

PLANNING DIVISION STAFF REPORT

December 1, 2025



Project Address: 116-124 E Gorham Street (District 2 – Alder Ochowicz)
Application Type: Conditional Use
Legistar File ID # [90124](#)
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 and Property Owner: Bruce Bosben; Apex Real Estate Holdings, LLC.; 1741 Commercial Avenue; Madison, WI 53704

Requested Action: Consideration of a conditional use in the Downtown Residential 1 (DR1) District for a multi-family dwelling with 13-24 units; and Consideration of a conditional use in the DR1 District for a residential building complex that will contain a relocated carriage house with four (4) dwelling units, the four-story, 18-unit apartment building, and an existing two-story, seven (7)-unit apartment building at 116-124 E Gorham Street.

Proposal Summary: Relocate (slightly) the existing carriage house at the rear of the 124 E Gorham Street site and renovate into four units, and construct a four-story, 18-unit multi-family dwelling at the front of the parcel as part of a residential building complex. Staff note that as part of this development proposal, while not currently submitted (and therefore, not currently before the Plan Commission for consideration), the applicant would also be combining the 124 E Gorham Street parcel with the adjacent, 116 E Gorham Street parcel. The 116 E Gorham Street site contains a two-story, seven-unit apartment building which is also a Designated Madison Landmark known as the *Brown House*. Historic records note it was originally constructed around 1864. While the historic structure would also now become part of the residential building complex, there are no changes proposed to the structure itself. The one-lot Certified Survey Map (CSM) to combine the parcels will be required to be submitted, approved and recorded prior to the issuance of building permits for this project.

For the existing carriage house, a historic structure which also dates to roughly 1864, the applicant is requesting approval of a waiver of the required side (east) and rear building setbacks. The carriage house is being relocated roughly one foot to the south as it currently extends onto the site to the north (121 E Gilman Street). As the building code prohibits principal buildings from crossing lot lines, the building must be shifted slightly for a permit to be issued for the renovation. The applicant believes the slight shift is justified as it would allow the building to sit in nearly the exact spot it has for the past 161 years.

Applicable Regulations & Standards: This proposal is subject to the standards for Conditional Uses found in §28.183 MGO as Table 28E-2 in Section 28.072(1) of the Zoning Code identifies both a *Residential Building Complex* and a *Multi-family Dwelling with 13-24 units* as a conditional use in the Downtown Residential 1 (DR1) District. The Supplemental Regulations section, MGO Section 28.151, has additional requirements for both uses. Of particular relevance to this proposal, Supplemental regulation (b) for Residential Building Complexes states, “Setback requirements may be reduced as part of the conditional use approval.” The granting of such a waiver is therefore up to the discretion of the Plan Commission.

Review Required By: Landmarks Commission, Urban Design Commission, and Plan Commission.

Summary Recommendation The Planning Division recommends that the Plan Commission find that the approval standards for Conditional Use are met and **approve** the two conditional use requests in the Downtown Residential 1 (DR1) District – for a multi-family dwelling with 13-24 units; and for a residential building complex that will contain a relocated carriage house with four (4) dwelling units, the four-story, 18-unit apartment building, and an existing two-story, seven (7)-unit apartment building at 116-124 E Gorham Street. These recommendations are subject to input at the public hearing and the conditions recommended by the reviewing agencies beginning on page 9.

Background Information

Parcel Location: The subject sites – both roughly 8,700 square-feet in size – are located on the north side of E Gorham Street, between N Pinckney and N Butler Streets. They are within Aldermanic District 2 (Alder Ochowicz), Mansion Hill Local Historic District, and the Madison Municipal School District.

Existing Conditions and Land Use:

- The roughly 8,700-square-foot 116 E Gorman Street parcel contains the Designated Madison Landmark, the Brown House, an existing two-story, seven (7)-unit apartment building; and
- The roughly 8,700-square-foot 124 E Gorham Street contains a carriage house at the rear with a gravel/dirt parking lot close to E Gorham Street.

Both are zoned Downtown Residential 1 (DR1) District.

Surrounding Land Use and Zoning:

Northwest: Two 13-unit dwellings, both zoned Downtown Residential 1 (DR1) District;

Northeast: A 14-unit dwelling, zoned DR1;

Southeast: Across E Gorham Street are four-, five- and seven-units in the DR1 District; and

Southwest: City of Madison Period Gardens Park, beyond which is a 14-room community coop residence. Both are zoned DR1.

Adopted Land Use Plan: The [Comprehensive Plan](#) (2023) recommends Medium Residential (MR) uses for both parcels.

The 2012 [Downtown Plan](#) recommends *Predominant Residential* uses for the subject parcels with the note that “*Scale and density of residential uses defined by height recommendations and detailed recommendations for neighborhoods and districts.*” The Plan recommends five stories for the building height. It also notes that the subject sites are located within the Mansion Hill neighborhood for which one of its objectives it notes “*Mansion Hill’s historic character is a major asset and establishing a “complete historic district experience” of restored buildings, distinctive streetscape amenities, and a limited amount of new residential development that preserves and reflects these historic attributes should be pursued.*”

Zoning Summary: The properties are zoned Downtown Residential 1 (DR1) District

Requirements	Required	Proposed
Lot Area (sq. ft.)	3,000 sq ft	17,424
Lot Width	30 ft	132 ft
Front Yard Setback	15 ft	22 ft
Side Yard Setback	5 ft	0 ft (See Comment #40)
Rear Yard Setback	30 ft	0 ft (See Comment #40)
Maximum Lot Coverage	75%	43%
Maximum Building Height	5 stories	4 stories

Site Design	Required	Proposed
Number Parking Stalls	No minimum	32
Electric Vehicle Stalls	10% EV Ready = 3	9
Accessible Stalls	1	1
Loading	None	None
Number Bike Parking Stalls	24	29
Landscaping and Screening	Yes	Yes (See Comment #41)
Lighting	Yes	Yes
Building Form and Design	Yes	Small Multi-Family

Other Critical Zoning Items	Urban Design (Residential Building Complex), Historic District (Mansion Hill)
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Tables Prepared by Jacob Moskowitz, Assistant Zoning Administrator

Environmental Corridor Status: The subject site is not located in a mapped environmental corridor.

Public Utilities and Services: This property is served by a range of urban services. Metro Transit operates daily all-day transit service along E Gorham and E Johnson near this property – with trips at least every 30 minutes (every 15 minutes or less during the day on weekdays). Metro Transit operates additional daily all-day rapid transit service along State Street near this property - with trips at least every 30 minutes (every 15 minutes or less during the day on weekdays and Saturdays).

Related Reviews

At their meeting on August 18, 2025, the Landmarks Commission approved a request for a Certificate of Appropriateness for a land combination and new construction in the Mansion Hill Historic District (Legistar File ID [87103](#)). The Landmarks Commission's action included the condition of approval that final specifications be submitted for the proposed windows, doors, railings, fiber cement siding, soffit, fascia, roof venting, lighting, and mechanicals with modifications as recommended in the [staff report](#) and a relocation plan be submitted for the historic carriage house for its temporary removal and reinstallation once the parking structure is constructed.

Project Description

The applicant plans to relocate (roughly one foot to the south) the existing historic carriage house, which dates to roughly 1864 and currently sits vacant at the rear of the 124 E Gorham Street site. The carriage house is being relocated slightly due to the fact that it currently extends roughly one foot onto the site to the north (121 E Gilman Street). However, in order for the Building Permitting to issue the permit for the renovation into four studio units, the structure needs to be shifted slightly, since the building code does not allow principal buildings to cross lot lines.

The carriage house is proposed to sit right on the north and east property lines. To comply with the building code, the applicant is planning to establish an access/no-building easement on the two adjacent properties immediately along the carriage house's facades. In order to comply with the zoning code and the required rear and side yard setbacks, the applicant is requesting approval of a setback waiver from the Plan Commission, due to the fact that the Supplemental Regulation (b) for Residential Building Complexes (Section 28.151 MGO), states, "Setback requirements may be reduced as part of the conditional use approval." Both the no-build easements and setback waivers are discussed later in this report

As for the renovation itself, while the carriage house's structure itself (i.e. the roof and walls) will be preserved, all of the windows and doors (including garage doors) will be replaced (the garage doors with large window/window and door panels.) The submitted elevations show a renovated building with new windows and doors with brown trim (color to match the existing), and dark grey asphalt shingles. Staff note that the logistics of the building move are still a bit up in the air. One of the conditions of approval of the Landmarks Commission, before a Certificate of Appropriateness can be issued, is for the applicant to submit a relocation plan for the carriage house for its temporary removal and reinstallation once the parking structure, to go below, is constructed.

To the southeast of the carriage house, the applicant is proposing to construct a four-story, 18-unit multi-family building. The roughly 56-foot-wide by 63-foot-deep structure will have its main entrance for tenants at the southwest corner. As the ground floor level is roughly eight feet above the level of the E Gorham Street public sidewalk, a set of steps as well as an ADA-compliant ramp have been added nearby. Just inside the main entrance is a lobby/mail area. The rest of the ground floor as well as each of the upper floors contains four units for a total of eight studios and 10 one-bedroom units.

With the intent to use the same palette of materials and material colors as the carriage house, the new building will have a cream-colored brick, brown-colored trim and dark grey asphalt shingles. The lower (garage) level) will be clad in a grey/brown architectural precast concrete stone.

Located below both the 18-unit structure as well as the carriage house will be two trays of structured parking containing 32 automobile parking stalls and 29 long-term bicycle stalls, trash and utility rooms. The structured parking is accessed from E Gorham Street. In order to make a structured parking, consisting of two double-loaded trays next to the circulation ramp, work, just under 71 feet of width is required. As a result, due to the fact that the 124 E Gorham site is only 65 feet wide, the trays of parking will extend roughly six feet onto the 116 E Gorham Street site to the west. The 116 E Gorham Street site contains a two-story, seven-unit apartment building which is also a Designated Madison Landmark known as the *Brown House*. Historic records note it was originally constructed around 1864. The applicant notes that besides the two encroachments - the structured parking underground and the at-grade ADA ramp at the front of the lot and planters at the rear, the 116 E Gorham street site is otherwise unaffected. Most notably, there are no changes proposed to the historic structure itself.

In order to allow the structured parking to encroach into the 116 E Gorham Street site and not have to deal with resulting building setback issues, the applicant will be submitting a certified survey map (CSM) to combine the two sites. The CSM will be required to be submitted, approved and recorded prior to the issuance of building permits for this project. As a result, the three structures will become a Residential Building Complex, which Section 28.211 MGO defines as "*A group of two (2) or more residential buildings on a single parcel or tract of land, developed under single ownership and common management.*"

Analysis

This proposal is subject to the standards for Conditional Uses found in §28.183 MGO as Table 28E-2 in Section 28.072(1) of the Zoning Code identifies both a *Residential Building Complex* and a *Multi-family Dwelling with 13-24 units* as a conditional use in the Downtown Residential 1 (DR1) District. The Supplemental Regulations section, MGO Section 28.151, has additional requirements for both uses. Of particular relevance to this proposal, Supplemental regulation (b) for Residential Building Complexes states, *"Setback requirements may be reduced as part of the conditional use approval."* The granting of such a waiver is therefore up to the discretion of the Plan Commission.

Conformance with Adopted Plans

The [Comprehensive Plan](#) (2023) recommends Medium Residential (MR) uses for both parcels. The Plan describes MR uses as, *"Generally larger multifamily buildings or multifamily complexes, sometimes interspersed with other smaller housing types (2-5 stories; 20-90 du/acre)."*

The 2012 [Downtown Plan](#) recommends *Predominant Residential* uses for the subject parcels with the note that *"Scale and density of residential uses defined by height recommendations and detailed recommendations for neighborhoods and districts."* The Plan recommends five stories for the building height. It also notes that the subject sites are located within the Mansion Hill neighborhood for which one of its objectives it notes *"Mansion Hill's historic character is a major asset and establishing a "complete historic district experience" of restored buildings, distinctive streetscape amenities, and a limited amount of new residential development that preserves and reflects these historic attributes should be pursued."*

Staff believe the proposal is consistent with both adopted plan recommendations. In total the 29 units which would occupy the newly enlarged lot – the seven from the existing historic Brown House, the four units once the carriage house is renovated, and the 18 from the new four-story structure – on the roughly 0.4-acre combined site, equals just over 72 units per acre, well within the density range for MR uses. Given the Landmarks Commission's approval of the certificate of appropriateness for both the lot combination as well as the renovation of the carriage house and new 18-unit structure, Staff believe the Plan Commission can find the proposal to be an example of the *"limited amount of new residential development that preserves and reflects these historic attributes"* envisioned by the Comprehensive Plan.

Conditional Use Standards

The conditional use approval standards state that 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 MGO §28.183(6) are met. Please note, state law requires that conditional use findings must be based on "substantial evidence" that directly pertains to each standard and not based on personal preference or speculation. State law also states that if an applicant for a conditional use meets or agrees to meet all of the requirements and conditions specified in the city ordinance or those imposed by the Plan Commission, the city shall grant the conditional use permit.

Section 28.183(6) M.G.O. lists sixteen approval standards, of which not all are applicable to every conditional use. For this request, Standards 7 and 9-16 do not apply, while standards 1-6 and 8 are applicable. Staff believes that the Plan Commission can find standards 1-6 and 8 to be met. This report provides additional staff analysis regarding standards 4, 6, and 8.

In regard to standard 4, which states that *"The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district,"* staff note that the granting of the building setback waiver will have at most a negligible impact on the parcel to the east (130 E Gorham Street) in developing in the future given that it would only be an accessory building that would likely be located not only within five feet of the shared property line but so far to the rear of the site. Staff further note the favorable action of Landmarks Commission which staff believes further supports the revised setbacks here.

Standard 6 states, *"The conditional use conforms to all applicable regulations of the district in which it is located."*

Supplemental Regulation (b) for Residential Building Complexes states, *"Setback requirements may be reduced as part of the conditional use approval."* In the DR1 District the side setback is 5 feet and the rear setback, for this lot, is 26 feet (i.e. the lesser of 20 percent of the (130-foot) lot depth or 30 feet). The applicant, as noted above, is proposing to relocate the existing carriage house roughly one foot to the south during the renovation so it would have a zero-foot setback along the north and east property lines. Setback modifications are allowed for residential building complexes as part of a conditional use, which falls under the purview of the Plan Commission. Should the setback waiver not be granted, the site plan and landscape plan would need to be revised. Staff raised questions regarding the granting of this waiver during pre-application meetings with the applicant. The applicant has indicated that the reason why the carriage house is being moved is because the structure does not sit entirely on the subject site but extends roughly one foot onto the site to the north (121 E Gilman Street). As the building code does not allow principal buildings to cross property lines, that will be addressed by shifting the building slightly south. To address the zero-lot line situation, the applicant has stated that they intend to establish an access/no-building easement on the two adjacent properties immediately along the carriage house's facades – a five-foot by 45-foot no-build easement on the 130 E Gorham Street property to the east and a five-foot by rough 71-foot no-build easement on the 121 E Gilman Street site to the north. Staff note that while no-build easements are a civil matter, the applicant will need to work with Building Inspection to make sure that the no-build easements are adequate, and are properly reviewed and recorded prior to the issuance of permits for this project.

Staff note that allowing reduced setbacks here could result in other property owners on this block asking for a similar reduction, though such a reduction would only be available for residential building complexes and not other development forms. Staff also note that were the carriage house located just one foot to the south, its location would have been allowed (due to it being an existing structure). Given that for practically all intents and purposes, the carriage house will remain in nearly the identical location as it has on the site for the past 161 years, Staff believe the Plan Commission can find grounds to approve this setback waiver request based on the minimal resulting change and the support of the Landmarks Commission.

Conditional Use Approval Standard 8 states, *"When applying the above standards to any new construction of a building or an addition to an existing building 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."*

Supplemental Regulation (g) for Residential Building Complexes states, "Shall be reviewed by the UDC pursuant to Sec. 33.24(4)(c), MGO." Per MGO Section 33.24(4)(c) states that the Urban Design Commission (UDC) shall review the exterior design and appearance of all principal buildings or structures and the landscape plans of all proposed residential building complexes, and it shall report its findings and recommendations to the Plan Commission. The UDC Secretary prepared a [Staff Report for the November 19, 2025 UDC meeting](#) (Legistar ID [90077](#)).

On November 19, 2025, the UDC provided an advisory recommendation, unanimously recommending approval with the following condition, which is also included in the recommended conditions of approval at the end of the report.

- The applicant should continue to give consideration to the design of the front stairs and explore ways to minimize the run and create a landing (if possible), and to increase the eave overhang (deeper soffit) on the front of the building, and incorporate smaller-scale ornamental trees in the courtyard area where feasible.

Staff believe that the conditional use approval standards can be found met, subject to the recommended conditions of approval.

Supplemental Regulations

Per MGO Section 28.151, *Residential Building Complexes* are subject to the following Supplemental Regulations:

- a) Recreational areas may be required to serve the needs of the anticipated population.
- b) Setback requirements may be reduced as part of the conditional use approval.
- c) Minimum distances between buildings shall equal the combination of the required side yards for each building, unless reduced by the Plan Commission as part of the conditional use approval.
- d) An appropriate transition area between the use and adjacent property may be required, using landscaping, screening, and other site improvements consistent with the character of the neighborhood.
- e) In the TE District, new residential uses, whether in new or existing buildings, shall not be located where potential nuisances exist, including but not limited to: excessive vibration, dust, noise, light, glare, smoke, odor, or truck traffic.
- f) In the TE District, new residential uses shall be adequately separated or buffered from adverse impacts from existing industrial uses.
- g) Shall be reviewed by the UDC pursuant to Sec. [33.24\(4\)\(c\)](#), MGO.
- h) All Residential Building Complexes shall be submitted with a plan for building placement, circulation, access and parking, and information on the architectural design of the development.
- i) Each building in a Residential Building Complex shall provide the lot area and usable open space required for the building type by the zoning district.
- j) Entrance orientation requirements for buildings that do not front a public street and are located behind buildings that do front a public street may be modified by the Plan Commission as part of the conditional use approval, provided that the modification results in entrances being oriented to a courtyard, open space, or other common amenity of the residential building complex.

Staff believe these regulations are satisfied and note that regulations (b) and (g) are further discussed above in this report.

Per MGO Section 28.151, *Multi-Family Dwellings* are subject to the following Supplemental Regulations:

- a) In the TE District, new residential uses, whether in new or existing buildings, shall not be located where potential nuisances exist, including but not limited to: excessive vibration, dust, noise, light, glare, smoke, odor, or truck traffic.
- b) In the TE District, new residential uses shall be adequately separated or buffered from adverse impacts from existing industrial uses.
- c) Reserved. (RpId by [ORD-21-00044](#), 6-14-21)

d) Residential use shall be limited on the ground floor of buildings on King Street; South Pinckney Street; State Street; the 10 through 500 blocks of East Wilson Street; the 100 blocks of West and East Mifflin Streets; the 100 blocks of West and East Main Streets; and on the Capitol Square, which is formed by the 10 blocks of East and West Mifflin, the 10 blocks of North and South Pinckney, the 10 blocks of East and West Main, and the 10 blocks of North and South Carroll Streets. Residential use is prohibited within the following areas:

1. The area of the lot abutting street frontages in Sub. (d) above, the lesser of a depth of 40' or 40% of the depth of the lot as measured along these frontages.

Since none of these supplemental regulations apply to the DR1 zoning district nor location of the subject sites, Staff believe the Plan Commission can find these supplemental regulations met.

Public Comment

At the time of report writing, staff has not received any comments on the proposed request.

Conclusion

The applicant requests two conditional use approvals to construct a residential building complex which will contain a relocated carriage house with four (4) dwelling units, a new four-story, 18-unit apartment building, and an existing two-story, seven (7)-unit apartment building, all on one site at 116-124 E Gorham Street. Staff believe the proposal is consistent with the Comprehensive and Downtown Plans which recommend medium-residential uses up to five stories in height and up to 90 dwelling units per acre which respect the historic setting of the Mansion Hill District. Given the agency comments and motions of approval from the Landmarks and Urban Design Commissions, Staff believe the Plan Commission can find the conditional use standards met.

As for the granting of the building setback waiver, Staff believe there to be grounds for the approval to shift the historic carriage house roughly one foot to the south so it would entirely sit within the subject site, in nearly the exact same location where it has for the past 161 years. The applicant will need to work with Building Inspection to review and approve the no-build easements proposed along the carriage house's north and east façades.

Recommendation

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

The Planning Division recommends that the Plan Commission find that the approval standards for Conditional Use are met and **approve** the two conditional use requests in the Downtown Residential 1 (DR1) District – for a multi-family dwelling with 13-24 units; and for a residential building complex that will contain a relocated carriage house with four (4) dwelling units, the four-story, 18-unit apartment building, and an existing two-story, seven (7)-unit apartment building at 116-124 E Gorham Street. These recommendations are subject to input at the public hearing and the conditions recommended by reviewing agencies below:

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

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

1. The Plan Commission approves a reduction of the side and rear setbacks as required in the DR1 (Downtown Residential 1) District. The approved east side setback is 0 feet. The approved rear setback is 0 feet.

Urban Design Commission (Contact Jessica Vaughn, (608) 267-8740)

2. The applicant should continue to give consideration to the design of the front stairs and explore ways to minimize the run and create a landing (if possible), and to increase the eave overhang (deeper soffit) on the front of the building, and incorporate smaller-scale ornamental trees in the courtyard area where feasible.

City Engineering Division (Contact Gretchen Aviles Pineiro)

3. Applicant shall revise plans to provide clarification on how back lot building are being provided sanitary sewer service (private sewer main or separate sewer laterals).
4. Revise plan set to show more information on proposed drainage for the site. Use either spot elevations and drainage arrows or proposed contours to show the required drainage information. 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. Additionally, this site accepts water from the NW and it is required that the new development continue to accept this water and show how it shall be passed through to E Gorham Street. (POLICY)
5. Enter into a City / Developer agreement for the required infrastructure improvements. Agreement to be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Contact City Engineering to schedule the development and approval of the plans and the agreement. (MGO 16.23(9)c)
6. Construct sidewalk, terrace, curb, gutter, and pavement along E Gorham Street to a plan as approved by City Engineer.
7. 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))
8. Provide the City Engineer with the proposed earth retention plan for construction of the building. The earth retention plan must be stamped by a Professional Engineer. The City Engineer may reject or require modifications to the retention plan. (POLICY)
9. Obtain a permanent sewer plug permit for each existing sanitary sewer lateral serving a property that is not to be reused and a temporary sewer plug permit for each sewer lateral that is to be reused by the development. The procedures and fee schedule is available online at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))
10. An Erosion Control Permit is required for this project. See Storm comments for permit specific details and requirements.

11. 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.
12. According the Wisconsin Department of Natural Resources (WDNR) Bureau of Remediation and Redevelopment Tracking System (BRRTS) database, the property at 124 E Gorham St has been investigated for contamination (BRRTS #09-13-397082 Malas Reader Malas Agency Property). If contamination is encountered, follow all WDNR and Department of Safety and Professional Services (DSPS) regulations for proper handling and disposal.
13. Revise the site plan 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)
14. This project will disturb 4,000 sf or more of land area and require an Erosion Control Permit. Submit the Erosion Control Permit Application (with USLE calculations and associated fee) to Megan Eberhardt (west) at meberhardt@cityofmadison.com, or Daniel Olivares (east) at daolivares@cityofmadison.com, for approval. The permit application can be found on City Engineering's website at <http://www.cityofmadison.com/engineering/Permits.cfm>.

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>

City Engineering Division – Mapping Section (Contact Julius Smith, 2608-64-9276)

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| 15. The proposed new building crosses an underlying platted lot line. Prepare a Certified Survey Map (CSM) and submit to the Planning Unit to dissolve underlying lot lines to comply with fire codes, City Ordinances and City Policies. The CSM shall be approved by the City, recorded with the Dane County Register of Deeds and new Tax Parcel information available prior to issuance of a building or early start permit. |
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16. Coordinate and request from the utility companies serving this area the easements required to serve this development.
 17. Provide for review, comprehensive reciprocal easements and agreements including, overhanging eaves on the existing building, access utilities that are necessary to accomplish the land division or site development as proposed prior to final sign off. The document(s) shall be executed and recorded immediately subsequent to the CSM recording and prior to building permit issuance.
 18. Note there were Manholes shown in a 2011 survey performed by Donofrio Kottke, on the 116 E Gorham site that are not shown on this plan. confirm if such structures still exist and show on plan. there was also a Deed for lot 16 that mentioned a Sanitary Sewer easement in Document no. 055450
 19. The address of the proposed building is 126 E Gorham St. Add the 112 & 114 E Gorham St address to the existing 116 E Gorham St building footprint. 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.

20. Submit a site plan and a complete set of building Floor Plans (for each individual building) in PDF format to Lori Zenchenko (lzenchenko@cityofmadison.com) that includes a floor plan of each floor level on a separate sheet/page for the development of an interior and building addressing plan for the proposed multi-building complex. Each building page should include a key locator and north arrow. Also, include a unit matrix for the apartment buildings.

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 Verification submittal stage of this LNDUSE with Zoning. The final approved Addressing Plan shall be included in said Site Plan Verification application materials or a revised plan shall be provided for additional review and approval by Engineering.

Per 34.505 MGO, a full copy of the approved addressing plan shall be kept at the building site at all times during construction until final inspection by the Madison Fire Department.

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.

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

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 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.
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, marking and street lighting related to the development; the Developer shall be financially responsible for such signing, marking and street lighting.
24. All parking facility design shall conform to MGO standards, as set in section 10.08(6).
25. "Stop" signs shall be installed at a height of seven (7) feet from the bottom of the sign 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.
26. 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. Per MGO 10.08 (4)(a)3. A Class III has a maximum permitted entrance width of 30 feet
27. All existing driveway approaches to be abandoned shall be removed and replaced with curb and gutter and noted on the plan. Terrace to be restored and seeded with grass.

28. Applicant shall submit for review a Waste Removal Plan. This shall include vehicular turning movements, times, vehicle size, use of loading zones and all related steps to remove trash from its location.
29. All parking ramps shall not have a slope to exceed 5% for 20 feet as they approach the public Right-of-Way; this is to ensure drivers have adequate vision of the Right-of-Way. If applicant believes public safety can be maintained they shall apply for a waiver, approval or denial of the waiver shall be the determination of the City Traffic Engineer.
30. The driveway slope to the underground parking is not identified in the plan set, Traffic Engineering recommends driveway slope under 10%; if the slope is to exceed 10%, the applicant shall demonstrate inclement weather mitigation techniques to provide safe ingress/egress to be approved by the City Traffic Engineer.
31. All 'small vehicle' parking shall be clearly identified and properly controlled for use by only such vehicles. Include any signage to be used to achieve this goal in the submitted plans.”
32. 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 three stories prior to sign-off to be reviewed and approved by Andrew Oliver, (267-1979, aoliver@cityofmadison.com) Traffic Engineering Shop, 4151 Nakoosa Trail. The applicant shall return one signed approved building elevation copy to the City of Madison Traffic Engineering office with final plans for sign off.
33. 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.). If applicant believes public safety can be maintained they shall apply for a waiver of MGO 27.05(2)(bb) - Vision Clearance Triangles at Intersections Corners. Approval or denial of the waiver shall be the determination of the City Traffic Engineer. Contact Jeremy Nash with Traffic Engineering at 608-266-6585 or jnash@cityofmadison.com to begin waiver process.
34. Note: This site presents difficult constructability issues; access to neighboring sites must be maintained at all times, protected walkways will be constructed and maintained as soon as possible and limited access to the Public Right-of-Way on East Gorham Street will be granted for construction purposes. Provide a detailed construction plan to Traffic Engineering for review prior to final signoff.
35. 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.
36. The applicant shall provide a clearly defined 5’ walkway from the front door to the public sidewalk 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.
37. The applicant shall submit an operations plan for the one-way drive aisle in the parking to be reviewed by Traffic Engineering.
38. Developer shall provide a recorded copy of any joint driveway ingress/egress and crossing easements and shall be noted on face of plan.

Parking Utility (Contact Trent Schultz, 608-246-5806)

39. The applicant shall submit a Transportation Demand Management (TDM) Plan for the project to tdm@cityofmadison.com. Submittal and approval of a TDM Plan is required, per MGO 16.03. Applicable review fees will be assessed after the TDM Plan is reviewed by staff.

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

40. Per Sec. 28.151: In a residential building complex, setback requirements may be reduced as part of the conditional use approval.

41. 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.

42. For lease of off-street parking facilities accessory to a residential use to non-tenants:

- (a) The lessee shall reside within a block, all or a portion of which is within fifteen hundred (1500) feet of the parking facility.
- (b) Occupants of the principal use shall have first right of refusal for the parking facilities.
- (c) The lessee shall provide the owner of the facility documentation establishing their place of residence.

Parks Review (Contact Brian Kowalski, (608) 243-2848))

43. 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(6)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the North Park-Infrastructure Impact Fee district. The Park Impact Fee ID# for this project is 25084. Visit <https://www.cityofmadison.com/parks/about/impactFees.cfm> for information about Park Impact Fee rates, calculations, and payment process.

Forestry Review (Contact Bradley Hofmann, (608) 267-4908)

44. An existing inventory of street trees located within the right of way shall be included on the site, demo, utility, landscape, grading, fire aerial apparatus and street tree plan sets. The inventory shall include the following: location, size (diameter at 4 1/2 feet), and species of existing street trees. The inventory should also note if a street tree is proposed to be removed and the reason for removal.

45. All proposed street tree removals within the right of way shall be reviewed by City Forestry before the Plan Commission meeting. Street tree removals require approval and a tree removal permit issued by City Forestry. Any street tree removals requested after the development plan is approved by the Plan Commission or the Board of Public Works and City Forestry will require a minimum of a 72-hour review period which shall include the notification of the Alderperson within who's district is affected by the street tree removal(s) prior to a tree removal permit being issued. Add as a note on the street tree plan set.

46. Contractor shall take precautions during construction to not disfigure, scar, or impair the health of any street tree. Contractor shall operate equipment in a manner as to not damage the branches of the street tree(s). This may require using smaller equipment and loading and unloading materials in a designated space away from trees on the construction site. Any damage or injury to existing street trees (either above or below ground) shall be reported immediately to City Forestry at (608) 266-4816. Penalties and remediation shall be required. Add as a note on the site, grading, utility, demolition, and street tree plan set.
47. As defined by the Section 107.13 of City of Madison Standard Specifications for Public Works Construction: No excavation is permitted within 5 feet of the trunk of the street tree or when cutting roots over 3 inches in diameter. If excavation is necessary, the Contractor shall contact Madison City Forestry at (608) 266-4816 prior to excavation. City of Madison Forestry personnel shall assess the impact to the tree and to its root system prior to work commencing. Tree protection specifications can be found on the following website: <https://www.cityofmadison.com/business/pw/specs.cfm> Add as a note on the site, grading, utility, demolition and street tree plan sets.
48. Section 107.13(g) of City of Madison Standard Specifications for Public Works Construction (website: <https://www.cityofmadison.com/business/pw/specs.cfm>) addresses soil compaction near street trees and shall be followed by Contractor. The storage of parked vehicles, construction equipment, building materials, refuse, excavated spoils or dumping of poisonous materials on or around trees and roots within five (5) feet of the tree or within the protection zone is prohibited. Add as a note on both the site and street tree plan sets.
49. On this project, street tree protection zone fencing is required. The fencing shall be erected before the demolition, grading or construction begins. The fence shall include the entire width of terrace and, extend at least 5 feet on both sides of the outside edge of the tree trunk. Do not remove the fencing to allow for deliveries or equipment access through the tree protection zone. Add as a note on both the site and street tree plan sets.
50. Street tree pruning shall be coordinated with City Forestry at a minimum of two weeks prior to the start of construction for this project. Contact City Forestry at (608)266-4816. All pruning shall follow the American National Standards Institute (ANSI) A300 - Part 1 Standards for pruning. Add as a note on both the site and street plan sets.
51. The Developer shall post a security deposit prior to the start of the development to be collected by City Engineering as part of the Developers Agreement. In the event that street trees are damaged during the construction process, City Forestry will draw from this deposit for damages incurred.
52. Additional street trees are needed for this project. Tree planting specifications can be found in section 209 of City of Madison Standard Specifications for Public Works Construction (website: <https://www.cityofmadison.com/business/pw/specs.cfm>) - All street tree planting locations and tree species within the right of way shall be determined by City Forestry. A landscape plan and street tree planting plan shall be submitted in PDF format to City Forestry for approval of planting locations within the right of way and tree species. All available street tree planting locations shall be planted within the project boundaries. Add following note on both the landscape and street tree plan sets: At least one week prior to street tree planting, Contractor shall contact City Forestry at (608) 266-4816 to schedule inspection and approval of nursery tree stock and review planting specifications with the landscaper.

Water Utility Review (Contact Jeff Belshaw, (608) 261-9835)

53. 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/plumbers-contractors>), 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.

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

54. Metro Transit operates daily all-day transit service along E Gorham and E Johnson near this property – with trips at least every 30 minutes (every 15 minutes or less during the day on weekdays). Metro Transit operates additional daily all-day rapid transit service along State Street near this property - with trips at least every 30 minutes (every 15 minutes or less during the day on weekdays and Saturdays).
55. Metro Transit would initially estimate the following counts of potentially eligible trips towards US Green Building Council/LEED Quality Access to Transit points: 248 Weekday & 131 Weekend. Please contact Metro Transit if additional analysis would be of interest.

The Fire Department and Assessor's Office have reviewed this request and recommended no conditions of approval.