



City of Madison Site Plan Verification

PROJECT: LNDMAC-2018-00006

Address: 3925 Lien RD

Current Revision #: 0

Submitted by: Pinnacle Engineering Group

Contact: Matt Carey
(262) 754-8850
matt.carey@pinnacle-engr.com

Project Type: Minor Alteration to Approved Conditional Use

Description: Addition to building and reconfiguration of parking lot

Status: Closed

Revision History: [0](#)

Review	Status	Reviewer	Reviewed
Engineering Mapping	Approved	Lori Zenchenko	Apr 12 2018
Engineering Review Main Office	Approved	Jeffrey Benedict	May 7 2018
Fire Review	Approved	William Sullivan	Jan 29 2018
Lighting Review	Approved	Harry Sulzer	Jan 29 2018
Planning Review	Approved	Heather Stouder	Apr 11 2018
Traffic Engineering Review	Approved	Timothy Stella	Apr 13 2018
Urban Design Commission Review	Approved	Janine Glaeser	Apr 5 2018
Water Utility Review	Approved	Adam Wiederhoeft	Jan 31 2018
Zoning Review	Approved	Christina Thiele	Apr 12 2018
Plan Director Review	Administrative Approval	Heather Stouder	

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ENGINEERING**Supplement Accepted****Comment Date:** 01/21/2018

The applicant shall submit, prior to plan sign-off but after all revisions are completed, digital PDF files to the Engineering Division (bstanley@cityofmadison.com). The digital copies shall be to scale, and shall have a scale bar on the plan set. (POLICY and MGO 37.09(2)). PDF submittals shall contain the following information: a) Building footprints, b) Internal walkway areas, c) Internal site parking areas, d) Lot lines and right-of-way lines, e) Street names, f) Stormwater Management Facilities, g) Detail drawings associated with Stormwater Management Facilities (including if applicable planting plans), h) Private on-site sanitary sewer utilities (including all connections to public sanitary), i) Private on-site storm sewer utilities (including all connections to public storm).

Supplement Accepted**Comment Date:** 01/21/2018

The Applicant shall submit, prior to plan sign-off but after all revisions are completed, a digital CAD file (single file) to the Engineering Division (storm/sanitary section). The digital CAD file shall be to scale and represent final construction. The CAD file shall be in a designated coordinate system (preferably Dane County WISCRS, US Ft). The single CAD file submittal can be either AutoCAD (dwg) Version 2013 or older, MicroStation (dgn) V8i Select Series 3 or older, or Universal (dxf) format and shall contain the 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) Plat name and lot lines (metes & bounds parcel lines if unplatted), g) Platted lot numbers (noted "unplatted lands" if not platted), h) Lot/Plat property dimensions, i) Street names, j) Private on-site sanitary sewer utilities (including all connections to public sanitary), k) Private on-site storm sewer utilities (including all connections to public storm)
THE CAD FILE WILL ONLY BE REQUIRED PRIOR TO FINAL PLAN REVIEW SO THAT MULTIPLE FILES DO NOT NEED TO BE SUPPLIED OR REVIEWED.

NOTE: Email CAD file transmissions are preferred to: bstanley@cityofmadison.com. The party responsible for the CAD file email transmission shall include the project site address in the email subject line. Any changes or additions to the location of the building, private utilities, sidewalks, parking/pavement during construction will require a new CAD file transmittal.

Supplement Accepted**Comment Date:** 01/21/2018

Need notary signed maintenance agreement by owner for the any TSS TMDL control & O/G control BMP's. Contact Jeff Benedict for boilerplate and Exhibit B language. A Check for the recording fee in the amount of \$30.00, made out to Dane County Register of Deeds, shall be submitted along with the SWMA to Jeff Benedict.

Supplement Accepted**Comment Date:** 01/22/2018

This site will disturb 4,000 sf or more of land area and require an Erosion Control Permit. Please submit the Erosion Control Permit Application (with USLE calculations and associated fee) to Jeff Benedict, City Engineering, for approval.

Supplement Accepted**Comment Date:** 01/22/2018

This site will disturb 20,000 sf or more of land area and require an Erosion Control Plan. Please submit an 11" x 17" copy of an erosion control plan (pdf electronic copy preferred) to Jeff Benedict at City Engineering.

Supplement Accepted**Comment Date:** 01/22/2018

This site will require a Storm Water Management Permit. Please submit the Storm Water Management Permit Application (and associated fee) to Jeff Benedict, City Engineering, for approval.

Supplement Accepted**Comment Date:** 01/22/2018

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A Storm Water Management Report is required for this development. Report needs to show compliance with required TSS (TMDL) control and Oil/Grease control. The TSS TMDL control standard is a 60% reduction from new paved areas compared to no controls.

The Applicant shall submit to jbenedict@cityofmadison.com prior to plan sign-off, electronic copies of any Storm Water Management files including:

- a) SLAMM .DAT files
- b) RECARGA files
- c) TR-55/HYDROCAD/Etc.
- d) 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. Storm Water Management Report shall be stamped by a Licensed P.E.

Supplement Accepted**Comment Date:** 01/22/2018

This project appears to require construction dewatering and a dewatering plan shall be submitted to City Engineering as part of the Erosion Control Permit. Contact Jeff Benedict.

Supplement Accepted**Comment Date:** 01/22/2018

This project appears to have very little room for washing of concrete trucks or removal of concrete waste/waste water onsite. Provide a detail and location for the disposal of concrete waste/waste water as part of the Erosion Control Permit.

Note**Comment Date:** 01/22/2018

This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in the ROCK RIVER TMDL ZONE and by Resolution 14-00043 passed by the City of Madison Common Council on 1/21/2014. You will be expected to meet a higher standard of erosion control than the minimum standards set by the WDNR.

Note**Comment Date:** 01/22/2018

Any added or revised plan sheets must be submitted to Zoning to be included in the official approved plan set.

ENGINEERING MAPPING**Supplement Accepted****Comment Date:** 01/17/2018

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CAD received 4/12/2018.

The Applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the Engineering Program Specialist in the Engineering Mapping Division (Lori Zenchenko). The digital CAD file shall be to scale and represent final construction. The CAD file shall be in a designated coordinate system (preferably Dane County WISCRS, US Ft). The single CAD file submittal can be either AutoCAD (dwg) Version 2013 or older, MicroStation (dgn) V8i Select Series 3 or older, or Universal (dxf) format and shall contain the 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) 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, setbacks, elevations, etc) are not to be included with this file submittal.

NOTE: Email file transmissions preferred lzenchenko@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.

TRAFFIC ENGINEERING

Supplement Accepted

Comment Date: 01/12/2018

Provide a revised electronic copy of the site plan, .pdf preferred, e-mail plan to Tim Stella - tstella@cityofmadison.com

Supplement Accepted

Comment Date: 01/12/2018

The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be scaled to 1" = 20' and include the following, when applicable: existing and proposed property lines; parcel addresses; all easements; pavement markings; signing; building placement; items in the terrace such as signs, street light poles, hydrants; surface types such as asphalt, concrete, grass, sidewalk; driveway approaches, including those adjacent to and across street from the project lot location; parking stall dimensions, including two (2) feet of vehicle overhang; ADA stall dimensions; secured parking facility; sidewalk dimensions; drive aisle dimensions; bike stall dimensions and detail; underground parking dimensions; semitrailer movement and vehicle routes; dimensions of radii; and percent of slope.

Supplement Accepted

Comment Date: 01/12/2018

Items in the Right-of-Way are not approvable through the site plan approval process. Make a note on all pages showing improvements in the ROW that states: The Right-of-Way is the sole jurisdiction of the City of Madison and is subject to change at any time per the recommendation/plan of Traffic Engineering and City Engineering Depts.

Supplement Accepted

Comment Date: 01/12/2018

The applicant shall adhere to all vision triangle requirements as set in MGO 27.05 (No visual obstructions between the heights of 30 inches and 10 feet – 25 feet behind the property line at streets and 10 feet at driveways.). If applicant believes public safety can be maintained they shall apply for a waiver of MGO 27.05(2)(bb) - Vision Clearance Triangles at Intersections Corners. Approval or denial of the waiver shall be the determination of the City Traffic Engineer. Place and dimension all vision triangles in the proposed plan.

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Dimension bike stalls. To allow for proper pedestrian movement and prevent encroachment from irregularly parked bicycles or bicycle with trailers, it is recommended for all bicycle racks to have a 2 to 5 foot buffer from parking or pedestrian walkways.

Supplement Accepted **Comment Date:** 01/12/2018

Applicant shall provide a copy of all cross access agreements. Email to tstella@cityofmadison.com

URBAN DESIGN COMMISSION

Supplement Required **Comment Date:** 03/14/2018

Submit most current copy of building exterior elevations.

ZONING

Supplement Accepted **Comment Date:** 01/26/2018

Submit \$300 check made out to "City of Madison" for site plan review fee

Supplement Accepted **Comment Date:** 01/26/2018

Provide building elevations and floor plans.

Supplement Accepted **Comment Date:** 01/26/2018

Provide 2 more civil plans and 4 more landscape plans

Supplement Accepted **Comment Date:** 01/26/2018

Submit Minor Alteration to Conditional Use application with Alder recommendation.

Supplement Accepted **Comment Date:** 01/26/2018

Submit the landscape plan and landscape worksheet stamped by the registered landscape architect. Per Section 28.142(3) Landscape Plan and Design Standards, landscape plans for zoning lots greater than ten thousand (10,000) square feet in size must be prepared by a registered landscape architect.

Supplement Accepted **Comment Date:** 01/26/2018

Identify the species of the existing landscaping.

Supplement Accepted **Comment Date:** 01/26/2018

Planting beds or planted areas must have at least seventy-five percent (75%) vegetative cover.

Supplement Accepted **Comment Date:** 01/26/2018

Mulch shall consist of shredded bark, chipped wood or other organic material installed at a minimum depth of two (2) inches.
(Landscape Plan General Notes, #22)

Supplement Accepted **Comment Date:** 01/26/2018

Per Sec. 28.142(6)(b), interior parking lot landscaping shall be shade trees with at least one (1) deciduous canopy tree for every one hundred sixty (160) square feet of required landscaped area. Two (2) ornamental deciduous trees may be substituted for one (1) canopy tree, but ornamental trees shall constitute no more than twenty five percent (25%) of the required trees.

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Add 1 parking lot island to the north east side of the lot, breaking up the 15 contiguous stalls. Per Sec. 28.142(6)(a), a planting island shall be located at least every twelve (12) contiguous stalls with no break.

Supplement Accepted**Comment Date:** 01/26/2018

Show dimensions on ALL ADA stalls and access aisles.

Supplement Accepted**Comment Date:** 01/26/2018

Show location of refuse disposal area on site plan and provide details of screening. Per Sec. 28.142(9)(a), such area shall be screened on four (4) sides (including a gate for access) by a solid, commercial grade wood fence, wall, or equivalent material with a minimum height of six (6) feet and not greater than eight (8) feet.

Supplement Accepted**Comment Date:** 01/26/2018

Per Section 28.186(4)(b), the property owner or operator is required to bring the property into compliance with all elements of the approved site plans by the date established by the Zoning Administrator as part of the site and building plan approval. Work with Zoning staff to establish a final site compliance date.

Applicant provided the date of 8/24/18

Note**Comment Date:** 01/26/2018

Signage requires separate approval. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances and Chapter 33 Urban Design District ordinances. Sign Permit applications can be found here: <http://www.cityofmadison.com/dpced/bi/documents/SignPermitAppl.pdf>