



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
TDD 608 266-4747
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January 7, 2010

Brandon Cook
PO BOX 694
Madison, WI 53701

RE: Approval to rezone 115 and 117 South Bassett Street from R6 (General Residence District) to PUD-GDP-SIP (Planned Unit Development-General Development Plan-Specific Implementation Plan) to allow additions and renovations to an existing single-family residence and a three-unit residence.

Dear Mr. Cook:

At its January 5, 2010 meeting, the Common Council approved your application to rezone 115 and 117 South Bassett Street from R6 (General Residence District) to PUD-GDP-SIP (Planned Unit Development-General Development Plan-Specific Implementation Plan) to allow additions and renovations to an existing single-family residence and a three-unit residence. Please note, the rear six-(6) unit apartment building shown on the submitted plans is not part of this approval.

The following conditions of approval shall be satisfied prior to final approval and recording of the Specific Implementation Plan:

Please contact Janet Dailey, City Engineering Division, at 261-9688 if you have questions regarding the following sixteen (16) items:

1. Prior to final plan sign-off, in accordance with 10.34 Madison General Ordinances – STREET NUMBERS: Submit a PDF of each floor plan to Engineering Mapping Lori Zenchenko (addressing@cityofmadison.com) and coordinate an addressing plan for the resultant site. If there are any changes pertaining to the location of a unit, the deletion or addition of a unit, or to the location of the entrance into any unit, (before, during or after construction) the addresses may need to be changed. The interior address plan is subject to the review and approval of the Fire Marshal.
2. Any damage to the Bassett Street pavement will require restoration in accordance with the City's Patching Criteria.
3. This site is creating new impervious area that is proposed to drain onto adjacent private property. This is not allowable. The applicant shall either provide a connection to the public storm sewer system or provide an easement across the down stream private property. Please note, the applicant should work with City Engineering on satisfying this condition, noting the revisions approved by the Common Council.
4. Plan includes utilizing a lateral that is located under a building on a separate property. A recorded ownership agreement and a recorded easement is necessary to do this. The ownership/maintenance agreement will detail how this lateral will be maintained and who will be responsible when the lateral breaks.

5. The Applicant shall replace all sidewalk and curb and gutter which abuts the property which is damaged by the construction or any sidewalk and curb and gutter which the City Engineer determines needs to be replaced because it is not at a desirable grade regardless of whether the condition existed prior to beginning construction.
6. All work in the public right-of-way shall be performed by a City licensed contractor.
7. The site plans shall be revised to show the location of all rain gutter down spout discharges.
8. 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.
9. 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.
10. 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.
11. 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.

12. The Applicant shall obtain a Street Excavation permit for the installation of utilities required to serve this project. The Applicant shall pay the permit fee, inspection fee and street degradation fee as applicable and shall comply with all the conditions of the permit. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
13. The applicant shall obtain all necessary sewer connection permits and sewer plugging permits prior to any utility work. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
14. The applicant's utility contractor shall obtain a connection permit and excavation permit prior to commencing the storm sewer construction. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
15. Prior to approval of the 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>.

16. 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 Division, at 267-8755 if you have questions about the following four (4) items. Please note that this includes a modification recommended by the Plan Commission and approved by the Council, as noted below.

17. When the applicant submits final plans for approval, the applicant shall show the following: items in the terrace as existing (e.g., signs and street light poles, existing driveway approach), type of surfaces, existing property lines, addresses, one contiguous plan (showing all easements, all pavement markings, building placement, and stalls), signage, and a scaled drawing at 1" = 20'.
18. The applicant shall prevent encroachment onto adjacent land areas by barriers of some type onto adjacent lots as shown.
19. The applicant should revise site plans for showing the existing Class 1 approaches min. ten (10) ft in width to 115 and 117 South Bassett Street. If the driveway approaches extend in front of adjacent property both property owners signing the approach permit or easements on both the north and south adjacent properties.
20. The applicant shall show the dimensions for proposed parking stalls' items B, C, and E, for degree of angle parking, according to Figures II "Medium and Large Vehicles" parking design standards in Section 10.08(6)(b) 2 or note on site plans, "Street parking is in accordance M.G.O. 28.08(1)(g) Central Area Back Yard Parking Standards." The applicant will need to get information from City Zoning according to Central Area Back Yard Parking Standards.

PLEASE NOTE: The below condition was recommended by the Traffic Engineering Division but was **removed** in the Common Council's approval, based on the recommendation from the Plan Commission.

A condition of approval shall be that no residential parking permits shall be issued for 115 & 117 South Bassett Street, this would be consistent with other projects in the area. In addition, the applicant shall inform all tenants of this facility of the requirement in their apartment leases and record in zoning text. The applicant shall note in the Zoning Text that no residential parking permits shall be issued. In addition, the applicant shall submit for 115 & 117 South Bassett Street a copy of the lease noting the above condition in the lease when submitting plans for City approval. Please contact William Knobeloch or Bill Putman, Parking Utility at 266-4761 if you have questions regarding the above item.

Please contact Pat Anderson, Assistant Zoning Administrator, at 266-5978 if you have any questions regarding the following seven (7) items:

21. Parking requirements for persons with disabilities must comply with City of Madison General Ordinances Section 28.11 (3) 6.(m) which includes all applicable State accessible requirements, including but not limited to:
- a. Provide a minimum of one van accessible stall striped per State requirements. This stall shall be as near the elevator as possible.
 - b. Show signage at the head of the stall.
 - c. Show the accessible path from the stall to the elevator.

22. Bike parking shall comply with City of Madison General Ordinances Section 28.11(3)(l) Provide twelve (12) bike parking stalls in a safe and convenient location on an impervious surface to be shown on the final plan. The bike racks shall be securely anchored to the ground or building to prevent the racks from moving. NOTE: A bike-parking stall is two feet by six feet with a five-foot access area. Provide detail of racks on final plans.
23. Dumpsters shall comply with City of Madison General Ordinances Section 28.08(7)(j). Provide a detail drawing for the proposed dumpster enclosure, including materials for the screening fence and gate.
24. Lighting is required and shall be in accordance with City of Madison General Ordinances Section 10.085. 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).
25. Meet applicable State building codes and building code setbacks.
26. Provide one 10' x 35' loading area with 14' vertical clearance to be shown on the plan. The loading area shall be exclusive of drive aisle and maneuvering space. If this loading area cannot be provided, request and obtain approval of the Plan Commission to specifically waive this requirement or it will need to be provided. (28.07 Special Districts P.C. waiver.)

Please contact zoning staff to discuss ordinance requirements with the approved revisions.

27. Provide detail and call out useable open space on final site plan.

Please contact Scott Strassburg, Madison Fire Department, at 261-9843 to if you have questions about the following item:

28. This building is being reviewed under the conditions provided. Example: building height is 29' 8"; as long as the building stays under 30' in height to any point, the fire access would be approved using the street only for approved access. The driveway will not be considered fire lane. The building would be fully sprinklered to allow the 250' hose reach. Provide a fire access site plan with your submittal that shows the fire lane on the street and at least 2 hydrants within 500 feet of the entire building, as it would lay off the truck and up the driveway.

Please contact Tom Maglio, Madison Parks Division, at 266-6518 if you have questions about the following five (5) items:

29. 115 S. Bassett St. - the developer shall pay \$3,242.68 for park dedication and development fees for the one additional new duplex unit.
30. 117 S. Bassett St. - the developer shall pay \$2,069.50 for park dedication and development fees for the one additional new multi family unit.
31. For the proposed 6 unit apartment building – the developer shall pay \$12,417.00 for park dedication and development fees for the 6 new mf units. **PLEASE NOTE**, this building was not included in the Common Council approval.
32. The developer must select a method for payment of park fees before signoff on the rezoning.
33. This development is within the Vilas-Brittingham park impact fee district.

Please contact Dennis Cawley, Madison Water Utility, at 261-9632 to if you have questions about the following item:

34. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility. This property is not in a Wellhead Protection District. The Water Utility will need to sign off the final plans, but not need a copy of the approved plans.

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.

Please contact my office at 267-1150 if you have questions about the following eleven (11) items. Please note that this includes modifications recommended by the Plan Commission and approved by the Council, as noted below.

35. That new the six-unit building, proposed at the rear of the property is not included in this approval. (This condition was recommended by the Plan Commission and approved by the Common Council.)
36. That a revised zoning text be submitted to reflect the revised plans without the six-unit building. (This condition was recommended by the Plan Commission and approved by the Common Council.)
37. That a revised landscape plan be provided for Planning Division staff approval. (This condition was recommended by the Plan Commission and approved by the Common Council.)
38. That the applicant revises the phasing plans. Should this project proceed under two (or more) phases, all exterior renovations to 115 and 117 South Bassett Street shall be included in the first phase or in conjunction with any increase in dwelling units in these buildings. Plans submitted for sign-off should clearly identify the scope of work to be included in each phase and be subject to Planning Division staff approval. No occupancy permits shall be granted for each building until the work is completed in conformance with the approved plans.
39. Revised floor plans shall be submitted for approval by Planning Division staff. Plans should clearly label all rooms and clearly identify all doors and stairway access. The title sheet should be revised to reflect the total number of bedrooms. Additionally, modifications shall be made to the second floor plan for 117 South Bassett Street and the second floor of 115 South Bassett street, addressing the issues raised in the December 14 Planning Division *Report to the Plan Commission*. These plans shall be approved by Planning Division staff.
40. That bike parking is increased on site, with one bike parking stall provided for every bedroom. Locations shall be approved by the Planning Division staff. Bike and moped parking shall be clearly labeled on final plan sets.
41. That the applicant provides supplemental information on the proposed level of interior finishes and amenities for each unit, for approval by Planning Division staff.
42. That the applicant records a certified survey map, combining these two parcels into one.
43. That the plans for the renovations to 115 and 117 South Bassett include the replacement of exterior windows. Details shall be provided on plans for approval by Planning Division staff.
44. That the plans for the renovations to 115 and 117 South Bassett provide further details on the wood porch, for approval by Planning Division staff.

45. If conditions of approval are not met, the zoning shall revert back to current zoning.

PLEASE NOTE: The below conditions were originally recommended by the Planning Division but were **removed** in the Common Council's approval, based on the recommendation from the Plan Commission.

That the applicant submit proof of financing and an executed contract with a construction firm, which provides assurances that the project will be completed once started, in a form acceptable to the Director of the Department of Planning and Community and Economic Development prior to the sign-off and recording of the PUD and any permits being issued.

That detailed roof plans are provided for approval by Planning Division staff providing further information on any roof top patio, mechanicals, and "green roof" planting information.

Please now follow the procedures listed below:

After the plans have been changed as per the above conditions, please file **ten (10) sets** of the revised, complete site plans, building elevations, floor plans 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 the Zoning staff to the City department staff listed above for their signature of final approval.

Upon receipt of the aforementioned plans, documents and fees, and upon determining that they are complete, the Zoning Administrator shall record them with the Dane County Register of Deeds Office. The recorded originals will be returned to the applicant, with the recording information noted, when the Register of Deeds has completed the recording process.

If this plan is not recorded within one year of the date of approval by the Common Council, the approval shall be null and void. No construction or alteration of the property included in this application shall be permitted until a Specific Implementation Plan (SIP) has been approved and recorded.

Within thirty-six (36) months of Common Council approval of the general development plan, the basic right of use for the areas, when in conformity with the approved specific implementation plan, shall lapse and be null and void unless 1) the project, as approved, is commenced by the issuance of a building permit, or 2) if an application for an extension is filed at least thirty (30) days prior to the expiration of the thirty-six (36) month period and the Plan Commission, after a public hearing pursuant to Sec. 28.12(10)(e), determines that no changes in the surrounding area or neighborhood since approval of the general development plan render the project incompatible with current conditions and grants an extension of up to twenty-four (24) months in which to obtain a building permit. In no case shall an extension allow a building permit to be issued more than sixty (60) months after approval of the general development plan by the Common Council. If a new building permit is required pursuant to sec. 29.06(4), Madison General Ordinances, a new petition and approval process shall be required to obtain general development plan approval and specific implementation plan approval.

If you have any questions regarding recording this plan or obtaining permits, please call Matt Tucker, Zoning Administrator, at 266-4551. If I may be of any further assistance, please do not hesitate to contact me at 267-1150.

Sincerely,

Kevin Firchow, AICP
Planner

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

| 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 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: |