



**Project Address:** 6906 Colony Drive  
**Application Type:** Conditional Use and Certified Survey Map Referral  
**Legistar File ID #** [44175](#) and [44186](#)  
**Prepared By:** Timothy M. Parks, Planning Division  
 Report includes comments from other City agencies, as noted.

**Summary**

**Applicant:** John Scott, LSCOTT Enterprises, LLC; 320 Pine Way; Oregon.

**Property Owner:** Korean Presbyterian Church of Madison; 6906 Colony Drive; Madison; Lindsay Gallagher, representative.

**Surveyor:** Chris Adams, Williamson Surveying & Associates, LLC; 104A W. Main Street; Waunakee.

**Requested Actions:** Approval of a Certified Survey Map (CSM) to create one lot for an existing place of worship at 6906 Colony Drive and one lot for a proposed daycare center, and approval of conditional uses to allow construction of the daycare center.

**Proposal Summary:** The property owner is requesting approval of a two-lot CSM to divide their 4.34-acre lot into a 1.74-acre lot for their existing church. The second, L-shaped lot, which will be 2.59-acres in area and will parallel the western and northern property lines, is proposed for development by the applicant with a two-level, 22,800 square-foot daycare center with a proposed capacity of 214 children. The applicant indicates that construction of the daycare center will commence as soon as all regulatory approvals have been granted, with completion anticipated in May 2017.

**Applicable Regulations & Standards** Table 28C-1 in Section 28.032(1) of the Zoning Code identifies daycare centers as a conditional use in all residential zoning districts subject to supplemental regulations in Section 28.151. Table 28-C1 in Section 28.032(1) of the Zoning Code identifies buildings or structures with floor area exceeding 10,000 square feet as a conditional use in all residential zoning districts subject to Supplemental Regulations in Section 28.151. Those supplemental regulations state that the building floor area, bulk, height and massing may be limited as part of the conditional use approval in order to ensure compatibility with surrounding uses, and that an appropriate transition area between the use and adjacent property may be required, using landscaping, screening, and other site improvements consistent with the character of the neighborhood. Section 28.183 provides the process and standards for the approval of conditional use permits. The subdivision process is outlined in Section 16.23(5)(b) of the Subdivision Regulations.

**Review Required By:** Plan Commission. A resolution of the Common Council approving the CSM is also required.

**Review Schedule:** The State’s subdivision statute, Wis. Stats. 236, requires that a CSM be approved, conditionally approved, or rejected (with stated reasons) within 90 days of submittal unless the time is extended by agreement with the applicant. If no action is taken within 90 days and no extension granted, the CSM is deemed approved. The proposed CSM application was submitted to the City on August 17, 2016, with a corresponding 90-day review period scheduled to expire circa November 17, 2016.

**Summary Recommendation:** The Planning Division recommends that the Plan Commission find that the proposed daycare center to be constructed on a lot to be created from 6906 Colony Drive does **not** meet the conditional use standards and **place that application on file without prejudice**. Similarly, because the division of 6906 Colony Drive is predicated on the use of Lot 2 for the daycare center, staff recommends that the Plan

Commission **place on file without prejudice** the proposed two-lot Certified Survey Map. In the event that the Plan Commission can find the land division and conditional use standards met for these requests, it may approve the projects subject to input at the public hearing, and the conditions from reviewing agencies beginning on page 7 of this report.

## Background Information

**Parcel Location:** An approximately 4.34-acre parcel located at the northeastern corner of Colony Drive and N. Gammon Road; Aldermanic District 19 (Clear); Madison Metropolitan School District.

**Existing Conditions and Land Use:** The southern half of the property is developed with the tall one-story Korean Presbyterian Church of Madison and surface parking, with the northern half of the lot currently undeveloped. The property is zoned SR-C1 (Suburban Residential–Consistent 1 District).

### Surrounding Land Uses and Zoning:

North: Single-family residences, zoned SR-C1 (Suburban Residential–Consistent 1 District);

South: Single-family residences in the Parkwood Hills subdivisions, zoned SR-C1.

West: Lutheran Church of the Living Christ and single-family residences in the Walnut Grove subdivision across N. Gammon Road, zoned SR-C1;

East: Single-family residences in the Parkwood Hills subdivisions, zoned SR-C1.

**Adopted Land Use Plans:** The [Comprehensive Plan](#) recommends the subject site and properties located along both sides of Gammon Road generally north of Colony Drive for Low-Density Residential uses.

**Zoning Summary:** The subject property is zoned SR-C1 (Suburban Residential–Consistent 1 District). **Please see the attached memo dated September 19, 2016 from Jenny Kirchgatter, Assistant Zoning Administrator, which outlines the bulk requirements for the two proposed lots and daycare center, and the conditions of approval recommended Zoning.**

**Environmental Corridor Status:** The property is not located in a mapped environmental corridor. The northern half of the existing parcel is mapped with an area of steep slopes between 12 and 20% grade.

**Public Utilities and Services:** The site is served by a full range of urban services, including limited stop weekday Metro Transit service on Colony Drive and Gammon Road.

## Project Description

The Korean Presbyterian Church of Madison is requesting approval of a two-lot Certified Survey Map (CSM) to divide their existing 4.34-acre lot located at the northeastern corner of Colony Drive and N. Gammon Road into a smaller 1.74-acre for their existing place of worship, with the second lot to be sold for development. Concurrent with the proposed land division, the applicant, John Scott, is seeking approval of the conditional uses necessary to construct a 22,800 square-foot daycare center on Lot 2 of the CSM.

The subject site was platted as Lot 434 of the Everglade Addition to Parkwood Hills. The place of worship and associated parking are located on the southern half of the property, with driveway access from Colony Drive. The northern half of the property is currently undeveloped and is characterized by nearly 40 feet of grade

change from the northwestern corner of the site towards the rear wall of the church, with more gradual slopes present from the building south to Colony Drive. Mature vegetation is present across most of the northern portion of the parcel, including a line of mature conifers and shade trees along the western property line adjacent to the N. Gammon Road sidewalk. Properties to the east and south of the subject property are developed with single-family residences in the Everglade Addition to Parkwood Hills subdivision. The area north of the site includes a series of single-family homes on unplatted lots located along the east side of N. Gammon, while lands to the west across N. Gammon include another place of worship and single-family homes in the Walnut Grove subdivision.

The proposed daycare will be a two-level, L-shaped building that will be located along the northern property line located on Lot 2 of the proposed CSM. The letter of intent indicates that the center will serve 214 students, including a total of 180 infants, toddlers and pre-school children, and 34 students in an after-school program. Approximately 33 employees are estimated based on enrollment. Parking for 50 autos will be located primarily along the south side of the building, with the remaining parking wrapping the southeastern corner of the building. Access to the daycare center will be provided by a single driveway from Colony Drive. The proposed building will have a fully exposed upper level and a finished lower level with exposure along the eastern and southern facades. The main entrance to the daycare will be located along the southern facade of the lower level facing the parking lot (the other doors shown on the elevations are egress doors from specific rooms), with a secondary entrance proposed on the lower level facing N. Gammon Road, with a private sidewalk connection shown to connect to the public sidewalk. Play areas are identified along the northern and eastern façades of the building and between the southernmost wall of the building and the site's onsite stormwater detention facility, which will be located near the corner of Colony Drive and N. Gammon Road.

## Analysis

Any building or structure with floor area exceeding 10,000 square feet requires conditional use approval in all residential zoning districts subject to supplemental regulations, which stipulate that the building floor area, bulk, height and massing may be limited as part of the conditional use approval in order to ensure compatibility with surrounding uses, and that an appropriate transition area between the use and adjacent property may be required, using landscaping, screening, and other site improvements consistent with the character of the neighborhood.

Daycare centers (and nursery schools), defined as a facility licensed by the State of Wisconsin in which qualified persons, other than a relative or guardian provide care and supervision for 8 or more children, adolescents, or adults for less than 24 hours per day, are also conditional uses in all residential zoning districts, including the existing SR-C1 zoning of the property. In general, uses such as daycare centers, libraries, community centers, churches and schools are considered complementary uses in areas recommended for low-density residential development in the City's various adopted plans. Daycare centers are also subject to supplemental regulations in the Zoning Code, which are:

- (a) The loss of any state license or permit by a day care center shall result in automatic revocation of that facility's use permit.
- (b) A designated area for the short-term parking of vehicles engaged in loading and unloading children shall be provided. The designated area shall be located as close as practical to the principal entrance of the building and shall be connected to the building by a sidewalk.
- (c) Where the use is conditional, an appropriate transition area between the use and adjacent property may be required, using landscaping, screening, and other site improvements consistent with the character of the neighborhood.

In considering any conditional use request, the Plan Commission shall not approve a conditional use without due consideration of the recommendations in the Comprehensive Plan and any applicable, neighborhood, neighborhood development, or special area plan, including design guidelines adopted as supplements to these plans, and no application for a conditional use shall be granted by the Plan Commission unless it finds that all of the standards for approval are met.

The Planning Division and Traffic Engineering Division have reviewed the proposed daycare center and have determined that it does **not** meet the standards for conditional use approval as submitted. In particular, staff does not believe that the proposed conditional uses can meet standards 5 and 6, which state:

5. *Adequate utilities, access roads, drainage, parking supply, internal circulation improvements, including but not limited to vehicular, pedestrian, bicycle, public transit and other necessary site improvements have been or are being provided.*
6. *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.*

Staff does not believe that the project provides adequate circulation on its site due to both the grade of the proposed driveway and the tight turn at the top of the drive as vehicles enter the parking area.

Staff also has serious concerns with both the Traffic Impact Analysis that was submitted to Traffic Engineering staff on August 4, 2016, and with what the analysis anticipates for impacts as a result of the proposed daycare center. Staff believes that the project will exacerbate congestion present at peak times at the intersection of Colony Drive and N. Gammon Road. Based on information provided by Traffic Engineering staff, the level of service (LOS) for the intersection is rated F, which indicates that there are currently frequent delays greater than 50 seconds in duration per car, in this case, on westbound Colony at N. Gammon. There are currently no traffic or pedestrian signals at this intersection, and Colony is "Stop" controlled without any turn lanes at the intersection to prioritize turn movements. Colony Drive is the only exit from the Parkwood Hills neighborhood onto Gammon Road between Old Sauk Road and Mineral Point Road, and the intersection experiences a correspondingly high amount of vehicles, particularly in the morning and afternoon peak periods. Traffic Engineering staff determined that the applicant's TIA did not correctly analyze the traffic data and therefore reached conclusions on the amount of impact the daycare would have on the intersection that City staff could not support. Although the intersection already experiences a severe delay for certain movements at peak periods, the amount of delay at the intersection as a result of the addition of the proposed daycare would increase 432%. Traffic Engineering staff determined that the applicant's TIA contained incorrect volumes for at least one scenario (two files with the same volumes: 2017 total traffic with improvements and 2037 total traffic with improvements). If or when changes are made to correct these volumes, LOS and delays will remain unacceptable. Therefore City staff could not support conclusions reached based on the impact the daycare would have on the intersection.

Only a small percentage of this delay could be mitigated short-term through the construction of the dedicated turn lanes by the applicant along westbound Colony Drive and possibly southbound N. Gammon Road. It appears that any significant congestion mitigation could only be provided through the installation of a traffic signal and turn lanes at the intersection. Staff would need the opportunity to study whether the Gammon Road corridor could accommodate this signal without negatively impacting traffic flow at other signalized

intersections in the area. Additionally, if a right-turn lane is added at the intersection, Metro Transit has indicated that its bus stop on the north side of Colony before Gammon would need to be relocated at the applicant's expense around the corner onto N. Gammon north of Colony.

Traffic Engineering staff will be present at the September 19 Plan Commission meeting to answer more detailed questions about the traffic-related impacts from this development.

In addition to the onsite circulation concerns and traffic-related impacts on Colony Drive, staff also feels that certain aspects of the project should be further refined if the proposed daycare center is approved, which staff feels are necessary to more successfully integrate the additional institutional use into the largely residential context surrounding it. Among the potential revisions requested by Planning staff as conditions of approval should the Plan Commission find the standards can be met include taking measures to ensure preservation of the tree line adjacent to the N. Gammon Road sidewalk; preserving or restoring the tree line along the northern edge of the site; and relocating the trash enclosure and all HVAC and utility pedestals to the side or rear of the daycare and away from N. Gammon Road. Staff feels that all of these plan revisions will allow the new daycare to better aesthetically integrate with the mature residential area that generally surrounds it in a manner consistent with the applicable supplemental regulations and standards for the conditional uses requested.

In the event that the Plan Commission cannot find that the proposed daycare center meets the conditional use standards for approval, the Planning Division recommends that it also place the proposed land division to create the L-shaped lot for the daycare on file. While staff is not opposed per se to the church's desire to potentially divide its property, staff does not believe that the proposed lot configuration should go forward without a specific plan and lot layout for how any future uses other than the existing place of worship and proposed daycare can be accommodated on the 4.34-acre site. Staff is concerned that the design of Lot 2 as it is currently proposed does not comport to other uses allowed in the existing SR-C1 zoning district and in a manner consistent with the low-density residential land uses generally recommended for the site and surrounding properties.

Section 16.23(8)(d)1 of the Subdivision Regulations states, in part, that "The size, shape and orientation of the lots shall be appropriate for the location of the subdivision and for the type of development and use contemplated. The lots shall be designed to provide an aesthetically pleasing building site and a proper architectural setting for the buildings contemplated...Lots shall be oriented to maximize opportunities for pedestrian travel and neighborly interaction." In the absence of a use that could be accommodated on Lot 2 as it is shown on the proposed CSM, staff feels it would be more appropriate to delay further consideration of the division of the existing parcel. In general, Lot 2 should be designed to provide sufficient width for building setbacks from side streets; be arranged so as to allow the re-subdivision of any large parcels into smaller lots; and be platted with extra depth to permit generous distances between future buildings and arterial streets for residential lots fronting or backing onto N. Gammon Road if it will not be developed with a daycare.

## **Conclusion**

The applicant is seeking approval of conditional uses from the Plan Commission to allow construction of a 22,800 square-foot daycare on 2.59 acres of the existing 4.34-acre site following approval of a land division by the current owner. The Planning Division and Traffic Engineering Division, however, have determined that the request cannot meet the standards for conditional use approval and are recommending that the daycare not be approved. In particular, staff is concerned that the proposed daycare does not provide adequate onsite circulation, and that the addition of the daycare will cause excessive congestion on Colony Drive at N. Gammon Road. Should the Plan Commission occur with staff's recommendation on the proposed conditional use, staff

recommends that the proposed CSM to create the lot for the daycare also be placed on file, since the proposed lot configuration seems suited only to the daycare, and staff believes that it would be better to consider the division of the existing lot at such time in the future as there is another use proposed for the property. Staff is concerned that the design of Lot 2 as it is currently proposed does not comport to other uses allowed in the existing low-density residential zoning.

In the event that the Plan Commission can find the standards for approval met, Planning staff and staff from other agencies have submitted conditions for consideration, which we feel are necessary to integrate the daycare center into the surrounding context.

## Recommendation

### Planning Division Recommendation (Contact Timothy M. Parks, 261-9632)

The Planning Division recommends that the Plan Commission find that the proposed daycare center to be constructed on a lot to be created from 6906 Colony Drive does **not** meet the conditional use standards and **place that application on file without prejudice**. Similarly, because the division of 6906 Colony Drive is predicated on the use of Lot 2 for the daycare center, staff recommends that the Plan Commission **place on file without prejudice** the proposed two-lot Certified Survey Map.

In the event that the Plan Commission can find the land division and conditional use standards met for these requests, it may approve the projects subject to input at the public hearing, and the following conditions from reviewing agencies:

### Recommended Conditions of Approval Major/Non-Standard Conditions are Shaded

#### Planning Division

1. The final floorplans shall be revised to include a note indicating how access into the building will be provided from the public sidewalk along N. Gammon Road. If pedestrian access into the building cannot safely be provided from the secondary door into the lower level, the applicant shall include a private sidewalk along the driveway from Colony Drive to provide adequate pedestrian access to the proposed daycare.
2. The proposed trash enclosure and all HVAC/ utility pedestals shall be re/located so as to not be visible from N. Gammon Road or Colony Lane. All accessory structures and trash/ HVAC/ utility pedestals shall be screened with materials that are complementary to the materials of the proposed building and as approved by the Planning Division prior to issuance of building permits. Details of the proposed fencing to be used on the daycare site shall be approved by Planning staff prior to permit issuance.
3. The final plans shall be revised to show a designated area for the short-term parking of vehicles engaged in loading and unloading children, which shall be located as close as practical to the principal entrance of the building. The short-term stalls shall be connected to the building entrance by a sidewalk.
4. The landscaping plan shall be revised to include a continuous line of vegetation along the northern property line to replace the vegetation to be removed for the northerly play areas. The vegetation shall be approved by the Planning Division prior to permit issuance and shall show a continuous line of canopy/ shade and coniferous trees and shrubs to provide adequate screening between the daycare and residences to the north.

5. Tree protection measures shall be included with the final plans for the trees adjacent to N. Gammon Road identified as "to remain." Those measures shall include no grading within one foot of the dripline of those trees, and the installation of protective fencing from before the start of construction through completion of final site restoration activities. The grading plan for the site shall be revised as necessary to accommodate protection of those trees.

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

6. Proposed sewer lateral is long and has bends. It is recommended to install a private sanitary sewer main in the private driveway or in the current location with manholes at the bends. This is not a requirement but the plan in the current configuration could be a problem maintaining.
7. All outstanding Madison Metropolitan Sewerage District (MMSD) are due and payable prior to City Engineering sign-off, unless otherwise collected with a Developer's/ Subdivision Contract. Contact Mark Moder (261-9250) to obtain the final MMSD billing a minimum of two working days prior to requesting City Engineering signoff.
8. A minimum of two working days prior to requesting City Engineering signoff on the CSM, the applicant shall contact either Tim Troester at 261-1995 (ttroester@cityofmadison.com) or Brenda Stanley at 261-9127 (bstanley@cityofmadison.com) to obtain the final stormwater utility charges that are due and payable prior to subdivision of the properties. The stormwater utility charges (as all utility charges) are due for the previous months of service. All charges shall be cleared prior to the land division (and subsequent obsolesces of the existing parcel).
9. 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.
10. This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in a TMDL zone. The project will be expected to meet a higher standard of erosion control than the minimum standards set by the Wisconsin Department of Natural Resources (WDNR) in order to comply with TMDL limits.
11. This project falls in the Rock River TMDL Zone and is subject to increased erosion control enforcement as authorized by Resolution 14-00043 passed by the Common Council on January 21, 2014. The project will be expected to meet a higher standard of erosion control than the minimum standards set by the Wisconsin Department Natural Resources (WDNR).
12. The applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the City 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. The digital copies shall be drawn to scale and represent final construction including: building footprints; internal walkway areas; internal site parking areas; other miscellaneous impervious areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.); right-of-way lines (public and private); plat name and lot lines (metes & bounds parcel lines if unplatted); platted lot numbers (noted "unplatted lands" if not platted); lot/plat property dimensions; street names; private on-site sanitary sewer utilities

(including all connections to public sanitary); private on-site storm sewer utilities (including all connections to public storm). 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 party responsible for the CAD file e-mail transmission shall include 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.

13. The applicant shall 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). 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) Lot lines or parcel lines if unplatted; g) Lot numbers or the words unplatted; h) Lot/Plat dimensions; i) Street names; j) Stormwater Management Facilities; k) Detail drawings associated with Stormwater Management Facilities (including if applicable planting plans).
14. 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 8.5 X 14" 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](mailto:ttroester@cityofmadison.com), or Jeff Benedict at [jbenedict@cityofmadison.com](mailto:jbenedict@cityofmadison.com) final document and fee should be submitted to City Engineering.
15. The applicant shall demonstrate compliance with Section 37.07 and 37.08 of 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.
16. 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. Contact Eric Rortvedt at 273-5612 of the WDNR to discuss this requirement.
17. Prior to approval, this project shall comply with Chapter 37 of Madison General Ordinances regarding stormwater management. Specifically, this development is required to: detain the 2-, 10-, and 100-year storm events, matching post development rates to predevelopment rates; reduce TSS by 80% (control the 5 micron particle) off of newly developed areas compared to no controls; provide infiltration in accordance with Chapter 37 of Madison General Ordinances; 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.



18. The applicant's utility contractor shall obtain a connection permit and excavation permit prior to commencing the storm sewer construction.
19. 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. Note: Obtaining a developer's agreement generally takes approximately a minimum of 4-6 weeks.
20. The applicant shall dedicate right of way for a right turn lane along Colony Drive as required by the City Engineer.
21. The approval of this zoning approval does not include the approval of the changes to roadways, sidewalks or utilities. The applicant shall obtain separate approval by the Board of Public Works and the Common Council for the restoration of the public right of way including any changes requested by developer. The City Engineer shall complete the final plans for the restoration with input from the developer.
22. The applicant shall provide the City Engineer with a survey indicating the grade of the existing sidewalk and street.
23. The applicant shall replace all sidewalk and curb and gutter that abuts the property that 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.
24. All work in the public right of way shall be performed by a City-licensed contractor.
25. All damage to the pavement on N. Gammon Road and Colony Drive adjacent to this development shall be restored in accordance with the City's Pavement Patching Criteria.
26. The applicant shall make improvements to Colony Drive. The improvements shall consist of constructing a right-turn lane as required by the City Engineer.
27. The applicant shall dedicate a 3- to 6-foot wide strip of right of way along Gammon Road as required by the City Engineer.

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

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| <ol style="list-style-type: none"><li>28. Additional public right of way at the intersection of N. Gammon Road and Colony Drive has been discussed and is noted on the site plan. The applicant shall coordinate any required area of dedication with the Traffic Engineering Division. If required, this also will require a dedication for Public Street Purposes to be granted by the pending Certified Survey Map. The site plan and CSM shall be revised to reflect any final dedication required by Traffic Engineering.</li><li>29. An agreement for the installation and maintenance of the proposed retaining wall proposed along the common property line of the two proposed lots shall be recorded prior to final site plan sign off. Provide a draft of the agreement for review and comment prior to recording.</li></ol> |
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30. The applicant shall be aware of the private deed restriction restricting land use of the existing lot per Document No. 1406773 and 1430389.
31. The address of the proposed daycare center will be 6914 Colony Drive. 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.
32. Update the survey street name for Gammon Road to the complete street name (N Gammon Road).
33. A consent of Corporate Mortgagee Certificate shall be added to the CSM for all existing mortgagees.

**Traffic Engineering Division** (Contact Eric Halvorson, 266-6527)

34. The applicant shall provide a pedestrian connection from both the N. Gammon Road and Colony Drive rights of way.
35. The current site configuration will create unacceptable levels of service (current delays of up to 50 seconds; current plan will create delays of over 5 minutes) at the intersection of Colony Drive and N. Gammon Road. As such Traffic Engineering will not approve the site in the current configuration and recommend referral to allow the applicant the time required to work with Traffic Engineering, the neighborhood and other interested parties to design the best possible configuration.
36. The applicant has requested the City install a traffic signal at the intersection of N. Gammon Road and Colony Drive; typically an intersection must meet MUTCD warrants to receive approval and at this time Colony Drive and N. Gammon Road does not. If the applicant still wishes to move forward with signalization of the intersection, they are required to seek approval from the Pedestrian, Bicycle and Motor Vehicle Commission.
37. The applicant shall dedicate right of way for turn lanes on N. Gammon Road and Colony Drive as required by the Traffic Engineering Division. This is to help mitigate the negative traffic impacts this development will have on the intersection of Colony Road and N. Gammon Road.
38. The applicant shall submit one contiguous plan for approval. The plan drawing 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.
39. 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.
40. 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.

41. All parking facility design shall conform to the standards in MGO Section 10.08(6).

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

→ *See the attached memo*

**Fire Department** (Contact Bill Sullivan, 261-9658)

Note: The Madison Fire Department does not object to this proposal provided the project complies with all applicable fire codes and ordinances.

**Water Utility** (Contact Adam Wiederhoeft, 266-9121)

42. A Water Service Application Form and fees must be submitted before connecting to the existing water system. Provide at least 48-hour notice between the application submittal and the requested installation or inspection appointment. Application materials are available on the Water Utility's Plumbers & Contractors website; otherwise they may be obtained from the Water Utility Main Office at 119 E Olin Avenue. A licensed plumber signature is required on all water service applications. For new or replacement services, the property owner or authorized agent is also required to sign the application. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.

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

43. The applicant shall dedicate, construct and/or otherwise coordinate with the City of Madison to create a new bus stop zone on the east side of N. Gammon Road, north of Colony Drive as part of any planned changes to the existing intersection's geometry or traffic control (i.e. installation of an added turn lane, or traffic signalization).

44. Metro Transit has attached a draft concept of how an open bus bay design might orient at this new bus stop zone [6906cd\_METRO.pdf]. 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 and approve the design.

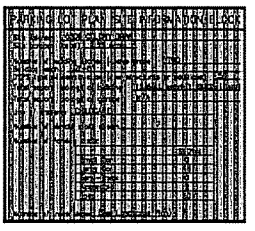
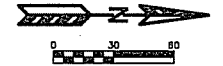
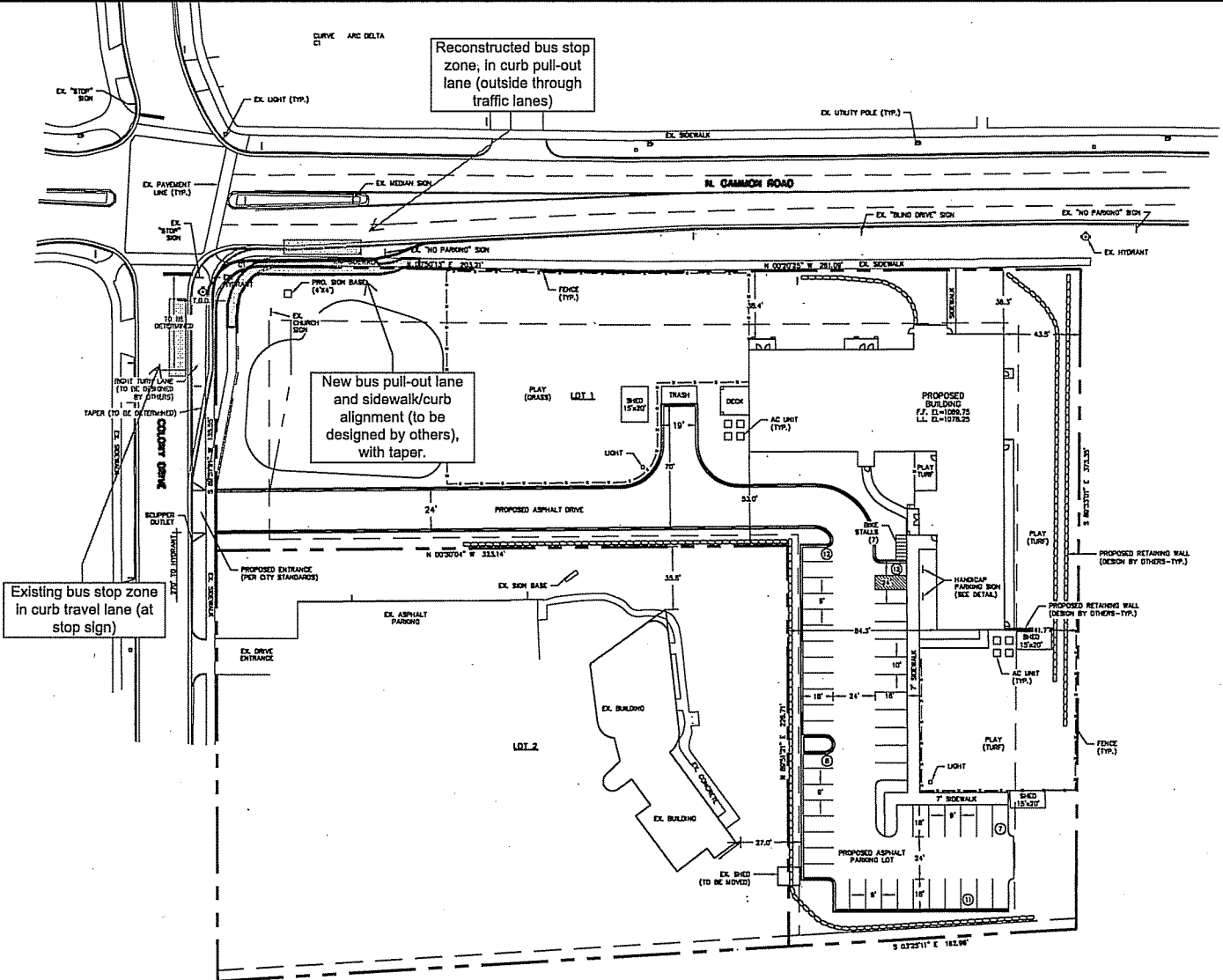
**Parks Division** (Contact Janet Schmidt, 261-9688)

45. Additional street trees are needed for this project. All street tree planting locations and tree species within the right of way shall be determined by City Forestry. Please submit a site plan (in PDF format) to Brian Meiller – bmeiller@cityofmadison.com or 266-4816. Tree planting specifications can be found in Section 209 of City of Madison Standard Specifications for Public Works Construction.

46. 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. If excavation within 5 feet of any tree is necessary, contractor shall contact City Forestry (266-4816) prior to excavation to assess the impact to the tree and root system. Tree pruning shall be coordinated with City Forestry. Tree protection specifications can be found in Section 107.13 of City of Madison Standard Specifications for Public Works Construction. Any tree removals that are required for construction after the development plan is approved will require at least a 72-hour waiting period before a tree removal permit can be issued by Forestry, to notify the Alder of the change in the tree plan.

QUAM ENGINEERING, LLC 4604 Siggekow Road, Suite A - McFarland, WI 53558 (608) 838-7750 JS-18-16 JS-18BASE.DWG

15-16



6906 COLONY DRIVE  
 SITE PLAN  
 PAGE: 2 OF 5  
 DATED: AUGUST 16, 2016  
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