



City of Madison Site Plan Verification

PROJECT: LNDMAP-2018-00019

Address: 7717 Mineral Point RD

Current Revision #: 0

Submitted by: Kwik Trip Inc.

Contact: Chris Nutini
(608) 793-5551

Project Type: Minor Alteration to Approved Planned Unit Development

Description: Parking lot modification and new fuel tanks

Status: Closed

Revision History: [0](#)

Review	Status	Reviewer	Reviewed
Engineering Mapping	Approved	Jeffrey Quamme	May 25 2018
Engineering Review Main Office	Approved	Timothy Troester	Jul 13 2018
Fire Review	Approved	William Sullivan	May 30 2018
Lighting Review	Approved	Steve Rewey	May 23 2018
Metro Review	Approved	Timothy Sobota	May 25 2018
Planning Review	Approved	Kevin Firchow	Jul 10 2018
Traffic Engineering Review	Approved	Timothy Stella	May 30 2018
Urban Design Commission Review	Approved	Janine Glaeser	Jul 6 2018
Zoning Review	Approved	Christina Thiele	Jul 6 2018
Plan Director Review	Administrative Approval	Heather Stouder	

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ENGINEERING

Supplement Accepted**Comment Date:** 06/01/2018

Street Terrace Permit for the proposed bus pad must be applied for on-line. Please see Engineering's permit webpage at <http://www.cityofmadison.com/engineering/Permits.cfm>. The Street Terrace Permit instructions and link are near the bottom of the page.

Supplement Accepted**Comment Date:** 06/01/2018

Keynote 1 on the storm sewer plan should be revised to reference lowering of the water service lateral. Water main is out in the public right-of-way in S High Point Rd.

Supplement Accepted**Comment Date:** 06/01/2018

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. EC items that were submitted with the plans have been forwarded to Megan. Additional comments based on review of those materials will be sent by email from Megan to the applicant and/or design consultant.

Supplement Accepted**Comment Date:** 06/01/2018

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. SW items that were submitted with the plans have been forwarded to Megan. Additional comments based on review of those materials will be sent by email from Megan to the applicant and/or design consultant.

Supplement Accepted**Comment Date:** 06/01/2018

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:** 06/01/2018

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 Accepted**Comment Date:** 06/01/2018

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.

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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: troester@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:** 06/01/2018

All work in the public right-of-way shall be performed by a City licensed contractor. A Street Terrace Permit will be required to install the proposed Bus Pad.

ENGINEERING MAPPING

Supplement Accepted**Comment Date:** 05/25/2018

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alta CAD received 3/15/2018.

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.

FIRE

Note	Comment Date: 05/30/2018
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Ensure compliance with SPS 310, MGO 34.02, MGO 34.5704 & the International Fire Code.

URBAN DESIGN COMMISSION

Supplement Accepted	Comment Date: 06/12/2018
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Provide updated sheet L1 - landscaping plan to reflect wood mulch in lieu of stone mulch.

ZONING

Supplement Accepted	Comment Date: 06/12/2018
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Provide a total of four (4) bicycle parking spaces. A bicycle stall is a minimum of two (2) feet by six (6) feet with a five (5) foot wide access area, and should be shown on the site plan. Submit a detail showing the model of bike rack to be installed. Required bicycle parking spaces shall be located in a convenient and visible area at least as close as the closest non-accessible automobile parking and within one hundred (100) feet of a principal entrance.

Supplement Accepted	Comment Date: 06/12/2018
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Show mechanical screening on site plan and provide screening 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.

Supplement Accepted	Comment Date: 06/12/2018
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Provide enough landscaping to meet the point calculation of 507 points.

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Per Sec. 28.142(5)(a), five shrubs shall be planted for each 30 lineal feet of lot frontage. Provide 46 more shrubs and two canopy trees along Mineral Point and S. High Point Rd.

Supplement Accepted**Comment Date:** 06/12/2018

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

Supplement Accepted**Comment Date:** 06/12/2018

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 8/17/18****