



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, Director

Madison Municipal Building, Suite 017
215 Martin Luther King Jr. Boulevard
Madison, Wisconsin 53703
Phone: (608) 266-4635
www.cityofmadison.com

****BY E-MAIL ONLY****

July 14, 2021

Kirk Lewis
Eppstein Uhen Architects
309 W Johnson Street, Suite 202
Madison, WI 53703

RE: Consideration of a conditional use in the Traditional Residential-Consistent 2 (TR-C2) District for a school; and consideration of a conditional use pursuant to Section 28.139 of the Zoning Code for nonresidential development adjacent to a public park, to allow renovation of and construction of an addition to the former Hoyt School to enable its conversion into Capital High School at 3802 Regent Street. (LNDUSE-2021-00050; ID 65486)

Dear Kirk Lewis;

On July 12, 2021, the Plan Commission found the standards met and **conditionally approved** your client's conditional use requests for 3802 Regent Street. In order to receive final approval of the conditional uses, and for any permits to be issued for your project, the following conditions shall be satisfied:

Please contact Brenda Stanley of the City Engineering Division–Main Office at (608) 261-9127 if you have any questions regarding the following seven (7) items:

1. Obtain a permit to Excavate in the Right-of-Way for completing the improvements in the public Right-of-Way. The permit application is available on the City Engineering Division website at <http://www.cityofmadison.com/engineering/Permits.cfm>. As a condition of the permit, a deposit to cover estimated City expenses will be required.
2. Construct bus stop pads and associated sidewalk, terrace, curb and gutter and asphalt to a plan as approved by City Engineer.
3. This site appears to disturb less than one (1) acre of land. No submittal to the WDNR, CARPC or Department of Safety and Professional Services (DSPS) is required as the City of Madison Building Inspection Department is an approved agent for DSPS.
4. This project will disturb 20,000 sf or more of land area and require an Erosion Control Plan. Please submit an 11" x 17" copy of an erosion control plan (pdf electronic copy preferred) to Megan Eberhardt (west) at meberhardt@cityofmadison.com, or Daniel Olivares (east) at daolivares@cityofmadison.com, for approval.

Demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. Include Universal Soil Loss Equation (USLE) computations for the construction period with the erosion control plan. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year. The WDNR provided workbook to compute USLE rates can be found online at <https://dnr.wi.gov/topic/stormwater/publications.html>

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.

5. Submit, prior to plan sign-off but after all revisions have been completed, a digital CAD file (single file) to the Engineering Division that is to scale and represents final construction with any private storm and sanitary sewer utilities.
6. 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).
29. The applicant is discharging storm water to adjacent private property that is not set up to accept this discharge. The applicant shall propose methods to attenuate and reduce their storm water discharge. The proposed methods shall be consistent with the requirements for redevelopments over 10,000 square feet disturbance per MGO Ch 37.

Please contact Jeff Quamme of the City Engineering Division–Mapping Section, at (608) 266-4097 if you have questions regarding the following item:

7. There is a 2" water service for Hoyt Park that crosses the south side of this lot. Applicant shall grant a Water Main Service Easement(s) to the City of Madison. To better acknowledge this in the public record, coordinate with Jeff Quamme the required map exhibits and description of a 15' wide easement centered on the actual location of the facilities. He will set up a Real Estate project to administer, execute and record the easement.

Please contact Sean Malloy of the Traffic Engineering Division at (608) 266-5987 if you have any questions regarding the following nine (9) items:

8. The applicant shall construct bus stop pads and associated sidewalk, crosswalks, terrace, curb and gutter and asphalt to a plan as approved by City Engineer.
9. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be to engineering scale 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.

10. 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.
11. 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.
12. All parking facility design shall conform to MGO standards, as set in section 10.08(6).
13. All bicycle parking adjacent pedestrian walkways shall have a 2 foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.
14. Dimensions of the driveways shall be noted on the plan including the width of driveway and width of driveway flares or curb cut.
15. 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.
16. Applicant shall submit for review a student drop off and pickup plan. This plan shall include the number of students, estimated modes of arrival by percentage, estimated arrival times and any requested passenger loading zones.

Please contact Jacob Moskowitz of the Zoning Division at (608) 266-4560 if you have any questions regarding the following five (5) items:

17. Bicycle parking for the project shall comply with the requirements of Sections 28.141(4)(g) and 28.141(11). Provide a minimum of 1 short-term bicycle parking stall per 5 students located in a convenient and visible area on a paved or impervious surface. Bicycle parking shall be located at least as close as the closest non-accessible automobile parking and within one hundred (100) feet of a principal entrance. Note: A bicycle stall is a minimum two (2) feet by six (6) feet with a five (5) foot wide access area. Provide a detail of the proposed bike rack.
18. 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.
19. 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.
20. Provide detail of compliance with Sec. 28.129: Bird-Safe Glass Requirements.
21. 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).

Please contact Bill Sullivan of the Madison Fire Department at (608) 261-9658 if you have any questions regarding the following item:

22. Provide fire sprinkler protection in the new addition and areas where supply piping needs to be routed.

Please contact Tim Sobota of Metro Transit at (608) 261-4289 if you have any questions regarding the following six (6) items:

23. Metro Transit operates no daily all-day transit service along Regent Street adjacent this property. The closest bus stops having daily all-day transit service, with trips at least every 30 minutes, are 1/2 mile walking distance east along Regent Street (at Highland Avenue) or 1/2 mile walking distance south along Glenway Street (at Speedway Road). Additional service, with trips at least once an hour, is available 1/3 mile walking distance to the north - along Kendall Avenue.
24. Metro Transit operates daily all-day transit service with trips at least every 30 minutes to stops no more than a 1/4 mile walking distance serving all existing Madison Metropolitan School District high school buildings in the City of Madison (Memorial HS/Adjacent along Mineral Point Road; West HS/Adjacent along Regent Street; East HS/Adjacent along E Washington Avenue; LaFollette HS/Adjacent along Pflaum Road; Shabazz HS/Adjacent along N Sherman Avenue; Capital High West/South along Gammon Road to Mineral Point Road; Capital High East/South Along Ingersoll Street to East Washington Avenue). Metro Transit also operates daily all-day transit service with trips at least every 30 minutes to stops serving the largest private high school building in the City of Madison (Edgewood HS/Adjacent along Monroe Street).
25. The Madison Metropolitan School District has expressed plans to fund Metro Transit trips during the academic year, to directly serve this high school building, with buses scheduled to arrive and depart around daily bell times.
26. The applicant shall maintain or replace the concrete boarding terrace surface (~100') on the north side of Regent Street, west of Glenway Street. This area shall be posted no stopping, standing or parking – during school hours - as needed to provide Metro Transit bus service.
27. The applicant shall install and maintain a new concrete boarding terrace surface (~100') on the south side of Regent Street, west of Glenway Street. Installation shall include accessible curb ramps and marked crosswalk facilities, crossing Regent Street to the proposed high school building. This area shall be posted no stopping, standing or parking - during school hours - as needed to provide Metro Transit bus service.
28. The applicant shall include the location of these facilities on the final documents filed with their permit application, so that Metro Transit may review and effectively plan for City transit access to this property.

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. The applicant shall resubmit a PDF copy of the plan set and any other supporting materials that are necessary, as specified in this letter to Zoning@cityofmadison.com. (Note: A 20MB email limit applies and multiple transmittals may be required.). A check for the site plan review fee shall be mailed to the City of Madison Building Inspection Division; PO Box 2984; Madison, WI 53701-2984.
2. City Agencies who submitted conditions of approval will review your revised plans to verify that their conditions, along with any applicable requirements, have been satisfied. When the revised plans are submitted, the applicant will be emailed a hyperlink to a website to follow, in real time, which agencies have reviewed the revised documents, and signed off or need additional information.
3. 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]
4. 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 one (1) year 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 24 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 261-9135.

Sincerely,



Chris Wells
 Planner

- cc: Brenda Stanley, Engineering Division
 Jeff Quamme, City Engineering Division – Mapping
 Sean Malloy, Traffic Engineering
 Jacob Moskowitz, Zoning Administrator
 Bill Sullivan, Fire Department
 Tim Sobota, Metro Transit
 Kevin Firchow, Urban Design Commission

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-2021-00050			
For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (Wells)	<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 checked="" type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input type="checkbox"/>	Other: Forestry
<input type="checkbox"/>	Water Utility	<input checked="" type="checkbox"/>	Other: Metro