



Department of Planning & Community & Economic Development  
**Planning Division**

Website: [www.cityofmadison.com](http://www.cityofmadison.com)

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May 3, 2011

Andy Mullendore  
Strand Associates, Inc.  
910 W. Wingra Drive  
Madison, Wisconsin 53715

RE: Approval of a conditional use to allow construction of a Madison Water Utility booster station located at 2906 Traceway Drive.

Dear Mr. Mullendore;

At its May 2, 2011 meeting, the Plan Commission found the standards met and **approved** your conditional use application for the construction of a Madison Water Utility booster station at 2906 Traceway Drive, subject to the conditions below. In order to receive final approval of the conditional use and for building permits for to be issued for the project, the conditions that follow below shall be met.

**Please contact Janet Dailey, City Engineering Division, at 261-9688 if you have questions regarding the following ten (10) items:**

1. Note on the plan that the Leopold Path is a public access across the site for non-motorized uses and must be kept clear of all obstructions within 3 feet of the edge of the path at all times.
2. The site plan should indicate that the Leopold Path east of the site shall not be used for vehicular access to the site. We recommend a note stating "No vehicular access to site via Leopold Path from Luann Lane".
3. Access to the site via the path from Greenway View is limited in nature. Place the following note on the plans: "Limited access only to site via path from Greenway View". City Engineering and the Water Utility shall agree to terms on which the path may be used for access and indicate the responsible party for maintenance, including snow removal and pavement maintenance.
4. Note: The CSM shall create public storm and public sanitary sewer easement rights over the entire existing 60-foot wide public water main easement that was created by the Bowman Heights subdivision plat.
5. The final site plan shall accurately depict and correspond with all conditions of the final approved CSM.
6. 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.
7. For commercial sites less than 1 acre in disturbance, the City of Madison is an approved agent for the Department of Commerce and Department of Natural Resources. As this project is on a site with disturbance area less than one acre and contains a commercial building, 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.
8. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances 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 Chapter 37 of the Madison General Ordinances.

9. The applicant shall submit, prior to plan sign-off, digital CAD files to the Land Records Coordinator in the Engineering Division. (Lori Zenchenko) [lzenchenko@cityofmadison.com](mailto:lzenchenko@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.
10. All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior City Engineering sign-off, unless otherwise collected with a Developer's/ Subdivision Contract. Contact Janet Dailey (261-9688) to obtain the final MMSD billing a minimum of 2 working days prior to requesting City Engineering signoff.

**Please contact Bryan Walker, Traffic Engineering Division, at 267-8754 if you have questions about the following two (2) items:**

11. The applicant shall note on the face of the plan that the Leopold Path shall not be used as a daily vehicular access route for routine maintenance. Path may be used only as construction and/or emergency access.
12. The applicant shall coordinate with City of Madison Engineering for review of access requirements.

**Please contact Pat Anderson, Zoning Office, at 266-5978 if you have questions about the following item:**

13. Show the address of the building of the final site plan pursuant to MGO Section 10.34(2). Address information can be obtained from Lori Zenchenko of City Engineering at (608) 266-5952.

**Please contact Bill Sullivan, Madison Fire Department, at 261-9658 if you have questions about the following item:**

14. Provide fire apparatus access as required by IFC 503 2009 edition, MGO 34.503.

**Please contact my office at 261-9632 if you have questions about the following two (2) items:**

15. That the site plan be revised prior to final Planning Division approval as follows:
  - a.) provide typical dimensions for the proposed building;
  - b.) provide setbacks from the western and southern property lines of the proposed outlet;
  - c.) dimension the width of Leopold Path and the driveway serving the booster station
  - d.) note the existing stands of vegetation west and north of the booster station with a note "Existing vegetation to remain."
16. That permits for the construction of the proposed booster station not be issued until the Certified Survey Map creating the project site has been recorded at the Dane County Register of Deeds. [Comments on the proposed CSM will be provided in a separate letter.]

**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 267-8740 if you have any questions about those conditions.**

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

1. Please revise your plans per the above conditions and submit **nine (9) copies** of a complete, fully dimensioned and scaled 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 demolition and/ or 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 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  
Bryan Walker, Traffic Engineering Division  
Pat Anderson, Asst. Zoning Administrator  
Kay Rutledge, Parks Division  
Bill Sullivan, Madison Fire Department  
Alan Larson, Madison Water Utility

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