



Department of Planning & Community & Economic Development
Planning Division

Website: www.cityofmadison.com

Madison Municipal Building
215 Martin Luther King, Jr. Boulevard
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February 23, 2010

Nathan Ward
Buell Consulting
1200 Riva Ridge
Racine, WI 53402

RE: Conditional Use approval to construct a wireless communications tower at 545 Zor Shrine Place

Dear Mr. Ward:

At its February 22, 2010 meeting, the Plan Commission, meeting in regular session, approved your conditional use application to construct a wireless communications tower at 545 Zor Shrine Place. In order to receive final approval of the conditional use, the following conditions must be met:

Please contact Janet Dailey, City Engineering Division, at 261-9688 if you have questions regarding the following four (4) items:

1. In order to accurately update stormwater impervious billing areas, Engineering will need an updated CAD file representing final changes to the existing parking impervious area.
2. Lessor shall be billed storm water utility charges for the increased impervious area of the leased area.
3. Applicant shall provide a recorded maintenance agreement for the sanitary sewer lateral that is located below the proposed building to address how the lateral will be maintained and replaced after the building is constructed.
4. 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 miscellaneous 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, and all other levels (contours, elevations, etc) are not to be included with this file submittal.

NOTE: Email file transmissions preferred addressing@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. (POLICY and MGO 37.09(2) & 37.05(4))

Please contact John Leach, Traffic Engineering Division, at 267-8755 if you have questions about the following six (6) items:

5. 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.
6. When the applicant submits final plans of one contiguous site plan for 545, 549, and 555 Zor Shrine Place to be approved, 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, adjacent driveway approaches to lots on either side, 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'. The site has been modified from the original approved plan dated October 30, 1964. In addition, according to M.G.O. shall be brought up to code.
7. The applicant shall prevent encroachment onto adjacent land areas and sidewalk by barriers of some type, which shall be noted on the face of the revised plans.
8. The applicant shall show dimensions for the proposed and/or existing parking stalls' items A, B, C, D, E, F, and degree of angle parking width and backing up, according to Figures II "Medium and Large Vehicles" parking design standards in Section 10.08(6)(b) 2. Signs and planting areas are to be excluded from the rectangular stall areas including the two (2) feet of vehicle overhang. The two (2) feet of vehicle overhang shall be shown on the plan and dimensioned.
9. A "Stop" sign shall be installed at a height of seven (7) feet at the approach. 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.
10. 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 Patrick Anderson, Assistant Zoning Administrator, at 266-5978 if you have any questions regarding the following three (3) items:

11. Comply with City of Madison General Ordinances Section 28.04(23) telecommunication facilities and antennas ordinances.
12. Per Sec. 28.04(3)(a) the addition of the communications tower to this site will require the site be brought up to compliance with the existing zoning requirements, which include but are not limited to: parking, storage screening, paving, accessible parking, bicycle parking, and landscaping. The submitted plan does not reflect compliance with contemporary requirement for the site as required in MGO 28. An updated site plan must be submitted showing compliance with all requirements outlined in MGO 28 before a building permit will be issued for the proposed tower.
13. Lighting is not required. However, if it is provided, it must comply with City of Madison General Ordinances Section 10.085 outdoor lighting standards. (See parking lot packet). Lighting will be limited to .10 watts per square foot.

Please contact Scott Strassburg, Madison Fire Department, at 261-9843 if you have questions regarding Fire Code conformance issues related to this project.

Please contact my office at 267-1150 if you have questions about the following six (6) items. Conditions 18 and 19 were submitted by Evans Associates, consultant to the City.

14. That the plans for the “future carrier lease area”, including the details of any exterior base equipment compound, receive approval of a minor alteration to this conditional use prior to occupying the remaining position on the tower. The approval of this base compound will ensure that it is sufficiently secured and screened as required in the Zoning Ordinance.
15. That the applicant submits a landscape plan, which provides additional screening of the equipment building for approval by Planning Division staff. The applicant is encouraged to work with Planning Division staff on this item prior to resubmitting plans for final sign-off.
16. That wires and conduit, including those installed to serve future providers, shall be installed within the tower and not installed along the tower’s exterior.
17. Per the zoning ordinance, prior to the issuance of any building or zoning permits, a performance bond shall be provided to guarantee that a facility that has ceased being used for telecommunication purposes is removed. Please see section 28.04(22)(d) of the ordinance or contact zoning staff for more information on this requirement.
18. All structure components, appurtenances and transmission lines should be securely bonded and grounded to prevent RF interference caused by stray signals.
19. A set of detailed design drawings should be reviewed and stamped by a structural engineer licensed by the State of Wisconsin to verify that the latest EIA/TIA standards are being observed and that the tower will support the antennas of an additional possible future wireless co-locator.

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

1. Please revise your plans per the above and submit eight (8) 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. 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 not need a copy of the approved plans.
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 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 267-1150.

Sincerely,

Kevin Firchow, AICP
Planner

cc: Janet Dailey, City Engineering Division
John Leach, Traffic Engineering
Scott Strassburg, Madison Fire Department
Patrick Anderson, Zoning Administrator

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

Signature of Applicant

For Official Use Only, Re: Final Plan Routing			
☒	Planning Div. (Firchow)	☒	Engineering Mapping Sec.
☒	Zoning Administrator	☐	Parks Division
☒	City Engineering	☐	Urban Design Commission
☒	Traffic Engineering	☐	Recycling Coord. (R&R)
☒	Fire Department	☐	Other: