



## City of Madison Site Plan Verification

**PROJECT: LNDSPR-2016-00182**

**Address:** 1507 Burning Wood WAY

**Current Revision #: 0**

**Submitted by:** Snyder & Associates

**Contact:** Scott Anderson  
608-838-0444 X238  
sanderson@snyder-associates.com

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

**Description:** Rezone from PD(GDP) to PD(GDP-SIP) and create four single family lots

**Status:** Closed

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

Review	Status	Reviewer	Reviewed
Engineering Mapping	Approved	<a href="#">Jeffrey Quamme</a>	Jun 1 2017
Engineering Review Main Office	Approved	<a href="#">Jeffrey Benedict</a>	May 24 2017
Fire Review	Approved	<a href="#">William Sullivan</a>	Sep 26 2016
Parks/Forestry Review	Approved	<a href="#">Janet Schmidt</a>	May 31 2017
Planning Review	Approved	<a href="#">Timothy Parks</a>	May 18 2017
Traffic Engineering Review	Approved	<a href="#">Eric Halvorson</a>	Oct 4 2016
Urban Design Commission Review	Approved	<a href="#">Alan Martin</a>	Jan 6 2017
Zoning Review	Approved	<a href="#">Jenny Kirchgatter</a>	May 25 2017

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Need notary signed maintenance agreement by owner for the 4 bioretention basins. Contact Jeff Benedict for boilerplate and Exhibit B language. A Check for the recording fee in the amount of \$30.00, made out to Dane County Register of Deeds, shall be submitted along with the SWMA to Jeff Benedict.

**Supplement Accepted****Comment Date:** 10/06/2016

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.

**Supplement Accepted****Comment Date:** 10/06/2016

This site will disturb 20,000 sf or more of land area and require an Erosion Control Plan. Please submit an 11" x 17" copy of an erosion control plan (pdf electronic copy preferred) to Jeff Benedict at City Engineering.

**Supplement Accepted****Comment Date:** 10/06/2016

This site will require a Storm Water Management Permit. Please submit the Storm Water Management Permit Application (and associated fee) to Jeff Benedict, City Engineering, for approval.

**Supplement Accepted****Comment Date:** 10/06/2016

The Applicant shall submit to [jbenedict@cityofmadison.com](mailto:jbenedict@cityofmadison.com) prior to plan sign-off, electronic copies of any Stormwater Management files including:

- a) SLAMM .DAT files
- b) RECARGA files
- c) TR-55/HYDROCAD/Etc.
- d) Sediment loading calculations

If calculations are done by hand or are not available electronically the hand copies or printed output shall be scanned to a PDF file and provided. Storm Water Management Report shall be stamped by a Licensed P.E. Required SWM includes Rate Control, TSS Control & Infiltration.

**Supplement Accepted****Comment Date:** 10/06/2016

This project appears to disturb over 1 acre and requires an NR216 Permit (NOI & WRAPP submittal) from the WDNR. The local EC Permit cannot be issued until the NR216 coverage is shown to be in place. Contact Jeff Benedict.

**Supplement Accepted****Comment Date:** 10/06/2016

The Applicant shall add a note to the CSM that states: A stormwater maintenance agreement and a stormwater management plan shall be provided to the City Engineering Division for review and approval at the time of development. These plans shall address sediment control and infiltration, and shall be recorded against the condo association parcel."

**Note****Comment Date:** 10/11/2016

Construction of the private ingress/egress driveway shall require adjustment of the public sanitary sewer access structures. The developer shall have a prequalified contractor obtain a Street Excavation Permit for the necessary work on the public sewer access structures.

**Note****Comment Date:** 10/11/2016

The developer shall construct the private ingress/egress driveway to a design capable of supporting the City's sewer maintenance equipment (40-ton vactor).

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Prior to approval of the conditional use application, the owner shall obtain a permit to plug each existing sanitary sewer lateral proposed on the plans. The owner shall complete a sewer lateral plugging application and pay the applicable permit fees. Note: New plugging procedures and permit fees are in effect as of January 1, 2013. Permit application is available online at <http://www.cityofmadison.com/engineering/permits.cfm>.

**Supplement Accepted****Comment Date:** 10/11/2016

The Applicant shall submit, prior to plan sign-off but after all revisions are completed, a digital CAD file (single file) to the Engineering Division (storm/sanitary section). 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)  
THE CAD FILE WILL ONLY BE REQUIRED PRIOR TO FINAL PLAN REVIEW SO THAT MULTIPLE FILES DO NOT NEED TO BE SUPPLIED OR REVIEWED.

NOTE: Email CAD file transmissions are preferred to: [bstanley@cityofmadison.com](mailto:bstanley@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.

**Supplement Accepted****Comment Date:** 10/11/2016

The applicant shall submit, prior to plan sign-off but after all revisions are completed, digital PDF files to the Engineering Division ([bstanley@cityofmadison.com](mailto:bstanley@cityofmadison.com)). The digital copies shall be to scale, and shall have a scale bar on the plan set. (POLICY and MGO 37.09(2)). PDF submittals shall contain the following information: a) Building footprints, b) Internal walkway areas, c) Internal site parking areas, d) Lot lines and right-of-way lines, e) Street names, f) Stormwater Management Facilities, g) Detail drawings associated with Stormwater Management Facilities (including if applicable planting plans), h) Private on-site sanitary sewer utilities (including all connections to public sanitary), i) Private on-site storm sewer utilities (including all connections to public storm).

**Note****Comment Date:** 11/29/2016

Prior to beginning construction, the Applicant shall obtain a Street Excavation permit for the installation of utilities required to serve this project. The Applicant shall pay the permit fee, inspection fee and street degradation fee as applicable and shall comply with all the conditions of the permit. (MGO 10.05(6)) This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>

**ENGINEERING MAPPING****Supplement Accepted****Comment Date:** 09/27/2016

Doc No. 5318668

Declaration of Private Road Easement per Document Nos. 4367400, 4368866 and 5057709 encumbers this proposed site and adjacent Outlot 4 of CSM 12879. With the change of the development, this easement shall be terminated. This document shall be recorded prior to final sign off.

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It has been determined by City Engineering Storm Water staff that the access easements to the private bio-retention areas are not necessary. 2016-11-2

An access easement to the bioretention systems shall be granted to the City of Madison on the pending Certified Survey Map.

**Supplement Accepted****Comment Date:** 09/27/2016

Doc No 5335764

Hold placed on parcel, no permits until received.

Draft easement declaration approved. Needs to be recorded.

The proposed lots within this development are dependent on one another for overland drainage, subsurface stormwater drainage and stormwater management. In addition to the easements shown on the pending CSM and to further define responsibilities, a separate private Storm Water Drainage and Management Agreement for all lots within this development shall be drafted, executed and recorded immediately prior to final sign off. This agreement shall note that it will be subject to the requirements of the Declaration of Conditions, Covenants and Restrictions for Maintenance of Stormwater Management Measures that will be also be required as part of this development.

**Supplement Accepted****Comment Date:** 09/27/2016

Doc No 5335764

Hold placed on parcel, no permits until received.

Draft easement declaration approved. Needs to be recorded.

The proposed lots within this development will be subject to a common private access easement as shown on the pending Certified Survey map. To better define responsibilities and rights, a separate private Common Access Agreement between the lots within this development shall be drafted and provided for review. The document shall then be executed and recorded immediately after the CSM has been recorded and copies provided prior to building permit issuance.

**Supplement Accepted****Comment Date:** 09/27/2016

Hold placed on parcel, no permits until received. CSM No 14531

Approved for sign off 3/24/2017

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 for new construction. 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

**FIRE****Note****Comment Date:** 09/26/2016

Per the May 25, 2016 letter from Cherokee Park, and as indicated on Sheet C2.0; all (4) single family homes will have a fire sprinkler system that complies with NFPA 13D-Sprinkler Systems for Single- and Two-Family Homes.

**PARKS FORESTRY**

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((DCCR and impact fee schedule provided)) Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(8)(f) and 20.08(6) will be required for all new residential development associated with this project. This development is within the North Park -Infrastructure Impact Fee district. Please reference ID# 16126 when contacting Parks about this project.

**Supplement Accepted****Comment Date:** 01/03/2017

((as noted on page C2.0 the houses are single family)) Provide the proposed unit count for each lot as it is unclear which lots will be single family and which are proposed as duplex.

**Supplement Accepted****Comment Date:** 05/08/2017

Prior to sign off on the CSM the applicant shall execute a declaration of conditions and covenants along with an impact fee schedule for the park impact fees for this development. This document will be recorded at the Register of Deeds. The Applicant shall pay for the recording fees.

**Supplement Accepted****Comment Date:** 05/08/2017

City Parks will be required to sign off on the pending CSM.

**Supplement Accepted****Comment Date:** 05/31/2017

The applicant shall install boundary markers along the boundary of the Cherokee park at the sole expense of the applicant. The markers shall be installed directly adjacent to each property iron that is shared with the public parkland. The applicant shall submit the boundary marker materials and design to the Parks Division for approval. The boundary markers shall be a style that is mutually agreeable to the City and the applicant and that would be appropriate with the surrounding conservation park. Modify page 2.0 to show markers at each property iron adjacent to park lands.

**Supplement Accepted****Comment Date:** 05/31/2017

The applicant shall restrict the installation of fence along Lot 4 and shall mark the public access easement with boundary markers. Signage shall be installed indicating that the path easement is open to the public for use to enter the park. Provide a mock up of the sign and location. Modify page 2.0 to show the proposed sign.

**Supplement Accepted****Comment Date:** 05/31/2017

Stormwater management shall be limited to the private property and shall not be extended onto park lands. The current plans show a bioretention area discharging onto park lands from Lot 4. Modify plans to discharge to OL 4 owned by Cherokee Park.

**Note****Comment Date:** 05/31/2017

No construction or access to the park shall be allowed for construction of any improvements. The applicant shows grading and silt fence within the park. No work shall be allowed on park property without express permission by the Parks Superintendent and the Board of Park Commissioners and will require a Temporary Land Use Permit for entry or work within the park.

**Supplement Accepted****Comment Date:** 05/31/2017

Modify plans to clearly label OL 4 owned by Cherokee Park and to show lands that are owned by the City Parks Division.

**PLANNING****Note****Comment Date:** 12/02/2016

The final plans appear to be generally consistent with the plans approved by the Plan Commission and Common Council.

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Submit a landscaping plan for final approval that is consistent with the plan approved by the Urban Design Commission and Plan Commission.

**Supplement Accepted****Comment Date:** 12/20/2016

Submit a final zoning text for approval that is consistent with the text approved by the Urban Design Commission and Plan Commission.

**Supplement Accepted****Comment Date:** 12/19/2016

The applicant shall submit an updated wetland delineation for review prior to final approval of the Amended Planned Development and CSM for recording. Any 75-foot setbacks required by the update shall be noted accordingly on the final documents prior to recording.

**Supplement Accepted****Comment Date:** 05/18/2017

The developer shall pay the City for the cost of fabricating and installing a sign where the public segment of Burning Wood Way ends adjacent to the property, which states: "Public maintenance ends." A detail of this sign shall be approved by the Planning Division and included in the final site plans.

NOTE: There will be no developers agreement for this project. The applicant has agreed to fabricate the sign shown on Sheet C3.0 and install it at the end of Burning Wood Way at the location shown on Sheet C2.0.

**Supplement Accepted****Comment Date:** 05/18/2017

Final revisions to the related CSM shall be completed prior to final PD sign-off, and the final CSM information shall be included for reference in the final PD accepted for recording.

NOTE: The final plans reflect the CSM to be recorded.

**Note****Comment Date:** 12/02/2016

A common private access easement to be approved by the Planning Division and City Engineer, which shall govern the construction and ongoing maintenance of the private drive that serves the lots by the benefitting property owners, and includes a provision for the private collection of refuse and recycling. The document shall be executed and recorded, and copies provided to the City prior to building permit issuance.

**URBAN DESIGN COMMISSION****Supplement Accepted****Comment Date:** 09/23/2016

Provide all plans associated with UDC's final approval including all building elevations and landscape plan .

**ZONING****Supplement Accepted****Comment Date:** 05/25/2017

Submit 3 hard copies and a pdf of the revised plans and documents, including the Zoning text and letter of intent.