



## City of Madison Site Plan Verification

**PROJECT: LNDSPR-2016-00076**

**Address:** 820 S Park ST

**Current Revision #: 0**

**Submitted by:** Knothe & Bruce Architects, LLC

**Contact:** Denise Salimes  
608-836-3690 X 111  
dsalimes@knothebruce.com

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

**Description:** Rezone from TR-V1 to TSS and TR-C3, demolition and relocation of buildings, and conditional use to construct mixed-use building with 95 residential units and 2,011 sq. ft. of commercial space

**Status:** Approved

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

Review	Status	Reviewer	Reviewed
Engineering Mapping	Approved	<a href="#">Jeffrey Quamme</a>	Jan 9 2017
Engineering Review Main Office	Approved	<a href="#">Timothy Troester</a>	Jan 9 2017
Fire Review	Approved	<a href="#">William Sullivan</a>	May 18 2016
Lighting Review	Approved	<a href="#">Frederick Rehbein</a>	May 20 2016
Metro Review	Approved	<a href="#">Timothy Sobota</a>	May 5 2016
Parks/Forestry Review	Approved	<a href="#">Janet Schmidt</a>	Feb 15 2017
Planning Review	Approved	<a href="#">Heather Stouder</a>	Dec 1 2016
Recycling Coordinator	Approved	<a href="#">Bryan Johnson</a>	Jul 29 2016
Traffic Engineering Review	Approved	<a href="#">Eric Halvorson</a>	Nov 15 2016
Urban Design Commission Review	Approved	<a href="#">Alan Martin</a>	Jul 7 2016
Zoning Review	Approved	<a href="#">Jenny Kirchgatter</a>	Aug 3 2016

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The Developer Agreement required for this project must be completed prior to final plan verification sign-off.

**Supplement Accepted****Comment Date:** 05/11/2016

The Applicant shall provide the City Engineer with the proposed earth retention system to accommodate the restoration. The earth retention system must be stamped by a Professional Engineer. The City Engineer may reject or require modifications to the retention system. The earth retention plan must be approved by the City Engineer and the conditions of approval memo generated from the review must be signed by the developer and earth retention contractor and returned to City Engineering.

**Supplement Accepted****Comment Date:** 05/11/2016

City project number to reference on the plans is 11214. Add note(s) to the plan sheets that indicates all improvements within the public right-of-way shall be completed per City issued plans, project no. 11214.

**Supplement Accepted****Comment Date:** 05/11/2016

The Applicant shall provide the City Engineer with a survey indicating the grade of the existing sidewalk and street. The Applicant shall hire a Professional Engineer to set the grade of the building entrances adjacent to the public right of way. The Applicant shall provide the City Engineer the proposed grade of the building entrances. The City Engineer shall approve the grade of the entrances prior to signing off on this development.

**Supplement Accepted****Comment Date:** 05/11/2016

The pending subdivision plat shall be completed and recorded with Dane County Register of Deeds and the new address/parcel/owner data created prior to final plan verification approval (see related comment under Engineering Mapping review for additional detail).

**Supplement Accepted****Comment Date:** 05/11/2016

Label existing public utilities (sanitary, storm, water) with pipe sizes, pipe type, and invert elevations on the utility plan.

**Supplement Accepted****Comment Date:** 05/11/2016

Revise property lines on all sheets as needed to show the new property lines as proposed with the pending subdivision plat (C3, C4, and C5 appear to be the sheets that need to be updated).

**Supplement Accepted****Comment Date:** 05/11/2016

Prior to plan verification approval, the owner or owner's representative shall obtain a permit to plug each existing sanitary sewer lateral that serves a building which is proposed for demolition. For each lateral to be plugged the owner shall complete a sewer lateral plugging application and pay the applicable permit fees. The permit application is available online at <http://www.cityofmadison.com/engineering/permits.cfm>.

**Supplement Accepted****Comment Date:** 05/11/2016

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).

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This project appears that it will require construction dewatering. A construction dewatering plan and sediment treatment plan for pumped stormwater during construction shall be included as part of the erosion control plan. If dewatering by well systems is required that would trigger WDNR permitting the WDNR well permits will need to be obtained by the contractor prior to well dewatering taking place.

**Supplement Accepted****Comment Date:** 05/11/2016

This project will require a concrete management plan as part of the required erosion control plan to be reviewed and approved by City Engineering.

**Supplement Accepted****Comment Date:** 05/11/2016

This project will disturb an acre or more of land area and will be subject to WDNR permitting requirements for erosion control and stormwater management. Submit a copy of the approved WDNR Construction Site Storm Water Runoff permit (WDNR NOI permit) to City Engineering. The City of Madison erosion control and stormwater management permits cannot be issued until WDNR has granted their permit approval.

**Supplement Accepted****Comment Date:** 05/11/2016

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](mailto:meberhardt@cityofmadison.com).

**Supplement Accepted****Comment Date:** 05/11/2016

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](mailto:Meberhardt@cityofmadison.com). The final document and fee should be submitted to City Engineering, attention: Megan Eberhardt.

**Supplement Accepted****Comment Date:** 05/11/2016

Submit electronic data files for the stormwater management modeling and calculations. Files can be emailed to Megan Eberhardt at [Meberhardt@cityofmadison.com](mailto:Meberhardt@cityofmadison.com) or submitted on CD to City Engineering.

**Supplement Accepted****Comment Date:** 05/11/2016

Submit PDFs of the final plans for Engineering records. Files can be emailed to Tim Troester at [tstroester@cityofmadison.com](mailto:tstroester@cityofmadison.com) or submitted on CD to City Engineering.

**Supplement Accepted****Comment Date:** 05/11/2016

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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: [ttroester@cityofmadison.com](mailto:ttroester@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.

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**Note** **Comment Date:** 05/11/2016

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.

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**Supplement Accepted** **Comment Date:** 06/02/2016

The lots within this development are inter-dependent upon one another for storm water runoff conveyance. An agreement shall be provided for the rights and responsibilities of all lot owners (Inter-Lot Drainage Agreement). Said agreement shall be reviewed and placed on file by the City Engineer, referenced on the certified survey map and recorded at the Dane Co Register of Deeds.

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**Supplement Accepted** **Comment Date:** 06/02/2016

Revise the proposed grading plan to show the proposed final corner elevations, grade break points along lot lines, first floor elevations, and lowest opening elevations for the existing and proposed single family lots that are being created as part of this development.

## ENGINEERING MAPPING

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**Supplement Accepted** **Comment Date:** 05/10/2016

Addressing plan created 5/11/2016.

Submit a PDF of all floor plans to [lzenchenko@cityofmadison.com](mailto: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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CAD received 5/27/16.

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, 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:** 05/10/2016

Plat Recorded Doc No. 5285852, APO Data 12/7/2016

The pending Final Plat application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD) prior to issuance of any building permits for new construction. When the recorded Final Plat image is available from the Register of Deeds, 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

**Supplement Accepted****Comment Date:** 06/02/2016

Doc No. 5297582

The lots within this development are inter-dependent upon one another for storm water runoff conveyance. An agreement shall be drafted setting forth the rights and responsibilities of all lot owners (Inter-Lot Drainage Agreement). Said draft of agreement shall be provided for review. Upon approval, the document shall be recorded and a copy provided prior to final site plan sign off. The agreement shall be recorded after the plat has been recorded to allow the lots to be properly referenced in the document.

**FIRE****Supplement Accepted****Comment Date:** 05/12/2016

Due to the existing trees along Haywood Drive, the project cannot use this portion of the public street to meet the aerial access requirement. An alternative means must be established to comply with Madison General Ordinance Chapter 34. Per revised sheet C1.3 Dated 5-12-2016.

**PARKS FORESTRY**

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((park fee paid 2/15/2017)) 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)) will be required for all new residential development. The developer must select a method for payment of park fees before signoff of the rezoning request. This development is within the Vilas Brittingham Impact fee district (SI27). Please reference ID# 15159 when contacting Parks about this project.

**Supplement Accepted****Comment Date:** 12/28/2016

The Parks Division will be required to sign off on the final plat prior to the issuance of building permits for the development.

**Supplement Accepted****Comment Date:** 05/25/2016

Existing street trees shall be protected. Please include the following note on the site plan: Contractor shall install tree protection fencing in the area between the curb and sidewalk and extend it at least 5 feet from both sides of the tree along the length of the terrace. No excavation is permitted within 5 feet of the outside edge of a tree trunk. If excavation within 5 feet of any tree is necessary, contractor shall contact City Forestry (266-4816) prior to excavation to assess the impact to the tree and root system. Tree pruning shall be coordinated with City Forestry. Tree protection specifications can be found in section 107.13 of City of Madison Standard Specifications for Public Works Construction  
-<http://www.cityofmadison.com/business/pw/documents/StdSpecs/2013/Part1.pdf>.

**PLANNING****Supplement Accepted****Comment Date:** 07/18/2016

Submit revised Lot Coverage sheet showing extent of pervious surface (the supplement received still does not include the tot lot above underground parking). If needed, pervious pavers and/or green roof areas will need to be added to offset pervious surface

**Supplement Accepted****Comment Date:** 06/24/2016

Submit maintenance plan for green roof areas.

**Supplement Accepted****Comment Date:** 06/24/2016

Submit 2 sets of colored elevations for all sides of building, clearly calling out each material. (For instance, one label says "Fiber Cement or Wood Composite Panels", which is not reflected in materials schedule).

**Supplement Accepted****Comment Date:** 05/17/2016

Submit management plan to meet Condition #1

**Supplement Accepted****Comment Date:** 11/14/2016

Submit phasing/staging plans to meet Condition #4

**Supplement Accepted****Comment Date:** 11/14/2016

Submit documentation to meet Condition #6

**Supplement Accepted****Comment Date:** 05/31/2016

Revise underground parking or unit mix to meet Condition #7, which notes the need for a 0.9:1 ratio for the underground parking stalls. There are currently only 83 stalls for 95 units.

**Supplement Accepted****Comment Date:** 06/24/2016

Submit revised landscape plan omitting stone mulch to comply with Zoning requirements.

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Submit detailed specifications for fence, play equipment, benches, planters, bicycle racks, and other site amenities.

**Note****Comment Date:** 05/17/2016

Coordinate with Al Martin, UDC Secretary, regarding any additional details that may be needed regarding lighting on-site and on-building.

**TRAFFIC ENGINEERING****Supplement Accepted****Comment Date:** 05/17/2016

PC 49. 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.

**Supplement Accepted****Comment Date:** 05/17/2016

PC 51. Development is likely to increase pedestrian traffic along Park Street. Applicant shall dedicate right-of-way or provide an easement of 3' along Park Street to construct an 8' public sidewalk.

**Supplement Accepted****Comment Date:** 05/17/2016

PC 53. This site presents difficult constructability issues; access to neighboring sites must be maintained at all times, covered sidewalks will be constructed and maintained as soon as possible and little to no access to the Public Right-of-Way on S Park St will be granted for construction purposes. Provide a detailed construction plan to Traffic Engineering for review by the Traffic Control Specialist (Mike Duhr) prior to final signoff.

**Supplement Accepted****Comment Date:** 05/17/2016

PC 54. Applicant shall provide a move in/out plan prior to final sign off for the proposed residential units.

**Supplement Accepted****Comment Date:** 05/17/2016

The Driveway Approach form is already filled out in Traffic Engineering Office and requires only the fee / deposit to be paid as noted prior to site approval. The Driveway Approach Fee of \$ 400.00 (2 closures & 2 openings) and Deposit to Insure Conduit of \$ 0.00 – by Electric section 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.

**Supplement Accepted****Comment Date:** 05/17/2016

S Park St is a Primary Arterial street and as such the applicant shall provide an excavation plan show how the public sidewalk will be maintained. Provide the plan to TE (Mike Duhr) for review prior to sign-off.

**Supplement Accepted****Comment Date:** 05/17/2016

PC 61. The applicant shall submit for a review a commercial delivery plan. Included in this plan shall be a vehicular turning movements demonstrating the use of on-site loading zones.

**Supplement Accepted****Comment Date:** 05/17/2016

City of Madison radio systems are microwave directional line of sight to remote towers citywide. The building elevation will need to be reviewed by Traffic Engineering to accommodate the microwave sight and building. The applicant shall submit grade and elevations plans if the building exceeds four stories prior to sign-off to be reviewed and approved by Dave Nachreiner, (266-4899) Traffic Engineering Shop, 1120 Sayle Street. The applicant shall return one signed approved building elevation copy to the City of Madison Traffic Engineering office with final plans for sign off.

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Per Section MGO 12.138 (14), this project is not eligible for residential parking permits. It is recommended that this prohibition be noted in the leases for the residential units.

**Supplement Accepted** **Comment Date:** 05/17/2016

The applicant shall prepare a Parking Management Plan for site and building operations to be reviewed and approved by the City Traffic Engineer.

**Supplement Accepted** **Comment Date:** 07/01/2016

Condition of Vision Triangle waiver add note: To maintain visibility through the doors and panels inside the vision triangle no items, including but not limited to: signs, advertisements, decoration, shall be affixed or limit site in any way.

## URBAN DESIGN COMMISSION

**Supplement Accepted** **Comment Date:** 05/27/2016

Provide fencing details as well as color / material of all pavement , pavers, stairs , retaining elements , permanent outdoor furnishings , etc.

## ZONING

**Supplement Accepted** **Comment Date:** 07/29/2016

Section 28.185(7)(a)5. requires that if a demolition or removal permit is approved, it shall not be issued until the reuse and recycling plan is approved by the Recycling Coordinator, Mr. Bryan Johnson (608-266-4682).

**Supplement Accepted** **Comment Date:** 07/21/2016

Submit a revised lot coverage exhibit (page C1.4) for 820 S Park St. including the parking lot and paved areas contributing to the lot coverage calculation. Lot coverage is defined as the total area of all buildings, measured at grade, all accessory structures including pools, patios, etc., and all paved areas as a percentage of the total area of the lot, with the following exceptions: sidewalks or paved paths no wider than five (5) feet, pervious pavement, green roofs and decks.

**Supplement Accepted** **Comment Date:** 07/21/2016

Note: A parking reduction has been approved. 100 stalls are required for the residential units and commercial space. 95 stall are provided for a reduction of 5 stalls. The parking requirement will be re-evaluated for the commercial space prior to Zoning approval of the tenant use.

A parking reduction will be required for the proposed mixed-use building per Section 28.141(5) for the residential portion of the project. Submit a request for a parking reduction including information to support the request. The parking requirements will be reviewed as the commercial tenant uses are established. Additional requests for parking reductions may need to be submitted prior to obtaining Zoning approval for each future commercial tenant space.

**Supplement Accepted** **Comment Date:** 08/03/2016

Per Section 28.141(4)(g), a minimum of 103 bicycle stalls are required for the residential portion of the mixed-use development plus 10 short-term guest stalls. The bicycle parking requirements will be reviewed for the commercial uses as the tenant uses are established. A minimum of two (2) short-term bicycle stalls are required for the commercial uses. A minimum of 90% of the resident stalls shall be designed as long-term parking (93 stalls). Up to twenty-five percent (25%) of bicycle parking may be structured parking, vertical parking or wall mount parking, provided there is a five (5) foot access aisle for wall mount parking. Provide a detail of the proposed bike racks, including any wall mounted or structured racks.



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Note: If the condensing units are visible from view upon installation, they shall be screening subject to Sections 28.060(2)(f) and 28.142(9)(d) of the Zoning code.

Provide details of the screening for the rooftop condensing units. Per Sections 28.060(2)(f) and 28.142(9)(d), all rooftop mechanical equipment and utilities shall be fully screened from view from any street or residential district. Screens shall be of durable, permanent materials that are compatible with the primary building materials.

**Supplement Accepted****Comment Date:** 07/21/2016

Provide details showing that the proposed mixed-use building meets the door and window opening requirements of Section 28.060(2)(d).

**Note****Comment Date:** 06/02/2016

No landscape elements including the zoning district boundary screening fence shall be maintained between the heights of thirty (30) inches and ten (10) feet above the curb level within the ten (10) foot vision clearance triangle of a driveway.

**Note****Comment Date:** 06/02/2016

Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances and Chapter 33 Urban Design District ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.

**Note****Comment Date:** 06/02/2016

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 June 1, 2018, as established by the Zoning Administrator.

**Note****Comment Date:** 06/02/2016

Submit complete site plans for the five (5) proposed single-family lots showing compliance with the requirements of the TR-C3 zoning district prior to approval of Building Permits. Site plans shall be submitted for the two (2) existing residences on Lots 1 and 2 and for the placement of the three (3) houses to be relocated to Lots 3, 4 and 5.

**Note****Comment Date:** 06/02/2016

Zoning approval is required for the proposed driveways and parking areas for Lots 1 and 5. Show that the proposed parking areas for Lots 1 and 5 meet the design and location requirements for residential parking per 28.141(8)(c) and 28.141(9). A driveway must lead to a parking area that is located outside of the street side yard setback.