



## City of Madison Site Plan Verification

**PROJECT: LNDSPR-2017-00087**

**Address:** 6514 Watts RD

**Current Revision #: 0**

**Submitted by:** Madison Homes

**Contact:** Jim Bourne  
(608) 220-3355  
jim@newmadisonhomes.com

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

**Description:** Construct religious assembly building and parking lot

**Status:** Closed

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

Review	Status	Reviewer	Reviewed
Engineering Mapping	Approved	<a href="#">Lori Zenchenko</a>	Dec 14 2017
Engineering Review Main Office	Approved	<a href="#">Megan Eberhardt</a>	Dec 4 2017
Fire Review	Approved	<a href="#">William Sullivan</a>	Jan 16 2018
Lighting Review	Approved	<a href="#">Harry Sulzer</a>	Oct 13 2017
Traffic Engineering Review	Approved	<a href="#">Eric Poffenberger</a>	Jan 16 2018
Zoning Review	Approved	<a href="#">Jacob Moskowitz</a>	Dec 28 2017

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**ENGINEERING****Supplement Accepted****Comment Date:** 07/10/2017

Accessible sidewalk route around the proposed steps are not compliant with grade requirements for accessibility. Revise to match grades provided by City street designer or propose alternative grades that will meet the requirements. A PDF of the proposed grades was provide on 5/31/17 by streets designer/review Chris Dawson.

**Supplement Accepted****Comment Date:** 07/10/2017

The public sanitary sewer must be extended along the entire frontage of the property. Update utility plan to show this sewer extension.

**Supplement Accepted****Comment Date:** 07/10/2017

City Erosion Control Permit requires estimated start and end of construction dates. USLE worksheet needs to be completed. USLE worksheet can be obtained online at <http://dnr.wi.gov/topic/stormwater/publications.html> (third item down WDNR's list). Submit items to Megan Eberhardt for review & processing.

**Supplement Accepted****Comment Date:** 07/10/2017

Electronic modeling files for the stormwater management modeling must be submitted. Submit to Megan Eberhardt at [meberhardt@cityofmadison.com](mailto:meberhardt@cityofmadison.com).

**Supplement Accepted****Comment Date:** 07/10/2017

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:** 07/10/2017

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

**Supplement Accepted****Comment Date:** 07/10/2017

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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 . 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.

## ENGINEERING MAPPING

### Supplement Accepted

**Comment Date:**

CAD received 12/12/2017.

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 to 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.

### Note

**Comment Date:**

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There is a Gas Easement in favor of Madison Gas and Electric for gas main over the south 10 feet of the Lot. The applicant/owner is responsible to coordinate with MG&E the change of grade proposed within this easement area as the detention basin shown lowers the grade within the easement.

**Supplement Accepted****Comment Date:**

Sidewalks are aligned 2017-12-7

Contact Chris Dawson for the correct public sidewalk alignment data at the east end of the site. Sidewalk plans are being developed on the adjacent site and the connection between the two projects is in a different location.

**FIRE****Supplement Accepted****Comment Date:** 06/26/2017

Provide fire apparatus access as required by IFC 503 2015 edition, MGO 34.503, as follows:

- a. The site plans shall clearly identify the location of all fire lanes.
- b. Provide a fire lane that extends to within 150-feet of all exterior portions of the structure, or it can be extended to within 250-feet if the building has a fire sprinkler system.
- c. A dead-end fire lane that is longer than 150-feet shall terminate in a turnaround. Provide an approved turnaround (cul-de-sac, 45 degree wye, 90 degree tee) at the end of a fire lane that is more than 150-feet in length.
- d. Provide a minimum unobstructed width of 26-feet for at least 20-feet on each side of the fire hydrant.
- e. Fire lanes shall be constructed of concrete or asphalt only, and designed to support a minimum load of 75 psi.
- f. Where there is a change in the direction of a fire lane, the minimum inside turning radius shall be at least 28-feet.
- g. Provide a fire lane with the minimum clear unobstructed width of 20-feet.

**Supplement Accepted****Comment Date:** 06/26/2017

All portions of the fire lanes for newly constructed public buildings and places of employment and open storage of combustible materials shall be within 500-feet of at least TWO fire hydrants. Distances are measured along the path traveled by the fire truck as the hose lays off the truck. See MGO 34.507 for additional information.  
Per Revised Sheet C1.1 Dated 1-15-18.

**LIGHTING****Supplement Required****Comment Date:** 06/19/2017

No lighting plan was submitted. Please refer to Madison General Ordinance 10.085 and send one legible copy of the photometric plot and the fixture cut sheets to my attention.

**TRAFFIC ENGINEERING****Note****Comment Date:** 06/20/2017

No Plans

**Supplement Accepted****Comment Date:** 06/28/2017

Provide a revised electronic copy of the site plan, .pdf preferred, e-mail plan to Eric Poffenberger -  
epoffenberger@cityofmadison.com

**Note****Comment Date:** 06/28/2017

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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; drive aisle dimensions; semitrailer movement and vehicle routes; dimensions of radii; and percent of slope.

**Supplement Accepted****Comment Date: 06/28/2017**

A deposit of \$0.00 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 Eric Poffenberger, Traffic Engineering, 30 W. Mifflin St; Suite 900, P.O. Box 2986, Madison, Wisconsin 53701-2986.

**Supplement Accepted****Comment Date: 08/17/2017**

A deposit of \$0.00 payable to City Treasurer will be required for the electrical installations or modifications deemed necessary with the completion of the development. Make check payable to the City of Madison Treasurer to be delivered or mailed to Attention Eric Poffenberger, Traffic Engineering, 30 W. Mifflin St; Suite 900, P.O. Box 2986, Madison, Wisconsin 53701-2986.

**Supplement Accepted****Comment Date: 08/17/2017**

(pd check)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 and Deposit to Insure Conduit of \$1200.00 is payable to the City of Madison Treasurer to be delivered or mailed to Attention Eric Poffenberger, Traffic Engineering, 30 W. Mifflin St; Suite 900, P.O. Box 2986, Madison, Wisconsin 53701-2986.

**Supplement Accepted****Comment Date: 08/17/2017**

Items in the Right-of-Way are not approvable through the site plan approval process. Make a note on all pages showing improvements in the ROW that states: The Right-of-Way is the sole jurisdiction of the City of Madison and is subject to change at anytime per the recommendation/plan of Traffic Engineering and City Engineering Depts.

**Supplement Accepted****Comment Date: 08/17/2017**

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. Place and dimension all vision triangles in the proposed plan.

**Supplement Accepted****Comment Date: 08/17/2017**

"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: 08/17/2017**

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.

**Supplement Accepted****Comment Date: 08/17/2017**

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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) 2. Signs and planting areas are to be excluded from the rectangular stall areas including the two (2) feet of vehicle overhang. The two (2) feet of vehicle overhang shall be shown on the plan and dimensioned.

**Supplement Accepted****Comment Date:** 08/17/2017

Remove last stall in the southeast lot for turn around. Strip and mark no parking.

**Supplement Accepted****Comment Date:** 08/17/2017

Dimension all sidewalks. Sidewalks along parking should be 7' to include 2' vehicle overhang.

**Supplement Accepted****Comment Date:** 08/17/2017

Applicant shall provide a copy of the cross access agreement and place a note on the site plan of the agreement. Email to epoffenberger@cityofmadison.com

**Supplement Accepted****Comment Date:** 08/17/2017

Applicant will provide adjacent site features including paint marking, parking stalls, to help determine how the 2 sites will function with the cross access. Include the entire drive isle.

**Supplement Accepted****Comment Date:** 08/17/2017

Dimension all bike parking and include a note/detail of city approve bike rack.

**Supplement Accepted****Comment Date:** 08/17/2017

To allow for proper pedestrian movement and prevent encroachment from irregularly parked bicycles or bicycle with trailers, all bicycle racks should have a 2 to 5 foot buffer from parking or pedestrian walkways. Dimension all bike parking on site plan.

**Note****Comment Date:** 08/17/2017

Is there outside pedestrian access around the south building from ADA parking on west to east? Is that an overhang?

**Note****Comment Date:** 09/06/2017

Multiple calls to Jim. No response. Email sent as well. Need to figure out if the cross easement and access points have been agreed upon with the neighboring site?

**Supplement Accepted****Comment Date:** 11/29/2017

Applicant will work with neighboring site to submit an agreed upon site plan for the shared access.

**Supplement Accepted****Comment Date:** 11/29/2017

Applicant will install a 6" raised sidewalk or remove pedestrian walk way striping.

**Supplement Accepted****Comment Date:** 11/29/2017

Applicant will include all neighboring site features, so much as needed to understand the shared usage and how the sites will function as a whole.

**Note****Comment Date:** 12/07/2017

Plan reviewed from sheet 4 C1.0 Issued 12-21-17. Note this plan was sent via email and zoning does not have it recorded in Accela.

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**Supplement Accepted****Comment Date:** 12/20/2017

Drive access should align with the drive isle. Work with traffic engineering if need be for solution. Remove parking/modify driveway opening.

**Supplement Accepted****Comment Date:** 12/21/2017

Please include all information requested on sheet C1.0.

**ZONING****Supplement Accepted****Comment Date:** 09/29/2017

Provide a bicycle parking detail. Required short-term bicycle parking spaces shall be located in a convenient and visible area at least as close as the closest non-accessible automobile parking and within one hundred (100) feet of a principal entrance.

**Supplement Accepted****Comment Date:** 09/29/2017

Submit a landscape plan and landscape worksheet stamped by a registered landscape architect. Per Section 28.142(3) Landscape Plan and Design Standards, landscape plans for zoning lots greater than ten thousand (10,000) square feet in size must be prepared by a registered landscape architect.

**Supplement Accepted****Comment Date:** 09/29/2017

Submit three (3) sets of building elevations. Include materials and calculations for percentage of door and/or window openings as per Sec. 28.060(2)(d).

**Supplement Accepted****Comment Date:** 09/29/2017

Submit floor area calculations for phase 1 and phase 2.  
Floor area is defined in Sec. 28.211 as:

The sum of all gross horizontal areas under the roof of a building. The floor area of a building includes, but is not limited to:

- (a) Basement floor space.
- (b) Elevator shafts and stairwells at each floor.
- (c) Floor space used for mechanical equipment, except equipment, open or enclosed, located on the roof.
- (d) Penthouses, attic space used for human occupancy, interior balconies and mezzanines.
- (e) Enclosed porches;
- (f) Floor area devoted to accessory uses.;
- (g) Areas used for grade-level parking.

Per Sec. 28.068(4) any building over 25,000 square feet in floor area requires conditional use approval in the CC district.

**Note****Comment Date:** 09/29/2017

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.