



Department of Planning & Development
Planning Unit

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November 9, 2005

Lisa Aumann & Jeremy Frommelt
PLANNING Design Build, Inc.
901 Deming Way, Suite 102
Madison, Wisconsin 53717

RE: Approval of a request to rezone a 1.48-acre parcel located at 1433 Monroe Street from M1 (Limited Manufacturing District) and C3 (Highway Commercial District) to M1 and approval of a conditional use to allow construction of a new credit union with drive-thru windows.

Dear Ms. Aumann & Mr. Frommelt:

At its November 8, 2005 meeting, the Common Council **approved** your client's application for rezoning property located at 1433 Monroe Street. The Plan Commission **conditionally approved** the conditional use for the new credit union with drive-thru windows on November 7, 2005 subject to the rezoning of the property. The conditions of approval for the project are as follows:

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

1. The final full-sized plans submitted for signoff shall show both Lots 1 and 2.
2. On Lot 1, provide four bike parking stalls 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. On Lot 2, show the proposed bike stalls on the plans that meet the above criteria.
3. Parking lot plans with greater than twenty (20) stalls, landscape plans must be stamped by a registered landscape architect. 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.) Planting islands shall consist of at least 75% vegetative cover, including trees, shrubs, ground cover, and/or grass. Up to 25% of the island surface may be brick pavers, mulch or other non-vegetative cover. All plant materials in islands shall be protected from vehicles by concrete curbs.
4. Lighting is not required. However, if it is provided, it must comply with City of Madison outdoor lighting standards. (See Parking Lot packet available from the Zoning Administrator). Lighting will be limited to .08 watts per square foot.

5. The Plan Commission does not grant signage approvals. Signage must be reviewed for compliance with Chapter 31 of the Madison General Ordinances. The Zoning Section of the Department of Planning and Development must issue permits. This is also in an Urban Design District and needs UDC approval.

Please contact Gary Dallmann, City Engineering, at 266-4751 if you have questions regarding the following eleven items:

6. The new credit union building will need a new address assigned. Please contact Lori Zenchenko at 266-5952 for more information.
7. Redevelopment of this site shall require storm water management to capture 40% of sediment, oil and grease capture, and a maintenance agreement.
8. Proposed CSM shall be recorded prior to building permits being issued. (See separate CSM letter regarding conditions for survey approval.)
9. Each lot shall have a separate sanitary sewer lateral.
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. Please contact Greg Fries at 267-1199 to discuss this requirement.
13. The plan set shall be revised to show more information on proposed drainage for the site. This shall be accomplished by using spot elevations and drainage arrows or through the use of proposed contours. It is necessary to show the location of drainage leaving the site to the public right-of-way. It may be necessary to provide information off the site to fully meet this requirement.
14. All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior to connection to the public sewerage system.
15. 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.
16. 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, other miscellaneous impervious areas.

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

17. If the parking spaces are to be accessory parking on special event for the University of Wisconsin. The subject conditional use is conditionally approved provided the subject accessory parking is used, managed and operated in accordance with the City-approved Stadium/ Kohl Center Transportation Management Plan

(TMP). The applicant should contact the UW Athletic Dept. The applicant should provide a letter of approval from the UW Athletic Dept. about management and operating the accessory parking.

18. The applicant should submit revised site plans for existing 1433 Monroe St. credit union site according to Madison General Ordinances (MGO).
19. 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), driveway approaches to all lots in the facility, percent of slope, vehicle routes, dimensions of radii, aisles, driveways, stalls including the two (2) feet overhang, and a scaled drawing at 1" = 20'.
20. The applicant will need to show service points and ATM machine. The drive-thru shall be clearly identified with pavement markings and signage and the service point shall be shown. The Applicant shall provide to Traffic Engineering for approval, a Queuing Model showing provision for adequate queue storage of vehicles per service point that prevents queue interference with pedestrian or other vehicular movements.
21. The applicant should show the dimensions for proposed and existing parking stalls' items A, B, C, D, E, F, and O for degree of angle parking width and backing up, according to Figures II "Medium and Large Vehicles" parking design standards in Section 10.08(6)(b)2. The applicant shall note the 2-foot vehicle overhang to exclude trees, bushes & signs.
22. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.
23. The developer shall post a deposit or reimburse the City for all costs associated with any modifications to street lighting, signing and pavement marking including labor and materials for both temporary and permanent installations.
24. 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 John Lippitt, Madison Fire Department, at 261-9658 if you have questions about the following item:

25. The site plans shall clearly identify the location of all fire lanes as required by Comm. 62.0509 and MGO 34.19.

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

26. That the applicant work with Planning Unit staff to incorporate additional brick veneer on the elevations where brick is currently proposed, and for the applicant to submit a sample of the proposed EIFS material for review and approval by Planning Unit staff, or to suggest a specific alternative material acceptable to staff.
27. That the recommendations of the Pedestrian/ Bicycle/ Motor Vehicle Commission be addressed, including that a curb cut [onto Monroe Street] be provided at the best possible location as determined by the Alder and/or Traffic Engineering, and that a connection to the parking lot from the bicycle path directly onto the property.

Approval of this project does not include any approval to prune, remove or plant trees in the public right of way. Permission for such activities must be obtained from the City Forester, 266-4816.

Please now follow the procedures listed below for obtaining your conditional use:

1. Please revise your plans per the above and submit ***eight (8) copies*** of a complete plan set to the Zoning Administrator for final review and comment. Also be sure to include any additional materials requested by these departments for their approval prior to sign off.
2. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting demolition and/or building permit approval.
3. No alteration of this proposal shall be permitted unless approved by the Plan Commission, provided, however, the Zoning Administrator may issue permits for minor alterations. This approval shall become null and void one year after the date of the Plan Commission unless the use is commenced, construction is under way, or a valid building permit is issued and construction commenced within six months of the issuance of said building permit. The Plan Commission shall retain jurisdiction over this matter for the purpose of resolving complaints against the approved conditional use permit.

If you have any questions regarding obtaining your demolition or building permits, please contact the Zoning Administrator at 266-4551. If you have any questions or if may be of any further assistance, please do not hesitate to contact my office at 261-9632.

Sincerely,

Timothy M. Parks
Planner

I hereby acknowledge that I understand and will comply with the above conditions of approval for this conditional use.

Signature of Applicant

cc: Kathy Voeck, Assistant Zoning Administrator
John Leach, Traffic Engineering
Gary Dallmann, City Engineer's Office
John Lippitt, Madison Fire Department

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Unit (T. Parks)	<input type="checkbox"/>	Parks Division
<input checked="" type="checkbox"/>	Zoning Administrator	<input checked="" type="checkbox"/>	Fire Department
<input checked="" type="checkbox"/>	City Engineering	<input checked="" type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Other: