



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, Director

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March 12, 2019

Chad Hoff
Hoff Construction
PO Box 138
Mt. Horeb, WI

RE: Legistar #54397 and #54543; Accela 'LNDUSE-2019-00002' -- Approval of a demolition permit to demolish a commercial building to construct a health/sports club, and an amendment to the Official Map to remove a reservation for Burke Avenue at **701-703 Rethke Avenue**.

Dear Mr. Hoff:

At its February 25, 2019 meeting, the Plan Commission, meeting in regular session, found the standards met and approved your demolition permit to demolish a commercial building to construct a health/sports club at 701-703 Rethke Avenue. At its March 5, 2019, the Common Council, meeting in regular session, amended the official map of the City of Madison to remove a reservation area for Burke Avenue at 701-703 Rethke Avenue. In order to receive final approval of the demolition permit and for any permits that may need to be issued for your project, the following conditions shall be met:

Please contact Colin Punt of the Planning Division, at 243-0455, if you have any questions regarding the following two (2) items:

1. There is an Official Map Reservation for a 66-foot wide reservation the purpose of extending Burke Avenue to Rethke Avenue from its current western terminus at the east boundary of the subject property. Buildings are not permitted within an Official Map reservation. Prior to final sign-off and recording of this Planned Development, the necessary amendments to the Official Map shall be approved by the Common Council.
2. The Applicant shall grant, at no cost to the City of Madison, a Permanent Limited Easement for Public Pedestrian and Bicycle Path Purposes across the site connecting Burke Avenue and Rethke Avenue. A sidewalk shall be constructed within said easement if required by the City Engineer and according to plans approved by the City Engineer.

Please contact Jacob Moskowitz, Assistant Zoning Administrator, at 266-4429 if you have any questions regarding the following seven (7) items:

3. Primary building entrances on all new buildings shall be oriented to the primary abutting public street. The entrance shall have a functional door. Additional, secondary entrances may be oriented to a secondary street or parking area. Entries shall be clearly visible and identifiable from the street, and delineated with elements such as roof overhangs, recessed entries, landscaping, or similar design features.
4. 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.

5. Provide a detail of the bicycle rack design.
6. 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).
7. A demolition or removal permit is valid for one (1) year from the date of the Plan Commission.
8. 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.
9. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.

Please contact Brenda Stanley of the Engineering Division, at 261-9127 if you have any questions regarding the following eighteen (18) items:

10. Per the WDNR closure letter, this property was closed with residual soil and/or groundwater contamination (BRRTS #02-13-582515). Written approval from the WDNR is required prior to disturbing the existing barrier cap. Proof of coordination with the WDNR shall be submitted to Brynn Bemis (608.267.1986, bbemis@cityofmadison.com).
11. Per the WDNR closure letter for BRRTS #02-13-582515, the property contains residual contaminated soil. If contaminated soil is encountered as part of this redevelopment, all WDNR and DSPS regulations must be followed for proper handling and disposal.
12. 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>.
13. 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.
14. 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.
15. 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.
16. The Applicant shall submit, prior to plan sign-off but after all revisions have been completed, a digital CAD file (single file) to the Engineering Division with any private storm and sanitary sewer utilities. The

digital CAD file shall be to scale and represent final construction. The CAD file shall be in a designated coordinate system (preferably Dane County WISCRS, US Ft). The single CAD file submittal can be either AutoCAD (dwg) Version 2013 or older, MicroStation (dgn) V8i Select Series 3 or older, or Universal (dxf) format and shall contain the only the following data, each on a separate layer name/level number:

- a) Building Footprints
- b) Internal Walkway Areas
- c) Internal Site Parking Areas
- d) Other Miscellaneous Impervious Areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.)
- e) Right-of-Way lines (public and private)
- f) Lot lines or parcel lines if unplatted
- g) Lot numbers or the words unplatted
- h) Lot/Plat dimensions
- i) Street names
- j) Private on-site sanitary sewer utilities (including all connections to public sanitary)
- k) Private on-site storm sewer utilities (including all connections to public storm)

All other levels (contours, elevations, etc) are not to be included with this file submittal.

NOTE: Email CAD file transmissions are preferred to: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West). Include the site address in the subject line of this transmittal. Any changes or additions to the location of the building, sidewalks, parking/pavement, private on-site sanitary sewer utilities, or private on-site storm sewer utilities during construction will require a new CAD file.

17. 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 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).

18. 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

19. 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.
20. 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>
21. 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.
22. 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.
23. 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 MGO.
24. The Applicant shall execute a waiver of notice and hearing on the assessments for the improvement of Rethke Ave in accordance with Section 66.0703(7)(b) Wisconsin Statutes and Section 4.09 of the MGO.
25. 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 and future sidewalk on Rethke Ave. The City Engineer shall approve the grade of the entrances prior to signing off on this development.
26. 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.
27. Developer shall construct 10' sidewalk from Burke Rd ROW to Rethke Ave ROW as required by City Engineer. City shall reimburse for 1/2 cost of sidewalk as allowed by law.

Please contact Jeff Quamme of the Engineering Division – Mapping Section, at 266-4097 if you have any questions regarding the following six (6) items:

28. Prior to the issuance of any permits to demolish, raze or remove 703 Rethke Avenue and construct a

building on the Property, the Applicant shall grant, at no cost to the City of Madison, a Permanent Limited Easement for Public Pedestrian and Bicycle Path Purposes as generally shown on the site plan. The conditions and restrictions for the easement shall be as approved by the City of Madison Engineer and drafted by the Office of Real Estate Services. The Applicant shall pay any administrative fees and provide any documentation required by the City of Madison Engineer or Office of Real Estate Services to administer the grant of said Easement to the City of Madison. Contact Jeff Quamme to coordinate the Easement. (jrquamme@cityofmadison.com)

29. An amendment to the City of Madison Official Map releasing the street reservation across this site has been entered as Legislative File ID 54543. Prior to the issuance of any permits to demolish, raze or remove 703 Rethke Avenue and construct a building on the Property the resolution shall be adopted and the conditions satisfied.
30. The owner shall grant a Right of Entry to the City of Madison for any associated grading and entry needed on the property for the reconstruction of Rethke Avenue. Contact Jeff Quamme (jrquamme@cityofmadison.com) to coordinate the document.
31. The two tax parcels shall be combined into one prior to issuance of a demolition or building permit. Contact Sally Sweeny of the Assessor's Office (267-8747) to make the request.
32. Provide a demolition plan.
33. The address of the proposed building is 711 Rethke Ave. 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.

Please contact Sean Malloy of the Traffic Engineering Division, at 266-5987 if you have any questions regarding the following one (1) item:

34. The applicant shall work with Traffic Engineering to provide a more direct bike connection across their site to Burke Avenue per agreement to release of Official Map Reservation.

Please contact Bill Sullivan of the Fire Department, at 261-9658 if you have any questions regarding the following one (1) item:

35. Please consider allowing Madison Fire Dept. to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities: Division Chief Tracy Burrus at tburrus@cityofmadison.com or (608)266- 5959.

Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.

Please now follow the procedures listed below for obtaining your demolition permit:

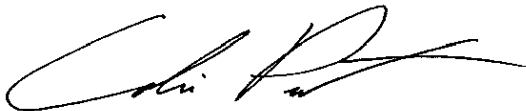
1. Please revise your plans per the above conditions and submit **eight (8) copies** of a complete, fully dimensioned and scaled plan set to the Zoning Administrator for final review and comment. Also be sure to include any additional materials requested by these departments for their approval prior to sign off. The final site plan shall be accompanied by the appropriate site plan review application and fee pursuant to Section 28.206 of the Zoning Code, and any other documentation requested herein with the Zoning Administrator, **215 Martin Luther King, Jr. Blvd.** This submittal shall all also include one complete digital

plan set in PDF format. The sets of final revised plans or documents will be circulated by the Zoning staff to the City department staff listed above for their final approval.

2. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting demolition permit approval.
3. A demolition or removal permit is valid for one (1) year from the date of the Plan Commission. Where the plans have not been altered since issuance of the demolition or removal permit and the permit has expired, the Director of Planning and Community and Economic Development may, after consultation with the Alderperson of the District, approve an extension for up to 24 months from the expiration date.
4. Any alteration in plans for a proposed alternative use shall require Plan Commission approval, except for minor alterations. The Zoning Administrator may issue permits for minor alterations or additions which are approved by the Director of Planning and Community and Economic Development and are compatible with the concept approved by the City Plan Commission and the conditional use approval standards.

If you have any questions regarding obtaining your demolition or building permits, please contact the Zoning Administrator at 266-4551. If you have any questions or if I may be of any further assistance, please do not hesitate to contact my office at 243-0455.

Sincerely,



Colin Punt
 Planner

<p>I hereby acknowledge that I understand and will comply with the above conditions of approval for demolition permit.</p> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p style="text-align: center;"><i>Signature of Applicant</i></p> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p style="text-align: center;"><i>Signature of Property Owner (if not the applicant)</i></p>
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- cc: Jacob Moskowitz, Asst. Zoning Administrator
 Sean Malloy, Traffic Engineering
 Brenda Stanley, Engineering Division
 Jeff Quamme, Engineering Division – Mapping
 Bill Sullivan, Fire Department
 Bryan Johnson, Streets Division

LNDUSE-2019-00002			
For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (Punt)	<input checked="" type="checkbox"/>	Engineering Mapping Sec.
<input checked="" type="checkbox"/>	Zoning Administrator	<input type="checkbox"/>	Parks Division
<input checked="" type="checkbox"/>	City Engineering	<input type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input checked="" type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input type="checkbox"/>	Water Utility
<input type="checkbox"/>	Metro Transit	<input type="checkbox"/>	Other: