



**Project Address:** 801 W. Badger Road (District 14 – Ald. Carter)  
**Application Type:** Demolition Permit and Conditional Use  
**Legistar File ID #** [49296](#)  
**Prepared By:** Chris Wells, Planning Division  
Report Includes Comments from other City Agencies, as noted  
**Reviewed By:** Kevin Firchow, AICP, Principal Planner

**Summary**

**Applicant & Contact:** Kirk Keller; Plunkett Raysich Architects, LLC.; 2310 Crossroads Drive; Madison, WI 53718

**Property Owner:** Michael Stark; Madison College; 1701 Wright Street; Madison, WI 53704

**Requested Actions:** The applicant requests approval of a demolition permit and conditional use for a building greater than 25,000 square feet in floor area for a single establishment in the Commercial Center (CC) District, in order to demolish an office building and construct a college facility approximately 75,000 square feet in floor area.

**Proposal Summary:** The applicant is requesting approval to demolish the two-story, roughly 38,700-square-foot office building to allow construction of the new 75,000-square-foot South Madison campus facility of Madison College at 801 W. Badger Road. The proposed building will be a three-story facility complete with space for general classrooms and labs including science and computer, a small convenience store (which will be open to the public), cafe, library, student services center, and administrative offices. It will also have roughly 250 surface parking stalls. The project is scheduled to commence construction in the summer of 2018, with a completion deadline of August 2019 (for the start of the academic school year).

**Applicable Regulations & Standards:** This proposal is subject to the standards for Demolitions [MGO §28.185(7)] and Conditional Uses [MGO §28.183(6)]. Section Sec. 28.068(4)(a) of the Zoning Code states that buildings in the CC (Commercial Center) district greater than 25,000 square feet in floor area for a single establishment require Conditional Use approval. Section 28.185 provides the process and standards for the approval of demolition and removal permits. Section 28.183 provides the process and standards for the approval of conditional use permits.

**Review Required By:** Urban Design Commission (UDC) and Plan Commission (PC)

**Summary Recommendation:** The Planning Division recommends that the Plan Commission find the standards met and **approve** the demolition permit and conditional use to allow an office building to be demolished and the new 75,000-square-foot southern campus facility of Madison College to be constructed at 801 W. Badger Road. These recommendations are subject to input at the public hearing and the conditions recommended by reviewing agencies.

**Background Information**

**Parcel Location:** The approximately 189,600-square-foot (4.35-acre) site is located on the southwest corner of the intersection of S. Park Street and W. Badger Road. It is also located within Urban Design District #7, Aldermanic District 14 (Ald. Carter), and the Madison Metropolitan School District.

**Existing Conditions and Land Use:** The site is primarily developed with the two-story, roughly 38,700-square-foot State of Wisconsin Employee Trust Fund office building. This building is centered on the site with a small surface parking lot in the northeast corner of the lot and another, larger surface lot, located to the west and wrapping around to the south. The site has direct access from W. Badger Road as well as western access from Perry Street. The site is zoned CC (Commercial Center District).

**Surrounding Land Uses and Zoning:**

North: Madison Fire Department Station #6, zoned CC (Commercial Center District). Across W. Badger Road is the Metro South Transfer Point, the Centro Hispano office, and the State of Wisconsin Probation & Parole Division office, all zoned CC-T (Commercial Corridor – Transitional District);

South: Leisure Concepts, a commercial retailer/warehouse, zoned CC;

West: Across Perry Street is Omega School, a GED Learning Center, zoned CC-T; a 4-unit Apartment Building, zoned PD (Planned Development District); a parking lot, zoned CC-T; a single-family residence, zoned SR-V2 (Suburban Residential – Varied 2 District); a church, zoned CC-T; and

East: S. Park Road as well as the WI-12 & 18 westbound on-ramp.

**Adopted Land Use Plan:** The [Comprehensive Plan \(2006\)](#) recommends General Commercial (GC) uses for the subject site while the [South Madison Neighborhood Plan \(2005\)](#) makes no specific recommendations.

**Zoning Summary:** The project site is currently zoned Commercial Center (CC) District.

Requirements	Required	Proposed
Front Yard Setback	85' maximum	10.32'
Side Yard Setback	Two-story or higher: 6'	32.13'
Rear Yard Setback	The lesser of 20% of lot depth or 20'	Adequate
Maximum Lot Coverage	85%	71.6%
Maximum Building Height	5 stories/ 68'	2 stories

Site Design	Required	Proposed
Number Parking Stalls	No minimum required. <b>Colleges, universities:</b> Maximum 1 per classroom (41) and + 1 per 3 students based on the maximum number of students attending classes at any one time (342); or as established in Campus Master Plan (383 total)	235
Accessible Stalls	Yes	8
Loading	None	Loading dock
Number Bike Parking Stalls	<b>Colleges, universities:</b> 1 per classroom (41) and 1 per 5 students (205), or as established in Campus Master Plan (246 total)	46 <i>(See Comment #49)</i>
Landscaping and Screening	Yes	Yes <i>(See Comment #50)</i>
Lighting	Yes	Yes
Building Forms	Yes	Civic or Institutional Building <i>(See Comment #52)</i>

<b>Other Critical Zoning Items</b>	Urban Design (UDD #7); Utility Easements; Barrier Free (ILHR 69)
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**Environmental Corridor Status:** The property is not located in a mapped environmental corridor.

**Public Utilities and Services:** The site is served by a full range of urban services. The Metro South Transfer Point station is located right across W. Badger Road, to the north.

## Project Description

The applicant is requesting approval to demolish the two-story, roughly 38,700-square-foot State of Wisconsin Employee Trust Fund office building to allow construction of the three-story, roughly 75,000-square-foot Madison College Goodman South Campus facility on a 4.35-acre site located on the southwest corner of S. Park Street and W. Badger Road.

The 38,700-square-foot building to be demolished was constructed in 1957. The exterior consists primarily of stucco with some metal detailing. Photos of the interior and exterior of the building are included with the application materials, which appear to show a building in average condition. The building is centered on the site with a small surface parking lot in the northeast corner of the lot and another, larger surface lot, located to the west and wrapping around to the south. The site has direct access from W. Badger Road as well as western access from Perry Street.

Plans for the proposed three-story comprehensive campus facility call for roughly 75,000 square feet of space. While the first and second floors will have a roughly 29,800-square-foot footprint, the basement level will only be 19,450 square feet in size. The building's program consists primarily of general multi-purpose classrooms and science and computer labs – with additional labs for the medical assistant program, a nursing assistant program, and an early childhood instruction – and faculty office space in the building's roughly 19,450-square-foot basement and third floor levels. While classroom and lab space will also occupy about a third of the ground floor, this level will also include offices for various administrative and other support services as well as space for testing, a library, a student services center, and a center for science, technology, engineering, and math (aka STEM). Of note, the ground floor, just inside the main entrance along W. Badger Road, is a café/convenience store. This will be open to the general public and will accept food stamps. It was specifically included to help address the fact that the surrounding neighborhood is a 'food desert' and will therefore provide access to healthy food options. Lastly, there are four large general multi-purpose classrooms on the second floor which will be available for reservation by the general public for meetings, when not in use by the school.

The proposed inverted "L"-shaped building is placed in the northwest corner of the site in order to front onto W. Badger Road. Similar to the existing building's site plan, a large surface parking lot will occupy effectively the entire southern half of the site with access both to and from W. Badger Road as well as Perry Street. Two hundred and forty stalls are proposed in order to accommodate what is anticipated to be a commuter-oriented student body who often work and/or have families.

In order to comply with MGO §28.068(4)(d) which states, "*surface parking in [CC Districts] shall be divided into separate modules no greater in size than one hundred (100) spaces; modules shall be separated by buildings, landscaped open space areas, internal streets or landscaped pedestrian pathways at least twenty (20) feet in width,*" the applicant is proposing to divide the large surface lot into smaller quadrants. This is done via the addition of two roughly 20-foot-wide parking landscaped strips – one running east-west across the lot which will function as a bio-retention basin, and the other running north-south which will also accommodate a pedestrian sidewalk. In addition to the aforementioned surface bio-retention basin, there will also be a subterranean detention tank added beneath the southeast corner of the lot) as well as two other bio-retention basins.

There will be eight accessible parking stalls and a drop-off area will be located near the southwesterly corner of the building, near the sizable outdoor seating area and 40 of the 46 the bicycle stalls (the other six are located adjacent the northwesterly corner of the facility, near the W. Badger Road sidewalk). While it is anticipated that the majority of students will arrive by automobile, as the proposed number of stalls is under the amount required by the zoning code for colleges and universities (i.e. 1 per classroom (i.e. 41) and 1 per 5 students (i.e. 205), for a total of 246), the applicant will need to submit a bicycle parking reduction request. This will need to be approved by the City's Zoning Administrator prior to final signoff.

The proposed landscaping includes trees such as Linden and Kentucky Coffeetrees providing shade in the parking lot tree islands with ground cover provided by such shrubs as Serviceberry and Sumac. The north-south sidewalk through the parking lot will be lined by Reed Grass and Prairie Dropseed while the detention areas will be planted with a mixture of grasses and wildflowers. The Perry Street frontage will be lined with Serviceberry and Chokeberry trees while the W. Badger Road frontage will receive Hickory trees. The campus facility itself will be surrounded by shrubs such as Yew, Winterberry, and Hydrangea, along with annuals such as Lavender and Beebalm. Finally, the outdoor seating area will be shaded by Bur Oaks, Dogwood and Hophornbean trees with such perennials as Juniper and Bergenia planted underneath for groundcover. Note: the species callouts and labels in the landscape drawings that were submitted for Land Use approval appear to be incorrect. The corrected drawings will need to be submitted and approved by the Urban Design Commission as part of their final approval.

The applicant indicates that the building has been designed with a palette of materials consistent with that of its Truax Campus, namely – limestone, brick and metal panels. The central portion of the northerly façade will have glazing two stories in height to showcase the interior two-story space and adjacent student commons area, café, and conference room.

## Analysis and Conclusion

The proposed project is subject to the approval standards for Demolitions [MGO §28.185(7)] and Conditional Uses [MGO §28.183(6)]. This analysis begins with an analysis of adopted plan recommendations.

### Conformance with Adopted Plans

The [Comprehensive Plan \(2006\)](#) recommends General Commercial (GC) uses for the subject site while the [South Madison Neighborhood Plan \(2005\)](#) makes no specific recommendations.

The [Comprehensive Plan](#) states that GC districts provide the City with a wide range of goods and services, including certain businesses and professional offices that are appropriately located throughout the city, but the districts are not generally expected to include residential uses. They are typically located along major thoroughfares and at highway intersections, with good transit service. It further states GC Districts include relatively compact districts located along roadways, and larger commercial districts serving a wide variety of retail or service activities, including automobile-oriented uses and “heavy” commercial uses with appearance or operational characteristics not generally compatible with residential or small-scale commercial activities.

While the list of land use recommendations does not contain colleges or universities, it does contain land uses such as retail and service business establishments, including buildings with large floor areas; business and corporate offices; and clinics and health care facilities. Finally, regarding development intensity, [Comprehensive Plan](#) makes no specific recommendation, only stating that all uses should be compatible with the density and scale of surrounding development and differing to the applicable neighborhood or special area plans for more specific recommendations.

While the [South Madison Neighborhood Plan \(2005\)](#) makes no specific recommendations for the subject site it does contain several goals and objectives which pertain to a major educational facility being relocated to the subject site. This list includes: 1) Neighborhood Redevelopment Objective 3.1 – support the redevelopment of underutilized sites to improve the economic vitality and appearance of South Park Street as the gateway corridor into Madison. Internal circulation (i.e., streets and sidewalks systems) should connect to existing street network, where possible; and 2) Public Infrastructure Investment Objective 9.1 – Maintain, upgrade, and/or expand major neighborhood institutions such as community centers, centers of worship, public libraries, and schools.

The Planning Division believes that this request is generally consistent with adopted plan recommendations.

### **Demolition Permit Standards**

As proposed, the former State of Wisconsin Employee Trust Fund office building would be demolished. As noted in MGO §28.185(7), the Plan Commission must find that the requested demolition and proposed use are compatible with the purpose of the demolition section and the intent and purpose of the zoning districts. (A copy of the statement of purpose is provided as Attachment 1). Furthermore, the proposal should be compatible with adopted plans. The Plan Commission shall consider and give decisive weight to any relevant facts, including but not limited to impacts on normal and orderly development, efforts to relocate the existing building(s), and the limits that the location of the building(s) would place on efforts to relocate it/them. While the subject building is not a landmark building, nor does it lie within a local historic district, the Plan Commission shall consider any reports from the Landmark Commission and Historic Preservation Planner when determining whether the demolition standards are met.

Staff believes that the demolition standards are met with this proposal. The removal the existing building and proposed building are not anticipated to have a negative impact on either the normal and orderly development or the improvement of surrounding properties. As outlined above, Staff believe the proposed building to be compatible with the [Comprehensive Plan \(2006\)](#) which recommends general commercial for this site. Finally, at their October 30, 2017 meeting, the Landmarks Commission found that the building slated for demolition had no known historic value.

### **Conditional Use Standards**

The Plan Commission may not approve an application for a conditional use unless it can find that all of the standards found in Section 28.183(6)(a) are met. That section also states: “The City Plan Commission shall not approve a conditional use without due consideration of the recommendations in the City of Madison [Comprehensive Plan](#) and any applicable, neighborhood, neighborhood development, or special area plan, including design guidelines adopted as supplements to these plans.”

The Planning Division believes it is possible that the Plan Commission find the applicable approval standards are met and following addition discussion on the following standards.

The Planning Division’s most significant question lies with Conditional Use Standard 5. That standard states that “*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.*” The applicant submitted a Traffic Impact Analysis (TIA) analyzing the projected impacts of the proposed campus facility in order to determine if any upgrades or alterations to the existing transportation infrastructure will be needed in order to accommodate the projected demand while maintaining the existing level

of service. While no upgrades to the existing roadway are necessary (lane expansion, creation of dedicated turn lanes, addition of traffic signals, etc.), the City's Traffic Engineering Division noted the following: *"This development will significantly increase parking demands in the surrounding roadways. This will increase on-street parking of surrounding roadways, for which Traffic Engineering will have no remedies without future development."*

Staff understands that this parking concern is known by the applicant and that the applicant has been in communication with the City about acquiring land nearby in order to increase their supply of parking. However, at this time, a specific site has not been formally determined and the Plan Commission will need to weigh the adequacy of the current parking as it relates to this condition. Staff further notes that the Zoning Code does not have minimum parking requirements for the Commercial Center (CC) District.

Standard 6 states *"Measures, which may include transportation demand management (TDM) and participation in a transportation management association have been or will be taken to provide adequate ingress and egress, including all off-site improvements, so designed as to minimize traffic congestion and to ensure public safety and adequate traffic flow, both on-site and on the public streets."* One of the conditions of approval provided by Traffic Engineering is for the applicant to provide a TDM study to be reviewed and approved by the City Traffic Engineer prior to final signoff.

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."*

At their December 20, 2017 meeting, the Urban Design Commission gave the project a recommendation of initial approval and asked the applicant to consider several items before returning for final approval including: 1) study the spandrel glass under the awning on the front elevation; 2) provide more information on material details & finishes and continuing to simplify; 3) provide more detail on the landscaping; and 4) provide more rendered views/vignettes, especially of the grading and retaining walls to the northwest of the building. Considering the initial approval (with conditions) from the UDC, and the fact that the project will need to receive final approval from the UDC before final sign off, the Planning Division believes the Plan Commission may find this standard met. Staff further notes that the project is in Urban Design District 7.

## Conclusion

On balance, staff believes it is possible for the Plan Commission to find that the proposal could meet the applicable approval standards. As noted in this report, careful consideration should be given to Approval Standard 5 as it relates to the adequacy of on-site parking and the potential impacts noted by the City's Traffic Engineering Division.

## Recommendation

### Planning Division Recommendation (Contact Chris Wells, (608) 261-9135)

The Planning Division recommends that the Plan Commission find the standards met and **approve** the demolition permit and conditional use to allow an office building to be demolished and the new 75,000-square-foot southern campus facility of Madison College to be constructed at 801 W. Badger Road subject to input at the public hearing and the conditions from reviewing agencies:

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

**Planning Division** (Contact Chris Wells, (608) 261-9135))

1. The species callouts and labels in the landscape drawings that were submitted for Land Use approval are incorrect. The corrected drawings will need to comply with ordinance requirements and be submitted and approved by the Urban Design Commission as part of their final approval.

**Engineering Division (Main Office)** (Contact Tim Troester, (608) 267-1995)

2. The Applicant shall make improvements to Perry St. The improvements shall consist of pavement, curb & gutter & sidewalk along Perry St frontage as required by City Engineer.
3. 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. The permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))
4. 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))
5. 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)
6. 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 WDNR in order to comply with TMDL limits.
7. 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).

8. The Applicant shall submit prior to plan sign-off, electronic copies of any Stormwater Management 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))
9. This project appears to require construction dewatering. A dewatering plan shall be submitted to City Engineering as part of the Erosion Control Permit application and plan. If contaminated soil or groundwater conditions exist on or adjacent to this project additional WDNR, Public Health, and/or City Engineering approvals may be required prior to the issuance of the required Erosion Control Permit.
10. 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.
11. 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 online <http://dnr.wi.gov/Runoff/stormwater/constrformsinfo.htm> (NOTIFICATION)
12. This project will require a concrete management plan as part of the erosion control plan to be reviewed and approved by the City Engineer's Office. (POLICY)
13. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to detain the 2, 10, & 100 -year storm events, matching post development rates to predevelopment rates.
14. 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% off of the proposed development when compared with the existing site.
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 provide infiltration in accordance with Chapter 37 of the Madison General Ordinances.
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. Provide oil/grease control for the redeveloped parking lot.



18. The construction of this project will require that 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)
19. 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. (MGO 16.23(9)(d)(6))
20. 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)
21. 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)
22. 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)
23. All damage to the pavement on W. Badger Rd, 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)
24. 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](mailto:bstanley@cityofmadison.com) (East) or [tstroester@cityofmadison.com](mailto:tstroester@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.

**City Engineering Division – Mapping Section** (Contact Jeff Quamme, (608) 266-4097)

25. The site plan proposes a public sidewalk along the east side of Perry Street. The configuration requires dedication by the owner of additional public right-of-way. Applicant must prepare metes and bounds legal description and scale map exhibits for the required dedication (including the Highway Easement area per Document No 2108073) to Engineering Land Records Coordinator Jeff Quamme for review. Upon approval of the exhibits and payment of the required \$500 administration fee (check payable to City of Madison Treasurer) to cover staff time and recording costs, Engineering will create the necessary Office of Real Estate Services (ORES) Project. ORES staff will then administer the right of way dedication document(s) and record with the Dane County Register of Deeds.
26. Public sidewalk will cross the northeasterly corner of the site. Applicant shall grant a Public Sidewalk Easement for this area to 1 foot behind the sidewalk. Applicant must prepare metes and bounds legal description and scale map exhibits for the sidewalk easement area and provide to Engineering Land Records Coordinator Jeff Quamme for review. Upon approval of the exhibits and payment of the required \$500 administration fee (check payable to City of Madison Treasurer) to cover staff time and recording costs, Engineering will create the necessary Office of Real Estate Services (ORES) Project. ORES staff will then administer the easement document (s) and record with the Dane County Register of Deeds.
27. Upon approval of the proposed stormwater management plan, a Consent to Occupy Easement document shall be drafted and recorded to define responsibilities and requirements in conjunction with the proposed stormwater management improvements shown within the Public Water Main Easement (Doc. No. 2282489) along the east side of the site. A City of Madison Real Estate project will be required along with a \$500 for administrative fee to create the document, obtain required approval(s) and record with the Register of Deeds. Coordinate with and provide legal descriptions and map exhibits along with the \$500 for administrative fees to Jeff Quamme at [jrquamme@cityofmadison.com](mailto:jrquamme@cityofmadison.com) or 1600 Emil Street, Madison, WI 53703 (Ph. 608-266-4097).
28. The address of 801 W Badger Rd will be retired with the demolition of the existing EFT building. The address of the new Madison College building is 2429 Perry St. 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.
29. Update all sheets to show the correct full street names. Several sheets are showing Badger Rd & Park St. The proper street names are W Badger Rd and S Park St.

**Traffic Engineering** (Contact Sean Malloy, (608) 266-5987)

30. The applicant shall work with Traffic Engineering and submit a deposit of \$15,000 to make alterations to the public Right of Way to limit access on Badger Road to right in/right out.

31. 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.
32. 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.
33. 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.
34. All parking facility design shall conform to MGO standards, as set in section 10.08(6).
35. All bicycle parking adjacent pedestrian walkways shall have a 2-foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.
36. All pedestrian walkways adjacent parking stalls shall be 7 feet wide to accommodate vehicle overhang, signage and impediments to walkway movements. Any request for variance shall be submitted to and reviewed by City Traffic Engineering.
37. The applicant shall adhere to all vision triangle requirements as set in MGO 27.05 (No visual obstructions between the heights of 30 inches and 10 feet at a distance of 25 feet behind the property line at streets and 10 feet at driveways.). Alteration necessary to achieve compliance may include but are not limited to; substitution to transparent materials, removing sections of the structure and modifying or removing landscaping elements. If applicant believes public safety can be maintained they shall apply for a reduction of MGO 27.05(2)(bb) – Vision Clearance Triangles at Intersections Corners. Approval or denial of the reduction shall be the determination of the City Traffic Engineer.
38. The applicant shall show the dimensions for the proposed class III driveway including the width of the drive entrance, width of the flares, and width of the curb cut.
39. The applicant shall show dimensions for the proposed and existing parking stalls items S = 9 ft, L = 18 ft, E = 24ft, F = 20 ft, and degree of angle parking width and backing up, according to Figures II "Medium and Large Vehicles" parking design standards in Section 10.08(6)(b)2. Or use "Small Vehicles" parking design standards 10.08(6)(b)3 items S = 8.5", L = 16", E = 22' & F = 18' where all parking shall be clearly identified and properly controlled for use by only such vehicles.
40. All paint dividing traffic at the entrance shall be a double yellow line and noted on the plan.
41. The applicant shall prepare a TDM to be reviewed and approved by the City Traffic Engineer. MGO (28.183(6)(a)(6)

42. The applicant shall enter into a signed developer's agreement through City of Madison Engineering prior to sign off.
43. Prior to final sign-off the applicant shall have submitted and received approval for the required Traffic Impact Analysis (TIA).
44. Note: This development will significantly increase parking demands in the surrounding roadways as this site does not have sufficient on-site parking. This will increase on-street parking of surrounding roadways, for which Traffic Engineering will have no remedies without future development.
45. Note: The applicant has submitted the requested Traffic Impact Analysis study; the study has been reviewed and accepted by Traffic Engineering.

**Zoning Division** (Contact Jenny Kirchgatter, (608) 266-4429)

46. 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).
47. Section 28.185(10) Every person who is required to submit a reuse and recycling plan pursuant to Section 28.185(7)(a)5. shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition.
48. Section 28.185(9)(a) A demolition or removal permit is valid for one (1) year from the date of the Plan Commission.
49. A bicycle parking reduction will be required per Section 28.141(5). Submit a request for a bicycle parking reduction with the final plan submittal including information to support the argument for reducing the required number of spaces. Include an exhibit identifying areas where bicycle parking may be installed if future demand necessitates additional bicycle stalls. Factors that the Zoning Administrator may consider include but are not limited to: availability, proximity, and use characteristics of public bike parking in the public right of way within two hundred (200) feet of the subject property; existing or potential shared parking agreements; proximity to transit routes and/or multi-use paths; characteristics of the use, including hours of operation and peak parking demand times; design and maintenance of off-street bicycle parking, and whether the use is existing or is an addition to an existing use.
50. Submit the landscape plan and landscape worksheet stamped by the registered landscape architect. Per Section 28.142(3) Landscape Plan and Design Standards, landscape plans for zoning lots greater than ten thousand (10,000) square feet in size must be prepared by a registered landscape architect.
51. Submit a Traffic Demand Management plan for review and approval. Per Section 28.151 Supplemental Regulations for Colleges and Universities, for uses established in employment districts and commercial and mixed-use districts, the applicant shall submit a Traffic Demand Management plan to be approved by the Traffic Engineer and to be kept on file with the Zoning Administrator.
52. Provide details showing that the primary street façade meets the door and window opening requirements of Section 28.060(2)(d). For nonresidential uses at ground floor level, windows and doors or other openings shall comprise at least sixty percent (60%) of the length and at least forty percent (40%) of the area of the ground

floor of the primary street facade. At least fifty percent (50%) of windows on the primary street facade shall have the lower sill within three (3) feet of grade. On upper stories, window or balcony openings shall occupy a minimum of fifteen percent (15%) of the upper-story wall area.

53. Show the refuse disposal area on the site plan. All developments, except single family and two family developments, shall provide a refuse disposal area. If the refuse disposal area is located outside the building, it shall be screened on four (4) sides (including a gate for access) by a solid, commercial-grade wood fence, wall, or equivalent material with a minimum height of six (6) feet and not greater than eight (8) feet. Submit a detail of the trash enclosure if provided outside the building.
54. 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.
55. 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.

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

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| 56. The proposed trees along Badger Road would preclude Badger Road from qualifying as an aerial fire access lane. |
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57. The proposed new private hydrant is not necessarily in the optimal location while the site layout maybe lacking fire hydrant coverage on the south side of the proposed site. Additionally, use of the private fire hydrant at the back for Fire Station #6 may not be factored into the design without easements in place.

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

58. Additional street trees are needed for this project. All street tree planting locations and trees species within the right of way shall be determined by City Forestry. Please submit a site plan (in PDF format) to Brad Hofmann – [bhofmann@cityofmadison.com](mailto:bhofmann@cityofmadison.com) or 266-4816. Tree planting specifications can be found in section 209 of City of Madison Standard Specifications for Public Works Construction - Please have the Landscape Architect contact Brad Hofmann to determine spacing and species for the trees within the right of way currently on the plan.

**Water Utility** (Contact Adam Wiederhoeft, (608) 266-9121)

59. A Water Service Application Form and fees must be submitted before connecting to the existing water system. Provide at least two working days' notice between the application submittal and the requested installation or inspection appointment. Application materials are available on the Water Utility's Plumbers & Contractors website (<http://www.cityofmadison.com/water/plumberscontractors>), otherwise they may be obtained from the Water Utility Main Office at 119 E Olin Ave. A licensed plumber signature is required on all water service applications. For new or replacement services, the property owner or authorized agent is also required to sign the application. A Water Meter Application Form will subsequently be required to size & obtain a water meter establish a Water Utility customer account and/or establish a Water Utility fire service account. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.

- 60. The proposed private hydrant indicated on the Fire Plan does not appear on the Utility Plan. Update Utility Plan to depict private hydrant and any associated connections.
- 61. Discuss/confirm intent of the proposed hydrant relocation located southwest of the project site with Madison Water Utility.
- 62. Madison Water Utility will be required to sign off as part of the approval review associated with this Land Use Application/Site Plan Review prior to the issuance of building permits for the proposed development.

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

- 63. The applicant shall provide a wheelchair-accessible entrance at the northeast corner of building, closest to the signalized crosswalk of Badger Road at Park Street, which is the most direct pedestrian access between the proposed development and Metro Transit's South Transfer Point bus facility. A stairway is shown outside this entryway, currently, with the only accessible building entry being further west along Badger Road (closer to the vehicle driveway entrance).
  - 64. The applicant shall consider including potential electrical and hardware mounting infrastructure in the entry atrium of the northeast corner of the building (closest to the South Transfer Point bus facility) - similar to installations inside the two Truax campus buildings on each side of Wright Street, north of Anderson Street near Metro Transit bus stop locations - such that Metro Transit might again provide the proposed development provide with an electronic departure board that can display realtime bus departure time estimates.
  - 65. The applicant shall include the location of these transit accessibility amenities on the final documents filed with their permit application so that Metro Transit may review and approve the design.
66. Metro Transit operates frequent daily transit service at the South Transfer Point bus facility, opposite the project site.

## **ATTACHMENT 1**

### 28.068 COMMERCIAL CENTER DISTRICT.

#### 1) Statement of Purpose.

The CC District is established to recognize the existing large-format retail and office sites within the City that remain largely auto-oriented, and to encourage their transformation into mixed-use centers that are equally conducive to pedestrian, bicycle, transit and motor vehicle activity. The district is also intended to:

- (a) Improve the quality of landscaping, site design and urban design within commercial centers.
- (b) Encourage diversification of land use in commercial centers.
- (c) Encourage appropriate transitions between higher-intensity uses and adjacent lower-density residential districts.
- (d) 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.