



PREPARED FOR THE PLAN COMMISSION

**Project Address:** 6702 Mader Drive, aka 6701 McKee Road (District 7, Alder Wehelie)  
**Legistar File ID #:** [85816](#), [85684](#)  
**Prepared By:** Lisa McNabola, AICP, Planning Division  
Report Includes Comments from other City Agencies, as noted  
**Reviewed By:** Kevin Firchow, AICP, Principal Planner

## Summary

**Contact:** Patrick Terry; JLA Architects; 800 West Broadway, Suite 200, Monona, WI 53713

**Property Owner:** Alex Weis; Mad Grove, LLC; 2248 Deming Way, Suite 200, Middleton, WI 53562

**Requested Action:**

- [85816](#) – Consideration of a zoning map amendment to Planned Development–Specific Implementation Plan (PD-SIP) District to construct a three-story mixed-use building with 125 units and 2,500 square feet of commercial space at 6702 Mader Drive.
- [85654](#) – Consideration of a Certified Survey Map (CSM) to create one lot and one outlot at 6702 Mader Drive.

**Proposal Summary:** The applicant is seeking approval of a Specific Implementation Plan (SIP) to construct a three-story mixed-use building with 125 units and 2,500 square feet of commercial space at the southwest corner of McKee Road and Maple Grove Drive.

**Applicable Regulations & Standards:** Standards for zoning map amendments are found in MGO Section 8.182(6). The process and standards for Planned Developments are found in MGO Section 28.098. The process and standards of approval for Certified Survey Maps are found in MGO Section 16.23(5)(g).

**Review Required By:** Urban Design Commission, Plan Commission and Common Council

**Summary Recommendation:** The Planning Division recommends the following to the Plan Commission regarding the applications for 6702 Mader Drive. All recommendations are subject to input at the public hearing and the conditions recommended by the reviewing agencies.

- That the Plan Commission find that the applicable standards for Zoning Map Amendments and Planned Developments are met, and forward Zoning Map Amendment ID 28.022-00701 approving a Planned Development–Specific Implementation Plan for 6702 Mader Drive to the Common Council with a recommendation of **approval**.
- That the Plan Commission finds the approval standards for Certified Survey Maps are met and forward the Certified Survey Map for 6702 Mader Drive to the Common Council with a recommendation of **approval**.

## Background Information

**Parcel Location:** The 283,754 square-foot (6.5-acre) parcel is bounded by McKee Road to the north, Maple Grove Drive to the east, and Mader Drive to the south. It is located within District 7 (Alder Wehelie) and the Madison Metropolitan School District.

**Existing Conditions and Land Use:** The subject site is undeveloped. The site is zoned Planned Development – General Development Plan (PD-GDP) District.

**Surrounding Land Use and Zoning:**

North: Townhomes, zoned Planned Development (PD) District; commercial building, zoned CC-T (Commercial Corridor–Transitional) District;

East: Across Maple Grove Drive, pharmacy, multi-tenant commercial building, and grocery store, zoned PD District;

South: Multifamily residential, zoned SR-V2 (Suburban Residential–Varied 2) District and PD District; and

West: Funeral home, under construction, zoned PD District; multifamily residential, zoned PD District; four and six-unit multifamily residential along Stonecreek Drive, zoned SR-V1 (Suburban Residential–Varied 1) District and SR-V2 District.

**Adopted Land Use Plan:** The [Comprehensive Plan \(2018\)](#) recommends Neighborhood Mixed-Use (NMU) development for the subject property. Surrounding properties are recommended for a mix of NMU, Medium Residential (MR) and Low-Medium Residential (LMR) development. The older [Cross Country Neighborhood Development Plan](#) (1993) recommends the subject site be developed with commercial-office uses related to a 1995 approval of the site for a medical-office campus. That portion of the planning area had previously been recommended for medium-density residential uses.

**Zoning Summary:** The property is zoned Planned Development – General Development Plan (PD-GDP) District. If the zoning map amendment to the Planned Development–Specific Implementation Plan (PD-SIP) District is approved the following requirements would apply:

Requirements	Required	Proposed
Lot Area (sq. ft.)	As per approved plan	As per submitted plan
Lot Width	As per approved plan	As per submitted plan
Front Yard Setback	As per approved plan	As per submitted plan
Side Yard Setback	As per approved plan	As per submitted plan
Rear Yard Setback	As per approved plan	As per submitted plan
Usable Open Space	As per approved plan	As per submitted plan
Maximum Lot Coverage	As per approved plan	As per submitted plan
Building Height	As per approved plan	As per submitted plan

Site Design	Required	Proposed
Number Parking Stalls	As per approved plan	104 garage 81 surface (185 total)
Electric Vehicle Stalls	10% EV ready:	3 EV installed 11 EV ready
Accessible Stalls	Yes	9
Loading	As per approved plan	As per submitted plan
Number Bike Parking Stalls	Multi-family dwelling: 1 per unit up to 2-bedrooms, ½ space per add'l bedroom (125) 1 guest space per 10 units (12) General retail; service business; office: 1 per 2,000 sq. ft. floor area (2 minimum) (139 total)	125 garage 6 surface (131 total) See Comments (1)(3)(4)

Landscaping and Screening	Yes	Yes	See Comments (5)(6)
Lighting	Yes	Yes	
Building Form and Design	As per approved plan	As per submitted plan	See Comment (7)

*Table Prepared by Jenny Kirchgatter, Assistant Zoning Administrator*

**Environmental Corridor Status:** The subject site is not within a mapped environmental corridor.

**Public Utilities and Services:** This property is served by a full range of urban services.

## Previous Approvals

In 1995, under the 1966 Zoning Code, the Common Council approved a request to rezone approximately 36 acres located at the southwestern corner of McKee Road and Maple Grove Drive from Temp. A (Agriculture District) to R4 and R5 (General Residence Districts) and Planned Unit Development – General Development Plan (PUD-GDP) to allow for a medical-office campus along McKee Road and for primarily multi-family residential development to the south and west.

In 2010, under the 1966 Zoning Code, the Common Council approved an Amended PUD-GDP to allow for a senior housing multifamily building north of Mader Drive and an Amended PUD-GDP to allow for up to six commercial buildings to be constructed north of Mader Drive adjacent to the senior housing building and four multifamily buildings south of Mader Drive. In 2012 the Common Council approved a Planned Unit Development – Specific Implementation Plan (PUD-SIP) for the four multifamily buildings south of Mader Drive which were later constructed. In 2015, under the current Zoning Code, the Plan Commission approved an alteration to the Planned Development – General Development Plan (PD-GDP) to allow the senior housing to be built as family housing instead.

In 2015 the Common Council approved a Certified Survey Map to divide 6851-6921 McKee Road into two lots, now associated with 3204 Golden Copper Lane and 6853 McKee Road. That same year a Planned Development – Specific Implementation Plan (PD-SIP) was approved to construct two multifamily buildings at 3204 Golden Copper Lane, which were later constructed.

On February 2, 2023 the Common Council approved an Amended Planned Development – General Development Plan (PD-GDP) for 6853 McKee Road to allow for a three-story, 120-unit mixed use building with approximately 2,500 square feet of retail space at the corner of McKee Road and Maple Grove Drive and a two-story, 10,000 square-foot commercial building at the corner of McKee Road and Golden Copper Lane (Legistar ID [75171](#)).

On May 2, 2023 the Common Council approved a Certified Survey Map to divide 6853 McKee Road into two lots (Legistar ID [76902](#)). Lot 1 would be occupied by the two-story commercial building and Lot 2 would be occupied by the three-story mixed-use building and the existing private street (Mader Drive). The CSM would be recorded prior to development of the subject site.

On October 19, 2023 the Common Council approved a Planned Development–Specific Implementation Plan to allow for a two-story commercial building at 6728 Mader Drive (formerly 6853 McKee Road). The building is under construction and will be occupied by a funeral home (Legistar ID [79524](#)).

## Project Description

The applicant proposes to construct a three-story mixed-use building with 125 units and 2,500 square feet of commercial space at 6702 Mader Drive. Due to grading on the site, the building has a four-story volume along Mader Drive. Per the Zoning Code it is considered a three-story building. The applicant is also proposing to divide 6702 Mader Drive into one lot and one outlot. The outlot would include an existing private stormwater facility and Mader Drive which is a private street.

The building is comprised of two north-south wings with shared underground parking so that it appears as two separate buildings above ground. The wings are referred to as A1 and A2 on the project plans. A1 is located at the corner of McKee Road and Maple Grove Drive and A2 is interior to the lot and partially fronts McKee Road. They are connected by an outdoor amenity space with a pool that fronts McKee Road. There is a surface parking lot between the two wings that is accessed from Mader Drive. A second surface parking lot is located next to A2 and is also accessed from Mader Drive. This parking lot provides access to the underground parking entrance. There is a dog exercise area located north of the surface parking lot.

There is a building entrance for the multifamily units at the corner of McKee Road and Maple Grove Drive. Additional entries are located along interior facades which can be accessed from sidewalk connections provided along McKee Road and Mader Drive. There is also a sidewalk connection to the outdoor amenity space that fronts McKee Road. The commercial space is located in A1 at the corner of Maple Grove Drive and Mader Drive. There is an outdoor patio space located next to the surface parking lot.

Primary building materials include a split face cream brick veneer, burnished cream brick veneer, dark gray fiber cement board and batten siding, dark gray fiber cement panel, and a light gray fiber cement lap siding. A metallic bronze fiber cement cladding is applied at the corner elements including the columns and between the windows. The fence around the outdoor amenity would be powder coated aluminum to match the cladding. A light gray board formed concrete is applied to the exposed building base. Louvers would have a dark bronze finish.

## Analysis and Conclusion

Approval of a General Development Plan or any major alteration to an approved General Development Plan shall establish the basic right of use for the area. The General Development Plan shall be conditioned upon approval of a Specific Implementation Plan and shall not allow any of the uses as proposed until a Specific Implementation Plan is submitted and approved for all or a portion of the General Development Plan. The Specific Implementation Plan shall be consistent with the zoning text approved with the General Development Plan. Approval of a General Development Plan and Specific Development Plan shall be reviewed as a zoning map amendment.

A map amendment shall be consistent with the Comprehensive Plan; “consistent with” is defined as “furthers or does not contradict the objectives, goals and policies contained in the comprehensive plan.” Finally, the Urban Design Commission (UDC) shall review the Specific Implementation Plan prior to the Plan Commission and shall make a recommendation to the Plan Commission with specific findings on the Planned Development design objectives found in MGO §28.091(1) and (2).

### Summary of Adopted Plan Recommendations

The most contemporary plan covering this area is the [Comprehensive Plan](#) (2023) which recommends Neighborhood Mixed-Use (NMU) development for the subject site and surrounding properties at the McKee Road and Maple Grove

Drive intersection. The NMU category includes relatively small existing and planned Activity Centers that include residential uses, as well as retail, restaurant, service, institutional, and civic uses primarily serving nearby residents. Nonresidential uses in NMU areas typically focus on serving nearby residents, though some buildings may also include specialty businesses, services, or civic uses that attract customers from a wider area.

Buildings in NMU areas should be oriented towards streets, with buildings close to public sidewalks. New buildings in NMU areas are recommended to be two to four stories tall. On-street parking is recommended where practical, with private off-street parking placed primarily behind buildings, underground, or shielded from public streets by liner buildings. The plan also recommends that individual building should not include more than 10,000 square feet of commercial space.

### **Relationship to Other Applicable Regulations**

A Planned Development shall also comply with the General Regulations of Subchapter 28I. Where the applicant proposes a development that does not comply with one or more of the regulations in those subchapters, they shall specifically request that the Plan Commission consider the application of those regulations in making its recommendations on the development, including specific language in the zoning text or depiction on the plans.

The proposed bicycle parking does not comply with the bicycle parking design and location requirements in Section 28.141(11) M.G.O. Section 28.141(11)(f) states, "Up to twenty-five percent (25%) of bicycle parking may be structured parking, vertical parking or wall mount parking, provided there is a five (5) foot access aisle for wall mount parking." The development would have 49% structured bicycle parking without a 5 foot access aisle. The structured bicycle parking is located in front of the parking stalls.

### **Approval Standards**

Upon recommendation from the Plan Commission, the Common Council previously found that the PD-GDP was consistent with the Comprehensive Plan and the Planned Development District standards for approval subject to the following conditions as noted in the PD-GDP approval letter (Legistar ID [75171](#)).

The statement of purpose in the PD-GDP zoning text states that it is "established to allow for the construction of a three-story mixed-use apartment building located on the east half of the site that will contain up to 120 apartment units of varying types and approximately 2,500 square feet of retail space. There will be approximately 201 parking stalls for this portion of the development (approximately 1.67 parking stalls per dwelling unit), with 107 of the parking stalls being located under the building." The proposed development is a 3-story mixed use building with 125 units and 2,500 square feet of commercial space. There are 104 structured parking stalls located under the building and 81 surface parking stalls for a total of 185 parking stalls. The applicant is also installing 7 parking stalls next to the site on Mader Drive. Staff note that 12 vehicle stalls were removed from the surface lot and replaced with a dog exercise area to address the following condition from the PD-GDP approval, "At the time of Specific Implementation Plan approval, the applicant shall limit, reduce, or share parking for the proposed buildings to increase usable open space to the greatest extent possible, including at the northwestern corner of proposed Building A2."

The PD-GDP zoning text states the following regarding architectural character, "All buildings will be designed to be as oriented to, or more oriented to the adjacent public and private streets than to the internal parking lots through the inclusion of architectural features including but not limited to vision glass, usable entrances and fully screened utility and mechanical facilities along all street-side elevations. Ground floor entrances to

residential buildings and dwelling units are strongly encouraged and will be provided to the extent possible, as determined through approval of a Specific Implementation Plan.”

As it relates to architectural character as well, staff note that Planned Development standard (e) states, “The PD District plan shall coordinate architectural styles and building forms to achieve greater compatibility with surrounding land uses and create an environment of sustained aesthetic desirability compatible with the existing or intended character of the area and the statement of purpose of the PD District.”

As required by the Zoning Code, the Urban Design Commission (UDC) reviewed the Specific Implementation Plan to provide a recommendation to Plan Commission with specific findings on the Planned Development design objectives found in MGO §28.091(1) and (2). As part of that review, the UDC Secretary prepared a [Staff Report](#) for the November 20, 2024 UDC meeting which asked the UDC to provide feedback on the building orientation, building design and composition, building materials, landscaping and screening, and surface parking. See the Staff Report for full details.

At their November 20, 2024 meeting the UDC recommended “initial approval” (Legistar ID [84960](#)). This action signifies that the UDC believes the overall concept meets the relevant standards, though modifications to the design should be included before final approval and the issuance of permits. Procedurally, the UDC is an advisory body on the Planned Development request and makes a recommendation to Plan Commission. Plan Commission then makes a recommendation to the Common Council who takes the final action.

As part of this consideration, UDC noted that the building design and composition is generally adequate and appropriate as it relates to breaking down the overall building mass and scale. Staff note that the UDC has requested that walk-up units be added to improve the building’s orientation to the street. The UDC recommend the item return to UDC for final review to address several items, which are also noted in the recommended conditions of approval at the end of the report:

- The building design shall be refined to provide additional connectivity to the street with more walk-up units for a stronger urban design and positive orientation to the street.
- Provide details of the material transitions where the board formed concrete sandwich panel transitions to the fiber cement material.
- Provide the coping/cap finish detail for the board formed concrete sandwich panel.
- Provide details on the finish treatments for VTAC/PTAC units.
- Reorganize the amenities in the southwest corner (i.e., patio seating, bike parking) near the commercial space in Building A1 to accommodate landscape and soften the hardscape area.
- Revise the landscape plan to fill in the lawn area at the corner of McKee Road and Maple Grove Road with additional plantings to look more intentional and substantial; reflect climbing vegetation be planted in the raised boxes to soften the hardscape area; and return areas of stone mulch to shredded bark mulch to support the plant life and hold moisture.
- Update the site [and landscape] plan to align the tree islands in the parking area on the west side of Building A2 to align with those on the adjacent development for a more cohesive planting plan between the two sites.

## Conclusion

Staff believe the Specific Implementation Plan can be found consistent with the approved General Development Plan (GDP). The applicant is proposing a building that largely conforms to the development described in the General Development Plan, with relatively minor changes to the unit count and parking. Staff’s primary questions are related to several design considerations, especially related to the architectural character

requirements in the GDP zoning text and Planned Development Standard (e). Considering the design recommendations of the UDC, staff believe it is possible for the standards for Zoning Map Amendments and Planned Developments to be found met with UDC’s recommended conditions and the other comments and conditions noted below.

## **Recommendation**

### **Planning Division Recommendation** (Contact Lisa McNabola, 243-0554)

**Summary Recommendation:** The Planning Division recommends the following to the Plan Commission regarding the applications for 6702 Mader Drive. All recommendations are subject to input at the public hearing and the conditions recommended by the reviewing agencies.

- That the Plan Commission find that the applicable standards for Zoning Map Amendments and Planned Developments are met, and forward Zoning Map Amendment ID 28.022-00701 approving a Planned Development–Specific Implementation Plan for 6702 Mader Drive to the Common Council with a recommendation of **approval**.
- That the Plan Commission finds the approval standards for Certified Survey Maps are met and forward the Certified Survey Map for 6702 Mader Drive to the Common Council with a recommendation of **approval**.

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

#### ***Land Use Request***

### **Planning Division** (Contact Lisa McNabola, 243-0554)

1. The proposed development, as conditionally approved, is found to be consistent with the General Development Plan and the applicable approval standards. Prior to final sign-off and the issuance of permits, the Zoning Text for the PD shall be revised, for approval by Planning and Zoning staff, to allow for the development, as approved. The Zoning text shall also include other conditions specified by Zoning staff.
2. The applicant shall receive final approval from the Urban Design Commission (UDC) prior to receiving final sign-off, subject to the approval standards for Planned Developments found in MGO §28.098. The applicant may appeal the Urban Design Commission's decision to the Plan Commission, which may affirm, reverse, or modify the Urban Design Commission's decision. As a reference the approval conditions recommended by the UDC as part of their initial approval are listed in condition 3, below.



**Urban Design Secretary** (Contact Jessica Vaughn, 267-8740)

3. The project shall return to the Urban Design Commission for Final Approval to resolve the following details:
  - a. The building design shall be refined to provide additional connectivity to the street with more walk-up units for a stronger urban design and positive orientation to the street.
  - b. Provide details of the material transitions where the board formed concrete sandwich panel transitions to the fiber cement material.
  - c. Provide the coping/cap finish detail for the board formed concrete sandwich panel.
  - d. Provide details on the finish treatments for VTAC/PTAC units.
  - e. Reorganize the amenities in the southwest corner (i.e., patio seating, bike parking) near the commercial space in Building A1 to accommodate landscape and soften the hardscape area.
  - f. Revise the landscape plan to fill in the lawn area at the corner of McKee Road and Maple Grove Road with additional plantings to look more intentional and substantial; reflect climbing vegetation be planted in the raised boxes to soften the hardscape area; and return areas of stone mulch to shredded bark mulch to support the plant life and hold moisture.
  - g. Update the site [and landscape] plan to align the tree islands in the parking area on the west side of Building A2 to align with those on the adjacent development for a more cohesive planting plan between the two sites.

**Engineering Division** (Contact Tim Troester, 267-1995)

4. 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)
5. Construct sidewalk, terrace, curb and gutter, and pavement to a plan as approved by City Engineer.
6. An Erosion Control Permit is required for this project. See Storm comments for permit specific details and requirements.
7. A Storm Water Management Report and Storm Water Management Permit is required for this project. See Storm comments for report and permit specific details and requirements.
8. A Storm Water Maintenance Agreement (SWMA) is required for this project. See Storm comments for agreement specific details and requirements.
9. This site appears to disturb over one (1) acre of land and requires a permit from the WDNR for stormwater management and erosion control. The City of Madison has been required by the WDNR to review projects for compliance with NR216 and NR-151 however a separate permit submittal is still required to the WDNR for this work. The City of Madison cannot issue our permit until concurrence is obtained from the WDNR via their NOI or WRAPP permit process. Contact Eric Rortvedt at 273-5612 of the WDNR to discuss this requirement. Information on this permit application is available on line: <http://dnr.wi.gov/Runoff/stormwater/constrformsinfo.htm>.



The applicant is notified that the City of Madison is an approved agent of the Department of Safety and Professional Services (DSPS) and no separate submittal to this agency or CARPC is required for this project to proceed.

10. 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
11. Revise the plans to show a proposed private internal drainage system on the site. Include the depths and locations of structures and the type of pipe to be used. (POLICY AND MGO 10.29)
12. The proposed development proposes to construct underground parking. The proposed entrance to the underground parking is adjacent to a street low point. The applicant shall provide at a minimum of one (1) foot of rise from the adjacent back of walk in the driveway before breaking grade to the down ramp to the underground parking to protect the underground parking from inundation. The stated elevation is intended to be protective but does not guarantee a flood proof structure. The Developer/Owner are strongly encouraged to complete their own calculations and determine an elevation that protects their property to a level of service that they are comfortable with.
13. Provide additional detail how the enclosed depression(s) created by the parking entrance(s) to the below building parking area(s) is/are served for drainage purposes. The building must be protected from receiving runoff up through the 100-yr design storm that is current in Madison General Ordinance Chapter 37. If the enclosed depression(s) is/are to be served by a gravity system provide calculations stamped by a Wisconsin P.E. that show inlet and pipe capacities meet this requirement. If the enclosed depression(s) is/are to be served by a pump system provide pump sizing calculations stamped by a Wisconsin P.E. or licensed Plumber that show this requirement has been met.
14. 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](mailto:meberhardt@cityofmadison.com), or Daniel Olivares (east) at [daolivares@cityofmadison.com](mailto: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>

This project will require a concrete management plan and a construction dewatering plan as part of the erosion control plan to be reviewed and approved by the City Engineer's Office. If contaminated soil or groundwater conditions exist on or adjacent to this project additional WDNR, Public Health, and/or City Engineering approvals may be required prior to the issuance of the required Erosion Control Permit. (POLICY)

This project appears to require fire system testing that can result in significant amounts of water to be discharged to the project grade. The Contractor shall coordinate this testing with the erosion control measures and notify City Engineering 608-266-4751 prior to completing the test to document that appropriate measures have been taken to prevent erosion as a result of this testing.

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.

15. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to submit a Storm Water Management Permit application, associated permit fee, Stormwater Management Plan, and Storm Water Management Report to City Engineering. The Stormwater Management Permit application can be found on City Engineering's website at <http://www.cityofmadison.com/engineering/Permits.cfm>.

The Storm Water Management Plan & Report shall include compliance with the following:

Report: Submit prior to plan sign-off, a stormwater management report stamped by a P.E. registered in the State of Wisconsin.

Electronic Data Files: Provide electronic copies of any stormwater management modeling or data files including SLAMM, RECARGA, TR-55, HYDROCAD, Sediment loading calculations, or any other electronic modeling or data files. 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 to City Engineering. (POLICY and MGO 37.09(2))

Rate Control New Development: Detain the 100, & 200 - year storm events, matching post development rates to predevelopment rates and using the design storms identified in Madison General Ordinances Chapter 37.

Infiltration: Provide infiltration of 90% of the pre-development infiltration volume.

TSS New Development: Reduce TSS by 80% (control the 5-micron particle) off of newly developed areas compared to no controls.

Oil/Grease Control: Treat the first 1/2 inch of runoff over the proposed parking facility and/or drive up window.

Thermal Control: Provide substantial thermal control to reduce runoff temperature in cold water community or trout stream watersheds.

100-year Overflow: The applicant shall demonstrate that water can leave the site and reach the public ROW without impacting structures during a 100-year event storm. This analysis shall include reviewing overflow elevations and unintended storage occurring on site when the storm system has reached capacity.

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.

16. 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).

**Traffic Engineering Division** (Contact Luke Peters, 266-6543)

17. The applicant shall work with Traffic Engineering and Metro Transit to confirm final geometrics and necessary Right of Way dedication of bus pull out.

18. The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a five (5)-foot wide sidewalk, eight (8)-foot terrace, and additional one (1) foot for maintenance along Maple Grove Road.

19. The applicant shall work with Traffic Engineering on constructing a five (5)-foot wide sidewalk, eight (8)-foot terrace, along Golden Copper Lane.

20. 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.

21. 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.

22. 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.

23. All parking facility design shall conform to MGO standards, as set in section 10.08(6).

24. All bicycle parking adjacent pedestrian walkways shall have a 2 foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.

25. 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.

26. 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.

27. 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.

28. All parking ramps as the approach the public Right-of-Way shall not have a slope to exceed 5% for 20 feet; 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.
29. 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.
30. 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.
31. "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.
32. 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.
33. All existing driveway approaches on which are to be abandoned shall be removed and replaced with curb and gutter and noted on the plan.
34. Applicant shall submit for review a waste removal plan. This shall include vehicular turning movements.
35. Applicant shall submit for review a Commercial Delivery Plan. This plan will include times, vehicle size, use of loading zones and all related turning movements.

**Zoning** (Contact Jenny Kirchgatter, 266-4429)

36. The applicant proposes a development that does not comply with the bicycle parking requirements of Sections 28.141(4)(g) and 28.141(11). Specifically, the applicant requests more than 25% of bicycle parking stalls as structured, vertical or wall mount parking without a five (5) foot access aisle. A Planned Development shall comply with all standards, procedures, and regulations of the Zoning ordinance that are applicable to the individual uses within the development, including the General Regulations of Subchapter 28I and the Supplemental Regulations, Section 28.151, of Subchapter 28J. Where the applicant proposes a development that does not comply with one or more of the regulations in those subchapters, they shall specifically request that the Plan Commission consider the application of those regulations in making its recommendations on the development, including specific language in the zoning text or depiction on the plans.

37. Submit the Specific Implementation Plan Zoning Text for review and approval.
38. Bicycle parking for the residential dwelling units shall comply with the requirements of MGO Sections 28.141(4)(g) and 28.141(11) and shall be designated as short-term or long-term bicycle parking. A minimum of 125 resident bicycle stalls are required plus a minimum of 12 short-term guest stalls. Up to twenty-five percent (25%) of bicycle parking may be structured parking, vertical parking or wall mount parking, provided there is a five (5) foot access aisle for wall mount parking. NOTE: A bicycle stall is a minimum of two (2) feet by six (6) feet with a five (5) foot wide access area. Submit a detail showing the model of bike rack to be installed.
39. Bicycle parking for the commercial tenant space shall comply with the requirements of MGO Sections 28.141(4)(g) and 28.141(11) and will be reviewed prior to obtaining zoning approval for the use. Provide a minimum of two (2) short-term bicycle parking stalls located in a convenient and visible area on a paved or pervious 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.
40. Per Sections 28.142(3)(c) and 28.142(4)(e), planting beds or planted areas must contain at least 75% vegetative cover mulched. Submit the updated 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.
41. Provide details for the resident amenity patio and dog run, including for the pergola, planters, and fencing.
42. The project shall comply with bird-safe glass requirements Section 28.129. Provide a detail of the specific bird- safe glass treatment product that will be used.
43. 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.
44. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.

**Fire Department** (Contact Matt Hamilton, 266-4457)

45. MFD anticipates that the building will have multiple addresses based on street frontages. Comply with the requirements of MGO 34.501 When buildings or a complex of buildings are protected with a single or common fire protection system, a fire department connection and fire alarm annunciator shall be provided for each address in a location approved by the Chief. The fire alarm system shall transmit signals for each address to the central alarm station. In addition to the fire protection components, a key box or vault shall be installed for each address in a location approved by the Chief.

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

46. 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(8)(f) and 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. Please reference ID# 23001.1 when contacting Parks about this project.

**Forestry Section** (Contact Bradley Hofmann, 267-4908)

47. 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.
48. 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.
49. 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.
50. 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.
51. 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.
52. 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.

53. 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.
54. 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** (Contact Jeff Belshaw, 261-9835)

55. 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 Timothy Sobota, 261-4289)

56. As identified on the plans submitted for review, in coordination with public works improvements, the applicant shall construct a new bus stop pullout lane and concrete boarding pad surface on the west side of Maple Grove Drive south of McKee Road - so that buses can safely exit the active vehicle travel lanes for the time needed to actively load or unload passengers at this signalized intersection, specifically new riders anticipated at this intersection due to the creation of multi-family residential units on this previously undeveloped land. This bus stop pullout lane and concrete boarding pad surface would replace the current curbside bus stop zone that occupies the active travel lanes on this street.



57. The applicant shall install and maintain a new passenger waiting shelter with seating amenity - either as part of the private landscape plan or in the public right-of-way area - along the west side of Maple Grove Drive south of McKee Road. If located in the public right-of-way, the applicant should be aware of the requirements set forth in MGO 10.31, as well as the timelines necessary to submit a Privilege in Streets (Bus Shelter) application and should contact the City's Office of Real Estate Services for information and assistance with the Privilege in Streets application process. An approved Encroachment Agreement, for the bus stop amenity, shall be executed prior to sign off - if located in the public right-of-way.

58. The applicant shall include the location of these transit amenities on the final documents filed with their permit application so that Metro Transit may review the design.

59. The existing curbside bus stop zone and accessible pedestrian sidewalk and terrace area on the west side of Maple Grove Drive, south McKee Road, provide critical access to the City's transit operations, and any planned or permitted obstruction of the existing bus stop zone in excess of thirty (30) days may require additional right-of-way improvements and/or other mitigation measures in coordination with Traffic Engineering and Metro Transit staff - in order to create an alternate bus stop zone that would serve the Maple Grove Drive at McKee Road intersection area in a comparable operational and accessible manner.

60. Metro Transit operates daily all-day transit service along McKee Road and Maple Grove Drive adjacent this property - with trips at least every 60 minutes (every 30 minutes or less during the day on weekdays).

61. Metro Transit would initially estimate the following counts of potentially eligible trips towards US Green Building Council/LEED Quality Access to Transit points: 84 Weekday & 34 Weekend. Please contact Metro Transit if additional analysis would be of interest.

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

62. The portion of the public utility easement per Doc No 2781492 that needs to be released to construct the building shall be released by separate document prepared by City Office of Real Estate Services. Contact Jeff Quamme of Engineering Mapping (jrquamme@cityofmadison.com, 608-266-4097) to coordinate the Real Estate project, and associated information and fees required. The applicant/consultant are required to obtain the releases of the other utilities prior to the City recording its release.

63. The applicant shall work with Traffic Engineering on constructing a five (5)-foot wide sidewalk, eight (8)-foot terrace, along the east side of Golden Copper Lane that is currently required to also be constructed as part of the Ryan Funeral Home Project to the west.

64. The Private Storm Water Management Easement last amended by Document 5930536 shall be amended to acknowledge the splitting of Lot 2 of CSM 16362 and modify the terms as necessary addressing each parcel's rights and responsibilities.

65. The Private Declaration of Easements last amended by Document 5931279 shall be amended to acknowledge the splitting of Lot 2 of CSM 16362 and modify the terms as necessary addressing each parcel's rights and responsibilities.
66. The Private Storm Sewer and Sanitary Sewer Easements shall be amended to acknowledge the splitting of Lot 2 of CSM 16362 and modify the terms as necessary addressing new Lot 1 as the lands subject to the easements.
67. Under the Mader Drive label add "Private Street"
68. Remove the trees on the landscaping plan from the McKee Road right of way plan and also from the Public Utility Easements along McKee Road and Maple Grove Drive. Also remove the sign in the northeast corner of the site from the Public Utility Easement.
69. Remove all references to 6701 McKee Rd. That address was inactivated and retired in August of 2012. The address for the apartments in A1 is 6708 Mader Dr. The address for the apartments in A2 is 6716 Mader Dr. The commercial addresses are TBD when build out plans are finalized. 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.
70. With the split of the parcel into a lot and outlot, the pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD), the new parcel data created by the Assessor's Office and the parcel data available to Zoning and Building Inspection staff prior to issuance of building permits for new construction or early start permit.
71. Submit a site plan and a complete building Floor Plan 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 a complete interior addressing plan. Also, include a unit floor matrix for 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 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.

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

72. The applicant shall submit a Transportation Demand Management (TDM) Plan to tdm@cityofmadison.com. The TDM Plan is required per MGO 16.03. Applicable fees will be assessed after the TDM Plan is reviewed by staff.

**Land Division Request**

**Engineering Division** (Contact Tim Troester, 267-1995)

- 73. 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)
- 74. Construct sidewalk, terrace, curb and gutter, and pavement to a plan as approved by City Engineer.
- 75. A minimum of two (2) working days prior to requesting City Engineering signoff on the plat/csm contact either Tim Troester (West) at 261-1995 (ttroester@cityofmadison.com) or Brenda Stanley (East) at 608-261-9127 (bstanley@cityofmadison.com) to obtain the final stormwater utility charges that are due and payable prior to sub-division of the properties. The stormwater utility charges (as all utility charges) are due for the previous months of service and must be cleared prior to the land division (and subsequent obsolesces of the existing parcel). (POLICY)

**Traffic Engineering Division** (Contact Luke Peters, 266-6543)

- 76. The applicant shall work with Traffic Engineering and Metro Transit to confirm final geometrics and necessary Right of Way dedication of bus pull out.
- 77. The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a five (5)-foot wide sidewalk, eight (8)-foot terrace, and additional one (1) foot for maintenance along Maple Grove Road.
- 78. The applicant shall work with Traffic Engineering on constructing a five (5)-foot wide sidewalk, eight (8)-foot terrace, along Golden Copper Lane.

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

- 79. 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(8)(f) and 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. Please reference ID# 23001.1 when contacting Parks about this project.
- 80. The following note should be included on the CSM: "LOTS WITHIN THIS SUBDIVISION ARE SUBJECT TO IMPACT FEES THAT ARE DUE AND PAYABLE AT THE TIME BUILDING PERMIT(S) ARE ISSUED."
- 81. The Parks Division shall be required to sign off on this CSM.

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

82. As identified on the plans submitted for review, in coordination with public works improvements, the applicant shall construct a new bus stop pullout lane and concrete boarding pad surface on the west side of Maple Grove Drive south of McKee Road - so that buses can safely exit the active vehicle travel lanes for the time needed to actively load or unload passengers at this signalized intersection, specifically new riders anticipated at this intersection due to the creation of multi-family residential units on this previously undeveloped land. This bus stop pullout lane and concrete boarding pad surface would replace the current curbside bus stop zone that occupies the active travel lanes on this street.
83. The applicant shall install and maintain a new passenger waiting shelter with seating amenity - either as part of the private landscape plan or in the public right-of-way area - along the west side of Maple Grove Drive south of McKee Road. If located in the public right-of-way, the applicant should be aware of the requirements set forth in MGO 10.31, as well as the timelines necessary to submit a Privilege in Streets (Bus Shelter) application and should contact the City's Office of Real Estate Services for information and assistance with the Privilege in Streets application process. An approved Encroachment Agreement, for the bus stop amenity, shall be executed prior to sign off - if located in the public right-of-way.
84. The applicant shall include the location of these transit amenities on the final documents filed with their permit application so that Metro Transit may review the design.

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

85. The portion of the public utility easement per Doc No 2781492 that needs to be released to construct the building shall be released by separate document prepared by City Office of Real Estate Services. Contact Jeff Quamme of Engineering Mapping (jrquamme@cityofmadison.com, 608-266-4097) to coordinate the Real Estate project, and associated information and fees required. The applicant/consultant are required to obtain the releases of the other utilities prior to the City recording its release.
86. The Private Storm Water Management Easement last amended by Document 5930536 shall be amended to acknowledge the splitting of Lot 2 of CSM 16362 and modify the terms as necessary addressing each parcel's rights and responsibilities. Provide a draft for review. Document to be recorded post CSM recording.
87. The Private Declaration of Easements last amended by Document 5931279 shall be amended to acknowledge the splitting of Lot 2 of CSM 16362 and modify the terms as necessary addressing each parcel's rights and responsibilities. Provide a draft for review. Document to be recorded post CSM recording.
88. The Private Storm Sewer and Sanitary Sewer Easements shall be amended to acknowledge the splitting of Lot 2 of CSM 16362 and modify the terms as necessary addressing new Lot 1 as the lands subject to the easements. Provide a draft for review. Document to be recorded post CSM recording.

89. Correct the Public Utility Easement along the north side of Lot 1 to be per Document No. 2781492.
90. Wisconsin Administrative Code A-E 7.08 identifies when Public Land System (PLS) tie sheets must be filed with the Dane County Surveyor's office. The Developer's Surveyor and/or Applicant must submit copies of required tie sheets or monument condition reports (with current tie sheet attached) for all monuments, including center of sections of record, used in this survey, to Jeff Quamme, City Engineering (jrquamme@cityofmadison.com)
91. Prior to Engineering final sign-off by main office for Plats or Certified Survey Maps (CSM), the final Plat or CSM in pdf format must be submitted by email transmittal to Engineering Land Records Coordinator Jeff Quamme (jrquamme@cityofmadison.com) for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division sign-off.
92. Revised the title of the line table on sheet 1 to be a "Private" Street Easement & Private Stormwater Management Easement Line Table.
93. Confirm the bearing of L2 in the Maple Grove Right of Way Table. Closures appear to have been okay with the original CSM.
94. This Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD), the new parcel data created by the Assessor's Office and the parcel data available to zoning and building inspection staff prior to issuance of building permits for new construction or early start permit.
95. Submit to Jeff Quamme, prior to Engineering sign-off of the subject plat, one (1) digital CADD drawing in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work, preferably closed polylines for lot lines, shall be void of gaps and overlaps and match the final recorded plat:
  - a) Right-of-Way lines (public and private)
  - b) Lot lines
  - c) Lot numbers
  - d) Lot/Plat dimensions
  - e) Street names
  - f) Easement lines (i.e. all shown on the plat including wetland & floodplain boundaries.)NOTE: This Transmittal is a separate requirement from the required Engineering Streets Section for design purposes. The Developer/Surveyor shall submit new updated final plat, electronic data for any changes subsequent to any submittal.

**Real Estate Office** (Contact Andy Miller, 261-9983)

96. OWNER'S CERTIFICATION

Prior to approval sign-off by the Office of Real Estate Services ("ORES"), the Owner's Certificate(s) on the CSM shall be executed by all parties of interest having the legal authority to do so, pursuant to Wis. Stats. 236.21(2)(a). Said parties shall provide documentation of legal signing authority to the notary or authentication attorney at the time of execution. The title of each certificate shall be

consistent with the ownership interest(s) reported in the most recent title report. A PDF of the CSM containing electronic signatures shall be provided to ORES to obtain approval sign-off.

#### 97. MORTGAGEE/VENDOR CERTIFICATION

Prior to CSM approval sign-off, an executed and notarized or authenticated certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s). If a mortgage or other financial instrument is reported in record title, but has been satisfied or no longer encumbers the lands or ownership within the CSM boundary, a copy of a recorded satisfaction or release document for said instrument shall be provided prior to CSM approval sign-off.

#### 98. CERTIFICATE AND CONSENT REQUIREMENTS

If any portion of the lands within the CSM boundary are subject to an Option to Purchase or other Option interest, include a Certificate of Consent for the option holder and have it executed prior to CSM sign-off if said ownership interest meets the criteria set forth by Wis. Stats. Sec. 236.34 and Sec. 236.21(2)(a).

A Consent of Lessee certificate shall be included on the CSM for all tenant interests in excess of one year, recorded or unrecorded, and executed prior to CSM sign-off.

#### 99. REAL ESTATE TAXES

As of November 8, 2024, real estate taxes are paid for the subject property. Per 236.21(3) Wis. Stats. and 16.23(5)(g)(1) Madison General Ordinances, the property owner shall pay all real estate taxes that are accrued or delinquent for the subject property prior to CSM recording. Receipts from the City of Madison Treasurer are to be provided before or at the time of sign-off.

#### 100. SPECIAL ASSESSMENTS

As of November 8, 2024, there are no special assessments reported. All known special assessments are due and payable prior to CSM approval sign-off. If special assessments are levied against the property during the review period and prior to CSM approval sign-off, they shall be paid in full pursuant to Madison General Ordinance Section 16.23(5)(g)1.

#### 101. TITLE REPORT UPDATE

Pursuant to Madison City Ordinance Section 16.23(5)(g)(4), the owner shall furnish an updated title report via email to Andy Miller in the ORES (acmiller@cityofmadison.com), as well as the survey firm preparing the proposed CSM. The report shall search the period subsequent to the initial title report, dated September 16, 2024, submitted with the CSM application and include all associated documents that have been recorded since the initial title report. A title commitment may be provided, but will be considered only as supplementary information to the title report update. Surveyor shall update the CSM with the most recent information reported in the title update. ORES reserves the right to impose additional conditions of approval in the event the title update contains changes that warrant revisions to the CSM.

#### 102. ADDITIONAL REQUIREMENTS

Depict, dimension, name, note and/or identify by document number all relevant easements, declarations, plans, conditions, agreements, and other documents cited in record title and the updated title report, and include relevant notes from plats or CSMs of record. If documents included in the 12-23-2019 title report do not apply to the area within the proposed CSM, have them removed from the updated title report.

Depict and dimension public easements for utilities and storm water drainage rights-of-way to be dedicated on the proposed CSM where necessary.

If all parties of interest agree that certain easements from prior plats or CSM's of record are no longer necessary, the release documents for said easements shall be recorded prior to CSM approval sign-off, with the recording information for the release included as a Note on the proposed CSM.

Create notes that define the purpose of and the ownership of (whether public or private) all outlots. The note for an outlet dedicated to the public shall say: "Dedicated to the public for \_\_\_\_\_ purposes."