



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
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FAX 608 266-8739
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January 14, 2014

Tim Schleeper
Vierbicher, Inc.
999 Fourier Drive, Suite 201
Madison, Wisconsin 53711

RE: Approval of a major alteration to an approved conditional use for a residential building complex at 2502 Jeffy Trail to revise building types and reduce the density of the development (Dennis Grosse).

Dear Mr. Schleeper;

At its January 13, 2014 meeting, the Plan Commission found the standards met and **approved** your client's conditional use alteration for Mill Creek Condominiums at 2502 Jeffy Trail. The conditions of approval in the following sections shall be satisfied prior to issuance of building permits for the project.

Please contact Janet Dailey of the City Engineering Division at 261-9688 if you have questions regarding the following eleven (11) items:

1. The plans indicate removing 16 declared condominium units, re-creating 12 new condo units and revising 4 declared units. The Addendum to the Condominium Plat and Amendment to the Condominium Declaration for Mill Creek Estates Condominium shall be recorded prior to building permit issuance.
2. The site revises private named driveway configurations. "Millers Way" has been approved for the new private street name.
3. The applicant shall submit for a revised stormwater management and erosion control plans that match the revised layout.
4. The removed units 5 thru 24 will be obsoleted and the new 17 units (units 31 thru 47) will receive new parcel identification numbers and new addresses when the condo amendment is recorded.
5. This property is subject to deferred assessments when connection to the public sanitary sewer system is provided and the existing private lift station is retired. The applicant shall work with City Engineering to reapportion the existing preliminary assessments on file to the proposed parcels. Provide a copy of the existing / proposed condo documents to assist the City with the reapportioning of these assessments.
6. The site plan shall include all lot/ownership lines, existing building locations, proposed building additions, demolitions, parking stalls, driveways, sidewalks (public and/or private), existing and proposed signage, existing and proposed utility locations and landscaping.

7. 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.
8. Prior to approval, this project shall comply with MGO Section 37 regarding stormwater management. Specifically, this development is required to 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 Section 37 of Madison General Ordinances.
9. The applicant shall submit, prior to plan sign-off, digital CAD files to the Land Records Coordinator in the City 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. E-mail 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.
10. The applicant shall submit, prior to plan sign-off, digital PDF files to the City Engineering Division. 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).
11. Each unit of a duplex building shall be served by a separate and independent sanitary sewer lateral.

Please contact Eric Halvorson of the Traffic Engineering Division at 266-6527 if you have any questions regarding the following four (4) items:

12. When the applicant shall submit 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 and proposed 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, semitrailer movements and vehicle routes, dimensions of radii, aisles, driveways, stalls including the 2 feet overhang, and a scaled drawing at 1" = 20'. Contact City Traffic Engineering if you have questions.
13. The developer shall post a security deposit prior to the start of development. In the event that modifications need to be made to any City-owned and/or maintained traffic signals, street lighting, signing, pavement marking and conduit/handholes, the developer shall reimburse the City for all associated costs, including engineering, labor and materials for both temporary and permanent installations.
14. Public signing and marking related to the development may be required by the City Traffic Engineer for which the developer shall be financially responsible.
15. All parking facility designs shall conform to the standards in MGO Section 10.08(6).

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

16. Note: All operating private wells shall be identified and permitted and any unused private wells shall be abandoned by the Madison Water Utility in accordance with MGO Section 13.21.

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

17. Madison Fire Department recommends the installation of a residential fire sprinkler system in accordance with NFPA 13D and SPS 382.40(3)(e).

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

18. Park development impact fees were paid in 2007 for the original 20 multi-family units and 10 single-/ two-family units; parkland was also dedicated (addition to Flagstone Park) to meet the parkland dedication requirement for the Second Addition to Hawk's Creek. Based on the change in units, the developer shall pay approximately \$1,768.04 in additional park development impact fees, and \$5,140.00 in fee in lieu of dedication for the additional 2,000 square feet of parkland dedication required with the new unit mix, for a total of \$6,908.04 in park impact fees. The developer must select a method for payment of park fees before signoff on the conditional use. This development is within the Elver park impact fee district (SI31). Please reference ID# 06126.3 when contacting Parks Division staff about this project.

Park dedication fees for 2014 are \$1,799.00 per multi-family unit; park development fees in 2014 are \$662.95 per multi-family unit for a combined fee of \$2,461.95. Park impact fees are adjusted on January 1 of each calendar year, and the park impact fees due at the time of building permit issuance may be higher than the amounts stated above to reflect these annual adjustments.

19. Approval of the 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. All proposed street tree removals within the right of way shall be reviewed by City Forestry.

Please contact my office at 261-9632 if you have any questions about the item:

20. Revise the plans for final Planning Division approval prior to the issuance of permits for the first building in the amended residential building complex as follows:
 - a.) Revise the conceptual elevations to show compliance with the building form requirements for two-family twin buildings in Section 28.172(4) of the Zoning Code; Compliance with this section will also be confirmed as part of the review of building permits for the new buildings prior to permit issuance;
 - b.) Provide a lot coverage calculation for the overall residential building complex that includes the entire 5.3-acre property;
 - c.) Revise the overall landscaping plan to change the deciduous tree plantings around the perimeter of the site (including the northern boundary line south of the shared driveway) to burr, white, Schuettei or swamp white oak trees measuring three to four-inches caliper at the time of planting to be consistent with the tree preservation and planting requirements for the Hawks Creek subdivision and previous conditional use approval for this site;

- d.) Revise the overall landscaping plan for the 40-foot buffer along the southern line of the subject site to provide a continuous line of trees to screen the project from the Ice Age Trail corridor as previously required. All shade trees proposed shall be those requested in the preceding condition and include additional conifers to provide year-round screening along that line.

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

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 permits. Please contact Al Martin, Urban Design Commission Secretary, at (608) 267-8740 if you have any questions about those conditions.

Please now follow the procedures listed below for obtaining permits for your project:

1. After the plans have been revised per the above conditions, please file **ten (10) sets** of complete, fully dimensioned, and to-scale plans, the appropriate site plan review application and fee pursuant to Section 28.206 of the Zoning Code, and any other documentation requested herein with the Zoning Administrator, Room LL-100, Madison Municipal Building, 215 Martin Luther King, Jr. Boulevard. The sets of final revised plans or documents will be circulated by Zoning staff to the City department staff listed above for their final approval.
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.
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. No alteration of a conditional use shall be permitted unless approved by the Plan Commission provided, however, the Zoning Administrator following consideration by the alderperson of the district, may approve minor alterations or additions which are approved by the Director of Planning and Community and Economic Development and are compatible with the concept approved by the Plan Commission and the conditional use standards. This approval shall become null and void one (1) 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 6 months of the issuance of said building permit. Where the plans have not been altered from the Plan Commission's approval, and the conditional use has expired, the Director of Planning and Community and Economic Development may, after consultation with the Alderperson of the District, approve an extension for up to 24 months from the expiration date. 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 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

cc: Janet Dailey, City Engineering Division
Eric Halvorson, Traffic Engineering Division
Pat Anderson, Assistant Zoning Administrator
Kay Rutledge, Parks Division
Dennis Cawley, Madison Water Utility
Bill Sullivan, Madison Fire Department

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

Signature of Applicant

*Signature of Property Owner
(If Not Applicant)*

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (T. Parks)	<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"/>	Other: