



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

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

Madison Municipal Building  
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P.O. Box 2985  
Madison, Wisconsin 53701-2985  
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July 8, 2011

David Pollock  
AMERCO Real Estate Company, Inc.  
2727 N. Central Ave.  
Phoenix, AZ 85004

RE: Approval to rezone the property at 4716 Verona Road from PUD(GDP)(SIP) to Amended PUD(GDP)(SIP) for a U-Haul trucking and storage facility.

Dear Mr. Pollock:

At its July 5, 2011 meeting, the Common Council **approved** the rezoning of your client's property at 4716 Verona Road from PUD(GDP)(SIP) to Amended PUD(GDP)(SIP), subject to the following conditions of approval from reviewing agencies:

**Please contact my office at 266-5974 if you have questions about the following ten (10) items:**

1. A revised zoning text for both the PUD-GDP and the PUD-SIP shall be prepared by the applicant for approval by staff to include the following:
  - a) The PUD-GDP and PUD-SIP zoning texts shall be revised to explicitly allow for the uses proposed on Lot 1, including potential commercial uses within the area reserved for future commercial development.
  - b) The PUD-SIP zoning text shall include a commitment to physically maintain over time the existing surface parking area to be made available for future commercial development.
  - c) The PUD-SIP zoning text shall include a detailed list of items to be stored in the equipment staging area, which shall be limited to U-Haul's equipment available for rental.
2. Prior to final review and approval by staff, the applicant shall obtain a recommendation from the Urban Design Commission for *final approval* of the design.
3. In final plans submitted for approval by staff, the elevation drawings and floor plans shall be reconciled to show an accurate view into the new second story windows shown on the south facade of the main building.
4. The applicant shall physically maintain the southern portions of the existing parking lot – including the “Display Parking” area and the “Space for Future Development” as shown on the plans in the packet. The applicant may utilize the “Display Parking Area” for parking temporarily until such time as this vacant parcel (“Space for Future Development”) is developed. The applicant may not utilize the “Space for Future Development” for parking, storage, or advertising for U-Haul. Advertising the site for sale is allowed. Staff shall work with the applicant on final zoning text language to allow charitable and neighborhood events on this portion of the site.
5. In final plans submitted for review by staff, the exterior storage buildings shall be reconfigured in an L-shape so as to frame the usable portion of the property and avoid blocking views to the southern portion of the property to be maintained in its current state for future commercial development. Up

to 14 operable service doors may face the frontage road to the east, but all other operable doors shall face the interior of the property.

6. In final plans submitted for review by staff, the false orange overhead doors shown on the south and east sides of the exterior storage buildings proposed within the southeast portion of the site shall be removed. Additional landscaping to include evergreen shrubs and other perennials with varying heights shall be added along the foundation of the exterior storage buildings in a revised landscape plan to be reviewed and approved by staff. Some of the proposed plantings in this area shall have a mature height of at least 5 feet.
7. Final plans submitted for approval by staff shall either remove the proposed canopy in the customer parking area or replace it with a revised canopy with architectural materials similar to the buildings on the site. If a revised canopy is proposed, detail shall be provided for review and approval by staff.
8. Final plans submitted for approval by staff shall include detail on any proposed equipment cleaning area. This activity should generally take place either within the building or on the western side of the property.
9. A revised landscape plan prepared for staff review and approval shall include a detailed landscape schedule including species of existing and proposed plantings, and the planting size for proposed plantings. The landscape plan shall include detail for the area along the multi-use path on the western edge of the property, the area surrounding the proposed propane tank, and the area along the foundations of the exterior storage buildings.
10. Signage for the property is not part of the Plan Commission approval, and shall require subsequent review by the Zoning Administrator for consistency with MGO Chapter 31, or the Urban Design Commission for a Comprehensive Sign Package.

**Please contact Janet Dailey, City Engineering, at 261-9688 if you have questions regarding the following seven (7) items:**

11. The ALTA survey completed by James L. Harpole does not show a remediation building on the south end of the site. Engineering staff has confirmed the status of the remediation on this site is closed. With the combination of the building not being shown on the ALTA and remediation status of closed, the building has apparently been razed rather than overlooked on the survey.
12. The ALTA survey prepared by James L. Harpole is stamped with an Illinois Professional Land Surveyor seal. This property is located in Madison, WI and the ALTA should be revised to include a Wisconsin Professional Land Surveyor seal. The final ALTA survey shall also be filed with the Dane County Surveyor's Office. Attach the revised ALTA survey to the final plan set submittal.
13. The property transfer shall be completed by recorded deeds for both Lots 1 & 2, CSM 10220 prior to issuance of building permits.
14. The Developer shall modify the site plan to reflect current WISDOT Verona Road project.
15. WDOT proposes to expand the existing detention basin as part of the Verona Road Reconstruction. The applicant shall work with WDOT Staff to show the revised "detention" area on the plan.
16. Prior to approval, the owner shall enter into a maintenance agreement for the private detention facility. Said facility needs immediate maintenance to comply with the original design.
17. 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

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.

**Please contact Bryan Walker, Traffic Engineering, at 267-8754 if you have any questions about the following four (4) items:**

- 18. 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, 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'.
- 19. 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.
- 20. Public signing and marking related to the development may be required by the City Traffic Engineer for which the developer shall be financially responsible.
- 21. A "Stop" sign shall be installed at a height of seven (7) feet at the driveway approaches. All signs at the approaches shall be installed behind the property line. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.

**Please contact Matt Tucker, Zoning Administrator, at 266-4569 if you have any questions about the following seven (7) items:**

- 22. Submitted plans show a propane tank to be placed within 42' highway building setback area. Prior to final signoff by staff, the applicant shall verify the ability to place a propane tank in this area with the Wisconsin Department of Transportation, and provide written assurance from WisDOT staff that this installation / location is allowable as an encroachment.
- 23. Submitted plans do not indicate the proposed improvements to the area reserved for future commercial retail/business development. If this area is to remain paved, it must be approved as such, and permanent physical barriers must be installed to prevent access and usage. As an alternative, all existing improvements could be removed and the area restored to landscaped area. Final plans prepared for staff review and approval shall include detail for this area and the delineation between the two parts of the property.
- 24. 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) Accessible stalls shall be striped per State requirements. A minimum of one of the stalls shall be a van accessible stall 8' wide with an 8' striped out area adjacent.
  - b) Show signage at the head of the stalls.
  - c) Show the accessible path from the stalls to the building.
  - d) Show ramps, curbs, or wheel stops where required to protect the accessible path and provide access to the building and to the street right-of-way.
25. Bike parking shall comply with MGO Section 28.11. 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. Call out and dimension on final plans.
26. Parking lot plans with greater than twenty (20) stalls shall comply with MGO Section 28.04 (12). Parking lot plans with greater than twenty (20) stalls, landscape plans must be stamped by a registered landscape architect. Provide a landscape worksheet with the final plans that shows that the landscaping provided meets the point and required tree ordinances.
27. Exterior lighting. It appears as though exterior lighting is required for this project. If provided, exterior lighting must comply with MGO Section 10.085, outdoor lighting standards.
28. Work with Planning and Zoning staff in amending the zoning text. Signage shall be amended to include "Signage will be allowed as provided by MGO 31, including all provisions of MGO 31, and further as regulated for the C-2 district, with signage as approved by the Urban Design Commission and Zoning Administrator."

**Please contact Dennis Cawley, Water Utility, at 261-9243 if you have questions about the following two (2) items:**

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

**Please contact Bill Sullivan at 266-4420 if you have questions about the following two (2) items:**

31. A detailed review of the fire protection approach for the "U-Box" area is warranted if the project is approved and moves forward.
32. The Madison Fire Department does not object to this proposal provided the project complies with all applicable fire codes and ordinances.

**The applicant is also required to satisfy any 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 with questions about those conditions.**

After the plans have been changed per the above conditions, please file **nine (9) 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 and 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 you have any questions regarding final approval of this plan or obtaining permits, please call Matt Tucker, Zoning Administrator, at 266-4569. 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  
 Eric Pederson, Engineering Mapping  
 Al Martin, Urban Design Planner  
 Bill Sullivan, Fire Department

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

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*Signature of Applicant*

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*Signature of Property Owner (if not applicant)*

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Division (H. Stouder)	<input 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 type="checkbox"/>	Parks Division
<input checked="" type="checkbox"/>	Engineering Mapping	<input type="checkbox"/>	Other: