



PREPARED FOR THE PLAN COMMISSION

Project Address: 1848 Waldorf Boulevard (District 1 – Ald. Harrington-McKinney)
Application Type: Planned Development Zoning Map Amendment
Legistar File ID # [54250](#)
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 Biodrowski; Sketchworks Architecture, LLC.; 7780 Elmwood Ave. #208; Middleton, WI 53562

Property Owner: Tim Weitzel; 5301 Voges Road; Madison, WI 53718

Requested Action: There are two Planned Development zoning map amendments requested: approval of an amended General Development Plan (PD-GDP) and approval of an amended the Planned Development – Specific Implementation Plan (PD-SIP) to allow construction of a 3-story, 34-unit, multi-family apartment building at 1848 Waldorf Boulevard.

Proposal Summary: The applicant proposes to construct a new 3-story, 34-unit, multi-family apartment building on a currently undeveloped parcel of land located within the “The Second Addition to Midtown Commons” Planned Development Plat. This request includes two components: 1) three revisions to the underlying GDP – to a) increase the maximum number of units – from 74 to 108 – allowed on the land which, back when the original “Midtown Commons” GDP was approved in 2000, was identified as Lot 90 and was 4.88 acres in size; b) remove the subject property from the requirement to provide ground floor commercial uses along Waldorf Boulevard; and c) increase the required setback for main street commercial lots from 10 feet to 13 feet – and 2) re-amending the amended Planned Development - Specific Implementation Plan (PD-SIP) to allow for a 3-story, 34-unit, multi-family apartment building with 34 under-building automobile parking stalls at 1848 Waldorf Boulevard.

Applicable Regulations & Standards: This proposal is subject to the approval standards for Zoning Map Amendments [MGO §28.182(6)] and Planned Developments [MGO §28.098]. The Urban Design Commission is required to review and make a recommendation to the Plan Commission on both the GDP and SIP based on the design objectives in Subsection 28.098(1) and other PD requirements.

Review Required By: Urban Design Commission, Plan Commission, and Common Council.

Summary Recommendation: The Planning Division recommends that the Plan Commission forward Zoning Map Amendment ID 28.022-00356 approving an Amended Planned Development - General Development Plan, and forward Zoning Map Amendment ID Section 28.022-00357 approving an Amended Planned Development - Specific Implementation Plan for 1848 Waldorf Boulevard to the Common Council with a recommendation of **approval**. This recommendation is subject to input at the public hearing and conditions recommended by reviewing agencies.

Background Information

Parcel Locations: The 0.94-acre subject site is located along the western side of Waldorf Boulevard, between Mid Town Road and Mayo Drive. The parcel falls within Aldermanic District 1 (Ald. Ald. Harrington-McKinney) as well as the Madison Metropolitan School District.

Existing Conditions and Land Use: The subject site is currently vacant, and is zoned Planned Development – General Development Plan (PD-GDP).

Surrounding Land Uses:

North: A 44-unit condominium with roughly 8,500 square-feet of ground floor commercial, zoned PD (Planned Development) District;

South: Across a private road is surface parking lot which serves a veterinary hospital located further to the south, zoned PD;

East: Across Waldorf Boulevard are three vacant parcels, all zoned PD; and

West: A 30-unit condominium, zoned PD.

Adopted Land Use Plans: The [Comprehensive Plan \(2018\)](#) and the [High Point - Raymond Neighborhood Development Plan \(2017\)](#) recommends Neighborhood Mixed-Use (NMU) development for the subject parcel.

Zoning Summary: The property is zoned Planned Development (PD).

Requirements	Required	Proposed
Lot Area (sq. ft.)	As per approved plan.	As per submitted plan.
Lot Width	As per approved plan.	As per submitted plan.
Front Yard Setback	As per approved plan.	As per submitted plan.
Side Yard Setback	As per approved plan.	As per submitted plan.
Rear Yard Setback	As per approved plan.	As per submitted plan.
Usable Open Space	As per approved plan.	As per submitted plan.
Maximum Lot Coverage	As per approved plan.	As per submitted plan.
Floor Area Ratio	As per approved plan.	As per submitted plan.
Building Height	As per approved plan.	As per submitted plan.

Site Design	Required	Proposed
Number Parking Stalls	As per approved plans.	34 underground 8 surface (42 total)
Accessible Stalls	Yes	Yes
Loading	As per approved plans.	None
Number Bike Parking Stalls	Multi-family dwelling: 1 per unit up to 2-bedrooms, ½ space per add'l bedroom (33) 1 guest space per 10 units (3) (36 total)	30 underground 4 surface (34 total) <i>(See Comment #34)</i>
Landscaping and Screening	Yes	Yes <i>(See Comment #35 & #36)</i>
Lighting	Yes	No <i>(See Comment #37)</i>
Building Forms	As per approved plans.	As per submitted plans.

Other Critical Zoning Items	Urban Design (Planned Development (PD)); Utility Easements; Barrier Free (ILHR 69)
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Environmental Corridor Status: The property is not located within a mapped environmental corridor.

Public Utilities and Services: This property is served by a full range of urban services. Regarding Metro Transit, the only nearby service, which is weekday-only, peak hour service, is located roughly 300 feet to the south of the subject site at the intersection of Waldorf Boulevard and Mid Town Road.

Previous Approvals

At its November 30, 1999 meeting, the City Council conditionally approved a request to rezone land located at 8102 Mid Town Road from A (Agriculture) to PUD (GDP).

At its September 5, 2000 meeting, the City Council conditionally approved a request for a preliminary plat of "Midtown Commons" and a request to rezone the roughly 79 acres of land located at 8102 Mid Town Road from PUD (GDP) to Amended PUD (GDP). (This approval also included the original General Development Plan (GDP) text for the development and set the maximum number of units on Lot 90 at 42).

At its January 24, 2005 meeting, the City Council conditionally approved a final plat of "The Second Addition to Midtown Commons", which, among other things, divided Lot 90 into a 0.95-acre Lot 91 to the west, and a 3.90-acre Lot 90 to the east.

At its July 18, 2006 meeting, the City Council conditionally approved a Planned Unit Development, General Development Plan (PUD-GDP) to Planned Unit Development, Specific Implementation Plan (PUD-GDP-SIP) to construct a veterinary clinic at 8202 Mid-Town Road (1848 Waldorf Boulevard). (This building is located to the south of the building proposed in this staff report)

At its August 1, 2006 meeting, the City Council conditionally approved a Planned Unit Development, General Development Plan/Specific Implementation Plan (PUD-GDP-SIP) to Amended PUD-GDP-SIP in order to construct a mixed-use building containing 44 condominium units and first-floor retail space located at 8201 Mayo Drive. This approval was also accompanied by a Certified Survey Map which created the 1.22 ac lot for the proposed building, carving it from the larger, 3.93-acre parcel. (This building is located to the north of the subject site).

At its October 16, 2018 meeting, the Common Council approved a 2-lot Certified Survey Map (CSM), which created the 0.94-acre subject site by carving it off from the lot to the south.

Project Description

The applicant is requesting two Planned Development zoning map amendments to modify both the General Development Plan and Specific Implementation Plan to allow construction of a three-story, 34-unit multi-family apartment building at 1848 Waldorf Boulevard.

General Development Plan (GDP) Modifications

There are three modifications proposed to the General Development Plan (GDP):

1. Increase the Maximum Number of Units from 74 to 108

The proposal represents a major alteration to the previously approved general development plan for Midtown Commons. When the Midtown Commons General Development Plan (GDP) was originally approved, Lot 90, which was roughly 4.88 acres in size and contained the future subject site, was identified for a maximum of 42 dwelling units. However, in 2005, when the Second Addition to Midtown Commons plat was approved, Lot 90 was split into two parcels: Lot 91, which was roughly 0.95 acres and located along the western edge of the property, and the residual 3.93-acre Lot 90 (which again contained the future subject site). Subsequently, a 30-unit condominium was constructed on Lot 91 (at 8253 Mayo Road) and a mixed-use building with 44 condominium units was constructed along the northerly edge of the “new” Lot 90 (addressed as 8201 Mayo Drive. While the approval of the 44-unit condominium building at 8201 Mayo Drive was intended to increase of the allowed number of units on Lot 90 of the original GDP, the GDP text was not formally updated at that time (nor subsequently) to reflect this. The City’s Zoning Administrator considers the GDP, in its current form, to permit up to 74 units between Lots 90 and 91. With this application, the applicant is proposing to raise the unit count by 34 units, for a total of 108. Please see the table below.

Table 1: Total Number of Dwelling Units on Lot 90 of the 2000 GDP – from 2000 until Today (with the Proposed Building)

2000 GDP (Original)	2005 Plat	2005 CSM	Current Conditions	2018 CSM	Proposed Residential Building
Lot 90 4.88 ac	Lot 90 3.93 ac	1.22 ac	8201 Mayo Drive 44 Condos	--	8201 Mayo Drive 44 Condos
		2.71 ac	Vet Clinic	1.77 ac	Vet Clinic
	Lot 91 0.95 ac	--	8253 Mayo Road 30 Condos	--	Proposed Residential Building 34 Units
					8253 Mayo Road 30 Condos
Total Units: Max 42 units			Total Units: 74		Total Units: 108

2. Removal of Requirement of Ground Floor Commercial for the subject parcel

The subject property is classified in the GDP as a “Commercial/Mixed-Use (Type V)” use (sub district). One of the requirements as stated in the GDP’s Zoning Text for these sub districts is for commercial uses to occupy [at least some part of] the ground floor of Main Street Commercial Lots (which the subject parcel has also been designated as). The applicant is proposing to not provide any commercial space in the building, due to both the site constraints (due to the considerable amount of slope running north-to-south across the site), as well as the perceived lack of market viability of commercial uses at this location.

3. Increase the Required Maximum Setback Along Waldorf Boulevard

Another regulation of being a “Commercial/Mixed-Use (Type V)” use (sub district), is the front yard setback requirement which allows a maximum setback of four feet and a maximum setback of ten feet. The applicant is proposing this modification to address the fact that 1) there is a 8-foot wide utility easement which runs along the eastern property line (i.e. along the Waldorf Boulevard sidewalk); and 2) due to the considerable amount of slope running north-to-south across the site, five additional feet of distance was needed between the sidewalk and building to allow ADA access to the front entry.

Specific Implementation Plan (SIP) Modifications

The applicant next proposes a revised Specific Implementation Plan (SIP) to allow for the construction of a 3-story, 34-unit multi-family apartment building with 34 under-building automobile parking stalls at 1814 Waldorf Boulevard.

The proposed multi-family building has a rectilinear footprint that is oriented perpendicular to Waldorf Boulevard. The building is three stories tall with a single level of under-building parking. Due to the considerable amount of grade change (it drops roughly 13 feet north to south across the site), the majority of the parking level is exposed along the southern elevation. The building's primary pedestrian entrance is located on the ground floor of the eastern façade and is accessed from the sidewalk along Waldorf Boulevard. Inside this entrance are located a fitness room and community room, with the hallway to the building's units beyond. The other pedestrian entrance, a secondary one, is located near the middle of the southern elevation and accesses the parking deck as well as the building's central stairwell and elevator. This entrance will primarily serve the eight adjacent visitor parking stalls which sit along the southern edge of the subject site. The under-building parking garage is accessed via the same private access road, but from the building's western side. It provides access to 34 automobile parking stalls.

Regarding bicycle parking, the applicant has provided four bicycle stalls for short-term or visitor use (two are located in front of the eastern elevation, adjacent to the sidewalk, and the two located are located near the lower pedestrian entry, along the southern elevation.) The applicant has also provided 31 long-term bicycle parking stalls for use by residents – 22 in the form of ground-mounted stalls and nine as vertical, wall-mounted stalls – underneath the building.

While the Midtown Commons General Development Plan zoning text does not explicitly establish a minimum amount of required usable open space per unit that must be provided, the proposed development is providing roughly 7,900 square-feet of usable open space via the roughly 6,100 square-feet of grass areas to the west, northeast and south of the building, as well as the roughly 1,900 square-feet of private balcony space (all but two units have a private balcony).

The building materials consist of two shades of greyish-brown brick, and two shades of horizontal composite lap siding – a beige and a medium brown. The trim will be also be a medium brown.

Regarding the landscape plan, a large infiltration will be located at the southeastern corner of the site. It will be planted with a prairie seed mix as well as two Redpointe Maples and a Red Oak. An additional Redpointe Maple will be added at the northeast corner of the site and a Heritage River Birch will be added near the building's southern entrance. The rest of the plantings will consist mainly of foundation plantings such as Spirea, Switch Grass, Amber Jubilee, and Hydrangea.

Analysis and Conclusion

This request is subject to the Zoning Map Amendment [Section 28.182(6)] and Planned Development standards [Section 28.098(2)] of the Zoning Code. The analysis below begins with a summary of the adopted plan recommendations as the specific approval standards reference these documents.

From a land use standpoint, this request includes a significant policy decision for the Plan Commission and ultimately Common Council. While staff understands the rationale and possible constraints that make commercial development difficult at this time, with this configuration, the underlying GDP has required ground floor commercial in this part of Mid Town Commons, referred to as the “Main Street” of the development. While a stand-alone residential building could be found consistent with adopted plan recommendations, this change of use recommends a change in policy and staff suggest that site specific findings are provided should ground floor residential be allowed at this location.

Conformance with Adopted Plans

The [2018 Comprehensive Plan](#) recommends Neighborhood Mixed-Use (NMU) development for the subject property. Such areas include relatively small existing and planned mixed-use areas that include residential uses, as well as retail, restaurant, service, institutional, and civic uses primarily serving nearby residents. It further states that development and design within NMU areas should be compact and walkable. Regarding density, the Plan describes a general density range of up to 70 dwelling units per net acre.

The [High Point - Raymond Neighborhood Development Plan \(2017\)](#) also recommends NMU for the subject property and describes Neighborhood Mixed-Use (NMU) districts as intended to accommodate neighborhood-oriented businesses providing goods and services to nearby residents. It also encourages and anticipates residential uses in the district, encouraging residential uses above ground-floor storefronts at appropriate locations, and allows exclusive residential buildings in less prominent locations such as on local street frontages or within interior courtyards, for example. It recommends buildings up to four stories but notes that larger building may be appropriate in very select locations. Regarding density, the Plan recommends a net density of 30 dwelling units per acre in the district and adds the note that development densities and intensities will need to be carefully considered in order to achieve a development pattern that successfully blends residential and non-residential uses.

The Planning Division believes the request is consistent with adopted plan recommendations for use and building orientation. Regarding the proposed density, while the 34 proposed units on the 0.94-acre site works out to a density of 36 units per acre, looking at the density for the entire 4.88-acre Lot 90 (from the original 2002 GDP), the 108 total dwelling units (this includes the proposed units), works out to just 24.2 dwelling units per acre.

Zoning Map Amendment Standards

Staff believes that the Zoning Map Amendment standards can be found met. These standards state that such amendments are legislative decisions of the Common Council that shall be based on public health, safety and welfare, shall be consistent with the [Comprehensive Plan](#), and shall comply with Wisconsin and federal law. Chapter 66.1001(3) of Wisconsin Statutes requires that zoning ordinances (of which the zoning map is part) enacted or amended after January 1, 2010 be consistent with the City’s [Comprehensive Plan](#). 2010 Wisconsin Act 372 clarified “consistent with” as “furthers or does not contradict the objectives, goals and policies contained in the comprehensive plan.” Staff believes that the project is generally consistent with the [Comprehensive Plan](#) as noted above.

Planned Development Standards

Planned Developments are intended to facilitate the development of land in an integrated and innovative fashion, to allow for flexibility in site design, and to encourage development that is sensitive to environmental, cultural and economic considerations. Specific design objectives include promoting green building technologies, integrated land uses, preservation and enhancement of environmental features, preservation of historic buildings, enhanced open space, and the facilitation of high-quality development consistent with adopted plans. See Zoning Code Section 28.098(1) for further information. The specific approval standards for Planned Developments are provided in Section 28.098(2) of the Zoning Code. In summary, staff believes the standards of 28.098(2) can be found met and provides additional discussion on the following standards.

Standard (a) states, in part, that, the applicant shall demonstrate that *“No other base zoning district can be used to achieve a substantially similar pattern of development. Planned developments shall not be allowed simply for the purpose of increasing overall density or allowing development that otherwise could not be approved unless the development also meets one or more of the PD objectives”* of Section 28.098(1). As this request is already part of a larger multi-property PD-GDP, the Planning Division believes it is appropriate to maintain PD zoning.

Standard (b) states that the *“Planned Development district plan shall facilitate the development or redevelopment goals of the Comprehensive Plan and of adopted neighborhood, corridor or special area plans.”* As discussed above, the Planning Division believes the project to be consistent with adopted plan recommendations.

Standard (d) states, in part, that *“The PD District plan shall not create traffic or parking demands disproportionate to the facilities and improvements designed to meet those demands.”* Table 2, below compares the proposed building to the two adjacent condominium buildings, located to the north and west of the subject building.

Table 2: Parking Ratios for 1848 Waldorf Boulevard vs. Two Adjacent Condominium Buildings

	Structured Stalls	Surface Stalls	Units	Ratio
8201 Mayo Dr.	46	38	44 (condos)	1.9
8301 Mayo Dr.	44	5	30 (condos)	1.6
1848 Waldorf Blvd.	34	8	34	1.2

While the proposed number of off-street stalls is lower than the two adjacent buildings, Staff note that the proposal meets the Zoning Code – were this in a traditional zoning district – which requires providing at least one on-site parking space per dwelling unit. That said, taking into consideration the additional eight surface stalls on site for guests, and the fact that there is on-street parking available immediately nearby, along both sides of Waldorf Boulevard, Staff believes that the existing development will not be substantively affected by the proposal.

Standard (e) states that the *“Planned Development district plan shall coordinate architectural styles and building forms to achieve greater compatibility with surrounding land uses and create an environment of sustained aesthetic desirability compatible with the existing or intended character of the area and the statement of purpose of the PD District.”* The Urban Design Commission (UDC) reviewed this request on an informational basis at their August 8, 2018 meeting. At their January 16, 2019 meeting, they gave the project final approval. As part of their advisory review the Planning Division staff recommended that the UDC comment on the following points:

- **Front Setback and Street Orientation.** The approved General Development Plan established this block for “Main Street Commercial” and required front setbacks be between 4-10 feet. At its closest point the building is approximately 13 feet from the front property line. A minimum eight-foot setback is necessary due to an existing easement, however the building exceeds the originally approved setback. While the land use question will lie with Plan Commission and Common Council, staff requests UDC provide comment on the appropriateness of this setback and street orientation.

- **Building Height and Massing.** The underlying General Development Plan requires buildings be between two and four stories in height. While the proposed building would comply with the requirement, the portion of the building closest to the street is only one story.
- **Open Space.** Review the design and adequacy of the proposed usable open space on site.
- **Lower Level Entry.** Study the visibility and usability of the lower south facing entry adjacent to parking. Consider making this a usable secondary residential entrance.

The Urban Design Commission recommended final approval as proposed, with removal of the “bump-ups” (heightened roof forms) that are not required unless there is a stair tower or other element that requirements it structurally. Considering the advisory recommendation of final approval from the UDC, the Planning Division believes the Plan Commission may find this standard met.

Standard (f) states that *“the PD District plan shall include open space suitable to the type and character of development proposed, including for projects with residential components, a mix of structured and natural spaces for use by residents and visitors. Areas for stormwater management, parking, or in the public right of way shall not be used to satisfy this requirement.”* As noted above, the Midtown Commons General Development Plan zoning text does not explicitly establish a minimum amount of required usable open space per unit that must be provided. That said, the proposed development is providing roughly 7,900 square-feet of usable open space via the roughly 6,100 square-feet of grass areas to the west, northeast and south of the building, as well as the roughly 1,900 square-feet of private balcony space (all but two units have a private balcony). This works out to roughly 230 square-feet of usable open space per unit on site. In comparison, were this a traditional zoning district like Neighborhood Mixed-Use (NMU), they would be required to provide 160 square-feet for studios and 1-bedrooms and 230 square-feet for 2-bedrooms or larger units (or 7,360 square-feet of usable open space). The applicant is therefore providing more than would normally be required and therefore Staff believe this standard is met.

Finally, the entire Mid Town Commons development was originally approved as a Planned Unit Development in 2000, and all properties were subsequently rezoned to the Planned Development (PD) District as part of the 2013 Zoning Code Rewrite. This request is considered a major amendment to both the underlying General Development Plan (GDP) and Specific Implementation Plan (SIP). As such, the Planned Development standards must be applied to this zoning map amendment request. Furthermore, as stated in MGO Sec. 28.098(5)(c)7, *“In considering extensions of approved General Development Plans for unconstructed components/ phases, the Plan Commission shall consider changes in the surrounding area or neighborhood since approval of the General Development Plan that would render the project incompatible with current conditions.”*

Public Input

At the time of report writing, the only public comment received by staff was a suggestion, due to aesthetic concerns, to relocate the under-building parking entrance from the western elevation around to the southern. This comment has been included in the Plan Commission’s packet of materials.

Conclusion

The applicant is requesting a number of Planned Development approval of General Development Plan and Specific Implementation Plan amendments to allow for the development of a three-story, 34-unit apartment building.

The proposed addition of 34 units will result in roughly triple the number of units (108) which were originally permitted in the original approval for this part of Midtown Commons. However, the resulting density of 24.2 units per acre is well below the High Point - Raymond Neighborhood Development Plan's recommended 30 units per acre and also well under the maximum densities recommended by the 2018 Comprehensive Plan for Neighborhood Mixed-Use development.

From a land use perspective, staff notes that the inclusion of ground floor residential represents a significant policy change. While stand-alone residential buildings could be found consistent with the adopted plan recommendations, the Mid Town Commons GDP required ground floor commercial use for properties along the "Main Street Commercial lots." In considering the unique attributes of the site, given the narrow frontage the large amount of slope north to south across the site (which further reduces street activation), and the questionable viability of a small amount of commercial space on this stretch of Waldorf Boulevard, the Planning Division believes, in the current stage of the buildout of Midtown Commons, it to be a reasonable position not to provide ground-floor commercial space on the subject site.

The Planning Division believes that the standards for Zoning Map Amendments and Planned Developments can be found met with this proposal.

Recommendation

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

The Planning Division recommends that the Plan Commission forward Zoning Map Amendment ID 28.022-00356 approving an Amended Planned Development - General Development Plan, and forward Zoning Map Amendment ID Section 28.022-00357 approving an Amended Planned Development - Specific Implementation Plan for 1848 Waldorf Boulevard to the Common Council with a recommendation of **approval**. This recommendation is subject to input at the public hearing and conditions recommended by reviewing agencies.

Major/Non-Standard Conditions are Shaded

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

1. No HVAC "wall-pack" penetrations/louvers are shown on the street-facing facades. Any HVAC penetrations in the building shall be perpendicular to the main facade, and provided within the recessed balcony spaces. 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.

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

1. If the private sanitary sewer shown on the proposed CSM is connected, applicant shall provide an ownership maintenance agreement for the private sewer main.
2. 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)

3. The plan set shall be revised to show more information on proposed drainage for the site. This shall be accomplished by using spot elevations and drainage arrows or through the use of proposed contours. It is necessary to show the location of drainage leaving the site to the public right-of-way. It may be necessary to provide information off the site to fully meet this requirement. (POLICY)
4. 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 troester@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.

5. 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 (East) or troester@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).

6. 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))
7. Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any BMP used to meet stormwater management requirements on this project. Include copies of all stormwater, utility, and detail plan sheets that contain stormwater practices on 8.5x14 size paper in the draft document. These drawings do not need to be to scale as they are for informational purposes only. Once City Engineering staff have reviewed the draft document and approved it with any required revisions submit a signed and notarized original copy to City Engineering. Include a check for \$30.00 made out to Dane County Register of Deeds for the recording fee. City Engineering will forward the document and fee for recording at the time of issuance of the stormwater management permit. Draft document can be emailed to Tim Troester (west) at ttroester@cityofmadison.com, or Daniel Olivares at DAOlivares@cityofmadison.com final document and fee should be submitted to City
8. 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.
9. This site appears to disturb over one (1) acre of land and requires a permit from the WDNR for stormwater management and erosion control. The City of Madison has been required by the WDNR to review projects for compliance with NR216 and NR-151 however a separate permit submittal is still required to the WDNR for this work. The City of Madison cannot issue our permit until concurrence is obtained from the WDNR via their NOI or WRAPP permit process. Contact Eric Rortvedt at 273-5612 of the WDNR to discuss this requirement. Information on this permit application is available on line <http://dnr.wi.gov/Runoff/stormwater/constrformsinfo.htm> (NOTIFICATION)
10. 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.
11. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to reduce TSS by 80% (control the 5 micron particle) off of newly developed areas compared to no controls.
12. 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.
13. 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.
14. 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>.

15. The Applicant's project requires the minor restoration of the street and sidewalk. The Applicant shall obtain a Street Excavation Permit for the street restoration work, which is available from the City Engineering Division. The applicant shall pay all fees associated with the permit including inspection fees. (MGO 16.23(9)(d)(6)) This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.

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

16. Declaration of Joint Driveway Easement per Document No. 4112904 is still in effect. The easement serves lands within this CSM and the parcel to the west at 8253 Mayo Drive. The easement shall either be shown on the CSM, amended to match the later configuration per the Ingress/Easement per CSM 11859 or released and replaced with a new Joint Driveway Agreement.
17. The Ingress/Egress Easement shown on the pending CSM shall be noted it is per CSM No. 11859. The easement shall be amended by separate instrument or made part of an amendment to Doc No 4112904 to provide terms for construction and maintenance and to provide the properties benefitting from the easement.
18. The 2 lots within this certified survey map and the Lot to the north (Lot 1 CSM 11859) are inter-dependent upon one another for storm water runoff conveyance, and/or a private drainage system exists for the entire site. An agreement shall be provided for the rights and responsibilities of all lot owners. Said agreement shall be reviewed and placed on file by the City Engineer, referenced on the certified survey map and recorded at the Dane Co Register of Deeds.
19. 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
20. Submit a Floor Plan in PDF format to Lori Zenchenko (lzenchenko@cityofmadison.com) that includes a floor plan for each floor on a separate sheet for the development of a complete interior addressing plan. The Addressing Plan for the entire project shall be finalized and approved by Engineering (with consultation and consent from the Fire Marshal if needed) prior to the application submittal for the final Site Plan Approval with Zoning. The approved Addressing Plan shall be included in the final application. For any changes pertaining to the location, deletion or addition of a unit, or to the location of a unit entrance, (before, during, or after construction), a revised Address Plan shall be resubmitted to Lori Zenchenko to review addresses that may need to be changed and/or reapproved. The final revised Addressing Plan shall be submitted by the applicant to Zoning to be attached to the final filed approved site plans.
21. The address of the proposed 34-unit apartment building is 1824 Waldorf Blvd. 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.

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

22. 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.
23. 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.
24. 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.
25. All parking facility design shall conform to MGO standards, as set in section 10.08(6).
26. All bicycle parking adjacent pedestrian walkways shall have a 2-foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.
27. 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.
28. Per Section MGO 12.138 (14), this project is not eligible for residential parking permits. It is recommended that this prohibition be noted in the leases for the residential units.
29. Parking deck is insufficiently labeled/dimensioned for a proper review. If the parking does not meet MGO 10.08 the applicant can expect to be required to make major alteration which may or may not impact structural elements of this site.
30. "Stop" signs shall be installed at a height of seven (7) feet at all class III driveway approaches, including existing driveways, behind the property line and noted on the plan. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.
31. Dimensions of the driveways shall be noted on the plan including the width of driveway and width of driveway flares or curb cut.
32. Provide pedestrian access to all building entrances from the public Right-of-Way.
33. The applicant shall install, or provide an executed copy of a cross-access agreement, a physical barrier of substantial material and construction to prevent vehicular movements onto and off of adjacent sites.

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

34. Bicycle parking shall comply with City of Madison General Ordinances Sections 28.141(4)(g) Table 28I-3 and 28.141(11) and shall be designated as short-term or long-term bicycle parking. A minimum of 33 resident bicycle stalls are required plus a minimum of 3 short-term guest stalls. Up to twenty-five percent (25%) of bicycle parking may be structured parking, vertical parking or wall mount parking, provided there is a five (5) foot access aisle for wall mount parking. Show the dimensions of the bicycle stalls and the access aisles on the plans. NOTE: A bicycle stall is a minimum of two (2) feet by six (6) feet with a five (5) foot wide access area. Provide details of the proposed bike racks including wall mounted or structured bike racks.
35. 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. On the landscape plan, label and number the proposed trees and plantings with the planting code in addition to the identification symbols.
36. Submit a rooftop plan showing the location of any proposed rooftop mechanical equipment and screening. All rooftop and ground level mechanical equipment and utilities shall be fully screened from view from any street or residential district per Section 28.142(9)(d).
37. Exterior lighting provided shall be in accordance with City of Madison General Ordinances Section 10.085. Provide an exterior lighting plan and fixture cut sheets with the final plan submittal.
38. 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.

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

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

Parks/Forestry Review (Contact Sarah Lerner, (608) 261-4281)

39. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(8)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the West Park -Infrastructure Impact Fee district. Please reference ID# 18159 when contacting Parks about this project.
40. An existing inventory of trees (location, species, & DBH) and any tree removal plans (in PDF format) shall be submitted to the plans and Brad Hofmann – bhofmann@cityofmadison.com or 266-4816. All proposed street tree removals within the right of way shall be reviewed by City Forestry. Approval and permitting of street tree removals shall be obtained from the City Forester and/or the Board of Public Works prior to the approval of the site plan.

41. 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 prior to the start of construction. Tree protection specifications can be found in section 107.13 of City of Madison Standard Specifications for Public Works Construction <http://www.cityofmadison.com/business/pw/documents/StdSpecs/2018/Part1.pdf>. Any tree removals that are required for construction after the development plan is approved will require at least a 72 hour wait period before a tree removal permit can be issued by Forestry, to notify the Alder of the change in the tree plan.
42. City Forestry will evaluate the terrace for new street tree plantings upon completion of the project. If there is space for new trees, City Forestry will schedule planting and assess the cost of the initial planting to the property owner.

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

43. A Water Meter Application Form and fees must be submitted before connecting to the existing water lateral. Provide at least two working days notice between the application submittal and the scheduled lateral connection/extension. 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. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.

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

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