



Department of Planning & Community & Economic Development

## Planning Division

Heather Stouder, Director

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Madison, Wisconsin 53703  
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[www.cityofmadison.com](http://www.cityofmadison.com)

June 21, 2019

Chad Wuebben  
Chapel View Development Company, Inc.  
6840 Schneider Road  
Middleton, Wisconsin 53562

RE: Approval of a request to rezone 624 Burnt Sienna Drive (Lot 45, Chapel View subdivision) from TR-C3 (Traditional Residential–Consistent 3 District) to TR-V2 (Traditional Residential–Varied 2 District); and approval of a conditional use–residential building complex to allow construction of 13 single-family units with common open space. (LNDUSE-2019-00038; ID 55833 and 55464)

Dear Mr. Wuebben;

On June 10, 2019, the Plan Commission found the standards met and **approved** the conditional use for a residential building complex at 624 Burnt Sienna Drive conditioned on the rezoning of the property to TR-V2. The rezoning was **approved** by the Common Council on June 18, 2019. Prior to issuance of building permits for the project, the conditions of approval in the following sections shall be satisfied:

**Please contact Tim Troester of the City Engineering Division at 267-1995 if you have questions regarding the following thirteen (13) items:**

1. It is unclear where the septic system is for the property immediately to the west of this property (Middleton Community Church). The applicant shall provide evidence that the proposed development will not impact the septic system prior to final plan approval.
2. The applicant shall revise sanitary plan to install a manhole at the end of the private sewer mains. The City will provide a manhole in the public street. The slope of the private sanitary sewer main will need to be consistent for the entire length of the sewer main. The applicant shall coordinate with Kyle Frank, [kfrank@Cityofmadison.com](mailto:kfrank@Cityofmadison.com), 266-4098, who is preparing the sanitary sewer for Chapel View Phase 2, City Project#11966.
3. The applicant shall demonstrate compliance with Section 37.07 and 37.08 of Madison General Ordinances regarding permissible soil loss rates. The erosion control plan shall include Universal Soil Loss Equation (USLE) computations for the construction period. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year.
4. The applicant has shown proposed first floor grades and grading plans that do not comply with MGO. MGO requires that the property line adjacent to a drainageway be a minimum of 4 feet above the adjacent channel flowline. The plan submitted has less than three feet to the foundation elevations

in places. The plans shall be revised to show the west property line at elevation 1112.0 or higher and no building shall have a lowest entrance opening that is lower than 1112.5.

5. All outstanding Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to City Engineering Division sign-off, unless otherwise collected with a Developer's/ Subdivision Contract. Contact Mark Moder (261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff.
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.
7. 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.
8. 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 CAD file shall be in a designated coordinate system (preferably Dane County WISCRS, US Ft). The single CAD file submittal can be either AutoCAD (dwg) Version 2013 or older, MicroStation (dgn) V8i Select Series 3 or older, or Universal (dxf) format and shall contain the only the following data, each on a separate layer name/level number. The digital copies shall be drawn to scale and represent final construction including: building footprints; internal walkway areas; internal site parking areas; other miscellaneous impervious areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.); right-of-way lines (public and private); plat name and lot lines (metes & bounds parcel lines if unplatted); platted lot numbers (noted "unplatted lands" if not platted); lot/plat property dimensions; street names; private on-site sanitary sewer utilities (including all connections to public sanitary); private on-site storm sewer utilities (including all connections to public storm). All other levels (contours, elevations, etc.) are not to be included with this file submittal. E-mail 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.
9. 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.
10. The plan set shall be revised to show a proposed private internal drainage system on the site. This information shall include the depths and locations of structures and the type of pipe to be used per MGO Section 10.29.
11. This site appears to disturb over one (1) acre of land and requires a permit from the Wisconsin Department of Natural Resources (WDNR) for stormwater management and erosion control. The City of Madison has been required by the WDNR to review projects for compliance with NR-216 and NR-151. However a separate permit submittal is still required to the WDNR for this work. The City of

Madison cannot issue our permit until concurrence is obtained from the WDNR via their NOI or WRAPP permit process. Contact Eric Rortvedt at 273-5612 of the WDNR to discuss this requirement.

12. Prior to approval, this project shall comply with Chapter 37 of Madison General Ordinances regarding stormwater management. Specifically, this development is required to 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 MGO Chapter 37.

13. A developer's agreement is required for the Chapel View Plat. All public improvements must be constructed along Burnt Sienna Drive.

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

14. The Letter of Intent states the site will be subject to condominium ownership. If so, it is preferred that the Condominium Documents be completed and reviewed as required by the City, and recorded with the Dane County Register of Deeds (ROD) prior to issuance of any building permits for new construction. When the recorded condominium is available from the Register of Deeds, the Assessor's Office can then create the new Address-Parcel-Owner (APO) data in the parcel database so that the permitting system can upload this data and permit issuance made available for the buildings.
15. The site plan shows a vision triangle encroaching into the USPS cluster mailbox easement area. The applicant shall demonstrate that there is not a conflict with the planned mail delivery box or shall modify the easement and/or the site plan to accommodate the necessary mail delivery box.
16. The proposed access drive is over the public utility easement. The applicant is responsible for coordination with and notification to the public utilities having the right of use of this easement of the proposed improvements within the easement.
17. The applicant shall provide for review the reciprocal access easement agreement for the proposed shared driveway between the lots along the northeast side of this site. The agreement shall be recorded prior to final sign off for the site plan.
18. Sheet L101 shows proposed landscaping and trees within the public stormwater drainage easement. Trees shall be removed from the stormwater drainage easement and any other proposed landscaping shall be reviewed and approved by City of Madison Engineering prior to final site plan sign-off. Replacement of any landscaping permitted within the easement, if removed by the City for the maintenance and construction of storm water facilities shall be the responsibility of the owner.
19. Submit a PDF to Lori Zenchenko (lzenchenko@cityofmadison.com) of the site plan in order for the individual house addressing plan to be created and approved. The site plan shall reflect proper street addresses for the houses 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 eleven (11) items:**

20. The applicant shall alter/move the southern driveway so that the existing mail box easement is not within the vision triangle.
21. 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.
22. 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.
23. 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.
24. All parking facility design shall conform to the standards in MGO Section 10.08(6).
25. All bicycle parking adjacent pedestrian walkways shall have a two- (2) foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.
26. The applicant shall adhere to all vision triangle requirements as set in MGO Section 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 Section 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.
27. The applicant shall provide a clearly defined five- (5) foot 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.
28. The applicant shall show the dimensions for the proposed Class III driveway, including the width of the drive entrance, width of the flares, and width of the curb cut.

29. Secure parking facility. This is usually done with continuous six (6) inch curb, timbers, pre-formed wheel stops, or guardrail erected at a height of eighteen (18) inches or fencing of sufficient strength to act as a vehicle bumper.
30. The applicant shall submit a waste removal plan for review, which shall include vehicular turning movements.
31. The developer shall provide a recorded copy of any joint driveway ingress/egress and crossing easements, which shall be noted on face of plan.

**Please contact Bill Sullivan of the Madison Fire Department at 261-9658 if you have any questions regarding the following item:**

32. The Madison Fire Department recommends the installation of a residential fire sprinkler system in accordance with NFPA 13D in single- and two-family homes. An upgrade to include a fire sprinkler system with a cost estimate shall be made available for all initial single- or two-family home sales.

**Please contact Adam Wiederhoeft of the Madison Water Utility at 266-9121 if you have any questions regarding the following item:**

33. 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 Avenue. A licensed plumber signature is required on all water service applications. For new or replacement services, the property owner or authorized agent is also required to sign the application. A Water Meter Application Form will subsequently be required to size and 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 266-4646.

**Please contact Jacob Moskowitz, Assistant Zoning Administrator, at 266-4560 if you have any questions regarding the following five (5) items:**

**Note:** The Plan Commission's approval of the residential building complex included the setback and building separation reductions and frontage modifications stipulated by the Zoning Administrator and included as comments 32-34 of the June 10, 2019 staff report.

34. The proposed bike rack is not a preferred style of bike rack. The bike rack must be able to accommodate a bicycle parking stall that is a minimum of two (2) feet by six (6) feet with a five (5)-foot wide access area. All racks shall accommodate cable locks and "U" locks including removing the front wheel and locking it to the rear fork and frame.
35. Submit the landscape plan and landscape worksheet stamped by the registered landscape architect. Per MGO Section 28.142(3) Landscape Plan and Design Standards, landscape plans for zoning lots

greater than 10,000 square feet in size must be prepared by a registered landscape architect. Identify the proposed trees and plantings on the landscape plan and provide a planting key.

36. Provide details of the common community space amenities such as the central patio.
37. On the site plan, identify each residence with the proposed elevation type.
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.

**Please contact Sarah Lerner of the Parks Division at 261-4281 if you have any questions regarding the following item:**

39. Park-Infrastructure Impact Fee, per MGO Sec. 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. The developer must select a method for payment of park impact fees prior to signoff of the final plat. Please reference ID#18120.2 when contacting Parks Division staff about this project.

**Please contact Brad Hoffman of the Parks Division–Forestry Section at 267-4980 if you have any questions regarding the following item:**

40. 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.

**The applicant is also required to satisfy any conditions of the Urban Design Commission approval of the residential building complex prior to the final staff approval. Please contact Janine Glaeser, Urban Design Commission Secretary, at 267-8740 if you have any questions about those conditions.**

**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 permits for your project:**

1. After the plans have been revised per the above conditions, please file **eight (8) sets** of complete, fully dimensioned, and to-scale plans, 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, Room 017, Madison Municipal Building, 215 Martin Luther King, Jr. Boulevard. **This submittal shall all also include one (1) complete digital plan set in PDF format.** The sets of final revised plans or documents will be circulated by Zoning staff to the City department staff listed above for their final approval.

2. This letter shall be signed by the applicant and property owner (if not the applicant) to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting building permit approval. [Signature block on last page]
3. No alteration of this proposal shall be permitted unless approved by the Plan Commission, provided, however, the Zoning Administrator may issue permits for minor alterations. No alteration of a conditional use shall be permitted unless approved by the Plan Commission provided, however, the Zoning Administrator following consideration by the alderperson of the district, may approve 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 Plan Commission and the conditional use standards. This approval shall become null and void two (2) years after the date of the Plan Commission unless the use is commenced, construction is under way, or a valid building permit is issued and construction commenced within 6 months of the issuance of said building permit. Where the plans have not been altered from the Plan Commission's approval, and the conditional use 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 12 months from the expiration date. The Plan Commission shall retain jurisdiction over this matter for the purpose of resolving complaints against the approved conditional use permit.

If you have any questions regarding obtaining your building permits, please contact the Zoning Administrator at 266-4551. If you have any questions or if may be of any further assistance, please do not hesitate to contact my office at 261-9632.

Sincerely,

Timothy M. Parks  
Planner

cc: Tim Troester, City Engineering Division  
Jeff Quamme, City Engineering Division  
Sean Malloy, Traffic Engineering Division  
Jacob Moskowitz, Asst. Zoning Administrator  
Adam Wiederhoeft, Madison Water Utility  
Sarah Lerner, Parks Division  
Janine Glaeser, Urban Design Commission  
Bill Sullivan, Madison Fire Department

I hereby acknowledge that I understand and will comply with the above conditions of approval for this project.

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Signature of Property Owner  
(If Not Applicant)*

LNDUSE-2019-00037			
For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (T. Parks)	<input checked="" type="checkbox"/>	Engineering Mapping Sec.
<input checked="" type="checkbox"/>	Zoning Administrator	<input checked="" type="checkbox"/>	Parks Division
<input checked="" type="checkbox"/>	City Engineering	<input checked="" type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering (EP)	<input type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input type="checkbox"/>	Other:
<input checked="" type="checkbox"/>	Water Utility (EP)	<input type="checkbox"/>	Other: