



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

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

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Madison, Wisconsin 53701-2985  
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FAX 608 266-8739  
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January 18, 2012

Jim Glueck  
Glueck Architects, LLC  
116 N. Few St.  
Madison, WI 53703

RE: Approval to demolish two existing buildings and rezone property at 2048-2100 Winnebago Street from M1, C3, and R5 to PUD-GDP (Planned Unit Development-General Development Plan) for the future construction of a four-story mixed-use building with 22,000 square feet of commercial space and 60 to 65 residential units.

Dear Mr. Glueck:

At its January 17, 2011 meeting, the Common Council **approved** the rezoning of your client's property at 2048-2100 Winnebago Street from M1, C3, and R5 to PUD-GDP, subject to the following conditions of approval from reviewing agencies:

**Please contact my office at 266-5974 with questions about the following 3 items:**

1. The final Zoning Text submitted for staff review and approval shall be revised as follows:
  - a) In the permitted use list, reference to the R5 District shall be removed.
  - b) In the permitted use list, "*Commercial usage as provided in C3 District*" shall be replaced with a specific list of permitted commercial uses. The applicant is encouraged to utilize uses equivalent to those permitted in the new zoning text for the Traditional Shopping Street District.
2. When the PUD-SIP is submitted for review, the site plan shall adhere to the following parameters:
  - a) The eastern portion of the building, beginning 80 feet east of the corner of Winnebago Street and Sutherland Court, shall maintain a setback of at least eight feet and no more than fifteen feet from the Winnebago Street right-of-way. Other portions of the building shall maintain a setback of at least two feet from the Winnebago Street and Sutherland Court rights-of-way.
  - b) Landscaped buffers shall be provided between the surface parking lot and the rear lot line, as well as between the parking lot and the Ford's Gym property to the southeast.
  - c) The revised plans shall incorporate onsite detention features for stormwater.
3. The PUD-SIP shall include thorough justification for the number of surface parking stalls provided.

**Please contact Matt Tucker, Zoning Administrator, at 266-4569 with questions about the following 6 items:**

4. If the buildings and uses are to remain (no demolition), the GDP zoning text must be amended to include a statement allowing continuation and maintenance of existing buildings and uses as an interim condition, prior to the submittal of a SIP rezoning for the new development.

5. The proposal calls for the removal of the buildings and parking on site. Provide an interim site plan, showing post-demolition and pre-SIP/ future development submittal, showing the removal of all improvements including surface parking, and that the site will be properly graded and seeded after the structures are removed. If demolition permits are issued under this GDP rezoning request, no interim use of the site will be allowed unless memorialized as part of this GDP rezoning request.
6. The GDP must be amended to include a statement authorizing the number and general location for the non-accessory parking being provided for the adjacent Ford's Gym property on the subject site.
7. The required bicycle parking facilities are not detailed on the GDP site plans. At the time of SIP rezoning, the required bicycle parking facilities must be shown on the final site and building plans.
8. Provide a reuse/recycling plan, to be reviewed and approved by the City's Recycling Coordinator, Mr. George Dreckmann, prior to a demolition permit being issued. MGO Sec. 28.12(e) 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.
9. Loading facilities for the proposed building are not being shown at the time. Please note, loading facilities are required, or a waiver from the provision of loading facilities must be approved when the SIP rezoning is requested.

**Please contact Janet Dailey, City Engineering, at 261-9688 with questions about the following 20 items:**

10. A Certified Survey Map shall be submitted to the City Planning Division, approved by appropriate city agencies and recorded with the Dane County Register of Deeds prior to issuance of new construction permits of any kind. More detailed Engineering Division comments relating to the proposed redevelopment will be made with the pending PUD-SIP and site plan applications.
11. Prior to approval, review sewer needs with City Engineer to determine if adequate residual capacity exists to serve this proposed development. Contact Mark Moder at 261-9250.
12. The City is proposing the reconstruction of Winnebago Street in 2013. The Applicant shall coordinate the improvements to this property and the right of way with the City's reconstruction project.
13. The construction of this building will require removal and replacement of sidewalk, curb and gutter and possibly other parts of the City's infrastructure. The applicant shall enter into a City / Developer agreement for the improvements required for this development. The applicant shall be required to provide deposits to cover City labor and materials and surety to cover the cost of construction. The applicant shall meet with the City Engineer to schedule the development of the plans and the agreement. The City Engineer will not sign off on this project without the agreement executed by the developer. The developer shall sign the Developer's Acknowledgement prior to the City Engineer signing off on this project.
14. The Applicant shall close all abandoned driveways by replacing the curb in front of the driveways and restoring the terrace with grass.
15. The Applicant shall make improvements to Linden Court. The improvements shall consist of installation of new sidewalk and curb and gutter.
16. The approval of this PUD does not include the approval of the changes to roadways, sidewalks or utilities. The applicant shall obtain separate approval by the Board of Public Works and the Common Council for the restoration of the public right of way including any changes requested by developer. The City Engineer shall complete the final plans for the restoration with input from the developer. The curb location, grades, tree locations, tree species, lighting modifications and other

items required to facilitate the development or restore the right of way shall be reviewed by the City Engineer, City Traffic Engineer, and City Forester.

17. The Applicant shall provide the City Engineer with a survey indicating the grade of the existing sidewalk and street. The Applicant shall hire a Professional Engineer to set the grade of the building entrances adjacent to the public right of way. The Applicant shall provide the City Engineer the proposed grade of the building entrances. The City Engineer shall approve the grade of the entrances prior to signing off on this development.
18. 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.
19. The Applicant shall provide the City Engineer with the proposed earth retention system to accommodate the restoration. The earth retention system must be stamped by a Professional Engineer. The City Engineer may reject or require modifications to the retention system.
20. All work in the public right-of-way shall be performed by a City licensed contractor.
21. 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 City Parks Department - [dkahl@cityofmadison.com](mailto: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 the approval of the site plan.
22. All damage to the pavement on Winnebago Street, Sutherland Court & Linden Court adjacent to this development shall be restored in accordance with the City of Madison's Pavement Patching Criteria. For additional information please see the following link:  
<http://www.cityofmadison.com/engineering/patchingCriteria.cfm>.
23. 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.
24. The applicant shall demonstrate compliance with MGO Section 37.07 and 37.08 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.
25. Prior approval, this project shall comply with MGO Chapter 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 MGO Chapter 37.

Stormwater management plans shall be submitted and approved by City Engineering prior to signoff.

26. 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 Misc. 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

All other levels (contours, elevations, etc) are not to be included with this file submittal.

NOTE: Email file transmissions preferred [addressing@cityofmadison.com](mailto: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.

- 27. All proposed and existing utilities including gas, electric, phone, steam, chilled water, etc shall be shown on the plan.
- 28. Prior to approval of the conditional use 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>.

- 29. 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 Bryan Walker, Traffic Engineering, at 267-8754 with questions about the following 3 items:**

- 30. When the applicant submits final plans of one contiguous plan 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 property lines, addresses, 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, vehicle routes, dimensions of radii, aisles, driveways, stalls including the two (2) feet overhang, and a scaled drawing at 1" = 20'.
- 31. The Developer shall post a deposit and reimburse the City for all costs associated with any modifications to Traffic Signals, Street Lighting, Signing and Pavement Marking, and conduit and handholes, including labor, engineering and materials for both temporary and permanent installations.
- 32. 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 Dennis Cawley, Water Utility, at 261-9243 with questions about the following 2 items:**

- 33. The Madison Water Utility shall be notified to remove the water meters prior to demolition.
- 34. 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.

**Please contact Kay Rutledge, Parks Division, at 266-4714 with questions about the following 2 items:**

- 35. This park dedication and development fees will be determined when specific implementation plans are submitted for the proposal. Park impact fees will be due prior to signoff of the PUD-SIP and/or

the issuance of building permits. For reference, 2011 combined fees are \$2,167.83 per dwelling unit in multifamily buildings. 2012 fees will be slightly higher.

36. Approval of plans for this proposal 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 Bill Sullivan, Fire Department, at 266-4420 with questions about the following 2 items:**

37. The Madison Fire Department does not object to this proposal provided the project complies with all applicable fire codes and ordinances.
38. Provide fire apparatus access as required by IFC 503 2009 edition, MGO 34.503.

**Please contact Tim Sobota, Metro Transit, at 261-4289 with questions about the following 2 items:**

39. Metro Transit operates daily transit service along Winnebago Street through the Linden Avenue and Sutherland Court intersections. Bus stop ID #1264 is adjacent the proposed project site, with the signed bus stop zone encompassing the area immediately east of the Sutherland Court intersection.
40. The City of Madison has plans to reconstruct Winnebago Street, at which time Metro Transit would seek permanent transit accessibility enhancements as well as potentially coordinate revised bus stop locations based on updated road geometry and any changes to pedestrian facilities

After the plans have been changed per the above conditions, please file **twelve (12) sets** of the revised, complete plan set 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 demolition on the property shall be permitted until the General Development Plan (GDP) has been approved and recorded. No post-demolition 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.

**Building permits will not be issued until this process has been completed. No interior, exterior or structural demolition or wrecking activities or remodeling activities (including material reclamation activities by the applicant or a third party) shall commence nor any wrecking or building permits be issued until the applicant has met all of the conditions of approval stated in this letter.**

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 266-5974.

Sincerely,

Heather Stouder, AICP  
Planner

cc: Janet Dailey, City Engineering  
Matt Tucker, Zoning  
Bryan Walker, Traffic Engineering  
George Dreckmann, Recycling Coordinator  
Eric Pederson, Engineering Mapping  
Al Martin, Urban Design Planner  
Bill Sullivan, Fire Department  
Kay Rutledge, Parks Division  
Tim Sobota, Metro Transit

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

\_\_\_\_\_  
*Signature of Applicant*

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Division (H. Stouder)	<input checked="" type="checkbox"/>	Recycling Coordinator (R & R)
<input checked="" type="checkbox"/>	Zoning Administrator	<input checked="" type="checkbox"/>	Fire Department
<input checked="" type="checkbox"/>	City Engineering	<input checked="" type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input checked="" type="checkbox"/>	Parks Division
<input checked="" type="checkbox"/>	Engineering Mapping	<input checked="" type="checkbox"/>	Metro Transit