



Department of Planning & Development
Planning Unit

Website: www.cityofmadison.com

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April 10, 2006

John Bieno
TJK Design Build
634 West Main Street
Madison, WI 53703

SUBJECT: 1713-1717 Eagan Road

Dear Mr. Bieno:

The Plan Commission, at its April 3, 2006 meeting, determined that the ordinance standards could be met subject to the conditions below for a conditional use for the demolition of a vacant commercial building and the construction of a new commercial building as an alteration to a Planned Commercial Site located at 1713-1717 Eagan Road.

In order to receive final approval of your proposal, the following conditions must be met:

Please contact John Leach, City Traffic Engineering, at 266-4761 if you have questions regarding the following ten items:

1. The development shall waive notice and hearing on their proportionate share of traffic signal assessments in the East Towne area for the locations noted below. The development shall further agree in writing to not oppose their proportionate share of the traffic signal assessments as part of the City's Special Assessment Districts for traffic signals at East Springs and High Crossing, East Springs and East Towne Boulevard, East Springs and Zeier Road, and possibly Lien Road and Zeier Road and Thompson Drive.
2. The attached Traffic Signal declaration of conditions and covenants shall be executed and returned with site plans.
3. To provide for adequate pedestrian pathways/linkage from the public sidewalk to the building entrances, the applicant shall modify the proposed private sidewalk to connect to the Eagan Road public sidewalk with a five (5) foot sidewalk with a three (3) to five (5) foot grass terrace/buffer behind the curb. In addition, the applicant shall make the sidewalk in front of the building 8-10 feet wide to accommodate the vehicle 2-foot overhang and bike traffic.
4. 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), adjacent driveway approaches to lots on either side and across the street, signage, percent

of slope, vehicle routes, dimensions of radii, aisles, driveways, stalls including the two (2) feet overhang, and a scaled drawing at 1" = 20'.

5. The applicant shall provide scaled drawing at 1" = 50' or larger on one contiguous plan sheets showing all the facility's access, existing and proposed buildings, layouts of parking lots, loading areas, trees, signs semi-trailer and vehicle movements, ingress/egress easements and approaches. Contact City Traffic Engineering if you have questions. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan. The applicant shall submit a signage and pavement marking (crosswalks, lane lines, center lines, stop bars, etc.) plan of the contiguous East Towne site. **The applicant shall note on the plan pavement markings and signage to be maintained by the property owners.**
6. The applicant shall submit 1" = 20' detail drawing with signs (Stop, Keep Right, etc.) and pavement markings (Stop Bars, Cross Walks, etc.) for each driveway from the ring road to the Eagan Road, Zeier Road, and East Towne Boulevard to be maintained by the property owners and approved by the City Traffic Engineer.
7. All directional/regulatory signage (e.g., Bus Stops, Stops, Keep Rights and Yields) and pavement markings (e.g., Crosswalks, Stop Bars and Lane Lines) on the site shall be shown and noted on the plan.
8. The applicant shall show East Towne Mall existing conditions, curbs, pavement markings, and signs. The applicant shall install a skip yellow centerline and stop bar with a STOP sign at the driveway intersection to the ring road.
9. 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.
10. 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 Janet Gebert, City Engineering, at 261-9688 if you have questions regarding the following eighteen items:

11. Site address is 4303 East Towne Way. The applicant shall modify all future materials to reflect this address.
12. The applicant shall dedicate a 5-foot wide permanent limited easement for sidewalk along Lien Road. The installation of sidewalk is not required on Lien Road at this time because wetlands to the east make the installation of sidewalk further to the east difficult.
13. The applicant shall dedicate an easement for sanitary sewer along Lien Road as required by the City Engineer.
14. The applicant shall revise the internal sidewalk system to better connect to existing sidewalk in the Eagan Road right-of-way.
15. Each lot/building shall be served with a separate sanitary lateral. Alternatively, a recorded condominium agreement shall be in place for ownership of a shared sanitary lateral if only one lateral is to be installed for this development.

16. 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.
17. All work in the public right-of-way shall be performed by a City licensed contractor.
18. 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.
19. The City of Madison is an approved agent of the Department of Commerce. This proposal contains a commercial building and as such, 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.
20. 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. Detain the 2 and 10-year storm events.
 - b. Control 40% TSS (20 micron particle).
 - c. Provide infiltration in accordance with NR-151.
 - d. Provide oil and grease control from the first ½" of runoff from parking areas.

Stormwater management plans shall be submitted and approved by the City Engineer prior to sign-off.

21. The applicant shall submit, prior to plan sign-off, digital CAD files to the Engineering Program Specialist in the Engineering Division (Lori Zenchenko). The digital copies shall be to scale and represent final construction.

CAD submittals can be either AutoCAD (dwg), MicroStation(dgn) or Universal (dxf) formats and contain 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. Lot lines
- g. Lot numbers
- h. Lot/Plat dimensions
- i. Street names

Note: Email file transmissions preferred: lzenchenko@cityofmadison.com

22. 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.

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.
 - g. Detail drawings associated with Stormwater Management Facilities (including if applicable, planting plans).
23. 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.
 - 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.

24. 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.
25. The applicant shall obtain all necessary sewer connection permits and sewer plugging permits prior to any utility work.
26. 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.
27. All outstanding Madison Metropolitan Sewerage District (MMSD) sanitary sewer connection charges are due and payable prior to connection to the public sewerage system.
28. Each unit of a duplex building shall be served by a separate and independent sanitary sewer lateral.

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

29. The lots shall be combined. The property line shall not go through the building.
30. Provide floor plans in the final submittal.
31. Provide two 10' x 50' loading areas with 14' vertical clearance to be shown on the plan. The loading area shall be exclusive of drive aisle and maneuvering space.

32. Provide 11 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: Bike stalls shall be a minimum dimension of 6' x 2' with a 5' access area. Structures that require a user-supplied locking device shall be designed to accommodate U-shaped locking devices.
33. 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.
34. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 of the Madison General Ordinances. Permits must be issued by the Zoning Section of the Department of Planning and Development. This project is also in an Urban Design District. Meet Urban Design criteria for signage.
35. Show addresses of tenant spaces of the building on the final site plan.

Please contact Scott Strassburg, Madison Fire Department, at 266-4484 if you have questions regarding the following two items:

36. Provide fire apparatus access as required by Comm 62.0509 and MGO 34.19, as follows:
 - a. The site plans shall clearly identify the location of all fire lanes.
 - b. Provide a fire lane with the minimum clear unobstructed width of 20-feet.
37. All portions of the exterior walls of newly constructed buildings and places of employment and open storage of combustible materials shall be within 500 feet of at least TWO fire hydrants. Distances are measured along the path traveled by the fire truck as the hose lays off the truck. See MGO 34.20 for additional information.

Approval of this proposal 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. The trees shown in the street rights-of-way shall not be shown on the sign-off plan or construction plans unless they have previously been approved by the City Forester. If these are existing trees or species and locations that have been approved by the Forester, they shall be so labeled on plans.

Please follow the procedures listed below to receive your conditional use approval.

1. Please revise plans per the above conditions and submit seven (7) sets of the final site plans (including drainage and landscaping plans) to the Zoning Administrator. The final plans are reviewed and approved by Traffic Engineering, Fire Department, City Engineering, Urban Design staff and Zoning. Any of these agencies may call you to request additional information or to resolve problems.

2. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting cover sheet approval.
3. No alteration of this proposal shall be permitted unless approved by the City 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 Plan Commission approval unless the use is commenced, construction is under way, or a valid building permit is issued and construction commenced within six months of the date of issuance of the building permit. See Section 28.12(11)(h)(3), Madison General Ordinances. The Plan Commission shall retain jurisdiction over this matter for the purpose of resolving complaints against this approved conditional use.

IF YOU HAVE ANY QUESTIONS REGARDING OBTAINING YOUR BUILDING PERMIT OR OCCUPANCY PERMIT, PLEASE CALL KATHY VOECK OF THE CITY ZONING STAFF AT 266-4551.

Sincerely,

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

Peter Olson
Planning & Development

Applicant

cc: Zoning Administrator
City Engineering
Traffic Engineering

Zoning City Engineer Traffic Engineer Fire Department UDC
