



Department of Planning & Community & Economic Development  
**Planning Division**

Website: [www.cityofmadison.com](http://www.cityofmadison.com)

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May 2, 2007

J. Randy Bruce  
Knothe & Bruce Architects, LLC  
7601 University Avenue, Suite 201  
Middleton, Wisconsin 53562

RE: Approval of a request to rezone 2620 & 2612 Arbor Drive, 713 & 717 Knickerbocker Street, 2605 & 2609 Monroe Street from R5 (General Residence District) and C2 (General Commercial District) to Planned Unit Development, General Development Plan/ Specific Implementation Plan (PUD-GDP-SIP) to allow demolition of six buildings and construction of a 45-unit condominium building and a 4,000 square-foot commercial building. (James Corcoran)

Dear Mr. Bruce:

At its May 1, 2007 meeting, the Common Council **conditionally approved** your client's application to rezone property located in the southeasterly quadrant of Monroe and Knickerbocker streets from R5 & C2 to PUD-GDP-SIP. The following conditions of approval shall be satisfied prior to final approval and recording of the planned unit development:

**Please contact Janet Dailey, City Engineering, at 261-9688 if you have questions regarding the following twenty-two (22) items:**

1. The City Forester must approve location and species of trees to be located in right of way.
2. Roof drains shall be shown and shall be directed to an internal drainage system or stormwater management facility.
3. The Certified Survey Map proposed by applicant/owner combining parcels 0709-281-1505-9 and 0709-281-1511-6 shall be submitted, conditionally approved and recorded prior to PUD-SIP recording.
4. The site plan shall be revised to represent the true property boundaries as defined by the Certified Survey Map prepared by Burse Surveying.
5. Submit an addressing plan in PDF format to Lori Zenchenko for review and approval at [lzenchenko@cityofmadison.com](mailto:lzenchenko@cityofmadison.com). The addressing plan must show internal apartment/ suite/ unit numbering for each building and floor.

6. The construction of this building will require removal and replacement of sidewalk, curb and gutter and possibly other parts of the City's infrastructure. The applicant shall enter into a City/ Developer agreement for the improvements required for this development. The applicant shall be required to provide deposits to cover City labor and materials and surety to cover the cost of construction. The applicant shall meet with the City Engineer to schedule the development of the plans and the agreement. The City Engineer will not sign off on this project without the agreement executed by the developer. The developer shall sign the Developer's Acknowledgement prior to the City Engineer signing off on this project.
7. The applicant shall construct sidewalk along Arbor Drive to a plan approved by the City Engineer.
8. The applicant shall replace all sidewalk and curb and gutter that abuts the property that is damaged by the construction or any sidewalk and curb and gutter, which the City Engineer determines needs to be replaced because it is not at a desirable grade regardless of whether the condition existed prior to beginning construction.
9. A City licensed contractor shall perform all work in the public right of way.
10. The plan set shall be revised to show a proposed private internal drainage system on the site. This information shall include the depths and locations of structures and the type of pipe to be used.
11. The applicant shall demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. The erosion control plan shall include Universal Soil Loss Equation (USLE) computations for the construction period. Measures shall be implemented in order to maintain a soil loss rate below 7.5-tons per acre per year.
12. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to control 40% TSS (20 micron particle).
13. The applicant shall submit, prior to plan sign-off, digital CAD files to the Land Records Coordinator in the Engineering Division (Lori Zenchenko). The digital copies shall be drawn to scale and represent final construction, including: building footprints, internal walkway areas, internal site parking areas, lot lines/ numbers/ dimensions, street names, other miscellaneous impervious areas.
14. The applicant shall submit, prior to plan sign-off, digital PDF files to the Engineering Division (Jeff Benedict or Tim Troester). The digital copies shall be to scale, shall have a scale bar on the plan set, and shall contain the following items: building footprints; internal walkway areas; internal site parking areas; lot lines and right-of-way lines; street names, stormwater management facilities and; detail drawings associated with stormwater management facilities (including if applicable planting plans).
15. The Applicant shall submit prior to plan sign-off, electronic copies of any Stormwater Management File including: SLAMM DAT files; RECARGA files; TR-55/HYDROCAD/etc. and; sediment loading calculations. If calculations are done by hand or are not available electronically the hand copies or printed output shall be scanned to a PDF file and provided.

16. The applicant shall obtain a Street Excavation permit for the installation of utilities required to serve this project. The applicant shall pay the permit fee, inspection fee and street degradation fee as applicable and shall comply with all the conditions of the permit.
17. The applicant shall obtain all necessary sewer connection permits and sewer plugging permits prior to any utility work.
18. The applicant's utility contractor shall obtain a connection permit and excavation permit prior to commencing the storm sewer construction.
19. The site plans shall be revised to show the location of existing utilities, including depth, type, and size in the adjacent right of way.
20. Prior to approval of the conditional use application, the owner shall obtain a permit to plug each existing sanitary sewer lateral that serves a building that is proposed for demolition. For each lateral to be plugged the owner shall deposit \$1,000 with the City Engineer in two separate checks in the following amounts: (1) \$100 non-refundable deposit for the cost of inspection of the plugging by City staff; and (2) \$900 for the cost of City crews to perform the plugging. If the owner elects to complete the plugging of a lateral by private contractor and the plugging is inspected and approved by the City Engineer, the \$900 fee shall be refunded to the owner.
21. All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior Engineering sign-off, unless otherwise collected with a Developer's/ Subdivision Contract. Contact Janet Dailey (261-9688) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff.
22. The site plan shall be revised to show all existing public sanitary sewer facilities in the project area as well as the size and alignment of the proposed service.

**Please contact John Leach, Traffic Engineering, at 267-8755 if you have questions about the following eleven items:**

23. The Plan Commission will need to consider whether the proposed driveway on Monroe Street should be eliminated due to the many conflicts and concerns along this section of Monroe Street. The neighborhood association and Monroe Street Commercial District Plan have noted that the pedestrian environment and crossings in this area are very challenging and in need of improvement. The proposal to make the driveway inbound only has problems as there is really no way to secure or enforce this. **The Plan Commission approved the project with the Monroe Street access for the site as a one-way inbound.**
24. **The Plan Commission removed condition #2 of the Traffic Engineering Division report regarding residential parking permits.**
25. When the applicant submits final plans for approval, the applicant shall show the following: items in the terrace as existing (e.g., signs and street light poles), type of surfaces, existing property lines, addresses, one contiguous plan (showing all easements, all pavement markings, building placement,

and stalls), signage, percent of slope, vehicle routes, dimensions of radii, aisles, driveways, stalls including the two-foot overhang, and a scaled drawing at 1" = 20'.

26. Per ordinance, the small car stalls shall not exceed 25% of the total number of Medium and Large Vehicles and Small Vehicles stalls for the facility. The site plan shall show small car parking spaces identified and properly controlled with a sign "Small Cars Only" per each space, when plans are submitted for approval.
27. The applicant shall modify the "Open Parking Garage" for width, length and backing up for parking spaces, according to Figures II "Medium and Large Vehicles" and "Small Vehicles" parking design standards in Section 10.08(6)(b) 2 and 3. The applicant shall show the dimensions proposed parking stalls items B, C, E, and F, for ninety-degree angle parking with nine-foot wide stalls and backing up, according to Figures II "Medium and Large Vehicles" parking design standards in Section 10.08(6)(b)2. (If two (2) feet of overhang are used for a vehicle, it shall be shown on the plan.)
28. When site plans are submitted for approval, the developer shall provide recorded copies of the joint driveway ingress/egress and easements.
29. A "Stop" sign shall be installed at a height of seven feet at all driveway approaches. All signs at the approaches shall be installed behind the property line. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.
30. The ramp down to underground parking percent of sloped shall be designed to accommodate low-clearance vehicles for a transition. The applicant shall provide a profile of the ramp showing the slopes critical clearance, when plans are submitted for approval.
31. The applicant shall modify the turning area ingressing and egressing the underground parking area to item "F" according MGO minimum of 20 ft. for ingressing and egressing turning vehicles accessing the underground parking area.
32. The developer shall post a deposit and reimburse the City for all costs associated with any modifications to traffic signals, street lighting, signing and pavement marking, and conduit and handholes, including labor, engineering and materials for both temporary and permanent installations.
33. Public signing and marking related to the development may be required by the City Traffic Engineer for which the developer shall be financially responsible.

**Please contact Kathy Voeck, Assistant Zoning Administrator, at 266-4551 if you have questions regarding the following seven items:**

34. Section 28.04(24) provides that Inclusionary Zoning requirements shall be complied with as part of the approval process. Submit, to CDBG, a copy of the approved inclusionary zoning plan for recording prior to final signoff of the rezoning.
35. Meet all applicable State accessible requirements, including but not limited to:

- a.) Provide a minimum of four accessible stalls striped per State requirements (one surface, one covered parking area and two in the garage). A minimum of one of the stalls shall be a van accessible stall 8' wide with an 8' striped out area adjacent.
  - b.) Show signage at the head of the stalls. Accessible signs shall be a minimum of 60" between the bottom of the sign and the ground.
  - c.) Show the accessible path from the stalls to the building. The stalls shall be as near the accessible entrance or elevator as possible. Show ramps, curbs, or wheel stops where required.
36. Provide 49 bike parking stalls (45 for the residential units and 4 for the commercial/restaurant spaces) in a safe and convenient location on an impervious surface to be shown on the final plan. The lockable enclosed lockers or racks or equivalent structures in or upon which the bicycle may be locked by the user shall be securely anchored to the ground or building to prevent the lockers or racks from being removed from the location. NOTE: A bike-parking stall is two feet by six feet with a five-foot access area. Structures that require a user-supplied locking device shall be designed to accommodate U-shaped locking devices.
37. Provide a detailed landscape plan. Show species and sizes of landscape elements. Provide a landscape worksheet with the final plans that shows that the landscaping provided meets the point and required tree ordinances. In order to count toward required points, the landscaping shall be within 15' and 20' of the parking lot depending on the type of landscape element. (Note: The required trees do not count toward the landscape point total.)
38. Lighting is required. Provide a plan showing at least .5-foot candle on any surface on any lot and an average of .75 footcandles. The maximum light trespass shall be 0.5 fc at 10 feet from the adjacent lot line. (See City of Madison lighting ordinance).
39. In the zoning text, include the existing square footage of commercial space and the existing two dwelling units. In the zoning text, signage shall be per the R5 for the residential use and C2 for the commercial uses and signage shall be as approved by the Urban Design Commission and Zoning staff.
40. Show addresses of the buildings on the final site plans.

**Please contact Si Widstrand, Parks Division, at 266-4711 if you have questions about the following two items:**

41. Park dedication required for this project is 21,700 square feet based on 700 square feet per unit for 31 units; a credit was given for the 14 existing units located on the site. The required dedication shall be paid as a fee in lieu of land, based on the actual value of the acreage up to a maximum of \$1.82 per square foot. The dedication fee for this project is \$39,494.00. Park Development Fees are \$16,768.83 (\$540.93 per unit). → Total park fees for this project = **\$56,262.83**.

Prior to City signoff on this project, the developer shall select one of the following options for paying these fees:

- Payment of all fees in a lump sum prior to City signoff on the project;

- The developer may pay half the fees and provide a two-year letter of credit for the remaining half of the fees, both prior to City signoff, or;
- The fee payment may be paid within fourteen days of issuance of any zoning, conditional use or building permit. No certificate of occupancy may be issued for buildings on any parcel for which there are unpaid impact fees. Under this option, the fees shall be calculated and prorated to each lot on the development, and the developer shall record a notice of the outstanding impact fees for each lot prior to receiving City signoff for the project. All fees shall be paid at the rate in effect at the time of payment.

42. The developer has agreed and been granted permission to plant additional trees in Wingra Park to screen the new building from the park.

**Please contact my office at 261-9632 if you have questions about the following three items:**

43. That the applicants receive the approval of Planning Division, Zoning and Building Plan Review staff of site plans for the relocation of the three Arbor Drive residential buildings (if the new sites are located within the City of Madison). In the event that the all or some of those buildings are not relocated, a reuse and recycling plan approved by the Recycling Coordinator will be required prior to the issuance wrecking permits.

44. The planting of additional trees in Wingra Park and the planting of ornamental trees in the rights of way of Knickerbocker Street and Arbor Drive shown on the landscaping plan are subject to the separate approval of the Parks Division and City Forester and are shown on the plans for illustrative purposes only.

45. That the zoning text be revised per Planning Division approval as follows:

- a.) that the list of uses be revised to note the following:
  - multi-family residential uses as shown on the approved plans;
  - commercial uses as allowed in the C2 zoning district as permitted uses;
  - accessory uses directly associated with those permitted uses, including parking for residents and guests, and outdoor eating areas as shown on the approved plans.
- b.) signage for the commercial buildings shall be limited to the maximum permitted in the C2 zoning district and to the maximum permitted in the R5 district for the residential building, as approved by the Urban Design Commission and Zoning Administrator.

**Please contact Scott Strassburg, Madison Fire Department, at 261-9843 if you have questions about this project's need to provide all fire apparatus access required by Comm. 62.0509 and MGO 34.19 as part of the final signoff of the project.**

**This project was approved with the requirement that seven (7) inclusionary dwelling units will be provided. Please contact Barb Constans or Hickory Hurie in the Community Development Block Grant Office at 267-0740 for information on the documents required to be executed by your client and the City prior to final approval and recording of the planned unit development.**

After the plans have been changed as per the above conditions, please file **nine (9) sets** of the revised, complete site plans, building elevations, floor plans and any other documentation requested herein with the Zoning Administrator, Room LL-100, Madison Municipal Building, 215 Martin Luther King, Jr.

Boulevard. The sets of final revised plans or documents will be circulated by the Zoning staff to the City department staff listed above for their signature of final approval.

A reuse and recycling plan approved by the Recycling Coordinator is required by ordinance prior to the issuance of a wrecking permit. The reuse and recycling plan shall be submitted along with the resubmittal of site plans for forwarding to the Recycling Coordinator.

Upon receipt of the aforementioned plans, documents and fees, and upon determining that they are complete, the Zoning Administrator shall record them with the Dane County Register of Deeds Office. The recorded originals will be returned to the applicant, with the recording information noted, when the Register of Deeds has completed the recording process.

If this plan is not recorded within one year of the date of approval by the Common Council, the approval shall be null and void. No construction or alteration of the property included in this application shall be permitted until a Specific Implementation Plan (SIP) has been approved and recorded.

Within thirty-six (36) months of Common Council approval of the general development plan, the basic right of use for the areas, when in conformity with the approved specific implementation plan, shall lapse and be null and void unless 1) the project, as approved, is commenced by the issuance of a building permit, or 2) if an application for an extension is filed at least thirty (30) days prior to the expiration of the thirty-six (36) month period and the Plan Commission, after a public hearing pursuant to Sec. 28.12(10(e), determines that no changes in the surrounding area or neighborhood since approval of the general development plan render the project incompatible with current conditions and grants an extension of up to twenty-four (24) months in which to obtain a building permit. In no case shall an extension allow a building permit to be issued more than sixty (60) months after approval of the general development plan by the Common Council. If a new building permit is required pursuant to sec. 29.06(4), Madison General Ordinances, a new petition and approval process shall be required to obtain general development plan approval and specific implementation plan approval.

If you have any questions regarding recording this plan or obtaining permits, please call Matt Tucker, Zoning Administrator, at 266-4551. If I may be of any further assistance, please do not hesitate to contact me at 261-9632.

Sincerely,

Timothy M. Parks  
Planner

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Unit (T. Parks)	<input checked="" type="checkbox"/>	CDBG Office (in.c. IZ)
<input checked="" type="checkbox"/>	Zoning Administrator	<input checked="" type="checkbox"/>	Parks Division (Park fees)
<input checked="" type="checkbox"/>	City Engineering	<input checked="" type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input checked="" type="checkbox"/>	Recycling Coordinator (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input type="checkbox"/>	Other:

- cc: Kathy Voeck, Assistant Zoning Administrator
- Janet Dailey, City Engineering
- John Leach, Traffic Engineering
- Scott Strassburg, Madison Fire Department
- Si Widstrand, Parks Division