



Department of Planning & Community & Economic Development

Planning Division

Katherine Cornwell, Director

Madison Municipal Building, Suite LL-100

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February 10, 2015

Melissa Destree

Destree Design Architects

222 W. Washington Ave. #310

Madison, WI, 53703

RE: Approval of a conditional use to exceed the Capitol View Height Limit in conjunction with a significant remodeling and an addition to an existing hotel in the Downtown Core (DC) District.

Dear Ms. Destree:

At its February 9, 2015 meeting, the Plan Commission found the standards met and **approved** your conditional use request to exceed the Capitol View Height Limit associated with an addition to a hotel at 22 South Carroll Street, 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 my office at 266-5974 if you have questions regarding the following item:

1. Final plans submitted for staff review and approval shall include elevation drawings complete with a detailed materials schedule.

Please contact Janet Schmidt of City Engineering at 261-9688 if you have any questions regarding the following 2 items:

2. There currently is a privilege in streets agreement for a canopy to protrude into the S. Carroll Street right of way per Document No. 1977588, reference Madison Real Estate Project 3068. The project proposes façade changes and additional canopy and other encroachments into the adjacent public right of ways of S. Carroll Street and W. Main Street. Applicant shall make a new application with City of Madison for a new privilege in streets for all improvements planned to encroach into any adjacent public right of way administered by the City of Madison Office of Real Estate Services. An approval of the development does not constitute or guarantee approval of any encroachments. Use the link below for application information and materials:
<http://www.cityofmadison.com/developmentcenter/landdevelopment/streetencroachment.cfm>.
3. 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
- g) Detail drawings associated with Stormwater Mgmt Facilities (including if applicable planting plans)

Please contact Eric Halvorson of Traffic Engineering at 266-6527 if you have any questions regarding the following 2 items:

- 4. 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.
- 5. All parking facility design shall conform to MGO standards, as set in section 10.08(6).

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

- 6. The 9th floor addition will require additional fire protection system modernizations. Additional and more specific comments may arise as the project is further developed.

Please contact Kay Rutledge of the Parks Division at 266-4714 if you have any questions regarding the following 2 items:

- 7. Existing street trees shall be protected. Please include the following note on the site plan: Contractor shall install tree protection fencing to surround the trees, tree grates and above ground planters. 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>.
- 8. Please reference ID# 15102 when contacting Parks about this project.

Please contact Dennis Cawley of the Water Utility (266-4651) if you have any questions regarding the following item:

- 9. 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 Pat Anderson of the Zoning Office at 266-5978 if you have any questions regarding the following 2 items:

- 10. A variance was granted by the Zoning Board of Appeals on December 4 2014 to construct a building addition at the ninth-story of an existing building, within the six-story maximum building height limit area.
- 10. Provide 4 bicycle parking stalls. Bicycle parking shall be located in a safe and convenient location on an impervious surface. Provide details on final plans, a bicycle parking stall is two feet by six feet with a five-foot access area. Provide detail of bike rack.

Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency. No building permits shall 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 conditional use permit:

1. Please revise the plans per the above conditions and file **ten (10)** sets of complete, fully dimensioned, and to-scale plans, along with the appropriate site plan review application and fee pursuant to Section 28.206 of the Zoning Code. Also provide any other documentation requested herein with the Zoning Administrator, Room LL-100, Madison Municipal Building, 215 Martin Luther King, Jr. Boulevard.
2. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting 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.

If you have any questions regarding obtaining the conditional use approval, please contact the Zoning Administrator at 266-4551. If you have any questions or if I may be of any further assistance, please do not hesitate to contact my office at 266-5974.

Sincerely,

Heather Stouder, AICP
Planner

cc: Pat Anderson, Asst. Zoning Administrator
Eric Halvorson, Traffic Engineering
Bill Sullivan, Fire Department
Kay Rutledge, Parks Division
Janet Schmidt, City Engineering
Jeff Quamme, Engineering Mapping
Al Martin, Urban Design Commission

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 checked="" 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"/>	Real Estate