



City of Madison Site Plan Verification

PROJECT: LNDSPR-2017-00030

Address: 223 W Gilman ST

Current Revision #: 0

Submitted by: Assemblage Architects

Contact: Hamid Noughani
(608) 827-5047

Project Type: Permitted Use Site Plan Review

Description: Demolish two-family residence for an addition to a place of worship/student center

Status: Closed

Revision History: [0](#)

Review	Status	Reviewer	Reviewed
Engineering Mapping	Approved	Jeffrey Quamme	Apr 20 2017
Engineering Review Main Office	Approved	Timothy Troester	Apr 25 2017
Fire Review	Approved	William Sullivan	Mar 17 2017
Lighting Review	Approved	Frederick Rehbein	Mar 31 2017
Parks/Forestry Review	Approved	Janet Schmidt	Mar 24 2017
Planning Review	Approved	Timothy Parks	Apr 21 2017
Recycling Coordinator	Approved	Bryan Johnson	Apr 17 2017
Traffic Engineering Review	Approved	Cory Stoughtenger	Apr 28 2017
Urban Design Commission Review	Approved	Jessica Vaughn	Apr 25 2017
Zoning Review	Approved	Jenny Kirchgatter	Apr 25 2017

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(608) 827-5047**Project Type:** Permitted Use Site Plan Review**Description:** Demolish two-family residence for an addition to a place of worship/student center**Status:** Closed**Revision History:** [0](#)**ENGINEERING****Supplement Accepted****Comment Date:** 03/16/2017

Roof runoff from the existing building and proposed addition shall be directed to the public right-of-way in W. Gilman as much as practicable. Show the location of the proposed rain gutter down spouts and/or roof discharge locations. This may require adjustment and/or replacement of existing rain gutters to accomplish.

Supplement Accepted**Comment Date:** 03/16/2017

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.

Supplement Accepted**Comment Date:** 03/16/2017

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.

Supplement Accepted**Comment Date:** 03/16/2017

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. 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.

Supplement Accepted**Comment Date:** 03/16/2017

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Prior to 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 on line at <http://www.cityofmadison.com/engineering/permits.cfm>.

Supplement Accepted**Comment Date:** 03/16/2017

Pending CSM must be completed prior to approval of this site plan verification.

ENGINEERING MAPPING

Supplement Accepted**Comment Date:** 03/20/2017

CAD received 3/29/2017.

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.

Supplement Accepted**Comment Date:** 03/20/2017

CSM 14485 recorded 04/07/2017 as Doc # 5317131.
No new parcel id or address required.

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

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Doc No 5319870

This property is subject to an easement per Document No. 1847238 for emergency vehicular and pedestrian egress in favor of 22 W Gorham Street through the middle of this site. The plan proposes to move this access further to the northeast along the northeast side of the site. The owner shall complete and record this document to provide the required access rights required and necessary for 22 W. Gorham Street. The document shall be executed and recorded at the Dane County Register of Deeds prior to final site plan sign off.

Supplement Accepted**Comment Date:** 03/20/2017

Doc No. 5319870

This property appears is subject to a leased area for a trash enclosure in the southeast corner of the site in favor of 22 W Gorham Street per Memorandum of Lease recorded as Doc. No. 3158415. This trash enclosure is also subject to an access easement over City of Madison parking facility lands adjacent and to the northeast of this site. Applicant shall provide a copy of the document permitting the movement of garbage from the rear of the 222 W. Gorham site over this site. Additionally, coordination with the City of Madison Parking Utility for any changes to the enclosure area will be required per the easement agreement. The applicant shall provide a recorded copy of the final agreement between the two properties prior to final site plan sign off.

Note**Comment Date:** 03/20/2017

A storm sewer connection, per the engineering consultant for the applicant, is no longer necessary to the southwest. Any previous comments by Engineering Mapping regarding that storm sewer are not valid for this site approval.

LIGHTING**Note****Comment Date:** 03/31/2017

Please use automatic daylight or time of day controls.

PARKS FORESTRY**Supplement Accepted****Comment Date:** 03/24/2017

City Forestry will permit the removal of one 4" diameter Ginkgo tree in a grate at 219 W. Gilman Street. This tree will need to be removed for the construction of the new driveway for this building. Approval and permitting of street tree removals shall be obtained from the City Forester and/or the Board of Public Works prior to the approval of the site plan.

Supplement Accepted**Comment Date:** 03/24/2017

No additional street trees will be needed for this project due to the room needed for the new driveway and the tight spacing from the other existing Maple tree on the terrace. Please save and return the unused tree grate, frame, and tree guard to the eastside forestry complex at 4602 Sycamore Avenue . Please call or e-mail Dean Kahl –dkahl@cityofmadison.com or 266-4816 at least 48 hours before the delivery of the tree grate, frame, and tree guard .

Supplement Accepted**Comment Date:** 03/24/2017

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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>. Any tree removals that are required for construction after the development plan is approved will require at least a 72 hour wait period before a tree removal permit can be issued by Forestry, to notify the Alder of the change in the tree plan.

PLANNING

Note **Comment Date:** 04/12/2017

The final plans appear to be consistent with the plans approved by the Plan Commission. Staff acknowledges removal of the auto parking stall in the rear of the site in favor of additional bike parking and revised trash access for the site and adjacent restaurant (HopCat).

Supplement Accepted **Comment Date:** 04/21/2017

The final site plans shall include the approximate square-footage of the patio proposed in front of the addition and adjacent to the main entrance.

NOTE: Plan submitted to Zoning (21 April 2017)

TRAFFIC ENGINEERING

Supplement Accepted **Comment Date:** 03/20/2017

"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.

Supplement Accepted **Comment Date:** 03/20/2017

The applicant shall show the dimensions for the proposed class III driveway including the width of the drive entrance, width of the flares, and width of the curb cut.

4/26/17 - Mountable curb discussed an option, but original layout was decided on. Apron ok to cross parcel line.

Supplement Accepted **Comment Date:** 03/20/2017

Applicant shall submit for review a waste removal plan. This shall include vehicular turning movements.

4/24/17 - Receptacles shall be wheeled out to curb.

Supplement Accepted **Comment Date:** 03/20/2017

Applicant shall dimension accessible ramp.

Supplement Accepted **Comment Date:** 03/20/2017

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A deposit of \$500 payable to City Treasurer will be required for the installation of traffic signage and markings deemed necessary with the completion of the development. Make check payable to the City of Madison Treasurer to be delivered or mailed to Attention Cory Stoughtenger, Traffic Engineering, 30 W. Mifflin St; Suite 900, P.O. Box 2986, Madison, Wisconsin 53701-2986.

4/28/17 - Paid via check

Supplement Accepted**Comment Date:** 03/20/2017

This site presents difficult constructability issues; access to neighboring sites must be maintained at all times and covered sidewalks will be constructed and maintained as soon as possible. Provide a detailed construction plan to Traffic Engineering for review by the Traffic Control Specialist (Mike Duhr) prior to final signoff.

4/24/17 - Plan submitted to Mike

Supplement Accepted**Comment Date:** 03/31/2017

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 \$200.00 (\$100 for removal, \$100 for new construction) and Deposit to Insure Conduit of \$ (TBD – by Electric section) is payable to the City of Madison Treasurer to be delivered or mailed to Attention Cory Stoughtenger, Traffic Engineering, 30 W. Mifflin St; Suite 900, P.O. Box 2986, Madison, Wisconsin 53701-2986.

4/28/17 - Paid via check

Supplement Accepted**Comment Date:** 04/26/2017

A \$2,000.00 deposit is required for the moving of the existing street light. The deposit can be delivered or mailed attention to Cory Stoughtenger, Traffic Engineering, 30 W. Mifflin St; Suite 900, P.O. Box 2986, Madison, Wisconsin 53701-2986.

4/28/17 - Paid via check

Supplement Accepted**Comment Date:** 04/28/2017

The applicant shall submit a final plan, including all discussed alterations, through Zoning.

URBAN DESIGN COMMISSION**Supplement Accepted****Comment Date:** 04/19/2017

Per the UDC Final Approval, the continuous roofline connector needs to read differently. Consideration should be given to lowering the connector piece as much as possible to diminish it in appearance.

ZONING**Supplement Accepted****Comment Date:** 04/21/2017

Submit a signed copy of the Plan Commission disposition letter acknowledging the conditions of approval.

Supplement Accepted**Comment Date:** 04/25/2017

Provide a calculation and plan detail for lot coverage with the final submittal. The lot coverage maximum is 90%. 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.

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Supplement Accepted**Comment Date:** 04/25/2017

Submit plan detail showing the location of any proposed rooftop mechanical equipment and screening. All rooftop equipment shall be screened from view from adjacent streets and public rights-of-way per Sections 28.071(3)(h) and 28.142(9)(d). Screens shall be of durable, permanent materials that are compatible with the primary building materials.

Supplement Accepted**Comment Date:** 04/25/2017

The final site compliance date is June 1, 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.

Note**Comment Date:** 04/20/2017

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.