



## City of Madison Site Plan Verification

**PROJECT: LNDSPR-2014-00150**

**Address:** 501 Commerce DR

**Current Revision #: 0**

**Submitted by:**

**Contact:** Steve Esser  
(414) 276-1760  
steve@sha-a2k.com

**Project Type:** Permitted Use Site Plan Review

**Description:** All Saints Phase III. Site Plan Review following zoning change.

**Status:** Approved

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

Review	Status	Reviewer	Reviewed
Engineering Mapping	Approved	<a href="#">Jeffrey Quamme</a>	May 7 2015
Engineering Review Main Office	Approved	<a href="#">Timothy Troester</a>	May 7 2015
Fire Review	Approved	<a href="#">William Sullivan</a>	May 7 2015
Lighting Review	Approved	<a href="#">Frederick Rehbein</a>	May 7 2015
Metro Review	Approved	<a href="#">Timothy Sobota</a>	May 7 2015
Parks/Forestry Review	Approved	<a href="#">Sarah Lerner</a>	May 7 2015
Planning Review	Approved	<a href="#">Heather Stouder</a>	May 7 2015
Traffic Engineering Review	Approved	<a href="#">Eric Halvorson</a>	May 7 2015
Urban Design Commission Review	Approved	<a href="#">Alan Martin</a>	May 7 2015
Zoning Review	Approved	<a href="#">Patrick Anderson</a>	May 7 2015

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**ENGINEERING****Supplement Accepted****Comment Date:** 09/29/2014

Note 8 on sheets C2.0 & C2.1 needs to be updated. City project numbers included in the note are incorrect. The correct project number to reference is 53B2393.

**Supplement Accepted****Comment Date:** 09/29/2014

The proposed new buildings will cross underlying platted lot lines. Current fire code and City enforcement requires the underlying platted lot lines be dissolved by Certified Survey Map (CSM) prior to issuance of a building permit. The required CSM documents 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.

**Supplement Accepted****Comment Date:** 09/29/2014

The plans propose a skywalk to connect facilities over Commerce Drive. If this connection over public right-of-way is approved by the City of Madison, the Owner(s) will be required to enter into a lease agreement drafted by the City of Madison Office of Real Estate Services permitting the construction and maintenance of the Skywalk over the public right-of-way. The lease shall be recorded with the Dane County Register of Deeds prior to issuance of a building permit.

**Note****Comment Date:** 09/29/2014

((overseen by building inspection/ permitting)) Provide drawings stamped by a Professional Engineer for the proposed overhead bridge of Commerce Drive.

**Supplement Accepted****Comment Date:** 09/29/2014

This has been a difficult site for controlling erosion in the past due to the slopes and soil conditions. The Developer shall implement diversion of offsite runoff as part of the erosion control plan – currently there is not stormwater diversion shown on the plan. Silt fence installed perpendicular to contours along Watts Rd as shown on the proposed erosion control plans is not effective and will be prone to creating gully erosion. Sediment traps, erosion control berms, and stone weepers would be more effective. WDNR now required a soil loss of 5.0 tons/acre/year or less for erosion control plans – provide details of how this will be achieved.

**Supplement Accepted****Comment Date:** 09/29/2014

Maintenance agreement is required for the proposed cut out and loading zone and adjacent ramp across Commerce Drive. This work will be included in the city issued plans for the Developer's Agreement.

**Supplement Accepted****Comment Date:** 09/29/2014

((No City fees due)) This property may have sanitary sewer area charges that are due and payable prior to the approval of the site plans. Contact Mark Moder at 261-9250 for details.

**Supplement Accepted****Comment Date:** 09/29/2014

The construction of this building will require removal and replacement of sidewalk, curb and gutter and possibly other parts of the City's infrastructure. The applicant shall enter into a City / Developer agreement for the improvements required for this development. The applicant shall be required to provide deposits to cover City labor and materials and surety to cover the cost of construction. The applicant shall meet with the City Engineer to schedule the development of the plans and the agreement. The City Engineer will not sign off on this project without the agreement executed by the developer. The developer shall sign the Developer's Acknowledgement prior to the City Engineer signing off on this project (MGO 16.23(9)c).

**Supplement Accepted****Comment Date:** 09/29/2014

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Coordinate public street and utility work on Watts with City Engineering. Update plan sheets as necessary to show updates.

**Supplement Accepted****Comment Date:** 09/29/2014

A WDNR NOI permit will be required for this project. Submit a copy of the approved permit to City Engineering. City erosion control and stormwater management permits cannot be issued until the WDNR permit is in place.

**Supplement Accepted****Comment Date:** 09/29/2014

Stormwater Report needs to be stamped by a Professional Engineer. Copy submitted on PDF was not stamped.

**Supplement Accepted****Comment Date:** 09/29/2014

Finalized, signed, & notarized copy of SWMA must be submitted to City Engineering. Include check payable to Dane County Register of Deeds for \$30.00 recording fee.

**Supplement Accepted****Comment Date:** 09/29/2014

Submit PDFs of final plans once any revisions have been completed to meet agency sign-off requirements.

**Supplement Accepted****Comment Date:** 09/29/2014

Any sheets revised to meet requirements must be submitted to Zoning as hard copies to update approved and issued plan set records. Coordinate with Zoning staff as to the number of copies necessary.

**Supplement Accepted****Comment Date:** 09/29/2014

((MMSD generated invoice with fees due for this parcel on 12/22/14. 2015 Amount due is \$2,509.86)) All outstanding Madison Metropolitan Sewerage District (MMSD) are due and payable prior Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Janet Schmidt (608-261-9688) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff (MGO 16.23(9)(d)(4)).

**Supplement Accepted****Comment Date:** 09/29/2014

Show footing for supports of overhead bridge. Avoid conflict with existing sanitary sewer or redesign sanitary if needed.

**Supplement Accepted****Comment Date:** 09/29/2014

No pipe or structure schedule sheet was included for the proposed private storm sewer. Add schedule to utility plan or provide additional plan sheet that denotes pipe type, pipes sizes, inverts, slopes, etc. Also show structure sizes and types. Depending on information provided additional comments may be necessary for proposed connections to the public facilities.

**Note****Comment Date:** 09/29/2014

((per developer, no earth retention in ROW - js))Submit earth retention plans for any shoring or earth stabilization to City Engineering for review. Questions regarding earth retention plan requirements can be directed to Janet Schmidt at 261-9688

**Note****Comment Date:** 09/29/2014

The proposed private storm sewer runs under the proposed signage at the Commerce Drive entrance. Sign footing design and private storm sewer should be coordinated.

**Note****Comment Date:** 09/29/2014

The Applicant shall close all abandoned driveways by replacing the curb in front of the driveways and restoring the terrace with grass (POLICY).

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**Note** **Comment Date:** 09/29/2014

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 (POLICY).

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**Note** **Comment Date:** 09/29/2014

All work in the public right-of-way shall be performed by a City licensed contractor (MGO 16.23(9)(c)5) and MGO 23.01).

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**Note** **Comment Date:** 09/29/2014

All damage to the pavement on Commerce Drive, Watts Road adjacent to this development shall be restored in accordance with the City of Madison's Pavement Patching Criteria. For additional information please see the following link: <http://www.cityofmadison.com/engineering/patchingCriteria.cfm> (POLICY).

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**Supplement Accepted** **Comment Date:** 10/02/2014

Submit details of the subsurface stormwater management systems for review. These details will also need to be included in the final plan set for approval.

## ENGINEERING MAPPING

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**Supplement Accepted** **Comment Date:** 09/18/2014

Addressing plan approved and plan sheets submitted 2/11/2015.

All unit numbering on the plan sheets are invalid and not approved for addressing.

PDF received 9/17/2014. Addresses are in the process of being assigned. When completed, a new set of plan sheets will be required to be submitted to be routed to all agencies (to replace the incorrect numbers).

Submit a PDF of each floor to Lori Zenchenko (Lzenchenko@cityofmadison.com); so that a preliminary interior addressing plan can be developed. If there are any changes pertaining to the location of a unit, the deletion or addition of a unit, or to the location of the entrance into any unit, (before, during or after construction) the addresses may need to be changed. The interior address plan is subject to the review and approval of the Fire Marshal.

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**Supplement Accepted** **Comment Date:** 09/18/2014

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CAD received 4/1/2015.

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, 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:** 09/25/2014

APO data complete 5/5/2015

CSM 13948 recorded, waiting for APO data to be completed.

The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD) prior to issuance of any building permits. When the recorded CSM image is available from the ROD, the Assessor's Office can then create the new Address-Parcel-Owner (APO) data in GEO so that the Accela system can upload this data and permit issuance made available for this new land record. Note: The Condominium Amendment Document currently being reviewed by the City of Madison will need to be recorded prior to approval of the CSM.

**Supplement Accepted****Comment Date:** 09/25/2014

Revised Sheets Received 4/2/2015

Revise the site plan sheets to reflect the proposed lot lines of the pending CSM. Also remove the easements to be released and add those to be created by the current Condominium Amendment document that is to be executed and recorded prior to CSM approval.

**Supplement Accepted****Comment Date:** 09/25/2014

Doc No 5142214 recorded

The portion of the existing bicycle pedestrian path easement to be released shall be released by a separate Real Estate Project. Authorization for the release shall be provided by the Common Council Approval of the pending CSM. Once the portion to be released has been confirmed by Engineering Staff applicant shall prepare a legal description and scale map exhibit for the portion to be released and provide to Engineering Land Records Coordinator Jeff Quamme for review. Upon approval of the exhibits and payment of the required \$500 administration fee (check payable to City of Madison Treasurer) to administration and recording costs, Engineering will create the necessary Office of Real Estate Services (ORES) Project. ORES staff will then administer the release document(s) and record with the Dane County Register of Deeds.

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**Supplement Accepted****Comment Date:** 09/25/2014

Sheet C5.0 revised and accepted 10-16-2014.

The Air Space Lease for the skywalk connection over Commerce Drive has been recorded as Document No. 5097684. show the Lease Area on the site plan and provide a label that includes the Title of the Document and the Document Number.

**FIRE****Supplement Accepted****Comment Date:** 09/18/2014

Various plans indicate different locations for the fire hydrants onsite and different road widths. C3.0-5.0 vs A0.1 & A9.1. Updated plans accordingly.

**Note****Comment Date:** 09/18/2014

MGO 34.507(1)(h) Ensure clearance of 5-ft beyond all sides of each fire hydrant. Verify parked cars will allow 5-ft of clearance around the fire hydrant.

**LIGHTING****Supplement Accepted****Comment Date:** 03/13/2015

Please use automatic daylight or time of day controls.

**METRO****Note****Comment Date:** 09/19/2014

Landscape sheet L-1 might benefit with an update to accurately show the concrete bus boarding and shelter pads, and trash receptacle (as per sheet C 5.0).

**PARKS FORESTRY****Supplement Accepted****Comment Date:** 09/30/2014

Park impact fees (comprised of the Park Development Impact Fee per MGO Sec. 20.08(2) and the Parkland Impact Fee in lieu of land dedication per MGO Sec. 16.23(8)(f) and 20.08(6)) may be required for all new residential development in this subdivision. The developer must select a method for payment of park fees before signoff on the rezoning. This development is within the Elver park impact fee district (SI31). Please reference ID# 05109.1 when contacting Parks about this project.

**Note****Comment Date:** 09/30/2014

Approval of plans for this project does not include any approval to prune, remove or plant trees in the public right-of-way. Permission for such activities must be obtained from the City Forester, 266-4816.

**Note****Comment Date:** 04/21/2015

Park fees paid on 4/20/2015.

**PLANNING****Supplement Accepted****Comment Date:** 03/12/2015

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Submitted elevations are inconsistent with the approval by the Plan Commission and Common Council. The building was approved with fiber cement siding and not vinyl. Please resubmit detailed elevations with fiber cement siding.

As per Condition No. 3, please submit a detailed schedule of materials including colors and window types. Please include this on the bridge elevations as well.

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**Supplement Accepted** **Comment Date:** 02/23/2015

As per Condition No. 5, Please submit any plans for private transit and shuttle services.

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**Supplement Accepted** **Comment Date:** 02/23/2015

As per Condition No. 7, please submit a revised landscape plan with a categorized landscape schedule including "Canopy Trees", "Ornamental Trees", "Shrubs", and "Perennials"

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**Supplement Accepted** **Comment Date:** 01/07/2015

As per Condition No. 1, please submit the revised Zoning Text.

## TRAFFIC ENGINEERING

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**Supplement Accepted** **Comment Date:** 09/26/2014

"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.

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**Supplement Accepted** **Comment Date:** 09/26/2014

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)

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**Supplement Accepted** **Comment Date:** 09/26/2014

Loading Zones are not approvable with site plan the applicant shall remove from all pages where it is shown. If the applicant so chooses to install a Loading Zone the sidewalk and terrace must be maintained and shifted inward with the Loading Zone.

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**Supplement Accepted** **Comment Date:** 09/26/2014

The Driveway Approach form will be required for the entrances on Watts Rd and Commerce Dr and requires only the fee and deposit to be paid as noted prior to site approval. The Driveway Approach Fee of \$ 400 and Deposit to Insure Conduit of \$ 600.00 is payable to the City of Madison Treasurer to be delivered or mailed to Attention Eric Halvorson, Traffic Engineering, Madison Municipal Building, Suite 100, 215 Martin Luther King Jr. Blvd., P.O. Box 2986, Madison, Wisconsin 53701-2986.

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**Supplement Accepted** **Comment Date:** 09/26/2014

Per PC comments the applicant shall provide a shuttle operations plan to be reviewed by Traffic Engineering.

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**Supplement Accepted** **Comment Date:** 09/26/2014

By MGO 10.08 all class 3 entrances shall be a minimum of 18' unless they are of one-way operation. The 18' width will be maintained all the way to the garage door to allow two vehicles to pass and avoid a need for a driver attempting ingress to have to back out onto the ROW as another vehicle attempts egress.

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**Supplement Accepted** **Comment Date:** 09/26/2014



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Per PC comments a deposit of \$8,000.00 for enhanced pedestrian treatment near this facility. Also an additional deposit for signing and marking may be required and is being reviewed by the Operations section.

**Supplement Accepted****Comment Date:** 09/26/2014

The applicant will sign a Developers Agreement with the City of Madison for the left turn lane on Watts Rd.

**URBAN DESIGN COMMISSION****Supplement Accepted****Comment Date:** 10/14/2014

Provide three sets of a lighting and photometric plan to be reviewed by Fred Rehbein of Building Inspection Plan Review and myself thru Zoning. All canopy trees shall be a minimum of 2-2 1/2" in caliper with the landscape plan stamped by a registered landscape architect . Provide material colors for all elevations . Signage will require more detailing and further approvals by UDC staff or formally by the Commission .

**Supplement Accepted****Comment Date:** 03/09/2015

The materials forwarded per transmittal letter dated 3-5-15 ; still lack fixture cut sheets and building materials and colors detailed and shown on the proposed elevations . The issues of siding needs to be resolved in favor of fiber cement as was approved by the Plan Commission and Common Council .

**ZONING****Supplement Required****Comment Date:** 11/21/2014

See condition #36. Complete the minor alteration to the adjoining PD receiving the skywalk at 8202 Highview Drive.

**Supplement Accepted****Comment Date:** 11/21/2014

Revise zoning text under signage to read " In this Planned Development (PD), signage shall be allowed as per Chapter 31 o the Madison General Ordinances as compared to the SR-V1 District and as approved by the Zoning Administrator and Urban Design Commission or its secretary.

**Supplement Accepted****Comment Date:** 03/11/2015

See condition #35. Call out and dimension the required bike parking stalls compiling with 28.141. Provide details of bike rack to be installed. 69 long term stalls and 10 short term stalls are required.

**Note****Comment Date:** 11/21/2014

Future tenants bike parking requirements shall be calculated at the time of building permits for occupancy are requested.