



Department of Planning & Community & Economic Development
Planning Division

Website: www.cityofmadison.com

Madison Municipal Building
215 Martin Luther King, Jr. Boulevard
P.O. Box 2985
Madison, Wisconsin 53701-2985
TDD 608 266-4747
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December 18, 2012

Mark Lane
Iconica
901 Deming Way
Madison, WI 53717

RE: Approval of a conditional use to construct a new commercial building within the parking lot of a planned commercial site at 1127 North Sherman Avenue in the C2 (General Commercial) District.

Dear Mr. Lane:

At its December 17, 2012 meeting, the Plan Commission found the standards met and **approved** your client's conditional use application for 1127 North Sherman Avenue, subject to the conditions below. In order to receive final approval of the conditional use and for any necessary permits to be issued for your project, the following conditions shall be met:

Please contact me at 266-5974 if you have questions regarding the following two (2) items:

1. Final plans submitted for review and approval by Planning Division staff shall meet any conditions of approval recommended by the Urban Design Commission.
2. Elevations provided for review and approval by Planning Division staff shall incorporate the following revisions:
 - a) Elevations and floor plans shall be consistent with one another.
 - b) All materials shall be labeled.
 - c) The applicant shall provide additional fenestration on the north and west sides of the building on the final plans submitted for review and approval by staff.

Please contact Janet Dailey of the City Engineering Division at 261-9688 if you have questions regarding the following 15 items:

3. The proposed building as shown on site plans submitted is located on the shopping center property 0810-313-0303-5 which is addressed to 1127 N. Sherman Avenue. Revise site plan and corresponding application materials accordingly to identify the correct address.
4. The new building shall be assigned and use the address of 1219 N. Sherman Avenue.
5. The property owner has chosen to allow a prior Certified Survey Map (CSM) approval to expire but has expressed interest in a future CSM submittal with a different configuration. The Engineering

Division and Assessor Office both strongly support the submittal, approval and recording of a new CSM to clarify property land records for what today is a very complex site.

6. Provide a traffic control plan which shows staging of sanitary sewer in two stages, allowing two way traffic on Sherman Avenue at all times.
7. The proposed storm sewer appears to connect to private storm sewer on an adjacent privately owned lot. Provide evidence of a private agreement or easement that allows for this connection.
8. The proposed building is in an area being actively investigated for tetrachloroethylene contamination. Proof of coordination and cooperation with Jim Walden of the WDNR is required.
9. The Applicant shall replace all sidewalk and curb and gutter which abuts the property which 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.
10. All work in the public right-of-way shall be performed by a City licensed contractor.
11. All street tree locations and tree species within the right of way shall be reviewed and approved by City Forestry. Please submit a tree planting plan (in PDF format) to Dean Kahl, of the City Parks Department - dkahl@cityofmadison.com or 266-4816. Approval and permitting of any tree removal or replacement shall be obtained from the City Forester and/or the Board of Public Works prior to the approval of the site plan.
12. All damage to the pavement on North Sherman Avenue adjacent to this development shall be restored in accordance with the City of Madison's Pavement Patching Criteria. For additional information please see the following link:
<http://www.cityofmadison.com/engineering/patchingCriteria.cfm>.
13. 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.
14. 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 Misc. 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.

15. 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).
16. 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 (608-261-9688) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff.
 17. This project appears to have proposed uses which could require sanitary sewer demand charges or monitoring of the discharge of sanitary sewerage. The applicant shall install a monitoring manhole on the exterior of the building in compliance with City of Madison Engineering criteria. Please contact Tim Troester at 608-267-1195 with question regarding this requirement.

Please contact Pat Anderson of the Zoning Office at 266-5978 if you have any questions regarding the following seven (7) items:

18. The site is being developed as part of a Planned Commercial Site. Per Sec. 28.04(23) a Planned Commercial Site shall have a plan and reciprocal land use agreement approved by the Traffic Engineer, City Engineer and Director of Planning and Development recorded in the Office of the Dane County Register of Deeds. An existing planned commercial site may not be changed without approval by the Traffic Engineer, City Engineer and Director of Planning and Development or approval of the Plan Commission.
19. For 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. NOTE: The landscape points worksheets has been changed regarding point value of landscape elements. Please get a new copy from us. The required trees to not count toward the point total.
20. Lighting is required and shall be in accordance with MGO Section 10.085. Provide a lighting photometric plan, including cut sheets for fixture, with the final plan submittal.
21. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with MGO Chapter 31, Sign Code. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.
22. Bike parking shall comply with MGO Section 28.11. Provide a minimum of two bike parking spaces 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 the proposed bike rack.
23. Parking requirements for persons with disabilities must comply with MGO Section 28.11(3)6(m) which includes all applicable State accessibility requirements, including but not limited to:

- a) Provide the minimum accessible stalls striped per State requirements. A van accessible stall shall be 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 as possible. Show ramps, curbs, or wheel stops where required.

Please contact Bill Sullivan of the Madison Fire Department at 261-9658 if you have any questions regarding the following item:

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

Please contact Dennis Cawley of the Madison Water Utility at 261-9243 if you have any questions regarding the following item:

- 25. The Madison Water Utility shall be notified to remove the water meters prior to demolition.
- 26. This property is not in a wellhead protection district.
- 27. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility.

Please contact Eric Halvorson, Traffic Engineering at 266-6527 if you have any questions regarding the following item:

- 28. The site plan shall reflect the previously noted and coordinated plan with the property and district alderperson to reserve / dedicate a ten (10) ft left turn lane and pedestrian crossing median on N. Sherman Avenue.
- 29. The site shall clearly show a pedestrian connection from the site front door to the public sidewalk.
- 30. The applicant will need to demonstrate how the truck service will ingress and egress the site.
- 31. Any legal cross access easements and encumbrances on the site and lot shall be shown, and documents provided.
- 32. When the applicant submits final plans of one contiguous plan 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, 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 (2) feet overhang, and a scaled drawing at 1" = 20'.
- 33. 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.
- 34. The applicant shall be required to provide any necessary easements for the installation of street lights, traffic signals, including control box, loops, hand-holes, markings and signing.
- 35. Public signing and marking related to the development may be required by the City Traffic Engineer for which the developer shall be financially responsible. If the internal street is to be public the developer shall provide an upfront capital fee for the annual upkeep and maintenance, to be determined by the Traffic Engineer

Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.

Approval of plans for 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 permits for your project:

1. Please revise your plans per the above conditions and submit **nine (9) copies** of a complete, fully dimensioned 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 and property owner (if not the applicant) to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting building permit approval.

If you have any questions regarding obtaining your 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 266-5974.

Sincerely,

Heather Stouder, AICP
Planner

cc: Janet Dailey, City Engineering Division
Eric Pederson, City Engineering Division
Pat Anderson, Asst. Zoning Administrator
Eric Halvorson, Traffic Engineering
Bill Sullivan, Madison Fire Department
Al Martin, Urban Design

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

Signature of Applicant

Signature of Property Owner (if not applicant)

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (H. Stouder)	<input checked="" type="checkbox"/>	Engineering Mapping Sec.
<input checked="" type="checkbox"/>	Zoning Administrator	<input type="checkbox"/>	Parks Division
<input checked="" type="checkbox"/>	City Engineering	<input checked="" type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input type="checkbox"/>	Other: