



City of Madison Site Plan Verification

PROJECT: LNDMAC-2018-00074

Address: 7502 Mineral Point RD

Current Revision #: 0

Submitted by: Kwik Trip, Inc.

Contact: Chris Nutini
(608) 793-5551
cnutini@kwiktrip.com

Project Type: Minor Alteration to Approved Conditional Use

Description: Remove and Replace underground gas tanks, modify stormwater retention, repave lot, replace fuel canopy, and construct addition to existing car wash

Status: Plan Review in Process

Revision History: [0](#)

Review	Status	Reviewer	Reviewed
Engineering Mapping	Add'l Info Req'd	Jeffrey Quamme	Jul 2 2018
Engineering Review Main Office	Add'l Info Req'd	Timothy Troester	Jul 9 2018
Fire Review	Approved	William Sullivan	Jul 2 2018
Lighting Review	Approved	Steve Rewey	Jun 29 2018
Planning Review	Add'l Info Req'd	Kevin Firchow	Jul 19 2018
Traffic Engineering Review	Approved	Timothy Stella	Jun 28 2018
Zoning Review	Add'l Info Req'd	Christina Thiele	Jul 19 2018
Plan Director Review			

Submitted by: Kwik Trip, Inc.
Contact: Chris Nutini
(608) 793-5551
cnutini@kwiktrip.com
Project Type: Minor Alteration to Approved Conditional Use
Description: Remove and Replace underground gas tanks, modify stormwater retention, repave lot, replace fuel canopy, and construct addition to existing car wash
Status: Plan Review in Process
Revision History: [0](#)

ENGINEERING**Supplement Accepted****Comment Date:** 07/09/2018

This project is subject to City of Madison erosion control permitting requirements. Submit completed permit application, permit fee, erosion control plan, USLE calculations, etc. to Megan Eberhardt for review and issuance of the required City of Madison Erosion Control Permit. Permit application forms can be found online at <http://www.cityofmadison.com/engineering/Permits.cfm>. Questions regarding erosion control permitting requirements can be sent to Megan at meberhardt@cityofmadison.com. Erosion Control permit application and report items included with the plan verification submittal have been forwarded to Megan for review.

Supplement Accepted**Comment Date:** 07/09/2018

This project is subject to City of Madison stormwater management permitting requirements. Submit completed permit application, permit fee, stormwater management plan stamped by a Wisconsin P.E., modeling calculations, etc. to Megan Eberhardt for review and issuance of the required City of Madison Stormwater Management Permit. Permit application forms can be found online at <http://www.cityofmadison.com/engineering/Permits.cfm>. Questions regarding stormwater management requirements or stormwater permitting requirements can be sent to Megan at meberhardt@cityofmadison.com. Stormwater Management permit application and report items included with the plan verification submittal have been forwarded to Megan for review.

Supplement Required**Comment Date:** 07/09/2018

Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any BMP used to meet stormwater management requirements on this project. Include copies of all stormwater, utility, and detail plan sheets that contain stormwater practices on 8.5x14 size paper in the draft document. These drawings do not need to be to scale as they are for informational purposes only. Once City Engineering staff have reviewed the draft document and approved it with any required revisions submit a signed and notarized original copy to City Engineering. Include a check for \$30.00 made out to Dane County Register of Deeds for the recording fee. City Engineering will forward the document and fee for recording at the time of issuance of the stormwater management permit. Draft document can be emailed to Megan Eberhardt at Meberhardt@cityofmadison.com. The final document and fee should be submitted to City Engineering, attention: Megan Eberhardt.

Supplement Accepted**Comment Date:** 07/09/2018

Submit electronic data files for the stormwater management modeling and calculations. Files can be emailed to Megan Eberhardt at Meberhardt@cityofmadison.com or submitted on CD to City Engineering.

Supplement Required**Comment Date:** 07/09/2018

Submit PDFs of the final plans for Engineering records. Files can be emailed to Tim Troester at ttroester@cityofmadison.com or submitted on CD to City Engineering.

Supplement Required**Comment Date:** 07/09/2018

Submitted by: Kwik Trip, Inc.**Contact:** Chris Nutini
(608) 793-5551
cnutini@kwiktrip.com**Project Type:** Minor Alteration to Approved Conditional Use**Description:** Remove and Replace underground gas tanks, modify stormwater retention, repave lot, replace fuel canopy, and construct addition to existing car wash**Status:** Plan Review in Process**Revision History:** [0](#)

The Applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the Engineering Division with any private storm and sanitary sewer utilities. 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)

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

NOTE: Email CAD file transmissions are preferred to: ttroester@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 to City by applicant.

Note **Comment Date:** 07/09/2018

The applicant's utility contractor shall obtain a connection permit and excavation permit prior to commencing the storm sewer connection to the public inlet on Mineral Point Road. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.

Note **Comment Date:** 07/09/2018

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.

Note **Comment Date:** 07/09/2018

All work in the public right-of-way shall be performed by a City licensed contractor.

ENGINEERING MAPPING

Supplement Required **Comment Date:** 07/02/2018

Submitted by: Kwik Trip, Inc.**Contact:** Chris Nutini
(608) 793-5551
cnutini@kwiktrip.com**Project Type:** Minor Alteration to Approved Conditional Use**Description:** Remove and Replace underground gas tanks, modify stormwater retention, repave lot, replace fuel canopy, and construct addition to existing car wash**Status:** Plan Review in Process**Revision History:** [0](#)

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 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.

Supplement Accepted**Comment Date:** 07/02/2018

Doc No. 5464211 recorded.

The western access to Mineral Point Road from this site from Lot 4 has had the majority of the no access restriction per the Plat of Westward Village removed per Document No. 1756097. Part of that western access and the other two accesses, one from Mineral Point Rd and the other from Randolph Drive are within access restrictions per the plat of Westward Village. Applicant shall provide confirmation from Traffic Engineering that the accesses are okay.

Once confirmed Applicant shall provide a legal description and map exhibit along with \$500 administrative fee to Jeff Quamme (267-4097 or jrquamme@cityofmadison.com) to set up a Real Estate Project to draft and record the necessary removal of the restrictions at those specific locations.

Supplement Required**Comment Date:** 07/20/2018

NEW Comment - Zoning (they will contact applicant) has discovered that the proposed new building addition and canopy will cross underlying platted lot lines. Current fire code and City enforcement requires the underlying platted lot line be dissolved by Certified Survey Map (CSM) prior to issuance of a building permit. A CSM and required supporting information shall be prepared and submitted to the City of Madison Planning Department. The CSM shall be approved by the City and recorded with the Dane County Register of Deeds prior to issuance of a building permit.

Note**Comment Date:** 09/30/2018

Applicant shall be aware of the private restrictive covenant per Affidavit recorded as Document No 2004538 in regard to building placement to the west of the convenient store on the lands to the east of this site.

Note**Comment Date:** 09/30/2018

See ground lease agreement per Doc No. 5364526.

Submitted by: Kwik Trip, Inc.

Contact: Chris Nutini
(608) 793-5551
cnutini@kwiktrip.com

Project Type: Minor Alteration to Approved Conditional Use

Description: Remove and Replace underground gas tanks, modify stormwater retention, repave lot, replace fuel canopy, and construct addition to existing car wash

Status: Plan Review in Process

Revision History: [0](#)

Supplement Required **Comment Date:** 07/10/2018

Please provide alder recommendation.

ZONING

Supplement Required **Comment Date:** 07/19/2018

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.

Supplement Required **Comment Date:** 07/19/2018

Provide refuse disposal area details. 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 Required **Comment Date:** 07/19/2018

Provide mechanical screening details and material details. Per Section 28.071(3)(h), all ground level mechanical equipment and utilities shall be fully screened from view from any street or residential district, as viewed from six (6) feet above ground level. Screening may consist of a building wall or fence and/or landscaping as approved by the Zoning Administrator.

Supplement Required **Comment Date:** 07/19/2018

Per Sec. 28.142(5)(a), One overstory deciduous tree and five shrubs shall be planted for each 30 lineal feet of lot frontage. Two ornamental trees or two evergreen trees may be used in place of one overstory deciduous tree. Provide a total of 11 trees and 55 shrubs along Westward Way and 3 trees and 15 shrubs along Randolph Dr.

Supplement Required **Comment Date:** 07/19/2018

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.

Supplement Required **Comment Date:** 07/19/2018

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

Supplement Required **Comment Date:** 07/19/2018

Identify the TYPE of existing plants noted on the landscape worksheet and landscape plan.

Supplement Required **Comment Date:** 07/19/2018

Provide the setbacks from the canopy to the property lines.

Supplement Required **Comment Date:** 07/19/2018

Provide the setbacks from the gas station addition to the property lines.

Note **Comment Date:** 07/19/2018

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>

PROJECT: LNDMAC-2018-00074

Address: 7502 Mineral Point RD

Current Revision #: 0

Submitted by: Kwik Trip, Inc.

Contact: Chris Nutini
(608) 793-5551
cnutini@kwiktrip.com

Project Type: Minor Alteration to Approved Conditional Use

Description: Remove and Replace underground gas tanks, modify stormwater retention, repave lot, replace fuel canopy, and construct addition to existing car wash

Status: Plan Review in Process

Revision History: [0](#)

Note

Comment Date: 07/20/2018

Wis. Administrative Code Trans 200.07(2)(c) requires the ADA signage (requires the ADA signage to be at least 12" x 18").