



Department of Planning & Community & Economic Development
Planning Division

Website: www.cityofmadison.com

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June 22, 2010

Neal P. Van Loo
Farm and Fleet of Madison, Inc.
PO Box 391
Janesville, WI 53547-0391

RE: Approval of a demolition permit and conditional use to raze a vacant commercial building to renovate and expand the adjacent commercial building at 2202 South Stoughton Road

Dear Mr. Van Loo:

The Plan Commission, meeting in regular session on July 26, 2010, determined that the ordinance standards were met and **approved** your requests for a demolition permit and conditional use to raze a vacant commercial building to renovate and expand the adjacent commercial building at 2202 South Stoughton Road. In order to receive final approval of the demolition permit and the conditional use alteration the following conditions must be met:

Please contact Janet Dailey, City Engineering, at 261-9688 if you have questions regarding the following nineteen (19) items:

1. The plan set shall be revised to include a detailed utility plan for the site. The revised utility plan shall identify all existing private utilities serving the site as well as the existing public storm sewer within public easement Document No. 1022967 on the west portion of the property.
2. The applicant shall coordinate with City Contractors to access the site to remove and replace the existing storm sewer in the existing easement along the west property line of the proposed addition.
3. The applicant shall dedicate an easement for sidewalk and storm sewer along the north line of the proposed addition. Also, the Applicant shall dedicate a sidewalk easement approximately 150 ft in length from the northwest corner of the property southerly along the west property line, if required by the City Engineer. This can be accomplished with a CSM. The conditional use will not be approved until the CSM is signed off by City Engineering.
4. The applicant shall modify the storage yard to fence around proposed sidewalk, which shall be approximately 150 ft in length from the northwest corner of the property southerly along the west property line.
5. The applicant shall install sidewalk along the north property line and install sidewalk approximately 150 ft in length from the northwest corner of the property southerly along the west property line. The proposed sidewalk shall line up with a future sidewalk along Hob Street. Additionally, sidewalk shall be installed along the S. Stoughton Service Road from the existing sidewalk to the north property line of the proposed addition.

6. Any damage to the pavement shall be restored in accordance with the City's Pavement Patching Criteria.
7. 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.
8. The applicant shall close all abandoned driveways by replacing the curb in front of the driveways and restoring the terrace with grass.
9. 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.
10. 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.
11. Effective January 1, 2010, The Department of Commerce's authority to permit commercial sites, with over one (1) acre of disturbance, for stormwater management and erosion control has been transferred to the Department of Natural Resources (WDNR). The WDNR does not have an authorized local program transferring this authority to the City of Madison. The City of Madison has been required by the WDNR to continue to review projects for compliance with NR216 and NR-151 but a separate permit submittal is now required to the WDNR for this work as well. The City of Madison cannot issue our permit until concurrence is obtained from the WDNR via their NOI or WRAPP permit process.

As this site is greater than one (1) acre, the applicant is required by State Statute to obtain a Water Resources Application for Project Permits (WRAPP) from the Wisconsin Department of Natural Resources, prior to beginning construction. This permit was previously known as a Notice of Intent Permit (NOI). Contact Eric Rortvedt at 273-5612 of the WDNR to discuss this requirement. Information on this permit application is available on line:
<http://dnr.wi.gov/Runoff/stormwater/constformsinfo.htm>
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: a) Control 40% TSS (20 micron particle) off of new paved surfaces; b) Provide oil & grease control from the first 1/2" of runoff from parking areas; 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.
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. The applicant shall submit, prior to plan sign-off, digital CAD files to the Land Records Coordinator in the Engineering Division. (Lori Zenchenko) izenchenko@cityofmadison.com. 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, and other miscellaneous

impervious areas. All other levels (contours, elevations, etc) are not to be included with this file submittal. Email file transmissions are preferred. The digital CAD file shall be to scale and represent final construction. Any changes or additions to the location of the building, sidewalks, parking/pavement during construction will require a new CAD file. The single CAD file submittal can be either AutoCAD (dwg) Version 2001 or older, MicroStation (dgn) Version J or older, or Universal (dxf) format. Please include the site address in this transmittal.

15. The applicant shall submit, prior to plan sign-off, digital PDF files to the City 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).
16. 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.
17. 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. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
18. 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. (MGO 16.23(9)(d)(4))
19. 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.

Please contact John Leach, Traffic Engineering, at 267-8755 if you have questions regarding the following nine (9) items:

20. The applicant shall modify the pedestrian linkage from the building entrance all the way to the public sidewalk. The site show the sidewalk ends prior to connecting to the public sidewalk on all site plans.
21. The applicant shall indicate the type of City approved bicycle racks to be installed and locations. The bike rack should be located by the entrances to the buildings.
22. 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'.
23. A "Stop" sign shall be installed at a height of seven (7) feet at all 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.

24. The driveway approach intersection shall be so designed so as not to violate the City's sight triangle preservation requirement which states that on a corner lot no structure, screening, or embankment of any kind shall be erected, placed, maintained or grown between the heights of 24 inches and 10 feet above the curb level or its equivalent within the triangle space formed by the two intersecting street and property lines or their projections and a line joining points on such street lines located a minimum of feet from the street intersection in order to provide adequate vehicular vision clearance.
25. The applicant shall design the surface parking areas for stalls and backing up according to Figures II of the ordinance using the 9' or wider stall for the commercial/retail area. Aisles, ramps, columns, offices or work areas are to be excluded from these rectangular areas, when designing underground parking areas.
26. The applicant shall modify the driveway approach according to the design criteria for a "Class 3" driveway in accordance to Madison General Ordinance Section 10.08 (4). The proposed 30 ft width for the approaches two – 10 ft flares. In addition, the public sidewalk shall go through the approach.
27. All existing driveway approaches on which are to be abandoned shall be removed and replaced with curb and gutter and noted on the plan.
28. 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 Bill Sullivan, Madison Fire Department, at 261-9658 if you have questions regarding the following three (3) items:

29. Where a building, or portion thereof, is used for high-piled combustible storage, fire department access shall be provided as required by IFC 503.1.3 and IFC 2306.6.
30. The Madison Fire Department does not object to this proposal provided the project complies with all applicable fire codes and ordinances.
31. Provide fire apparatus access as required by IFC 503 2009 edition, MGO 34.03(17)34.19, as follows:
 - a. The site plans shall clearly identify the location of all fire lanes.
 - b. Provide a fire lane that extends to within 150-feet of all exterior portions of the structure, or it can be extended to within 250-feet if the building is fully sprinklered.
 - c. Fire lanes shall be constructed of concrete or asphalt only, and designed to support a minimum load of 85,000 lbs.
 - d. Where there is a change in the direction of a fire lane, the minimum inside turning radius shall be at least 28-feet.
 - e. Provide a fire lane with the minimum clear unobstructed width of 20-feet.
 - f. Provide a completed MFD "Fire Apparatus Access and Fire Hydrant Worksheet" with the site plan submittal, see www.madisonfire.org for a PDF.

Please contact Patrick Anderson, Assistant Zoning Administrator, at 266-5978 if you have questions regarding the following eleven (11) items.

32. Bike parking shall comply with City of Madison General Ordinances Section 28.11.

33. Provide 28 bike parking stalls in a safe and convenient location on an impervious surface near the building to be shown on the final plan. 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. Call out and dimension on final plan sets.
34. Parking lot plans with greater than twenty (20) stalls shall comply with City of Madison General Ordinances Section 28.04 (12). 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.
35. Meet all applicable State accessible requirements, including but not limited to:
 - a. Provide a minimum of seven accessible stalls striped per State requirements. 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 48" 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.
36. 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.
37. Sec 28.12(12)(e) 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.
38. 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 and Chapter 33 Urban Design District ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.
39. 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 max. light trespass shall be 0.5 fc at 10 ft from the adjacent lot line. (See City of Madison lighting ordinance).
40. Provide (3) 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. Call out and detail on final plan sets.
41. Pursuant to section 28.04(12)(c) where sites shares a zoning district boundary with residential development. This development must provide effective 6' – 8' high screening along the lot line of this commercial district adjoining a residential zoning district.
42. Meet applicable State building codes and building code setbacks, without a 1 lot Certified Survey it appears that the existing lot line will run thru the new addition.

Please contact Tim Sobota, Metro Transit, at 261-4289 if you have questions on the following four (4) items:

- 43. Metro Transit operates regular transit service seven days a week along Turner Avenue, approximately one quarter of a mile west of this property. The limited connectivity of this neighborhood forces a walk of over a third of a mile, however, in order to access a bus stop location on Turner Avenue from the Stoughton Frontage Road (via Ruth Street or Pflaum Road).
- 44. The proposed future sidewalk location along the north boundary of the site would directly improve the access to bus stop locations on Turner Avenue (at Hob Street), and eliminate pedestrians needing to walk along the shoulder of the Stoughton Frontage Road to access transit service.
- 45. Metro Transit would recommend immediate construction of the sidewalk noted for future installation along the Stoughton Frontage Road itself, that lies along the east boundary of the new expansion area, to facilitate pedestrians currently walking along the shoulder the Stoughton Frontage Road.
- 46. Metro Transit would recommend a plan for pedestrian access from the future sidewalk along the north property boundary, south across the parking lot to the store entrance.

Please contact Dennis Cawley, Madison Water Utility, at 261-9243 if you have questions on the following item:

- 47. The Madison Water Utility shall be notified to remove the water meter prior to demolition. 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.

Please contact my office at 267-1150 if you have questions on the following two (2) items.

- 48. That the applicant provides an additional feature to meet the "Central Feature and Community Space" standards of the Large-Format Retail Ordinance [Section 33.24(4)(f)12)]. The applicant has previously indicated to staff that an outdoor waiting/seating area could be provided near the service area, which staff believes would meet this requirement.
- 49. That the applicant provide a Traffic Demand Management (TDM) Plan as required in Section 22.24(4)(f)9d. This document shall be provided for review and approval by the City Traffic Engineer and Planning Division Director, or their designees.

The applicant is also required to satisfy the conditions of approval of the Urban Design Commission prior to the final staff approval of the project and the issuance of building permits. Please contact Al Martin, Urban Design Commission Secretary, at 267-8740 if you have any questions about those conditions.

No interior, exterior or structural demolition or wrecking activities or remodeling activities (including material reclamation activities by the applicant or a third party) shall commence nor any wrecking or building permits be issued until the applicant has met all of the conditions of approval stated in this letter.

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

1. Please revise your plans per the above and submit **ten (10) 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. A reuse and recycling plan approved by the Recycling Coordinator is required by ordinance prior to the issuance of a wrecking permit.
3. 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.
4. 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 demolition permit and conditional use permit.

If you have any questions regarding obtaining the demolition or conditional use approval, 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 267-1150.

Sincerely,

Kevin Firchow, AICP
Planner

cc: Janet Dailey, Engineering Division
John Leach, Traffic Engineering
Pat Anderson, Ast. Zoning Administrator
Bill Sullivan, Madison Fire Department
George Dreckmann, Recycling Coordinator

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

Signature of Applicant

Signature of Property Owner (if not the applicant)

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (Firchow)	<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 type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input checked="" type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input checked="" type="checkbox"/>	Other: Metro