



**Project Address:** 2031 East Springs Drive (17<sup>th</sup> Aldermanic District – Ald. Baldeh)

**Application Type:** Demolition Permit & Conditional Use

**Legistar File ID #:** [55462](#)

**Prepared By:** Chris Wells, Planning Division  
Report includes comments from other City agencies, as noted.

**Reviewed By:** Kevin Firchow, AICP, Principal Planner

## Summary

**Applicant:** Jay Patel; Hawkeye Hotels; 6251 Joliet Road; Countryside, IL 60525

**Contact:** Nick Bower; Vierbicher; 999 Fourier Drive, Suite 201; Madison, WI 53717

**Owner:** Badger Lodging, LLC; 2706 James Street; Coralville, IA 52241

**Requested Action:** Approval of a demolition permit to demolish a commercial building and two conditional uses – 1) for a planned multi-use site containing more than 40,000 square-feet of floor area and where 25,000 square-feet of floor area is designed or intended for hotel use, and 2) for any reduction from the requirement for lodging establishments between 50,001 and 200,000 square-feet in size to provide two 10-foot by 50-foot, off-street loading zones.

**Proposal Summary:** The applicant is seeking approval to demolish a one-story commercial building. In its place, a five-story, 220-room, dual-brand hotel is proposed. Demolition is scheduled to begin in the summer of 2019, with an anticipated construction completion date in late 2020.

**Applicable Regulations & Standards:** This proposal is subject to the standards for Demolitions [M.G.O. §28.185(7)] Conditional Uses [M.G.O. §28.183(6)], and the Commercial Center (CC) District [M.G.O. §28.068]. Section 28.137(2)(e) states that a planned multi-use site containing more than 40,000 square-feet of floor area and where 25,000 square-feet of floor area is designed or intended for retail use or for hotel or motel use requires conditional use approval. Furthermore, Section 28.141(13) requires a conditional use for any reduction from the requirement for lodging establishments between 50,001 and 200,000 square-feet in size to provide two 10-foot by 50-foot, off-street loading zones.

**Review Required By:** Urban Design Commission and Plan Commission.

**Summary Recommendations:** The Planning Division recommends that the Plan Commission find the standards met and **approve** the demolition permit and two conditional uses to demolish an existing commercial building and construct a five-story, 220-room, dual-brand hotel at 2301 East Springs Road, subject to input at the public hearing and the conditions from reviewing agencies in this report.

## Background Information

**Parcel Location:** The subject site is a 200,786-square-foot (4.6-acre) parcel located along the east side of East Springs Drive, roughly 550 feet south of the road's intersection with High Crossing Boulevard. It is within Aldermanic District 17 (Ald. Baldeh) and the Sun Prairie School District.

**Existing Conditions and Land Use:** The site is developed with a one-story, roughly 33,000-square-foot commercial building, which according to City Assessor records, was constructed in 1995. The site is zoned CC (Commercial Center) District.

**Surrounding Land Uses and Zoning:**

Northwest: A Home Depot store, zoned Commercial Center (CC) District;

Northeast: Interstate I-90/I-39/I-94;

Southeast: A Slumberland Furniture store, zoned CC; and

Southwest: Across East Springs Drive is a commercial shopping strip center, zoned CC.

**Adopted Land Use Plan:** The [Comprehensive Plan](#) (2018) recommends General Commercial (GC) uses for the subject site and most surrounding properties while the [East Towne-Burke Heights Neighborhood Development Plan](#) (1987) recommends Commercial uses.

**Zoning Summary:** The subject property is zoned CC (Commercial Center District):

Requirements	Required	Proposed
Lot Area (sq. ft.)	No Minimum	284,017 sq ft
Lot Width	No Minimum	260 ft
Front Yard Setback	No Minimum	194 ft (a, see below)
Max. Front Yard Setback	70% of building at 85 ft	194 ft (a, see below)
Side Yard Setback	6 ft	82 ft
Rear Yard Setback	20 ft	162 ft
Maximum Lot Coverage	85%	63%
Maximum Building Height	5 stories/68 ft	5 stories/56 ft

a) A zoning variance was obtained on April 18, 2019 from the Zoning Board of Appeals

Site Design	Required	Proposed
Number Parking Stalls	No minimum, 330 maximum	211
Accessible Stalls	5	8
Loading	2	0
Number Bike Parking Stalls	22	22 <i>(See Comment #35)</i>
Landscaping	Yes	Yes
Lighting	Yes	No <i>(See Comment #34)</i>
Building Forms	Yes	Flex Building

<b>Other Critical Zoning Items</b>	Urban Design (Planned Commercial Site); Utility Easements
------------------------------------	---

*Tables prepared by Jacob Moskowitz, Assistant Zoning Administrator*

**Environmental Corridor Status:** The property is not located within a mapped environmental corridor.

**Public Utilities and Services:** The site is served by a full range of urban services. Daily transit service is located roughly 400 feet to the south along East Springs Drive.

## Related Approvals

On April 18, 2019, the Zoning Board of Appeals approved the applicant's request for a variance from M.G.O. 28.068(3)(a) which, for buildings in the Commercial Center (CC) District, sets the maximum setback for 70 percent of the street-facing building wall, at 100 feet. (Note: the maximum building setback is normally 85 feet but the Zoning Code notes that it may be extended to a maximum of one hundred (100) feet if traffic circulation, drainage and or other site design issues are shown to require additional space.) As the proposed building is set back roughly 194 feet - 11 inches from the street, a variance of 94 feet - 11 inches was therefore required.

## Project Description

The applicant is seeking approval to demolish a one-story commercial building in order to construct a five-story, 220-room, dual-brand hotel. Demolition is scheduled to begin in the summer of 2019, with an anticipated construction completion date in late 2020. The site is zoned CC (Commercial Center District).

The existing building was constructed in 1995, according to City Assessor's records, and is approximately 33,000 square-feet in floor area. The steel-framed building has cinderblock walls. Photos of the existing structure have been included in this application and are available at:

<https://madison.legistar.com/View.ashx?M=F&ID=7281176&GUID=1A9566E2-B5C6-4ADE-BB31-14C81E542343>.

Roughly 180 parking stalls are located on the lot, primarily in the larger surface lot to the southwest of the building. The rest are located off the drive aisle, which circles the building.

Following the demolition, the proposed five-story hotel will be sited near the center of the parcel. It will be "L"-shaped, with an 81-room Tru by Hilton hotel occupying the wing which parallels the Interstate, and a 138-room Home2 Suites by Hilton hotel occupying the longer wing which lies perpendicular to the Interstate. The hotels will share a common main entrance, which will be located to the south of the junction of the two wings and architecturally indicated via a porte-cochère. Secondary entrances will be located at the ends of each of the wings. A one-story projection along the northeast elevation will house an indoor pool. Outdoor patios will be located to the west of the main entrance as well as to the north of the indoor pool projection.

The site will be accessed from East Springs Drive, in a manner almost identical to the existing site condition. The site will continue to share access from East Springs Drive with the Home Depot, with the drive aisles serving each of the two sites merging near the East Springs Drive sidewalk. The drive aisle serving the subject site will continue to follow the same route up the roughly 15-foot embankment as currently exists. At the top of the incline, visitors will be able to choose from the two hundred and twelve automobile parking stalls which are proposed and primarily located to the southeast and northeast of the hotel. All are accessed via the drive aisle, which circles the building. The applicant is currently proposing to handle deliveries via a roughly 35-foot-long, curb-side loading area located in the drive aisle to the northwest of the building.

Regarding exterior materials, while sharing largely a common material and color palette as well as the same modern, architectural language, the two hotel brands will use accent colors to visually differentiate the two. Both will utilize a brick veneer for the ground floor, and light and medium grey fiber cement paneling and lap siding on the middle three floors. While both will also use light and medium grey EIFS paneling for the fifth floor, they will differ in the color of the inset EIFS paneling. Yellow will be used as an accent on the Home2 Suites by Hilton wing while cyan will be used as an accent on the Tru by Hilton hotel wing. The Tru by Hilton hotel wing will also have vertical bands of cement board composed of smaller rectangles of white, yellow, cyan, medium blue, and purple. The HVAC units for each of the rooms will be clad with horizontal louvers colored grey to match the rest of the building's color palette.

As for landscaping, deciduous trees such as Autumn Blaze Maple, Common Hackberry and Honey Locust along with shrubs such as Twig Dogwood, Honeysuckle, and Hydrangea will be planted in the parking lot tree islands while two types of Spruce will be planted sporadically along the northern property line. Boxwoods, Junipers, and Sumacs will be planted along the southwestern corner of the building while groupings of perennials such as Yarrow, Rood Grasses, Daylilies, and Coral Bells will add color to much of the rest of the area surrounding the building.

## Analysis & Conclusion

This request is subject to the standards for demolition permits and for conditional uses. This section begins with a summary of adopted plan recommendations.

### Conformance with Adopted Plans

The [Comprehensive Plan](#) (2018) recommends General Commercial (GC) uses for the subject site and most surrounding properties. General Commercial is intended to accommodate businesses offering a wide range of goods and services. There are no fixed limits on the size or intensity of development, but all uses should be compatible with the density and scale of surrounding development. The [East Towne-Burke Heights Neighborhood Development Plan](#) (1987) recommends Commercial uses for the subject parcel.

The Planning Division believes the proposal could be found consistent with both adopted plan recommendations.

### Demolition Permit Standards

In order to approve a demolition request, M.G.O §28.185(7) requires that the Plan Commission must find that the requested demolition and proposed use are compatible with the purpose of the demolition section of the zoning code and the intent and purpose of the CC (Commercial Center) Zoning District. The demolition standards state that the Plan Commission shall consider and may give decisive weight to any relevant facts including impacts on the normal and orderly development of surrounding properties and the reasonableness of efforts to relocate the building. Furthermore, the proposed use following demolition or removal should be compatible with adopted neighborhood plans and the [Comprehensive Plan](#). Finally, the demolition standards state that the Plan Commission shall consider the report of the City's Historic Preservation Planner regarding the historic value of the property as well as any report submitted by the Landmarks Commission.

Per Section 28.068 of the Zoning Code, 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 improve the quality of landscaping, site design and urban design within commercial centers; encourage diversification of land use in commercial centers; encourage appropriate transitions between higher-intensity uses and adjacent lower-density residential districts; and 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.”* Staff recognize the challenges in achieving a more pedestrian-oriented building, due to the considerable amount of grade change near the site's street frontage, which has resulted in a building set roughly 190 feet back from said frontage. That said, Staff believe that with the inclusion of a walkways and crosswalks which lead from the public sidewalk to the hotel's main entrance in addition to walkways added to provide access around the building and parking lot, that pedestrians have been accommodated, to a level that can be expected for such a development along this

portion of East Springs Drive. Staff also believe a hotel in this location furthers the CC District's goal of diversifying the land uses in the area. Overall, Staff believe that the hotel use could be considered consistent with the General Commercial/Commercial land use designations.

Regarding the historic value of the existing building, at its February 11, 2019 meeting, the Landmarks Commission found that it had no known historic value.

Due to the reasons stated above, the Planning Division believes that the Plan Commission can find the standards for demolition met with the request to raze the existing building and construct the five-story hotel in its place.

### **Conditional Use Standards**

The Plan Commission shall not approve a conditional use without due consideration of the City's adopted plan recommendations, design guidelines, supplemental regulations, and finding that all of the conditional use standards of M.G.O. §28.183(6) are met. This proposal requires conditional use approvals for: 1) a planned multi-use site (due to the fact that it shares access to East Springs Drive with the adjacent, Home Depot site) containing more than 40,000 square-feet of floor area and where 25,000 square-feet of floor area is designed or intended for hotel use (per M.G.O §28.137(2)(e)); and 2) any reduction from the requirement for lodging establishments between 50,001 and 200,000 square-feet in size to provide two 10-foot by 50-foot, off-street loading zones (per M.G.O §28.141(13)).

Staff notes two primary considerations regarding the conditional use standards.

Approval Standard #5 requires 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 is seeking a Conditional Use to effectively waive the requirement of Section 28.141(13) for lodging establishments between 50,001 and 200,000 square-feet in size to provide two 10-foot by 50-foot, off-street loading zones. Instead of two formal loading zones (spaces), the applicant is currently proposing to handle deliveries via a roughly 35-foot-long, curb-side loading area located within the drive aisle to the northwest of the building. As outlined in the supplementary Letter of Intent, the applicant has stated that in their experience, these types of hotels receive, on average, only 15 deliveries of operational supplies or frozen food items per month – all of which are handled by small box trucks. Staff note that both Traffic Engineering and Zoning have reviewed the proposed loading zone and do not have concerns.

In regards to building aesthetics, Conditional Use Approval Standard #9 states that for new construction, 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."* Staff note that this project was reviewed by the Urban Design Commission who recommended approval at their meeting on May 29, 2019, with the following three conditions:

- Remove all EIFS paneling from the southern and eastern elevations, except for the yellow and cyan inset paneling, and replace them with fiber cement paneling.
- When changing from EIFS to fiber cement paneling at the fifth floor level, do not do so at an outside corner but rather at the nearest inside corner on the north and east elevations (i.e. at column lines 4B and 24P on Sheet A2.1 for the north and east elevations, respectively).
- Consider providing a conduit for an onsite electric car charging station.

With the approval recommendation (and associated conditions) from the Urban Design Commission, Staff believe this Standard could be found met.

## Conclusion

Given the fact that the project is believed to be consistent with the adopted plans recommendations, meets the zoning code (in part by being granted a variance from the required 100-foot maximum building setback from East Springs Drive), and received a recommendation of approval (with conditions) from the Urban Design Commission, Staff believe that the proposed building could be found to meet the applicable approval standards. A time of report writing, Staff have not received public comment.

## Recommendation

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

The Planning Division recommends that the Plan Commission find the standards met and **approve** the demolition permit and two conditional uses to demolish an existing commercial building and construct a five-story, 220-room, dual-brand hotel at 2301 East Springs Road, subject to input at the public hearing and the following conditions:

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

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

1. Remove all EIFS paneling from the southern and eastern elevations, except for the yellow and cyan inset paneling, and replace them with fiber cement paneling.
2. When changing from EIFS to fiber cement paneling at the fifth floor level, do not do so at an outside corner but rather at the nearest inside corner on the north and east elevations (i.e. at column lines 4B and 24P on Sheet A2.1 for the north and east elevations, respectively).
3. Consider providing a conduit for an onsite electric car charging station.

### City Engineering Division (Contact Brenda Stanley, (608) 261-9127)

4. Prior to approval, the owner or owner's representative shall obtain a permit to plug each existing sanitary sewer lateral that serves a building which is proposed for demolition. For each lateral to be plugged the owner shall complete a sewer lateral plugging application and pay the applicable permit fees. The permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))
5. All outstanding Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder (608-261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff. (MGO 16.23(9)(d)(4))
6. The site plan shall be revised to show all existing public sanitary sewer facilities in the project area as well as the size, invert elevation, and alignment of the proposed service. (POLICY)

7. The 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 [ttroester@cityofmadison.com](mailto: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.

8. 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).
9. 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.

10. Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any BMP used to meet stormwater management requirements on this project. Include copies of all stormwater, utility, and detail plan sheets that contain stormwater practices on 8.5 in. x 14 in. size paper in the draft document. These drawings do not need to be to scale as they are for informational purposes only. Once City Engineering staff have reviewed the draft document and approved it with any required revisions submit a signed and notarized original copy to City Engineering. Include a check for \$30.00 made out to Dane County Register of Deeds for the recording fee. City Engineering will forward the document and fee for recording at the time of issuance of the stormwater management permit. Draft document can be emailed to Tim Troester (west) at [ttroester@cityofmadison.com](mailto:ttroester@cityofmadison.com), or Daniel Olivares at [DAOlivares@cityofmadison.com](mailto:DAOlivares@cityofmadison.com) final document and fee should be submitted to City
11. 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.
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 Reduce TSS by 80% off of the proposed development when compared with the existing site.
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. Oil and grease control for stormwater runoff is required for this development - applicant shall show how this is being accomplished.
15. 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>.

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

16. The address of 2301 East Springs Dr will be retired with the demolition of the Pawn America building. The address of the proposed hotel is 2403 East Springs Dr. 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.
17. Submit a Floor Plan in PDF format to Lori Zenchenko ([lzenchenko@cityofmadison.com](mailto:lzenchenko@cityofmadison.com)) that includes a floor plan for each floor on a separate sheet for the development of a complete interior hotel room 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.



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

18. 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; vision triangles; 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.
19. 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.
20. 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.
21. All parking facility design shall conform to MGO standards, as set in section 10.08(6).
22. All bicycle parking adjacent pedestrian walkways shall have a 2 foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.
23. 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.
24. 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. It appears the proposed monument signage may be in the vision triangle.
25. The applicant shall provide a clearly defined 5' walkway clear of all obstructions to assist citizens with disabilities, especially those who use a wheel chair or are visually impaired. Obstructions include but are not limited to tree grates, planters, benches, parked vehicle overhang, signage and doors that swing outward into walkway.
26. City of Madison radio systems are microwave directional line of sight to remote towers citywide. The building elevation will need to be reviewed by Traffic Engineering to accommodate the microwave sight and building. The applicant shall submit grade and elevations plans if the building exceeds four stories prior to sign-off to be reviewed and approved by Austin Scheib, (266-4766) Traffic Engineering Shop, 1120 Sayle Street. The applicant shall return one signed approved building elevation copy to the City of Madison Traffic Engineering office with final plans for sign off.

27. Secure parking facility. This is usually done with continuous six (6) inch curb, timbers, preformed wheel stops, guardrail erected at a height of eighteen (18) inches or fencing of sufficient strength to act as a vehicle bumper.
28. Developer shall provide a recorded copy of any joint driveway ingress/egress and crossing easements and shall be noted on face of plan.
29. Note: The applicant has submitted the requested Traffic Impact Analysis study; the study has been reviewed and accepted by Traffic Engineering.

**Zoning Administrator** (Contact Jacob Moskowitz, (608) 266-4560)

30. Submit a landscape plan and landscape worksheet stamped by a 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
31. 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 façade. At least fifty percent (50%) of windows on the primary street façade shall have the lower sill within three (3) feet of grade.
32. Submit a detail of the trash enclosure. The trash enclosure 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.
33. 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).
34. 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.
35. Provide a detail of the proposed bike rack including any structured or wall mount bike racks.
36. EIFS is not permitted on the middle or bottom of the building. Revise the elevations to clearly label and distinguish between the similarly colored EIFS and fiber cement siding.

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

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

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

37. The Madison Water Utility shall be notified to remove the water meter at least two working days prior to demolition. Contact the Water Utility Meter Department at (608) 266-4765 to schedule the meter removal appointment.
38. 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.

**Parks Division** (Contact Kathleen Kane, (608) 261-9671)

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

**Forestry Division** (Contact Brad Hofmann, (608) 267-4908)

39. 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.
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](mailto: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.

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

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