle of five (5) feet wide.
40. The emergency generator shall comply with the supplemental requirements of Section 28.151. The electric output shall not exceed three thousand (3,000) kilowatts and the generator shall be operated a maximum of two hundred (200) hours per year. The generator shall be located a minimum of twenty (20) feet from any zoning lot that allows residential uses. The generator shall be located and screened to reduce its visual impact when viewed from neighboring property and to be compatible with neighboring structures and the character of the community. Screening materials, landscaping, or fencing shall be similar in appearance to those used for the principal structure on the zoning lot. When approved as a conditional use, noise mitigation measures may be required.
41. 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.
42. 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. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.

Madison Fire Department (Contact Bill Sullivan, (608) 261-9658)

43. Please consider allowing Madison Fire Dept. to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities: Captain Jerry Buechner (608)516-9195.

Parks Division (Contact Janet Schmidt, (608) 261-9688)

44. 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 sign off on the rezoning. This development is within the Vilas-Brittingham impact fee district (SI 27). Please reference ID# 16116 when contacting Parks about this project.

45. The Parks Division will be required to sign off on the pending CSM prior to the issuance of building permits for the development.

46. Forestry will permit the removal of two street trees designated on the plan. The 25" diameter Honeylocust tree on Oakland Avenue is in direct conflict with the new driveway . The 21" diameter White Ash tree on Monroe St. will need to be removed due to the size and setback of the proposed building. Severe pruning and root cutting would be needed for this Ash tree to construct this building with the current plan. Any other tree removals will need to be reviewed and evaluated by Forestry. The contractor shall contact City Forestry at least one week prior to construction, to obtain a tree removal permit.

47. Existing street trees shall be protected. Please include the following note on the site plan: Contractor shall install tree protection fencing in the area between the curb and sidewalk and extend it at least 5 feet from both sides of the tree along the length of the terrace. No excavation is permitted within 5 feet of the outside edge of a tree trunk.

Water Utility (Contact Dennis Cawley, (608) 266-4651)

48. All operating private wells shall be identified and permitted by the Water Utility in accordance with MGO 13.21. All unused private wells shall be abandoned in accordance with MGO 13.21.

This property is in a Wellhead Protection District–Zone (27). This proposed use is permitted in this district. Any future change in use for this property will require review by the Madison Water Utility General Manager or his designated representative.

The Madison Water Utility shall be notified to remove the water meter prior to demolition.

Metro Transit (Contact Tim Sobota, (608) 261-4289)

The agency reviewed this request and has recommended no conditions or approval