



City of Madison Site Plan Verification

PROJECT: LNDSPR-2017-00091

Address: 111 S Livingston ST

Current Revision #: 0

Submitted by: City of Madison

Contact: Dave Schaller
(608) 243-5891
dschaller@cityofmadison.com

Project Type: Permitted Use Site Plan Review

Description: Capitol East District Parking Ramp with commercial space.

Status: Closed

Revision History: [0](#)

Review	Status	Reviewer	Reviewed
Engineering Mapping	Approved	Lori Zenchenko	Oct 10 2017
Engineering Review Main Office	Approved	Brenda Stanley	Oct 10 2017
Fire Review	Approved	William Sullivan	Sep 25 2017
Lighting Review	Approved	Frederick Rehbein	Jul 19 2017
Metro Review	Approved	Timothy Sobota	Jun 30 2017
Parks/Forestry Review	Approved	Janet Schmidt	Sep 20 2017
Traffic Engineering Review	Approved	Eric Poffenberger	Aug 31 2017
Urban Design Commission Review	Approved	Janine Glaeser	Sep 28 2017
Water Utility Review	Approved	Adam Wiederhoeft	Jul 18 2017
Zoning Review	Approved	Patrick Anderson	Sep 29 2017

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ENGINEERING**Supplement Accepted** **Comment Date:** 07/18/2017

Need notary signed maintenance agreement by owner for the underground detention tank and the bioretention basin. 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:** 07/18/2017

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:** 07/18/2017

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:** 07/18/2017

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:** 07/18/2017

A Storm Water Management Report is required for this development. Report needs to show compliance with required rate control and TSS control.

The Applicant shall submit to jbenedict@cityofmadison.com prior to plan sign-off, electronic copies of any Storm Water 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.

Supplement Accepted **Comment Date:** 07/18/2017

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:** 07/18/2017

This site has issues with soil contamination. Contact Brynn Bemis at bbemis@cityofmadison.com to discuss requirements.

Supplement Accepted **Comment Date:** 07/18/2017

This project appears to require construction dewatering and a dewatering plan shall be submitted to City Engineering as part of the Erosion Control Permit. Contact Jeff Benedict.

Supplement Accepted **Comment Date:** 07/18/2017

This project appears to require permanent dewatering. A permit to connect to the public stormwater system shall be required from City Engineering. Additionally, a permit for non-storm discharge to the storm sewer system from the City/County Health Department shall be required prior to discharge.

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This project appears to have very little room for washing of concrete trucks or removal of concrete waste/waste water onsite. Provide a detail and location for the disposal of concrete waste/waste water as part of the Erosion Control Permit.

Supplement Accepted**Comment Date:** 07/18/2017

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). 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).

Supplement Accepted**Comment Date:** 07/18/2017

All outstanding Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder (608-261-9250) 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:** 07/18/2017

The site plan shall be revised to show all existing public sanitary sewer facilities in the project area as well as the size, invert elevation, and alignment of the proposed service. (POLICY)

Supplement Accepted**Comment Date:** 07/31/2017

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. 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.

ENGINEERING MAPPING**Note****Comment Date:**

The address of the new parking ramp is 111 S Livingston St. Additional addresses and/or Suite numbers may be necessary depending on the entrance to the commercial space(s).
The site plan shall reflect a proper street address of the property as reflected by official City of Madison Assessor's and Engineering Division records.

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Supplement Accepted

Comment Date:

CSM 14589 recorded 8-22-2017

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

Supplement Accepted

Comment Date:

CAD received 10/10/2017.

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:

Update: ATC has provided a permission letter allowing the City of Madison to commence construction over the ATC facility. The document will be amended upon the as built of the final location of the ATC facilities. copy in B000301 CSM file and in Plan Vault.

The ATC easement release/grant/amendment shall be executed and recorded prior to final site plan sign off.

Supplement Accepted

Comment Date:

On revised plans

Add where the ATC underground tunnel is to be constructed on sheet C-400

Supplement Accepted

Comment Date:

On revised plans

Sheet C-200 shall show and label the lot line dimensions around the perimeter of the parking structure site that match the proposed Certified Survey Map. Also "Proposed Lot 1" shall be noted in bold text in the center of the site.

Supplement Accepted

Comment Date:

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On revised plans

All improvements to be removed as part of the site demolition plan shall not be shown on the civil site plan, grading plan or utility plan.

FIRE**Supplement Accepted****Comment Date:** 07/05/2017

Provide a site plan that clearly identifies the location of all fire lanes, fire hydrants, and hose stretches to the exterior portions of the building.

Revised plans indicate the removal of parking on one side of Livingston for aerial access and the addition of a 20-ft fire lane on the east side of the parking structure.

LIGHTING**Note****Comment Date:** 07/19/2017

Please use automatic daylight or time of day controls.

PARKS FORESTRY**Supplement Accepted****Comment Date:** 09/20/2017

All proposed street tree removals within the right of way shall be reviewed by City Forestry. Please submit an existing inventory of trees (location, species, & DBH) and a tree removal plan (in PDF format) to Brad Hofmann – bhofmann@cityofmadison.com or 266-4816. 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:** 09/20/2017

Additional street trees are needed for this project. All street tree planting locations and tree species within the right of way shall be determined by City Forestry. Please submit a site plan (in PDF format) to Brad Hofmann – bhofmann@cityofmadison.com or 266-4816. Tree planting specifications can be found in section 209 of City of Madison Standard Specifications for Public Works Construction - <http://www.cityofmadison.com/business/pw/documents/StdSpecs/2013/Part2.pdf>.

Supplement Accepted**Comment Date:** 09/20/2017

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 prior to the start of construction. 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.

TRAFFIC ENGINEERING**Supplement Accepted****Comment Date:** 07/06/2017

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

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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:** 07/06/2017

A deposit of \$1000.00 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:** 07/06/2017

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:** 07/06/2017

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 \$500.00 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 Required**Comment Date:** 07/06/2017

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:** 07/06/2017

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:** 07/06/2017

Add adjacent driveways to the site plan or sheets C200-C204. Contact the developers for the Spark/Cosmos to get driveway locations of the new site.

Supplement Accepted**Comment Date:** 07/06/2017

Include all parking lot floor sheets.

Supplement Accepted**Comment Date:** 07/06/2017

Add property lines

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What is the purpose of the gate and use on sheet 201 end of the driveway? Does it open over a neighboring property and need a cross access agreement?

Supplement Accepted**Comment Date:** 07/06/2017

"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:** 07/06/2017

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:** 07/06/2017

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:** 07/06/2017

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 Austin Scheib, (266-4768) 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.

Supplement Accepted**Comment Date:** 07/06/2017

Secure parking facility. This is usually done with continuous six (6) inch curb, timbers, preformed wheel stops, guardrail erected at a height of eighteen (18) inches or fencing of sufficient strength to act as a vehicle bumper.

Supplement Accepted**Comment Date:** 07/06/2017

All sidewalks adjacent parking stalls shall be 7' to accommodate vehicle overhang

Supplement Accepted**Comment Date:** 07/06/2017

To allow for proper pedestrian movement and prevent encroachment from irregularly parked bicycles or bicycle with trailers, it is recommended for all bicycle racks to have a 2 to 5 foot buffer from parking or pedestrian walkways.

Supplement Accepted**Comment Date:** 07/06/2017

All existing items in the public right-of-way (signs, street light poles) shall be noted on the plan.

Note**Comment Date:** 08/21/2017

Tyler Cashiering Number 609411

URBAN DESIGN COMMISSION**Supplement Accepted****Comment Date:** 07/11/2017

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The landscape plan shall be stamped by a registered landscape architect. Explain and replace the removal of the bio-retention area landscaping along the northeasterly corner and easterly side of the site . The addition of " big trees " on the site was not addressed. Explain how lighting in the parking ramp is being shrouded per UDC comments. Outside of precast and exposed concrete materials identify all building material "colors ". Signage will require further review by Zoning and Urban Design .

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

Provide art piece details and modified building elevations as part of future contract for UDC Secretary's approval

Supplement Accepted **Comment Date:** 09/28/2017

Site plan update supplement submitted for review and approval per 9/25/17 meeting with UDC staff. Fire dept. requested fire access lane on east side of building. "Pave Drain" pavers will replace landscaping trees and seed mix areas.

ZONING

Supplement Accepted **Comment Date:** 07/03/2017

Work with zoning staff to establish a compliance date with all elements of the approved site plan subject to section 28.186(4)(b), that date being September 1, 2018.

Note **Comment Date:** 07/03/2017

Signage is not a part of this review. Signage is reviewed under Chapter 31 of the City of Madison General Ordinances under a separate application.

Note **Comment Date:** 07/03/2017

Provide 3 copies of any revised plan sheet to the zoning counter and revised PDF's to this office.

Supplement Accepted **Comment Date:** 07/03/2017

Provide a stamped and signed landscape plan.

Supplement Accepted **Comment Date:** 07/03/2017

Revise plan sheet C-200 to include setbacks. As shown on C-300, 4.33' to Main Street, 7.98' to S Livingston Street.

Supplement Accepted **Comment Date:** 07/03/2017

Provide the building height on elevations plan sheet A-2.

Note **Comment Date:** 07/03/2017

Required off-street parking for the commercial space will be established at the time of building permit issuance.