



## City of Madison Site Plan Verification

**PROJECT: LNDMAP-2018-00056**

**Address:** 88 Hawks Landing CIR

**Current Revision #: 0**

**Submitted by:** Haen Real Estate

**Contact:** Jeff Haen  
(608) 845-1550

**Project Type:** Minor Alteration to Approved Planned Unit Development

**Description:** Construct addition to Hawks Landing Golf Club Clubhouse

**Status:** Closed

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

| Review                         | Status                  | Reviewer                          | Reviewed    |
|--------------------------------|-------------------------|-----------------------------------|-------------|
| Engineering Mapping            | Approved                | <a href="#">Jeffrey Quamme</a>    | Dec 21 2018 |
| Engineering Review Main Office | Approved                | <a href="#">Timothy Troester</a>  | Dec 26 2018 |
| Fire Review                    | Approved                | <a href="#">William Sullivan</a>  | Nov 30 2018 |
| Planning Review                | Approved                | <a href="#">Heather Stouder</a>   | Dec 26 2018 |
| Traffic Engineering Review     | Approved                | <a href="#">Timothy Stella</a>    | Dec 12 2018 |
| Urban Design Commission Review | Approved                | <a href="#">Janine Glaeser</a>    | Dec 6 2018  |
| Zoning Review                  | Approved                | <a href="#">Jenny Kirchgatter</a> | Dec 28 2018 |
| Plan Director Review           | Administrative Approval | <a href="#">Heather Stouder</a>   |             |

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## ENGINEERING

**Supplement Accepted****Comment Date:** 12/04/2018

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](mailto:meberhardt@cityofmadison.com).

**Supplement Accepted****Comment Date:** 12/04/2018

Site requires a Stormwater Management permit to track the additional amount of impervious area that is not covered in the plat Stormwater Management report. When the additional impervious area exceeds 20,000 sf, SWM BMPs will be required to provide quality and quantity treatment at the current standards. Submit completed permit application, permit fee, and site plan with delineated added impervious areas 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](mailto:meberhardt@cityofmadison.com).

## ENGINEERING MAPPING

**Supplement Accepted****Comment Date:** 11/29/2018

CAD received 12/11/2018.

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](mailto: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:** 11/29/2018

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PDF received &amp; addresses created &amp; approved 12/13/2018.

If there is more than one business in the building, suite numbers should be used.

Submit a Floor Plan in PDF format to Lori Zenchenko (lzenchenko@cityofmadison.com) that includes a floor plan for each floor on a separate sheet for the development of a complete interior addressing plan. The Addressing Plan for the entire project shall be finalized and approved by Engineering (with consultation and consent from the Fire Marshal if needed) prior to the application submittal for the final Site Plan Approval with Zoning. The approved Addressing Plan shall be included in the final application. For any changes pertaining to the location, deletion or addition of a unit, or to the location of a unit entrance, (before, during, or after construction), a revised Address Plan shall be resubmitted to Lori Zenchenko to review addresses that may need to be changed and/or reapproved. The final revised Addressing Plan shall be submitted by the applicant to Zoning to be attached to the final filed approved site plans.

**Supplement Accepted****Comment Date:** 11/29/2018

Draft okayed. Zoning to confirm recording before signing off.

This building addition will encroach in the easement area of the Declaration of Private Walk Easements. There are also other portions of the easement that do not correlate to the site plans that were ultimately approved.

This document shall be modified to provide a pedestrian access for the general public through the site that was originally required.

**PLANNING****Supplement Accepted****Comment Date:** 12/04/2018

Please submit complete elevation drawings for the entire building, including material and color call-outs.

**TRAFFIC ENGINEERING****Supplement Accepted****Comment Date:** 11/26/2018

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

**Supplement Accepted****Comment Date:** 11/26/2018

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/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. Provide some measurements of the typical stall L x W, drive aisles, and sidewalks.

**URBAN DESIGN COMMISSION****Supplement Required****Comment Date:** 12/04/2018

Provide drawings of overall building elevation views - including existing and proposed in both black/white and color with material and color call outs.

**ZONING****Supplement Accepted****Comment Date:** 12/27/2018

**Submitted by:** Haen Real Estate**Contact:** Jeff Haen  
(608) 845-1550**Project Type:** Minor Alteration to Approved Planned Unit Development**Description:** Construct addition to Hawks Landing Golf Club Clubhouse**Status:** Closed**Revision History:** [0](#)

Submit an overall site plan for review with the as-built conditions of the parking lot, tennis courts, bathhouse and pool as well as the proposed clubhouse addition and associated site changes. Include a land use and parking lot summary with the numbers of parking stalls and bicycle stalls.

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**Supplement Accepted****Comment Date:** 12/27/2018

Submit an updated landscape plan stamped by the registered landscape architect showing the existing and proposed landscaping in the area of the clubhouse addition. Any displaced landscaping elements must be replaced on the site and shown on a revised landscaping plan.

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**Supplement Accepted****Comment Date:** 12/27/2018

Submit the as-built floor plans and elevations for the pool house building.

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**Supplement Accepted****Comment Date:** 12/27/2018

The final site compliance date is August 1, 2019.

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.

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**Note****Comment Date:** 12/27/2018

This project is an alteration to the existing Conditional Use rather than an alteration to a Planned Development.

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**Supplement Accepted****Comment Date:** 12/28/2018

Provide a copy of the recorded First Amendment to the Declaration of Private Walk Easements document.