



Report to the Plan Commission

May 16, 2011

Legistar I.D. #21733
1907-1911 Monroe Street
Demolition and Rezoning

Report Prepared By:
Heather Stouder, AICP
Planning Division Staff

Requested Action: Approval of the demolition of two buildings, and a rezoning of property from C2 (General Commercial) District to PUD-SIP (Planned Unit Development-Specific Implementation Plan) to construct a four-story building with 18 residential units and ground floor commercial space.

Applicable Regulations & Standards: Section 28.12(12) provides the requirements for demolition requests. Section 28.12 (9) provides the process for zoning map amendments. Section 28.07 (6) of the Zoning Ordinance provides the requirements and framework for Planned Unit Development Districts.

Summary Recommendation: The Planning Division recommends that the Plan Commission find that the standards for demolitions, zoning map amendments, and planned unit developments can be met and forward the request to the June 7 meeting of the Common Council with a recommendation for **approval** to demolish the existing buildings and rezone 1907-1911 Monroe Street from C2 to PUD-SIP, subject to input at the public hearing and conditions from reviewing agencies and the Urban Design Commission.

Background Information

Applicant/ Property Owner: Mark and Maggie Smith; Empire Photography; 1911 Monroe St.; Madison

Project Contact: Randy Bruce; Knothe & Bruce Architects, LLC; 7601 University Ave., Ste 201; Middleton

Proposal: Demolish two existing buildings and construct new 4-story mixed-use building with ground floor commercial space and 18 residential units.

Parcel Location: 1907 and 1911 Monroe Street are located on the south side of Monroe Street, mid-block between Van Buren Street and Harrison Street; Aldermanic District 13 (Ellingson); Madison Metropolitan School District.

Existing Conditions: The ¼ acre site is comprised of two existing parcels with two-story buildings and surface parking in the rear yard. The building at 1907 Monroe Street was originally constructed in 1893 as a single-family home, and was remodeled in 1983. It now has two small efficiency dwelling units above a ground floor commercial space. The building at 1911 Monroe Street was originally constructed in 1905 as a single-family home, and is currently a photo studio owned and operated by the applicant. Both buildings are in fair condition.

Surrounding Land Use and Zoning:

North: Across Monroe Street, a mix of uses in the C1 (Limited Commercial) District, including a four-story mixed-use building with ground floor retail and ten residential units and a two-story mixed-use building with a ground floor office space and one residential unit.

South: Across a narrow public alley, single, two, and three-family homes in the R4A (Limited General Residence) District.

East & West: One and two-story flat-roofed commercial buildings in the C2 (General Commercial) District.

Adopted Land Use Plans: The Comprehensive Plan (2006) recommends Neighborhood Mixed-Use for this property this stretch of Monroe Street. The Monroe Street Commercial District Plan (2007) recommends 2-4 story buildings with the upper levels set back from both the front facade and from the residential uses to the south. The plan notes that storefronts and main entrances should be oriented toward Monroe Street, and that access to parking and service areas should be from the rear alley.

Environmental Corridor Status: This property is not located within a mapped environmental corridor.

Public Utilities and Services: The area is served by a range of urban services and Metro Transit Routes 3 and 58.

Zoning Summary:

| Bulk Requirements | Required* | Proposed |
|--------------------------|--|-------------------------|
| Lot Area | 19,500 sq. ft. | 11,446 sq. ft. existing |
| Lot width | 50' | 100' existing |
| Usable Open Space | 4,000 sq. ft. | As per approved plans |
| Front yard | 0' | 0.52" |
| Side yards | 11' each side, for buildings with two or more stores | 11' RS / 2" LS |
| Rear yard | 30' or 55% of building height, 35.6' | 21' |
| Floor area ratio | 3.0 | As per approved plans |

| Site Design | Required | Proposed |
|----------------------------|---|---|
| Number parking stalls | 18 residential 1 stall per 300 sq. ft. retail 1 per 2 employees | 6 surface 20 underground <i>(Please see Condition No. 14, Page 9)</i> |
| Accessible stalls | 1 surface 1 underground | 1 surface 1 underground <i>(Please see Condition No. 11, Page 9)</i> |
| Loading | 1 (10' x 35') area | 1 (10' x 35') <i>(Please see Condition No. 14, Page 9)</i> |
| Number Bike Parking stalls | 20 | 13 surface 12 underground <i>(Please see Condition No. 7, Page 9)</i> |
| Landscaping | Yes | Yes <i>(Please see Condition No. 14, Page 9)</i> |
| Lighting | No | No <i>(Please see Condition No. 13, Page 9)</i> |

| Other Critical Zoning Items | |
|------------------------------------|-----|
| Urban Design | Yes |
| Historic District | No |
| Landmark Building | No |
| Adjacent to Landmark | No |
| Floodplain | No |
| Utility Easements | Yes |
| Adjacent to park | No |
| Barrier Free (ILHR 69) | Yes |

**This project is being rezoned to the (PUD) district, where there are no predetermined bulks or site design requirements. Staff has reviewed the project based on the criteria for the C2 district, because of the surrounding land uses.*

Compiled by Pat Anderson, Assistant Zoning Administrator

Project Description

Existing Conditions

The ¼ acre site is comprised of two existing parcels with two-story buildings and surface parking in the rear yard. Both buildings were originally constructed over one hundred years ago as single-family homes and have been converted to commercial and mixed-use buildings in recent decades. Unlike the surrounding flat-roofed commercial buildings, these two buildings have gabled roofs and are set back from the front property line by nearly 20 feet. Both buildings appear to be in fair condition, and should contain many materials appropriate for reuse.

The building at 1907 Monroe Street, a 4,450 square foot parcel, was originally constructed in 1893 and most recently remodeled in 1983. It now has two small efficiency dwelling units above a ground floor commercial space. Behind a rear open space, a small surface parking lot accessed from the rear alley provides 3-4 parking stalls.

The building at 1911 Monroe Street, a 6,850 square foot parcel, was originally constructed in 1905, and is currently a photo studio owned and operated by the applicant. A detached garage in the rear yard provides for storage and some parking, although a loosely organized rear surface parking lot provides a majority of parking opportunities for the property.

Description of Proposal

The applicant proposes to demolish both existing buildings on the site for construction of a new mixed-use four-story building with 4,400 square feet of commercial space and 18 one and two-bedroom dwelling units.

Building Bulk and Placement- As proposed, the new mixed-use building will be placed at the front property line, with two and three foot side yard setbacks for the widest portion of the building (a majority of the mass of the building is eleven feet from each side property line). The rear face of the enclosed under-building parking area is 11 feet from the rear property line, although the rest of the building above is at least 21 feet from the rear property line. The narrow alley between this property and residential properties to the south provides an additional 11 feet between the proposed building and the detached garages on the adjacent residential properties.

The mass of the building is broken up with a combination of stepbacks and changes in materials. From Monroe Street, the second and third floors of the right side (west) of the building are set in approximately eight feet from the side property line. The entire fourth story is stepped back an additional 10 feet from the front and both sides, and approximately 20 feet from the rear.

Parking and Access- All automobile access for the proposed building will be from the rear alley, as is recommended in the adopted neighborhood plan. There are a total of 26 automobile stalls and 25 bicycle stalls, although most customers driving cars will need to utilize on-street metered parking, similar to other Monroe Street businesses.

An underground parking area with 20 automobile stalls and 12 bicycle-parking stalls is proposed to serve the residential dwelling units. 11 additional bicycle stalls are provided along the side of the building for residents and employees. Two short term bicycle stalls are proposed on the west side of the front of the building for customers and guests. Six at-grade automobile stalls are proposed in a rear garage to serve the commercial spaces, presumably for employees.

Commercial Uses- In the proposed zoning text, the applicant lists permitted uses identical to those permitted in the Neighborhood Mixed-Use District of the new zoning code. These include a wide variety of retail, service, and office businesses, as well as restaurants.

Residential Unit Type and Mix- Two efficiencies, nine one-bedroom units, and seven two-bedroom units are proposed for a total of eighteen units. The units range in size from a 465 square foot efficiency to a 1,680 square foot two-bedroom unit, and have an average size of 644 square feet per bedroom. Of the two-bedroom units, five are two-story “townhouse” units with space on both the third and fourth floors. Since the fourth floor is stepped back from the third floor, each of these “townhouse” units has a usable portion of the third floor roof as a patio. The submitted zoning text proposes a family definition that would limit occupancy of these units to a maximum of three unrelated individuals, or a group of related individuals and up to two unrelated roomers.

Open Space and Stormwater Management- The proposed redevelopment leaves very little at-grade usable open space, essentially limited to a 7 foot by 85 foot strip along the eastern side of the building. However, just over 2,400 square feet of structured usable open space is provided on the site. For common use, a 600 square foot patio is provided off of the first floor hallway, above the entrance to the underground parking area. In addition, over 1,800 square feet of usable open space is provided within private patios and balconies for most units.

The proposed building and rear access driveway cover approximately 95% of the property, which is a significant increase in impervious area for the site. The proposal includes green roof elements totaling over 1,100 square feet on the fourth floor, which will partially absorb rainwater and lessen the overall impact of the redevelopment.

Entries and Openings- There are a total of five entries along Monroe Street, three leading to the commercial space and two on either side of the front façade of the building leading to the residential portion. There are two additional residential entries on the northeast and southeast sides of the building, and a service entry to the interior trash storage area on the southwest side. The front façade includes a high proportion of glass. Nearly 50% of the first floor façade area is glass storefront windows and entrances, and the upper level façade areas include approximately 30-35% window openings.

Exterior Materials- The building has a contemporary design, with a prairie stone base, brick on the main span of the building on the front and part of each side of the building, and fiber cement on the rear and part of each side of the building. The fourth floor, which is stepped back significantly, is corrugated metal. Composite paneling and corrugated metal are used as accent materials.

Landscaping- Within the small spaces available for landscaping, the proposal includes three new canopy trees just inside the rear property line and two new ornamental trees within public right-of-way in front of the building. Perennials and grasses are dispersed throughout the site, within a landscaped strip along the east side of the building and ten small planters on structured patio areas. Portions of the third floor rooftop are identified as a green roof system.

Related Approvals

This proposal has been reviewed by the Urban Design Commission for consistency with the standards and guidelines for a Planned Unit Development. On April 6, 2011, the UDC granted **initial approval** for the proposal with the following suggestions (see attached report for detail):

- Replace the paver stepping stones on the northeast side of the building with a paved surface other than plain concrete.
- Carry more of the architectural treatment of the front façade to the sides and rear of the building, especially the use of brick and composite accent panels.
- Explore further the treatment of the fourth story, which may appear as if it is an addition due to the completely different material.

The proposal is scheduled to be presented again at the May 11 UDC meeting, where the applicants will request final approval for the design. Staff will provide results of the May 11 meeting in the back of the Plan Commission packet.

Public Input

Following a neighborhood meeting where the proposal was discussed, the Vilas Neighborhood Association submitted written comments stating that they do not object to the proposal. However, some concern was raised about whether it would fit in with the “more historic building environment” along these blocks, especially with regard to the metal siding proposed. (During their first review, the Urban Design Commission generally encouraged the more modern design than what was initially submitted).

Further, the Vilas Neighborhood Association shared concerns about increased traffic in the narrow alley behind the building, while recognizing that it was the best option for providing access to a redeveloped site. Finally, they encouraged the applicant to stay in close contact with the Alder and immediate neighbors regarding the construction plan.

A small group of neighboring property owners met with the applicant and Alder Ellingson on April 28 to discuss their concerns regarding demolition of the existing structures and the design detail of the proposed building. On May 4, staff received a telephone call from a nearby property owner with remaining concerns about the modern design of the building along this portion of Monroe Street, and expects that this concern will be shared at the May 11 UDC meeting, and perhaps at the May 16 Plan Commission meeting. At the time this report was completed, Alder Ellingson had scheduled a May 9 open house for the architect and applicant to share two versions of the exterior design of the building for continued input.

Evaluation

Land Use

Demolition- The existing house-like buildings are unique on this block, as every other building is built up to the Monroe Street right-of-way. The structures are in fair condition, and care should be taken to ensure that all reusable items are recovered prior to demolition. While it may technically be possible to do, it seems as though relocating the structures would be extremely difficult due to the slope of the property. Neither the Historic Preservation Planner nor the Landmarks Commission noted any concerns regarding their demolition.

As with all demolition proposals, the applicant will be required to submit a recycling and reuse plan for review and approval by the city’s recycling coordinator. Staff has encouraged the applicant to thoroughly explore the reuse of salvageable items from each building prior to any demolition activities.

Commercial Uses- In the proposed zoning text, the applicant lists permitted uses identical to those permitted in the Neighborhood Mixed-Use District of the new zoning code. These include a wide variety of retail, service, office businesses, and restaurants, which staff believes is appropriate and consistent with this part of Monroe Street.

Residential Uses- The proposal includes a nice variety of one and two-bedroom units, with high quality open spaces, especially for the two-story units with fourth floor outdoor living areas. Floor plans for the units have not been provided, but with an average size of over 600 square feet per bedroom, they are generous enough units to accommodate a variety of small households. The applicant indicates that all patios and decks will be accessible through common living areas, rather than bedrooms.

Via the family definition in the submitted zoning text, the limitation on occupancy would be up to three unrelated individuals per unit. This allows for more flexibility than in the adjacent R4A district to the south, where up to two unrelated individuals per unit are allowed, but is less than five unrelated individuals typically permitted in higher density residential districts and commercially zoned properties along this stretch of Monroe Street. In any case, occupancy of most units will be limited to small households. However, this definition would allow for three unrelated people sharing a two-bedroom unit, an arrangement that would be precluded by the family definition in the R4A district behind the

property. Staff believes that the proposed family definition is appropriate and will not lead to over-occupancy of units. However, the Plan Commission should take into account any input on this matter at the public hearing when making their recommendation to the Common Council.

Consistency with Adopted Plans- The proposal is generally consistent with the Comprehensive Plan (2006) Recommendation for Neighborhood Mixed-Use along this block, and should be carefully considered for consistency with the more detailed Monroe Street Commercial District Plan (2007). That plan includes these properties within "Block 14" of the "Monroe-Regent Node", identified for medium-term redevelopment opportunities. The plan notes that this particular block should maintain a transition from commercial uses to the residential uses immediately to the west along the Monroe Street Corridor, and recommends projects with ground floor commercial uses and upper level residential units. Specifically for this block, the plan recommends 2-4 story buildings with the upper levels set back from both the front facade and from the residential uses to the south. The plan specifies that entrances be oriented toward Monroe Street and parking and service areas be accessed from the narrow public alleyway behind the building.

The General Development Standards in Section J of the Monroe Street Commercial District Plan note that four-story buildings would generally be out of character with the traditional street and residential neighborhoods. However, in order to gain support, buildings higher than three stories would require consideration of contextual impacts, proximity to other building forms, setbacks, stepbacks, and effective prior consultation with neighborhoods.

In this particular case, staff believes that the four-story proposal is appropriate. The fourth floor is stepped back on all sides from the main mass of the building. The public alleyway behind the property, while very narrow, provides additional space between the proposed building and the detached garages of the single-family home and three-unit building behind the property. Further, there is a four story building just across the street from the proposed building, so while it is taller than the single and two-story commercial buildings on this side of the block, it will fit in well with the "Monroe-Regent Node" of commercial and mixed-use development as a whole. Importantly, the Vilas Neighborhood Association has positively received the proposal, and the applicant has consulted with a smaller group of adjacent neighbors to better understand their concerns, which seem to focus on the design details for the building rather than with its height or mass.

Site and Building Design

Building Bulk and Placement- The 24,000 square foot, four-story building takes up almost the entire ¼ acre property. The building is 96 feet wide and 103 feet deep, with narrow two and three foot side yards and an eleven foot rear yard at its closest points to property lines. For most of the depth of the building, seven and eleven foot side yards are maintained, and the residential levels of the building maintain a 21-foot distance from the rear property line.

Although it will be much taller than the existing one-story buildings immediately adjacent on either side, it is similar in height to nearby buildings, and significantly shorter than the Monroe Commons mixed-use building. The fourth level itself is just over 3,800 square feet in size, and steps back from all sides of the building, reducing the impact of its height on Monroe Street and the residential properties across the alley behind the building.

Parking and Loading- Staff believes that the 26 automobile parking stalls and 25 bicycle parking stalls proposed should adequately serve the parking needs for commercial employees and residential tenants. Along this stretch of Monroe Street, metered on-street parking will be utilized by commercial customers. Depending on the types of commercial tenants that come and go over time, the 4,000 square foot commercial space may result in more overall parking pressure along and near Monroe Street. However, this type of redevelopment is anticipated, and overall, it should enhance the attractiveness of this mixed-use node for pedestrians and cyclists, including the new tenants within the building itself.

While the standard bicycle parking areas proposed should effectively meet the needs of most of the tenants and employees, staff notes that many of the households may have more than one bicycle. The applicant is encouraged to explore opportunities to increase the areas for long-term bicycle storage in the underground parking area, even if that requires the use of wall-mount or stacked bicycle racks. Also, the applicant is encouraged to explore options to provide additional bicycle parking for customers and visitors, either on the property or within the right-of-way with required city approvals.

Managing access to this and similar proposals from the narrow alleyway to the rear of the property is an important issue. The proposed condition is consistent with the adopted plan, but will result in an increased number of cars utilizing the alley each day. The fact that all parking will occur within enclosed spaces is an improvement to the existing open parking and stacked parking currently taking place in the rear yard, and should provide for safer and more organized use of the alleyway. On the whole, staff believes that the traffic to and from the 26 automobile parking stalls and single loading zone proposed for this building can reasonably be accommodated within the alleyway.

The applicant should indicate on final plans the intended pathway from the loading zone into the commercial spaces (for deliveries) and residential spaces (for move-in, move-out), and provide in a revised zoning text a reasonable limitation on the hours of day loading will take place from this location, in order to minimize negative effects on the residential properties to the rear.

Open Space and Stormwater Management- High-quality usable open space in the form of patios and balconies is an asset of this particular proposal. The upper level units with rooftop patios will be very attractive, and the first floor patio provides a common space for all tenants to utilize. Overall, the proposal includes just over 130 square feet of usable open space per dwelling unit.

However, nearly all of the at-grade open space is impervious surface, and the proposal leaves very little potential for stormwater infiltration on this property. Currently, the rear yard of the 1907 Monroe Street, the front yards of both buildings, and the space between the buildings is pervious surface, allowing for some on-site stormwater infiltration.

While stormwater runoff from the proposed building should be easily handled through the existing Monroe Street stormwater infrastructure, the on-site stormwater management should be improved through the inclusion of the green roof elements, as shown in the proposal. Since the proposal will involve the elimination of almost all pervious surfaces and result in coverage of approximately 95% of the lot, staff recommends that the inclusion of the green roof be made a condition of approval for the zoning map amendment.

Building Exterior- The durable, contemporary design of the front facade proposed will complement the more traditional buildings along this block of Monroe Street. The high proportion of openings, especially on the first floor, provides the desired storefront presence for pedestrian traffic, with highly visible interiors. The Urban Design Commission has requested that the applicant study the application of the corrugated metal exterior to the fourth floor, in order to ensure it is a cohesive part of the building as a whole.

The brick wraps around the front facade to the sides of the building, but then transitions to fiber cement siding as the dominant material on the rear portion of the building, resulting in a very different design than the front facade. While some fiber cement material might be appropriate for rear portions of the building, staff concurs with the recommendation of the Urban Design Commission to bring materials from the front facade to the other sides of the building for a more cohesive overall design.

Landscaping- Within the small area available for landscaping, the proposed trees and planters are an attractive solution. As mentioned above, the green roof will be an important element of the final design. Details and specifications for this system should accompany the final submittals for review by the Urban Design Commission and staff.

Comparison with the New Zoning Code - Although this is a proposal for Planned Unit Development Zoning and need not adhere to specific site and bulk standards, it was useful to draw comparisons between the proposal and the new zoning text adopted on March 29, 2001 by the Common Council, which will become effective once the Zoning Map is reviewed and adopted. The following table provides a quick comparison between the proposal and the adopted standards for the Traditional Shopping Street (TSS) District, which is a likely zoning district to be applied to this portion of the Monroe Street corridor.

| Applicable Standards | Proposed Building | TSS District |
|-----------------------|---|--|
| Front yard setback | 0' | 0' (Varies within the district, but at this location, 0' is most likely) |
| Side yard setback | 3' and 2' | 6' minimum where windows are present, otherwise 0' |
| Rear yard setback | 11' (21' for levels above the at-grade parking area) | 23' minimum (20% of lot depth or 20') |
| Maximum lot coverage | 95% (80% if not counting green roof elements as impervious) | 85% maximum |
| Maximum height | 4 stories | 3 stories (can exceed with conditional use) |
| Usable open space | 2,400 sq. ft. | None required |
| Maximum building size | 23,944 sq. ft. | 25,000 sq. ft. for mixed use building (can exceed with conditional use) |

Although it would be require conditional use approval to exceed three stories, this building would easily fit within the bulk standards of the TSS District with a deeper rear yard. Essentially, the six at-grade parking stalls within an attached garage area are the only portion of the building currently proposed within the rear yard that would be required in the TSS District.

Criteria for Approval of Planned Unit Development Zoning

As outlined below, staff believes that the criteria for Planned Unit Development zoning can be met following small changes to reflect recommended conditions of approval.

MGO Section 28.07(6)(f) - PUD Criteria for Approval

a) Character and Intensity of Land Use- The proposed high-density mixed-use building is appropriate in scale and character for this portion of Monroe Street due to its deep fourth floor setbacks, which provide separation from the residential properties behind the building and less mass along Monroe Street. With its development, this entire block of Monroe Street will consist of storefront buildings up to the street, and it will set the tone for the scale of future redevelopment and the integration of more upper story residential uses along this block.

Managing the access to this and similar proposals from the narrow alleyway to the rear of the property is an important issue. Staff believes that the traffic to and from the 24 automobile parking stalls proposed for this building can reasonably be accommodated within the alleyway. The proposed condition, where all parking will occur within enclosed spaces, is superior to the existing open parking and stacked parking currently taking place in the rear yard, and should provide for safer and more organized use of the alleyway.

b) Economic Impact- The proposed development will significantly increase the property value with a well-designed, durable mixed-use building. The development will likely have a positive economic impact on this vibrant, walkable neighborhood through the addition of 18 new households and up to three existing or new businesses on a small site.

c) Preservation and Maintenance of Open Space- While eliminating the at-grade usable open space, the proposal provides high quality structured usable open spaces for tenants within a mix of balconies, private patios, and a common patio.

d) Implementation Schedule- Since this is a proposed PUD-SIP for one project, rather than one of multiple phases, this standard is less applicable.

Conclusion

Staff believes that the standards for demolition approval are met, and with the recommended conditions of approval, the proposal can meet the high standards for Planned Unit Developments. The proposal is consistent with the Monroe Street Commercial District Plan, and is generally supported by the Vilas Neighborhood Association and District 13 Alder. Care should be taken to ensure maximum reuse of salvageable materials from the buildings proposed for demolition, but their replacement with a mixed-use building set up to the street is a natural completion of this particular block of Monroe Street. Staff believes that the redevelopment will complement the older storefront buildings along this block of Monroe Street, while being a product of its time through use of a more modern palate of exterior materials.

The Planning Division recommends that the Plan Commission find that standards for demolition approval, rezoning, and Planned Unit Developments can be met, and forward this request to the June 7 meeting of the Common Council with a recommendation for **approval**.

Recommendations and Proposed Conditions of Approval

Major/Non-Standard Conditions are shaded

Planning Division Recommendation

The Planning Division recommends that the Plan Commission find that standards for demolition approval and rezoning to PUD-SIP (Planned Unit Development-Specific Implementation Plan) can be met, and forward this request to the May 17 meeting of the Common Council with a recommendation for **approval**.

Planning Division (Contact Heather Stouder, 266-5974)

1. Prior to approval by the Common Council, the applicant shall obtain a recommendation for final approval by the Urban Design Commission.
2. Prior to acquiring a demolition permit, the applicant shall provide proof of financing for the implementation of the project as proposed in the form of a letter of commitment from a lender and an executed construction contract or other construction cost estimates for review and approval by the Director of the Department of Planning and Community and Economic Development.
3. A revised zoning text shall be submitted for staff review and approval which include a limitation on hours for use of the loading space proposed along the rear property line. These limitations shall be reflected in commercial leases.
4. Revised plans submitted for staff review and approval shall include an indication of the intended path from the loading zone to the commercial portion of the building.
5. Revised plans submitted for staff review and approval shall include details and specifications for the green roof elements proposed on the third floor rooftop.

Zoning Administrator (Contact Pat Anderson, 266-5978)

6. Meet applicable building codes, including accessibility requirements.
7. Provide a minimum of 18 bike parking stalls in a safe and convenient location on an impervious surface to be shown on the final plan. NOTE: A bike-parking stall is two feet by six feet with a five-foot access area. Structures that require a user-supplied locking device shall be designed to accommodate U-shaped locking devices. Show the stalls on the 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.
9. Sec 28.12(12)(e) of the Madison 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.
10. Show addresses of tenant spaces on the building of the final site plan.
11. Meet all applicable State accessibility requirements, including but not limited to:
 - a) Provide a minimum of 1 accessible stall striped per State requirements. A minimum of one stall shall be a van accessible stall 8' wide with an 8' striped out area adjacent to and on the passenger side for the underground parking.
 - b) Provide a minimum of 1 accessible stall striped per State requirements. A minimum of one stall shall be a van accessible stall 8' wide with an 8' striped out area adjacent to and on the passenger side for the surface parking.
 - c) Show signage at the head of the stalls.
 - d) The stalls shall be as near the elevator as possible.
12. In the zoning text, signage will be allowed as per MGO Chapter 31 as compared to the R5 District and as approved in the recorded PUD-SIP. Signage shall be approved by Urban Design and Zoning.
13. Lighting is not required. However, if it is provided, it must comply with MGO Section 10.085 outdoor lighting standards (see Parking Lot Packet). Lighting will be limited to .10 watts per square foot.
14. Parking and loading shall comply with MGO Section 28.11(4). Provide (1) 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.

City Engineering Division (Contact Janet Dailey, 261-9688)

15. A Certified Survey Map shall be recorded to dissolve the underlying platted lot line and combine the ownership of the two properties that currently exist on the proposed project site.
16. In accordance with 10.34 MGO – STREET NUMBERS: When available, submit a PDF of all floor plans to Engineering Mapping Lori Zenchenko (addressing@cityofmadison.com) so that an addressing plan can be developed 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.
17. The design of the sump pump and driveway drain shall accommodate the 100-year storm. The plan shall be stamped by a professional engineer or master plumber.
18. Provide details of proposed trench drain. This drain cannot be connected to the sanitary sewer.
19. 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 (MGO 16.23(9)c).

20. The Applicant shall close all abandoned driveways by replacing the curb in front of the driveways and restoring the terrace with grass.
21. 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 (POLICY).
22. 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 (POLICY).
23. The Applicant shall obtain a privilege in streets agreement for any encroachments inside the public right of way. The approval of this development does not constitute or guarantee approval of the encroachments (INFORMATIONAL).
24. The Applicant shall provide the City Engineer with the proposed soil retention system to accommodate the restoration. The soil retention system must be stamped by a Professional Engineer. The City Engineer may reject or require modifications to the retention system (POLICY).
25. All work in the public right-of-way shall be performed by a City licensed contractor (MGO 16.23(9)(c)5 and MGO 23.01).
26. 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 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 (POLICY).
27. The site plans shall be revised to show the location of all rain gutter down spout discharges (POLICY).
28. The applicant shall show storm water "overflow" paths that will safely route runoff when the storm sewer is at capacity (POLICY).
29. 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.
30. For Commercial sites < 1 acre in disturbance the City of Madison is an approved agent of the Department of Commerce and WDNR. As this project is on a site with disturbance area less than one (1) acres, 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 (NOTIFICATION).
31. Prior to 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.

32. 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 . 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)).

33. 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 (POLICY).

This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>

34. All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Janet Dailey (608-261-9688) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff (MGO 16.23(9)(d)(4)).

Traffic Engineering Division (Contact John Leach, 267-8755)

35. A condition of approval shall be that no residential parking permits shall be issued for 1907 to 1911 Monroe Street, which 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 1907 to 1911 Monroe Street a copy of the lease noting the above condition in the lease when submitting plans for City approval. Please contact William Knobloch or Bill Putman, Parking Utility at 266-4761 if you have questions regarding this item.

36. 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

alley, 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'.

37. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.
38. The driveway to the underground parking area behind the building to the alley right-of-way for two-way operation shall be a minimum eighteen (18) ft in width according to MGO 10.08(6)(a)4.
39. 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 hand holes, including labor, engineering and materials for both temporary and permanent installations.
40. Public signing and marking related to the development may be required by the City Traffic Engineer for which the developer shall be financially responsible.

Water Utility (Contact Dennis Cawley, 261-9243)

41. The Madison water utility shall be notified to remove the water meters prior to demolition.
42. 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 will not need a copy of the approved plans.

Fire Department (Contact Bill Sullivan, 266-4420)

43. Provide roof access from one of the stairways (IFC 1009.13).
44. The Madison Fire Department does not object to this proposal provided the project complies with all applicable fire codes and ordinances.

Parks Divison (Contact Kay Rutledge, 266-4714)

45. This development is within the Vilas-Brittingham park impact fee district (SI27). The developer shall pay \$34,685.28 in park dedication and development fees for the new 18 unit apartment building after a credit is given for the existing 2 multi-family units on the property. The fees were calculated based on the 2011 rates. Based on the existing ordinance, park fees will be assessed based on the year in which they are paid if it is not 2011. The developer must select a method for payment of park fees before sign-off on the rezoning.

2011 Fee Calculation

| | | |
|--|------------------|---------------------|
| fees in lieu of dedication = (18 mf units X \$1,554.00 per unit) | = | \$ 27,972.00 |
| <u>park development fees = (18 mf units X \$613.83 per unit)</u> | = | <u>\$ 11,048.94</u> |
| | Subtotal fees: = | \$ 39,020.94 |
| Less Credit = (2 mf unit x \$2,167.83 combined fee per unit) | = | \$ 4,335.66 |
| Total fees | = | \$ 34,685.28 |

NOTE: 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.

Metro Transit (Contact Tim Sobota, 261-4289)

This agency did not submit comments for this request.