



Department of Planning & Community & Economic Development

Planning Division

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February 12, 2014

J. Randy Bruce
Knothe & Bruce Architects, LLC
7601 University Avenue, Suite 201
Middleton, Wisconsin 53562

RE: Approval of a request to rezone 2029-2037 S. Park Street and 2032 Taft Street from TR-C4 (Traditional Residential–Consistent 4 District) to TR-V2 (Traditional Residential–Varied 2 District) and approval of a demolition permit and conditional use to allow demolition of 3 single-family residences and construction of a residential building complex containing 11 attached single-family residences in 2 buildings (Madison Development Corporation).

Dear Mr. Bruce;

At its February 4, 2014 meeting, the Common Council **approved** your client's request to rezone 2029-2037 S. Park Street and 2032 Taft Street from TR-C4 to TR-V2. The Plan Commission **conditionally approved** the related demolition permit and conditional use on January 27, 2014 subject to approval of the rezoning of the property. The following conditions of approval shall be satisfied prior to final approval of this request and the issuance of permits for demolition and new construction:

Please contact Janet Dailey of the City Engineering Division at 261-9688 if you have questions regarding the following twenty-five (25) items:

1. The site plan shall include bearings and distances around the perimeter of the site.
2. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD) prior to issuance of any building permits. When the recorded CSM image is available from the ROD, the City Assessor's Office can then create the new Address-Parcel-Owner data in the property database on which the permits will be issued.
3. The proposed townhouses will have individual address numbers. The six-unit shall have addresses of 2041, 2043, 2045, 2047, 2049 & 2051 S Park Street; the five-unit shall have addresses of 2022, 2024, 2026, 2028 & 2030 Taft Street.
4. This project may require a developer's agreement for the restoration of the public infrastructure as necessitated by the development of this project. Contact Janet Dailey at 261-9688 to discuss the details of the project and the scope of the work.
5. Each building shall have a separate sanitary sewer lateral.

6. The applicant shall dedicate right of way along S. Park Street and Beld Street to match the existing terrace width on Beld Street to the north (14 feet from back of curb to the property line).
7. The site plan shall identify lot and block numbers of recorded Certified Survey Map or Plat.
8. The site plan shall reflect a proper street address of the property as reflected by official City of Madison Assessor's and Engineering Division records.
9. The applicant shall close all abandoned driveways by replacing the curb in front of the driveways and restoring the terrace with grass.
10. The applicant shall replace all sidewalk and curb and gutter abutting the property, which is damaged by the construction, or any sidewalk and curb and gutter that 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.
11. All work in the public right of way shall be performed by a City-licensed contractor.
12. All street tree locations and tree species within the right of way shall be reviewed and approved by City Forestry. Please submit a tree planting plan (in PDF format) to Dean Kahl of the Parks Division at dkahl@cityofmadison.com or 266-4816. Approval and permitting of any tree removal or replacement shall be obtained from the City Forester and/or the Board of Public Works prior to final approval of the site plan.
13. All damage to the pavement on Taft Street, Dane Street and S. Park Street adjacent to this development shall be restored in accordance with the City's Pavement Patching Criteria.
14. 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.
15. 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.
16. For commercial sites less than 1 acre in disturbance, the City of Madison is an approved agent of the Department of Commerce and Wisconsin Department of Natural Resources (WDNR). 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.
17. Prior to approval, this project shall comply with MGO Section 37 regarding stormwater management. Specifically, this development is required to: reduce TSS off of the proposed development by 80% when compared with the existing site, and; 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 MGO.

18. The plan set shall be revised to show more information on proposed drainage for the site. This shall be accomplished by using spot elevations and drainage arrows or through the use of proposed contours. It is necessary to show the location of drainage leaving the site to the public right-of-way. It may be necessary to provide information off the site to fully meet this requirement.
19. The applicant shall submit, prior to plan sign-off, digital CAD files to the Land Records Coordinator in the City Engineering Division. (Lori Zenchenko) 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. 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.
20. 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).
21. The applicant shall submit prior to plan sign-off, electronic copies of any Stormwater Management File including: SLAMM DAT files; RECARGA files; TR-55/HYDROCAD/etc., and; sediment loading calculations. If calculations are done by hand or are not available electronically the hand copies or printed output shall be scanned to a PDF file and provided.
22. The applicant's utility contractor shall obtain a connection permit and excavation permit prior to commencing the storm sewer construction.
23. All outstanding Madison Metropolitan Sewerage District (MMSD) are due and payable prior City Engineering Division 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 Division signoff.
24. 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.
25. Prior to final approval of the demolition permit, the owner shall obtain a permit to plug each existing sanitary sewer and/ or storm sewer lateral that serves a building that is proposed for demolition. Prior to approval, the owner or owner's representative shall obtain a permit to plug each existing lateral that serves a building which is proposed for demolition. For each lateral to be plugged, the owner shall complete a sewer lateral plugging application and pay the applicable permit fees. Note: New plugging procedures and permit fees are in effect as of January 1, 2013.

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

26. 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.
27. 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.
28. Public signing and marking related to the development may be required by the City Traffic Engineer for which the developer shall be financially responsible.
29. All parking facility design shall conform to standards in MGO Section 10.08(6).

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

30. Provide a reuse/recycling plan, to be reviewed and approved by the City's Recycling Coordinator, George Dreckmann, prior to a demolition permit being issued. MGO Section 28.185(7)(a)5 of the Zoning Ordinance requires the submittal of documentation demonstrating compliance with the approved reuse and recycling plan. Please note, the owner must submit documentation of recycling and reuse within 60 days of completion of demolition.
31. Bike parking shall comply with MGO Section 28.141: Provide the minimum bike parking stalls in a safe and convenient location on an impervious surface on the final plan. Bike parking shall comply with Table 28I-3; include a bike rack detail showing compliance with Sec. 28.141(11).
32. Provide landscape plans pursuant to MGO Section 28.142, Landscape Plan and Design Standards. Landscape plans for zoning lots greater than 10,000 square feet in size must be prepared by a registered landscape architect.
33. Exterior lighting provided shall be in accordance with MGO Section 10.085. Provide an exterior lighting plan and fixture cut sheets, with the final plan submittal.
34. Usable open space shall be clearly shown on final plans pursuant to MGO Sec. 28.140. Call out and dimension usable open space on final plans.
35. Provide site plan drawn to scale with building dimensions and setback dimensions to building on final plans.

36. Any future use or development will require approvals from the Water Utility, as a portion of the site is located within Wellhead Protection District No. 18.

Please contact Dennis Cawley of the Madison Water Utility at 261-9243 if you have any questions regarding the following two (2) items:

37. This property is in wellhead protection district WP-18. All proposed/ future uses of the site shall be approved by the Water Utility General Manager or his/ her designee.

38. The Madison Water Utility shall be notified to remove the water meter prior to demolition. Per MGO Section 13.21, 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 Bill Sullivan of the Madison Fire Department at 261-9658 if you have any questions regarding the following three (3) items:

39. The Madison Fire Department does not object to this proposal provided the project complies with all applicable fire codes and ordinances.

40. Please consider allowing the Madison Fire Department to conduct training sequences prior to demolition. Contact Lt. Scott Bavery of the MFD Training Division at (608) 576-0600 to discuss this possibility.

41. Automatic fire sprinklers may be required for these buildings, and if not, the 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 three (3) items:

42. The developer shall pay approximately \$15,506.64 for park dedication and development fees for the development of 11 multi-family units after a credit is given for the existing 3 single family residences. [Fee for new development = \$27,081.45 (based on \$2,461.95 combined fee X 11); credit = \$11,574.81 (based on \$3,858.27 combined fee X 3).] This development is within the Olin-Turville park impact fee district (SI28). Please reference ID# 13171 when contacting Parks Division staff about this project. Note: 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.

43. Existing street trees shall be protected. Please include the following note on the site plan: Contractor shall install tree protection fencing in the area between the curb and sidewalk and extend it at least 5 feet from both sides of the tree along the length of the terrace. No excavation is permitted within 5 feet of the outside edge of a tree trunk. If excavation within 5 feet of any tree is necessary, the 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 the *City of Madison Standard Specifications for Public Works Construction*.

44. Approval of 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.

Please contact my office at 261-9632 if you have any questions about the three (3) items:

45. The details of the screening/ enclosure of the play area at the southeastern corner of the site shall be provided for final Planning Division approval prior to issuance of demolition or building permits for the project.
46. Revise the plans for final Planning Division approval prior to the issuance of permits to include lot coverage and usable open space calculations for the residential building complex. As part of this condition, an exhibit showing the qualifying open spaces shall be provided for approval by the Zoning Administrator.
47. The applicant shall revise the elevations of the proposed buildings to ensure that the buildings not exceed the 40 feet of height permitted in the TR-V2 zoning district as measured from the peak of the gable roofs to the finished grade of the front walls of the buildings at S. Park and Taft streets as determined by the Zoning Administrator, and to limit the amount of basement garage/ foundation wall visible along Taft Street for the five-unit building.

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.

NOTE: A letter regarding the related land division of the subject property and any conditions of approval related thereto will be sent separately.

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. Provide a reuse/recycling plan, to be reviewed and approved by the City Recycling Coordinator prior to a demolition permit being issued. Sec 28.12(12)(e) of the Zoning Ordinance requires the submittal of documentation demonstrating compliance with the approved reuse and recycling plan. Please

note, the owner must submit documentation of recycling and reuse within 60 days of completion of demolition.

4. The Madison Water Utility shall be notified to remove the water meter(s) prior to demolition.
5. 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, Asst. 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 checked="" type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input type="checkbox"/>	Other: