



City of Madison Site Plan Verification

PROJECT: LNDMAP-2018-00002

Address: 2602 Shopko DR

Current Revision #: 0

Submitted by: Mataas Partners

Contact: Roger Simsiman
(858) 221-0821
rsimsiman@mataaspartners.com

Project Type: Minor Alteration to Approved Planned Unit Development

Description: Change of use from Retail to Self Storage, minor façade changes, and addition of parking lot island

Status: Approved

Revision History: [0](#)

| Review | Status | Reviewer | Reviewed |
|--------------------------------|-------------------------|-----------------------------------|-------------|
| Engineering Mapping | Approved | Lori Zenchenko | Feb 28 2018 |
| Engineering Review Main Office | Approved | Jeffrey Benedict | Feb 27 2018 |
| Fire Review | Approved | William Sullivan | Feb 2 2018 |
| Planning Review | Approved | Heather Stouder | May 23 2018 |
| Traffic Engineering Review | Approved | Timothy Stella | May 8 2018 |
| Urban Design Commission Review | Approved | Janine Glaeser | Mar 14 2018 |
| Zoning Review | Approved | Jenny Kirchgatter | Jun 15 2018 |
| Plan Director Review | Administrative Approval | Heather Stouder | |

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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.

Note**Comment Date:** 01/23/2018

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:** 01/24/2018

CAD file received 2/28/2018.

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.

Supplement Accepted**Comment Date:** 01/30/2018

Site plan received 2018-2-28

The site plan shall identify lot numbers of recorded Certified Survey Map or Plat.

Supplement Accepted**Comment Date:** 01/30/2018

Site plan received 2018-2-28

The site plan shall include all lot/ownership lines, existing building locations, parking stalls, driveways, sidewalks, existing signage and existing utility locations and landscaping. The current plan is not nearly accurate enough regarding some current conditions, particularly regarding the property boundaries, existing public sanitary and water facilities through the site and the adjacent building and to the west that does not abut the existing former Shopko building as shown.

Supplement Accepted**Comment Date:** 01/30/2018

ALTA Survey received 2018-2-28 to be attached to the plan set

The site plan shall include a full and complete legal description of the site or property being subjected to this application.

Supplement Accepted**Comment Date:** 01/30/2018

ALTA Survey received 2018-2-28 to be attached to the plan set.

The plan shall have a note acknowledging the Declaration of Cross Easements and Covenants and Restrictions per Document No. 2726748 and its amendment per Doc No. 3155756. Also the Avigation Easement to Dane County Regional Airport per Document No 1737571.

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Site plan received 2018-2-28

The site plan shall show and label the Public Sanitary Sewer Easement along the westerly side of this site per Document No. 2880730 and the public Watermain and Sewer Easements per CSM No. 3903, Doc No. 1735558.

Supplement Accepted**Comment Date:** 01/30/2018

Site plan received 2018-2-28

The site plan shall acknowledge and show the Land Use Agreement with the City of Madison per Document No. 5195317.

Supplement Accepted**Comment Date:** 01/30/2018

Site plan received 2018-2-28

The site plan shall acknowledge and show the Access Easement per Doc. No. 3114992 for the Bridges Golf Course entrance off of this site's access drive in the southeasterly corner of the site.

FIRE**Note****Comment Date:** 02/02/2018

Since there isn't any changes to the building footprint, MFD will accept the existing access. This approval is for the site plan only, additional requirements for fire protection system modifications and operational permits may still be applicable. Contact Madison Fire Department before beginning any interior work.

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

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

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

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:** 01/22/2018

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:** 01/22/2018

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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Stop signs shall be installed at a height of seven (7) feet at all class III driveway approaches, including existing driveways, behind the property line and noted on the plan. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.

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

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

ZONING**Supplement Accepted****Comment Date:** 06/15/2018

Submit the recommendation of the district alder.

Supplement Accepted**Comment Date:** 05/16/2018

Update the landscaping plan to include the plantings in the new island.

Supplement Accepted**Comment Date:** 05/17/2018

Submit the building elevations and note the proposed changes.

Supplement Accepted**Comment Date:** 05/17/2018

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 plan by December 31, 2018, as established by the Zoning Administrator.

Provide the completion date of the work.