



# City of Madison Site Plan Verification

**PROJECT: LNDMAC-2018-00116**

**Address:** 2001 Zeier RD

**Current Revision #: 0**

**Submitted by:** Sketchworks Architecture

**Contact:** Brad Koning  
(608) 836-7570  
bkoning@sketchworksarch.com

**Project Type:** Minor Alteration to Approved Conditional Use

**Description:** Site improvements including sidewalk, ADA parking, and landscaping. Change of use from Restaurant to Reception Hall, with modifications to the interior layout and exterior façade changes.

**Status:** Plan Review in Process

**Revision History:** [0](#)

Review	Status	Reviewer	Reviewed
Engineering Mapping	Approved	<a href="#">Lori Zenchenko</a>	Nov 26 2018
Engineering Review Main Office	Approved	<a href="#">Brenda Stanley</a>	Oct 31 2018
Fire Review	Approved	<a href="#">William Sullivan</a>	Oct 16 2018
Lighting Review	Approved	<a href="#">Steve Rewey</a>	Oct 19 2018
Planning Review	Approved	<a href="#">Heather Stouder</a>	Nov 2 2018
Traffic Engineering Review	Approved	<a href="#">Timothy Stella</a>	Nov 20 2018
Urban Design Commission Review	Approved	<a href="#">Janine Glaeser</a>	Nov 7 2018
Zoning Review	Add'l Info Req'd	<a href="#">Christina Thiele</a>	Oct 23 2018
Plan Director Review			

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Current plan shows less than 4,000 sf disturbed area. If plans are not revised, no Erosion Control or Storm Water Management Permits may be required.

**ENGINEERING MAPPING****Supplement Accepted** **Comment Date:** 10/18/2018

CAD received 11/26/2018.

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) 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:** 10/19/2018

Revised plan received 2018-11-8

Add to the site plan the 10' Wide Public Utility easement over the southwest and southeast sides of this parcel adjacent to the adjacent right of ways of Zeier and East Springs. (see Certified Survey Map 9136) Also show and lable the 20' Wide Private Storm Sewer Easement through the parking lot as set forth on Certified Survey Map No. 9136.

**PLANNING****Supplement Accepted** **Comment Date:** 10/23/2018

Please submit written support from Alder Samba Baldeh (e-mail sufficient).

**TRAFFIC ENGINEERING****Supplement Accepted** **Comment Date:** 10/19/2018

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

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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/striped 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:** 10/19/2018

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.

**Supplement Accepted****Comment Date:** 10/19/2018

Secure parking facility. On the site plan, show the curbing around the parking lot.

**Supplement Accepted****Comment Date:** 10/19/2018

Applicant shall provide a copy of all cross access agreements. Email to [tstella@cityofmadison.com](mailto:tstella@cityofmadison.com)

**Supplement Accepted****Comment Date:** 10/19/2018

The applicant shall show dimensions for the proposed and existing parking stalls items S = 9 ft, L = 18 ft, E = 24 ft, F = 20 ft, and degree of angle parking width and backing up, according to Figures II "Medium and Large Vehicles" parking design standards in Section 10.08(6)(b)2. Alternatively, use "Small Vehicles" parking design standards 10.08(6)(b)3 items S = 8.5", L = 16", E = 22' & F = 18' where all parking shall be clearly identified and properly controlled for use by only such vehicles.

**ZONING****Supplement Accepted****Comment Date:** 10/23/2018

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 has provided the date July 31, 2019.\*\*

**Supplement Accepted****Comment Date:** 10/23/2018

Provide existing elevations of the building and proposed changes, along with any material and color changes.

**Supplement Accepted****Comment Date:** 10/23/2018

Provide proposed floor plan.

**Supplement Accepted****Comment Date:** 10/23/2018

Bike parking needs match the previously approved plan. Otherwise bike parking will need to comply with current code requirements.

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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.

Because a new landscape plan has been provided, it will need to comply with current landscape requirements.

**Supplement Accepted****Comment Date:** 11/06/2018

Obtain Alder recommendation for minor alteration to conditional use.

**Supplement Accepted****Comment Date:** 10/23/2018

Submit payment for minor alteration to conditional use.

**Supplement Accepted****Comment Date:** 10/23/2018

As previously approved plan showed twelve vehicular stalls on the south side of the parking lot, any additional stalls added will need to comply with Sec. 28.142(6)(a)- a planting island shall be located at least every twelve (12) contiguous stalls with no break in the proposed expansion.

**Note****Comment Date:** 10/23/2018

Vehicle access sales and service windows is being removed in current proposal. Any future proposed vehicle access sales and service window will need to obtain Conditional Use approval through Plan Commission.

**Note****Comment Date:** 10/23/2018

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>

**Supplement Required****Comment Date:** 10/26/2018

Work with Zoning on bike stall requirements.

**Supplement Accepted****Comment Date:** 11/19/2018

Provide dimensions of ADA stalls and access aisles.