



Project Address: 6301-6313 Odana Road
Application Type: Demolition Permit, Zoning Map Amendment, and Certified Survey Map
Legistar File ID # [33597](#), [33458](#), and [33677](#)
Prepared By: Kevin Firchow, AICP, Planning Division
Report Includes Comments from other City Agencies, as noted
Reviewed By: Michael Waidelich, Principal Planner, Planning Division
Katherine Cornwell, Planning Division Director

Summary

Applicant: Bill Montelbano; Bill Montelbano, Architect; 8 East Hudson Street; Mazomanie, WI 53560
Contact: Bill Montelbano; Bill Montelbano, Architect; 8 East Hudson Street; Mazomanie, WI 53560
(CSM) Chris Adams; Williamson Surveying; 104A W. Main St; Waunakee, WI 53597
Property Owner: Society of St. Vincent De Paul; PO Box 259686; Madison, WI

Requested Actions: The applicant requests approval of a demolition permit, a zoning map amendment rezoning 6313 Odana Road from Suburban Employment to Commercial Center; and approval of Certified Survey Map (CSM) combining the subject properties into one lot.

Proposal Summary: The applicant proposes to demolish an existing two-story retail/office building to allow for a building addition and parking lot expansion of the adjacent Society of St. Vincent De Paul Society Thrift Store. This proposal also includes a request to rezone 6313 Odana Road from the Suburban Employment District to the CC District and a Certified Survey Map (CSM). The existing CSM includes a mapped 42-foot building setback line along the rear (Beltline-side) of the property. The applicant seeks to reduce this setback in order to proceed with the proposed project.

Applicable Regulations & Standards: This proposal is subject to the standards for Zoning Map Amendments [M.G.O. Section 28.182(6)] and Demolitions [Section 28.185] and Land Divisions [16.23].

Review Required By: Plan Commission (PC), and Common Council.

Summary Recommendation: The Planning Division recommends that the Plan Commission find the standards are met and **approve** the demolition permit request for 6313 Odana Road. Planning Division also recommends that the Plan Commission forwards zoning map amendment 00121 rezoning 6313 Odana Road from the SE (Suburban Employment District) to the CC (Commercial Center District) with a recommendation **approval**. The Planning Division also recommends the Plan Commission **approve** the certified survey map. These recommendations are subject to the input at the public hearing and the comments from reviewing agencies.

Background Information

Parcel Location: The subject properties are bounded by Odana Road on the north and the West Beltline Highway to the south. The properties are within Aldermanic District 19 and within the limits of the Madison Metropolitan School District.

Existing Conditions and Land Use: 6301 Odana Road includes a 7,500 sf one-story building, operated as the St. Vincent DePaul Thrift Store. That property is zoned CC (Commercial Center District). 6313 Odana Road is immediately to the west and currently includes a 12,240 sf, two-story building (with three-story Beltline exposure), that has most recently been utilized as a furniture store. That building is proposed for demolition. These lots were created in 1974 as part of CSM 1578. That CSM now requires a 42-foot building setback from the Beltline Highway right-of-way.

Surrounding Land Use and Zoning:

North: Small office buildings on the north side of Odana Road zoned SE (Suburban Employment) and undeveloped land zoned MXC (Mixed Use Center);

South: Beltline Highway;

East: One-story commercial building now utilized as an Antiques Mall, zoned CC (Commercial Center); and

West: One-story office building zoned SE (Suburban Employment) with other office and commercial uses, beyond.

Adopted Land Use Plan: The land use recommendations of the Comprehensive Plan generally follow the established zoning in this area. 6301 Odana and properties to the east are recommended for general commercial development. 6313 Odana Road is part of an existing employment node that includes a small portion of lands south of Odana Road. Further west of that area, the Plan recommends additional general commercial uses. The area is also part of the Southwest Neighborhood Plan, though that document does not include more specific land use recommendations for this property.

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

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

Zoning Summary: 6301 Odana Road is currently zoned CC (Commercial Center District) and the applicant proposes to rezone 6313 from the SE (Suburban Employment District) to the CC District.

	Required	Proposed
Front yard setback	100' max.	26.4'
Side yard setback	1 story – 5' 2 story – 6'	Adequate
Rear yard setback	20'	24'
Maximum lot coverage	85%	67%
Maximum height	5 stories / 68'	1 story / 23'
Number parking stalls	No minimum	64
Accessible stalls	3	4
Loading	1	1
Number bike parking stalls	1 per 2,000 sq. ft. (10)	9 (See Comment #54)
Landscaping	Yes	Yes (See Comment # 51)
Lighting	Yes	Yes (See Comment # 52)
Building forms	Yes	Meets building forms
Other Critical Zoning Items	Barrier free (ILHR 69) Utility easements	

Project Description

There are three requests before the Plan Commission related to the proposed expansion of the St. Vincent DePaul Society Thrift Store. The applicant first requests approval of a demolition permit to raze an existing building for the purpose of allowing the addition of the adjacent structure and additional parking. The second request is to rezone 6313 Odana Road (the site of the building to be demolished) from the SE (Suburban Employment) to the CC (Commercial Center) zoning district to match the zoning of 6303 Odana Road, where the existing St. Vincent DePaul facility is located. The final request is approval of a certified survey map (CSM) to combine these properties into one lot. This request is subject to the approval standards for Demolitions, Zoning Map Amendments, and Land Divisions.

The building proposed for demolition at 6313 Odana Road is a two-story building that includes a three-story exposure when viewed from the Beltline Highway. The building has been utilized as an office and has been most recently occupied by a furniture store. City Assessor's records indicate the building was constructed in 1977 and has a gross floor area of approximately 12,240 square feet. No information has been provided on the condition of the building and staff is not aware of any significant structural deficiencies. Existing Building photos are included in the packet and can be viewed online at:

http://www.cityofmadison.com/planning/projects/reports/6301or_photos.pdf

Upon demolition, the applicant proposes to expand the existing St. Vincent DePaul facility and its parking. According to City Assessor's records, that building now has a gross floor area of 7,500 square feet. The applicant indicates that with the addition, the building size will increase to 19,149 square feet. The sales floor will increase from 5,860 to 14,605 square feet. The addition includes the construction of a semi-truck loading dock along the front of the store and an enclosed donation/customer loading area to the rear. Several changes to the front façade are proposed, with new windows being provided where no windows currently exist. The building will primarily be clad in metal siding.

To facilitate this development, the applicant is also proposing the aforementioned zoning map amendment to bring the entire development site into the CC (Commercial Center) Zoning District. Also, the applicant proposes a one-lot certified map to combine the properties into one lot. As noted in the existing conditions analysis, the existing CSM includes a 42-foot setback line along the Beltline-side of the property. As proposed, the covered loading area is set back just over 24 feet from the rear (Beltline-side) property line. The main rear wall of the building appears to be set back approximately about 44 feet.

Along the Beltline, the Landscape Plan depicts a row of 37 unspecified existing shrubs (ranging in height from 3-5 feet tall) will remain. Three black hills spruce will be added along the site's south east corner. The landscape plan shows landscaping proposed between the parking and the street and the addition of other trees including Swamp Oaks and Kentucky Coffee trees.

Analysis and Conclusion

This proposal is subject to the standards for Zoning Map Amendments [M.G.O. Section 28.182(6)] and Demolitions [Section 28.185] and Land Divisions [16.23].

Conformance with Adopted Plans

Staff believes the proposal is generally consistent with adopted plan recommendations. The development site is currently split between two recommended land uses in the Comprehensive Plan. The eastern part of the site is part of a larger area recommended for general commercial development while the western part of the property is part of a smaller node recommended for employment development. The plan's land use recommendations follow the current zoning boundaries for this site. The plan states that the planned land use maps are a representation of the recommended pattern of future land uses at a large scale and is not intended for application on a parcel-by-parcel basis; nor should it be interpreted as similar to a zoning district map. Recommended land uses are generalized in that the exact boundaries between one land use category and another are often only approximate. The area is also within the study area for The Southwest Neighborhood Plan which does not provide more specific land use recommendations for this area. In the Odana Road area, development is encouraged to be close to the street and parking is recommended to the sides and rears of buildings.

Zoning Map Amendment Standards

The Zoning Administrator has encouraged the developer to provide consistent zoning for the entire development site. 6313 Odana Road is proposed to be rezoned to the CC-Commercial Center District to match that of the existing St. Vincent DePaul site at 6303 Odana Road.

The standards for zoning map amendments are relatively broad and state that such amendments are legislative decisions of the Common Council that shall be based on public health, safety and welfare, shall be consistent with the Comprehensive Plan, and shall comply with Wisconsin and federal law. Chapter 66.1001(3) Wisconsin Statutes requires that zoning ordinances (of which the zoning map is part) enacted or amended after January 1, 2010 be consistent with the City's Comprehensive Plan. 2010 Wisconsin Act 372 clarified "consistent with" to mean "furthers or does not contradict the objectives, goals and policies contained in the comprehensive plan." As noted above, staff believes the proposed zoning map amendment can be found to be consistent with the Comprehensive Plan.

Land Division Standards

The applicant proposes to combine the two properties into one lot with a Certified Survey Map (CSM). Among the most important considerations in evaluating this request is the rear yard setback. As noted above, the underlying CSM, approved in 1974, includes a 42-foot deep "building setback" along the Beltline-side of the property. The proposed covered customer drop-off area is proposed to be built into this setback, though the balance of the building appears to not encroach into this area. This 42-foot setback is required on various plats and CSMs to the west. However, properties immediately to the east do not have this same restriction. Properties to the east have a required 30-foot building setback line and the adjacent antique store structure is built to that setback line.

Prior to the applicant submitting this application, Zoning and Engineering staff consulted the Wisconsin Department of Transportation (WISDOT) on this setback. WISDOT correspondence is attached. As stated in the attached materials, WISDOT could not verify that this setback was one imposed by WISDOT. Based on this correspondence, staff understands they have no formal approving authority on this setback. Noting that additional right-of-way expansion will be likely, WISDOT has cautioned the City as to what to allow in the setback area. Considering that the main rear building wall would comply with this setback and that only the covered drop-off area encroaches, staff believes it may be appropriate to reduce the setback to allow for the

proposed development. The applicant is proposing a new 20-foot rear setback line. In the alternative, the Plan Commission may wish to require a 30-foot building setback, such as the one required on the property to the south. This would require some adjustments to the plan including shifting the drop-off location towards the east side of the building or other adjustments. Based on follow up correspondence from the project architect, such an adjustment of the drop-off location would make building function difficult and they prefer the location as proposed.

The Land Division regulations also require that lots adjacent to a US highway provide a buffer strip of at least 30 feet in depth in addition to the required rear yard setback for the planting of trees and shrubs by the owner. However, in reviewing the development pattern along the Beltline Highway, this standard has not been applied to many properties. Several parking lots already abut this setback or have minimal lawn areas not exceeding a few feet. On the subject property, there is currently a 5-6 deep planting area. The extent of the paved area on the beltline-side of the site is not proposed to change and a row of existing, "unspecified" shrubs are listed to remain in the Landscape Plan. It appears these are deciduous shrubs, though staff couldn't assess the level of screening they would provide when their foliage is completely in. The Land Division regulations allow the Plan Commission to waive or vary this (and other design) standards:

Sec 16.23(10) When in the judgment of the Plan Commission it would be inappropriate to apply literally provisions of Subsection (8) of this ordinance because the subdivision is located outside the corporate limits or because extraordinary hardship would result, it may waive or vary such provisions so that substantial justice may be done and the public interest secured.

Considering the number of nearby properties in which a 30-foot planting strip was not required, the Planning Division believes it would be appropriate to modify this standard. However, in order to ensure that screening within the existing planting area is effective; staff recommends that the landscape plan specify the species in this planting area and that additional evergreen plantings be provided to provide better year-round screening.

Demolition Standards

In considering the Demolition approval standards, the Plan Commission must find that the proposed demolition and proposed use are both 1) consistent with the intent and purpose of the zoning district and 2) that the proposed future use is compatible with the purpose of the demolition section of the ordinance. As noted above, the project is proposed concurrently with a zoning map amendment. Numerous demolition permits have been approved in conjunction with a zoning map amendment, and demolition of the existing building is not inconsistent with the purpose of the zoning district.

Regarding finding "2" the standards state that the Plan Commission shall consider and may give decisive weight to any relevant facts, including impacts on the normal and orderly development of surrounding properties and the reasonableness of efforts to relocate the building. The demolition standards also state that the proposed use should be compatible with adopted plans, which are discussed above. In regards to normal and orderly development, staff acknowledges the applicant's efforts to provide additional windows along the proposed storefront which enhance its character. The Planning Division, however, has some concerns that the proposed building may be more representative of a light-industrial or warehouse type structure and believes that further façade enhancements or additional design elements would help the proposed building better fit within the surrounding office and commercial buildings. One suggestion staff has provided to the applicant is the addition of a metal (non-fabric) canopy-type element to unify the entire length of the façade.

The demolition standards also state that the Plan Commission shall consider the report of the City's historic preservation planner regarding the historic value of the property, as well as any report submitted by the

Landmarks Commission. The Preservation Planner forwarded the comments of the Landmarks Commission who found that there is no known historic value of the building proposed for demolition.

Public Input

At the time of report writing, staff has not received any public input on these requests.

Conclusion

The applicant requests rezoning, demolition, and land division approval. These requests will allow for the construction of an expansion to the existing St. Vincent DePaul Society Thrift Store facility on Odana Road. Staff believe the standards can likely be met with the approved conditions.

Recommendation

Planning Division Recommendation (Contact Kevin Firchow, 267-1150)

The Planning Division recommends that the Plan Commission find the standards are met and **approve** the demolition permit request for 6313 Odana Road. Planning Division also recommends that the Plan Commission forwards zoning map amendment 0121 rezoning 6313 Odana Road from the SE (Suburban Employment District) to the CC (Commercial Center District) with a recommendation **approval**. The Planning Division also recommends the Plan Commission **approve** the certified survey map. These recommendations are subject to the input at the public hearing and the comments from reviewing agencies.

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

Planning Division

Comments on the Rezoning and Demolition Request

1. That the plans submitted for final sign-off are at 1:20 or other typical scale acceptable to reviewing agencies.
2. That the applicant works with staff on modifications to the building facades with the final plans to be approved by staff. Possible facade modifications include additions of a metal (not-fabric) canopy element above the window line or alternative treatment to provide additional design detail to the façades.

Comments on the CSM

3. That with this approval, the Plan Commission grants a variance of Section 16.23(8)(a)3a allowing a buffer strip along the Beltline Highway (USH 12 and 14) to be less than the required 30 feet. The approved buffer area shall be the area that is between 5-6 feet, generally consistent with the existing area as shown on the proposed site plan. The landscape plan for the buffer area shall be revised to clearly identify the existing species and include some evergreen plantings to provide better year round screening. This information shall be provided for staff approval.

4. That with this approval, the Plan Commission reduces the rear building setback from 42 to 20 feet. In the alternative, the Plan Commission could specify no rear-building setback or an alternative setback as discussed in this report. This shall be clarified in the motion to approve.

City Engineering Division (Contact Janet Schmidt, 261-9688)

Comments on the Rezoning and Conditional Use Request:

5. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD) prior to issuance of any building permits. When the recorded CSM image is available from the ROD, the Assessor's Office can then create the new Address-Parcel-Owner (APO) data in GEO so that the Accela system can upload this data and permit issuance made available for this new land record.
6. The site plan shall show and label all easements of record as shown on the pending Certified Survey Map for this same site.
7. Discharge from the bio-retention shall be directly connected to the storm sewer along the right-of-way for USH 12 & 14. Discharge shall not discharge across the bike path on the surface.
8. The site plan shall identify lot and block numbers of recorded Certified Survey Map or Plat.
9. The site plan shall include a full and complete legal description of the site or property being subjected to this application.
10. This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in the ROCK RIVER TMDL ZONE and by Resolution 14-00043 passed by the City of Madison Common Council on 1/21/2014. You will be expected to meet a higher standard of erosion control than the minimum standards set by the WDNR.
11. 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. POLICY AND MGO 10.29.
12. 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.
13. For Commercial sites < 1 acre in disturbance the City of Madison is an approved agent of the Department of Commerce and WDNR. As this project is on a site with disturbance area less than one (1) acres, and contains a commercial building, the City of Madison is authorized to review infiltration, stormwater management, and erosion control on behalf of the Department of Commerce. No separate submittal to Commerce or the WDNR is required. (NOTIFICATION)
14. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to a) Reduce TSS off of the proposed

development by 80% when compared with the existing site; b) ; and c) Complete an erosion control plan and complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website – as required by Chapter 37 of the Madison General Ordinances.

15. The applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the Engineering Program Specialist in the Engineering Division (Lori Zenchenko). The digital CAD file shall be to scale and represent final construction. The single CAD file submittal can be either AutoCAD (dwg) Version 2001 or older, MicroStation (dgn) Version J or older, or Universal (dxf) format and contain only the following data, each on a separate layer name/level number: a) Building Footprints, b) Internal Walkway Areas, c) Internal Site Parking Areas, d) Other Miscellaneous Impervious Areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.), e) Right-of-Way lines (public and private), f) All Underlying Lot lines or parcel lines if unplatted, g) Lot numbers or the words “unplatted”, h) Lot/Plat dimensions, i) Street names

All other levels (contours, elevations, etc) are not to be included with this file submittal.

NOTE: Email file transmissions preferred lzenchenko@cityofmadison.com. Include the site address in the subject line of this transmittal. Any changes or additions to the location of the building, sidewalks, parking/pavement during construction will require a new CAD file. (POLICY and MGO 37.09(2) & 37.05(4)).

16. 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, and shall have a scale bar on the plan set. (POLICY and MGO 37.09(2)) PDF submittals shall contain the following information: a) building footprints, b) internal walkway areas, c) internal site parking areas, d) lot lines and right-of-way lines, e) Street names, f) Stormwater Management Facilities, and g) detail drawings associated with stormwater management facilities (including if applicable planting plans).
17. The applicant shall submit prior to plan sign-off, electronic copies of any Stormwater Management Files including: a) SLAMM DAT files; b) RECARGA files; c) TR-55/HYDROCAD/Etc... and d) 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. (POLICY and MGO 37.09(2))
18. 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. (MGO 10.05(6))This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
19. The applicant’s utility contractor shall obtain a connection permit and excavation permit prior to commencing the storm sewer construction. MGO 37.05(7) This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
20. Prior to approval, the owner or owner’s representative shall obtain a permit to plug each existing sanitary sewer lateral that serves a building which is proposed for demolition. For each lateral to be plugged the owner shall complete a sewer lateral plugging application and pay the applicable permit fees. NOTE: As of January 1, 2013 new plugging procedures and permit fees go into effect. The new procedures and revised fee schedule is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))
21. All outstanding Madison Metropolitan Sewerage District (MMSD) are due and payable prior Engineering sign-off, unless otherwise collected with a Developer’s / Subdivision Contract. Contact Janet Dailey (608-

261-9688) 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))

22. The site plan shall be revised to show all existing public sanitary sewer facilities in the project area as well as the size, invert elevation, and alignment of the proposed service. (POLICY)

Comments on the CSM:

23. The existing utility easements along the east, southerly and along the common lot line of Lots 2 and 3 of CSM 1578 shall note they are per Document No. 1414996.
24. Additional language shall be added to the 41' Building Setback per CSM No. 1578 stating "is hereby released by the City of Madison". The resolution for approval of the CSM is to have language authorizing the release of this setback.
25. The 30' and 10' building setbacks shown and noted on the CSM shall be clarified that they are "Private" building setbacks.
26. Language shall be added to the Deed Restriction note per Doc. No. 1431338 stating "No Building Permitted".
27. Add a note that US Highway 12 & 14 is an access controlled highway per Doc. No. 802720.
28. All curves shall have chords shown as required.
29. Note 1 on sheet 2 shall be revised to match the language required in the City of Madison Subdivision Ordinance.
30. Note 7 on sheet 2 Document 125823 shall be revised to 1258523.
31. The first course after the point of beginning in the legal description under the Surveyor's Certificate shall be revised to read "along said east line".
32. Show the limits of the existing pavement on site.
33. Correct Owner's Certificate spelling of 'Distric Council' to 'District Council' in all instances
34. The following note shall be placed on the CSM: **No changes in drainage patterns associated with development on any or all lots within this CSM shall be allowed without prior approval of the City Engineer.**
35. Remove drainage arrows, notes (unless otherwise provided by City Engineering) and elevations from the face of the CSM.
36. The following note shall be added to the certified survey map. "All lots created by this certified survey map are individually responsible for compliance with Chapter 37 of the Madison General Ordinances in regard to storm water management at the time they develop."

37. A minimum of two (2) working days prior to requesting City Engineering signoff on the plat/csm the applicant shall contact Janet Dailey (608-261-9688) 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. All charges shall be cleared prior to the land division (and subsequent obsolesces of the existing parcel). (POLICY)
38. All outstanding 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 Janet Dailey (608-261-9688) 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))
39. 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 condition reports for all monuments, including center of sections of record, used in this survey, to Eric Pederson, City Engineering. If a new tie sheet is not required under A-E 7.08, Engineering requests a copy of the latest tie sheet on record with Dane County Surveyor's office. The Applicant shall identify monument types on all PLS corners included on the Plat or CSM. Note: Land tie to two PLS corners required.
40. In accordance with Section s.236.34(1) (c) which says a CSM shall be prepared in accordance with s.236.20(2) (c) & (f), Wisconsin Statutes, the Applicant must show type, location and width of any and all easements. Clearly identify the difference between existing easements (cite Register of Deeds recording data) and easements which are being conveyed by the Plat/CSM. Identify the owner and/or benefiting interest of all easements.
41. Prior to Engineering final sign-off by main office for Certified Survey Maps (CSM), final CSM must be submitted to Engineering Division Surveyor / Land Records Coordinator for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division sign-off. Electronic mail submittal of the FINAL CSM in PDF form is preferred.

Transmit to epederson@cityofmadison.com

Traffic Engineering Division (Contact Eric Halvorson, 266-6572)

Comments on the Rezoning and Conditional Use Request (No Comments on CSM)

42. Additional retail space of the building is likely to increase motorized vehicular trips to the site. Applicant shall provide pedestrian connection to existing shared use path that exists along the southerly frontage of the property to help mitigate impacts of the increased retail space.

43. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be scaled to 1" = 20' and include the following, when applicable: existing and proposed property lines; parcel addresses; all easements; 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.

44. 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.
45. 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.
46. All parking facility design shall conform to MGO standards, as set in section 10.08(6).
47. All private signage must be on private property and not in the public Right-of-Way.

Zoning Administrator (Contact Pat Anderson, 266-5978)

Comments on the Rezoning and Conditional Use Request (No Comments on the CSM):

48. Provide a reuse/recycling plan, to be reviewed and approved by The City's Recycling Coordinator, Mr. George Dreckmann, prior to a demolition permit being issued.
49. Sec 28.185 (10) of the Madison Zoning Ordinance requires the submittal of documentation demonstrating compliance with the approved reuse and recycling plan. Please note, the owner must submit documentation of recycling and reuse within 60 days of completion of demolition.
50. Section 28.185(9) (a) A demolition or removal permit is valid for one (1) year from the date of the Plan Commission.
51. Pursuant to Section 28.142(3)&(6) Landscape Plan and Design Standards: Landscape plans for zoning lots greater than ten thousand (10,000) square feet in size must be prepared and stamped by a registered landscape architect.
52. Exterior lighting provided shall be in accordance with City of Madison General Ordinances Section 10.085. Provide an exterior lighting plan and fixture cut sheets, with the final plan submittal.
53. 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. Note: Ground sign on property being demolish shall not be used by this site unless approved
54. Bike parking shall comply with City of Madison General Ordinances Table 28I-3 (General Regulations). Provide the minimum bike parking stalls in a safe and convenient location on an impervious surface to be shown on the final plan. NOTE: A bike-parking stall is two feet by six feet with a five-foot access area. Provide details of bike rack on final plan sets.
55. Per Sec. Sec. 28.060(2)(e), provide detailed elevation drawings, including a gate detail, for the refuse enclosure.

56. No rooftop mechanical equipment is shown on submitted plans. Per Sec. Sec. 28.060(2)(f), any rooftop equipment shall be screened from view.

Fire Department (Contact Bill Sullivan, 261-9658)

Comments on the Rezoning and Conditional Use Request (No Comments on the CSM):

57. The Madison Fire Department does not object to this proposal provided the project complies with all applicable fire codes and ordinances.

58. Please consider allowing Madison Fire Dept. to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities: Lt Scott Bavery (608) 576-0600.

Parks Division (Contact Kay Rutledge, 266-4714)

Comments on the Rezoning and Conditional Use Request and CSM

59. All proposed street tree removals within the right of way shall be reviewed by City Forestry. Please submit an existing inventory of trees (location, species, & DBH) and a tree removal plan (in PDF format) to Dean Kahl – dkahl@cityofmadison.com or 266-4816. Approval and permitting of street tree removals shall be obtained from the City Forester and/or the Board of Public Works prior to the approval of the site plan. Please reference ID# 14116 when contacting Parks about this project.

60. Additional street trees are needed for this project. All street tree planting locations and trees species with the right of way shall be reviewed by City Forestry. Please submit a tree planting plan (in PDF format) to Dean Kahl – dkahl@cityofmadison.com or 266-4816. Approval and permitting of tree planting shall be obtained from the City Forester and/or the Board of Public Works prior to the approval of the site plan. Tree planting specifications can be found in section 209 of City of Madison Standard Specifications for Public Works Construction - <http://www.cityofmadison.com/business/pw/documents/StdSpecs/2013/Part2.pdf>.

61. Existing street trees shall be protected. Please include the following note on the site plan: Contractor shall install tree protection fencing in the area between the curb and sidewalk and extend it at least 5 feet from both sides of the tree along the length of the terrace. No excavation is permitted within 5 feet of the outside edge of a tree trunk. If excavation within 5 feet of any tree is necessary, contractor shall contact City Forestry (266-4816) prior to excavation to assess the impact to the tree and root system. Tree pruning shall be coordinated with City Forestry. Tree protection specifications can be found in section 107.13 of City of Madison Standard Specifications for Public Works Construction - <http://www.cityofmadison.com/business/pw/documents/StdSpecs/2013/Part1.pdf>.

Office of Real Estate Services (Contact Jenny Frese, 267-8719)

The CSM is also subject to the recommended conditions from City Real Estate which will be provided in a separate memo.

Water Utility (Contact Dennis Cawley, 261-9243)

Comments on the Rezoning and Conditional Use Request and CSM

62. This property is not in a wellhead protection district. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility. The Water Utility will not need to sign off the final plans, and will not need a copy of the approved plans.

Metro Transit (Contact Tim Sobota, 261-4289)

No comments were submitted for this request.