



## City of Madison Site Plan Verification

**PROJECT: LNDSPR-2017-00169**

**Address:** 501 Charmany DR

**Current Revision #: 1**

**Submitted by:** University Research Park

**Contact:** UNIVERSITY RESEARCH PARK  
(608) 327-4423

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

**Description:** EXACT SCIENCES - ADDITION

**Status:** Closed

**Revision History:** [0](#) [1](#)

Review	Status	Reviewer	Reviewed
Architectural Review	Approved	<a href="#">Patrick Anderson</a>	Mar 20 2018
Engineering Mapping	Approved	<a href="#">Lori Zenchenko</a>	Aug 6 2018
Engineering Review Main Office	Approved	<a href="#">Megan Eberhardt</a>	Aug 13 2018
Fire Review	Approved	<a href="#">William Sullivan</a>	Jun 5 2018
Lighting Review	Approved	<a href="#">Harry Sulzer</a>	Mar 20 2018
Traffic Engineering Review	Approved	<a href="#">Timothy Stella</a>	Aug 16 2018
Zoning Review	Approved	<a href="#">Patrick Anderson</a>	Mar 29 2018

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**ENGINEERING****Supplement Accepted****Comment Date:** 03/27/2018

The construction of this project will require that the applicant shall enter into a City / Developer agreement for the required infrastructure improvements. The applicant shall contact City Engineering to set up a scheduling meeting to discuss the development of the public improvement plans and the required agreement. The City Engineer will not sign off on this project without the agreement executed by the developer and City of Madison. Obtaining a developer's agreement generally takes 6-8 weeks at a minimum to draft, review, and execute.

**Supplement Accepted****Comment Date:** 03/27/2018

The approval of this zoning approval does not include the approval of the changes to roadways, sidewalks or utilities. The applicant shall obtain separate approval by the Board of Public Works and the Common Council for the restoration of the public right of way including any changes requested by developer. The City Engineer shall complete the final plans for the restoration with input from the developer.

**Supplement Accepted****Comment Date:** 03/27/2018

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. Submit CAD file(s) of the survey and grading plan to John Sapp at jsapp@cityofmadison.com for review and entrance grade approval.

**Supplement Accepted****Comment Date:** 03/27/2018

The Applicant shall make improvements to Whitney Way & Charmany Dr in order to facilitate ingress and egress to the development as required by the City Engineer.

**Supplement Accepted****Comment Date:** 03/27/2018

The Applicant shall make improvements to New Road being proposed connecting Charmany Dr & Whitney Way. The improvements shall consist of New Street and Sidewalk Construction as required by City Engineer as well as any necessary public utility improvements.

**Supplement Accepted****Comment Date:** 03/27/2018

(Per MMSD current amount due is \$8,425.32 at 2018 rates) 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.

**Supplement Accepted****Comment Date:** 03/27/2018

(Submit exhibit of encroachment area, list of encroachments, and \$500 Real Estate Processing Fee. Contact Jeff Quamme 608-266-4097 with any questions regarding submittal requirements for the encroachment agreement. TNT 6-6-18) There is a City sanitary sewer easement immediately east of the proposed building. Any permanent improvements within the City sanitary sewer agreement will require an encroachment agreement with the City.

**Supplement Accepted****Comment Date:** 03/27/2018

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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>. Weekly self-inspection and reporting of the erosion control practices to the City of Madison website will be required as a condition of the permit. This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in a TMDL ZONE. The project will be expected to meet a higher standard of erosion control than the minimum standards set by the WDNR in order to comply with TMDL limits. Questions regarding erosion control permitting requirements can be sent to Megan at [meberhardt@cityofmadison.com](mailto:meberhardt@cityofmadison.com).

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**Supplement Accepted****Comment Date:** 03/27/2018

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.

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**Supplement Accepted****Comment Date:** 03/27/2018

This project appears to require construction dewatering. A dewatering plan shall be submitted to City Engineering as part of the Erosion Control Permit application and plan. If contaminated soil or groundwater conditions exist on or adjacent to this project additional WDNR, Public Health, and/or City Engineering approvals may be required prior to the issuance of the required Erosion Control Permit.

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**Supplement Accepted****Comment Date:** 03/27/2018

This project will require a concrete management plan as part of the erosion control plan to be reviewed and approved by the City Engineer's Office.

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**Supplement Accepted****Comment Date:** 03/27/2018

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).

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**Supplement Accepted****Comment Date:** 03/27/2018

The area served by trench drain TD-1 slopes toward the building. Provide storm sewer sizing calculations that the trench drain and storm sewer system provide capacity through the 100-yr 24-hour design storm without letting stormwater runoff enter the building at this location. Provide additional detail as needed.

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It is City Engineering's understanding that the plan is to route water from the Westside of the UW Research Park to the Eastside of the UW and then to modify the outlet structure to allow the ponds on the Eastside to accommodate the TSS control and the infiltration requirements. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to meet the following:

Detain the 1, 2, 10 -year storm events, matching post development rates to predevelopment rates. Alternatively, this project must show that it will stay within the plat parameters of 64% or less impervious area with 40% or more unconnected impervious area (Composite CN=85) in order to meet the detention requirement with the existing plat basins.

Reduce TSS by 80% off of the proposed development when compared with the existing site.

Provide infiltration in accordance with Chapter 37 of the Madison General Ordinances.

Provide oil/grease control in accordance with Chapter 37 of the Madison General Ordinances.

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**Supplement Accepted****Comment Date:** 03/27/2018

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.

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**Supplement Accepted****Comment Date:** 03/27/2018

The Applicant shall submit 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.

Files can be emailed to Megan Eberhardt at [Meberhardt@cityofmadison.com](mailto:Meberhardt@cityofmadison.com) or submitted on CD to City Engineering.

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The applicant shall submit, prior to plan sign-off but after all revisions have been completed, digital PDF files to the Engineering Division. The digital copies shall be to scale, and shall have a scale bar on the plan set.

PDF submittals shall contain the following information:

- 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
- j) Stormwater Management Facilities
- k) Detail drawings associated with Stormwater Management Facilities (including if applicable planting plans).

PDF files can be emailed to Tim Troester at [ttroester@cityofmadison.com](mailto:ttroester@cityofmadison.com) or submitted on CD to City Engineering.

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**Supplement Accepted****Comment Date:** 03/27/2018

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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**Supplement Accepted****Comment Date:** 03/27/2018

(Call out sanitary structures that require adjustment on the plans and provide proposed new rim elevations. Note that adjustment shall be per the City issued plans Project No. 11847.) Applicant will be required to adjust manholes east of the building in the sanitary easement with barrel sections. The total number of adjust rings shall not excess 12" of adjustment. All adjustment work will be completed by a City R.O.W. licensed contractor and completed in accordance with the City of Madison Standard Specifications for Public Works Construction.

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**Note****Comment Date:** 03/27/2018

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.

**Note****Comment Date:** 03/27/2018

All work in the public right-of-way or on the city sanitary sewer in the easement shall be performed by a City licensed contractor.

**Note****Comment Date:** 03/27/2018

All damage to street pavement adjacent to this development shall be restored in accordance with the City of Madison's Pavement Patching Criteria. For additional information please see the following link:  
<http://www.cityofmadison.com/engineering/patchingCriteria.cfm>

**Supplement Accepted****Comment Date:** 03/27/2018

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.

**ENGINEERING MAPPING****Supplement Accepted****Comment Date:**

Header on Sheet G0-00 states Project Address: 510 Charmany Drive, Suite 250, Madison WI 53719. On the G0-00 title sheet, Project location map states 501 Charmany Drive # 250. Remove the # 250. Additionally the project name and project box located at the upper right corner of several sheets also call out the office park owners address and not the actual site/project address. Remove all references that the project address is 510 Charmany Dr and 510 Charmany Dr Suite 250. This project site is currently addressed as 501 Charmany Dr. 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.

**Supplement Accepted****Comment Date:** 06/01/2018

5/30/2018: Proposed Street name is Endeavor Lane. Update all appropriate sheets accordingly. Remove all references to a proposed street called Innovation Drive. That street name is not acceptable and not approved as there already is a street by that name. Submit street name suggestions to Lori Zenchenko for review and approval.

([Lzenchenko@cityofmadison.com](mailto:Lzenchenko@cityofmadison.com))

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.

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

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CAD received 8/6/2018.

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.

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

The site plans shall show and label the proposed Lot lines from the pending Certified Survey Map application.

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

Watermain release exhibits and fee received 6-15-2018.

The utility easement has been released and the new watermain easement area has been placed on the CSM for granting the new easement area. Also provide exhibits for the sidewalk to encroach onto the UWRP parcel to the north.

The water main easement per Document No. 1409797 is shown incorrectly and the correct location per that document does not encompass the current location of the watermain. Applicant shall work with Jeff Quamme (266-4097 or jrquamme@cityofmadison.com) to release the existing watermain easement and also the electric easement per Doc No 1409797. A new 20' wide water main easement encompassing the existing public watermain crossing this site shall be granted by the pending Certified Survey Map.

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

CSM 14834 recorded 6/19/2018 as Document 5418722.

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

The pending Certified Survey Map shall grant Public Sidewalk Easements along the westerly side of this site if any of the proposed public sidewalk meanders beyond the sidewalk easement per Document No. 3008952.

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**Note****Comment Date:**



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The stone monument column proposed in the southeasterly corner of the site is in a public utility easement. Applicant is responsible to coordinate with the affected utilities prior to construction to obtain permission to install the improvement within the easement of record.

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

Coordinated with Tim Troester of Engineering as part of Developer Agreement.

The owner shall enter into a maintenance agreement for the medians, landscaping and hardscape proposed within the adjacent public right of ways.

**FIRE****Note****Comment Date:** 06/05/2018

No details on what is actually being proposed to be built for a structure has been provided. Other than constructing a new street, the detail as it relates to a building addition and the necessary fire access and compliance with building & fire codes is non-existent. Additional comments may be warranted as MFD learns the additional details of the building to be constructed.

**Supplement Accepted****Comment Date:** 06/05/2018

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. MGO 34.503/IFC 503 Appendix D105, Provide an aerial apparatus access fire lane that is at least 26-feet wide, if any part of the building is over 30 feet in height. The near edge of the aerial fire lane shall be within 30-feet and not closer than 15 feet from the structure, and parallel to one entire side. The aerial fire lane shall cover not less than 25% of the building perimeter.
- c. 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.
- d. 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.
- e. Aerial fire lanes shall be free from overhead obstructions. Obstructions shall not be located between the building and an aerial fire lane. Alternative measures to allow obstructions may include specific tree selection and placement; increased fire protection systems; and/or increased building fire resistance. Alternatives must be approved by MFD prior to site plan approval.
- f. Provide a minimum unobstructed width of 26-feet for at least 20-feet on each side of the fire hydrant.
- g. Fire lanes shall be constructed of concrete or asphalt only, and designed to support a minimum load of 75 psi.
- h. Where there is a change in the direction of a fire lane, the minimum inside turning radius shall be at least 28-feet.
- i. Provide a fire lane with the minimum clear unobstructed width of 20-feet.

Per revised sheet C1-05

**TRAFFIC ENGINEERING****Supplement Accepted****Comment Date:** 03/26/2018

The applicant shall work with Traffic Engineering and Engineering on the final geometry for the Right-of-Way linking Charmany and S Whitney. This will be done prior to final sign-off for 501 Charmany Dr as there are on-site elements relating to the new ROW which may need to be altered once final geometry is set.

**ZONING****Note****Comment Date:** 02/06/2018

Provide three copies of all revised plan sheets.



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<b>Supplement Accepted</b>	<b>Comment Date:</b> 02/06/2018
Provide a site plan calling out lot dimensions and setbacks to be consistent with all plan sheets. Submitted plans dated 3/5/18 show it on .	
<b>Supplement Accepted</b>	<b>Comment Date:</b> 02/06/2018
Provide detailed floor plans. Submitted plans only show the shell, additional zoning review shall be required at the time of the building permit applications for the build out of said shell.	
<b>Supplement Accepted</b>	<b>Comment Date:</b> 03/20/2018
Provide elevation plans of all facades. Final elevation shall not exceed 68 feet.	
<b>Supplement Accepted</b>	<b>Comment Date:</b> 02/06/2018
Provide detailed landscape plans signed and dated by a registered landscape architect. Interior landscape islands shall be provided at least every 12 contiguous stalls, an adjustment shall be made to the east side of the proposed development.	
<b>Supplement Accepted</b>	<b>Comment Date:</b> 02/06/2018
Provide and call out 3 - 10'x50' loading spaces, include details on screening from street view.	
<b>Supplement Accepted</b>	<b>Comment Date:</b> 02/06/2018
Provide a signed approval letter from the University Research Park Design Review Committee.	
<b>Supplement Accepted</b>	<b>Comment Date:</b> 02/06/2018
Provide details of bike racks to be installed.	
<b>Note</b>	<b>Comment Date:</b> 03/29/2018
Off street parking requirements will be reviewed at the time of building permit reviews for the white box to final plan.	
<b>Note</b>	<b>Comment Date:</b> 02/07/2018
off street parking is driven by the number of employee's. Provide the total number of employees on site at any given time. Bicycle parking is 1 stall per 5 employee's. Based on 500 employee's, 100 bicycle stalls shall be required.	
<b>Supplement Accepted</b>	<b>Comment Date:</b> 02/09/2018
A bicycle stall shall be 2 feet x 6 feet with a 5 foot access aisle, call out and dimension all proposed stalls to be shown on site plan and any other associated plans. Provide detail of the bike rack to be installed. This review shall be revisited during the building permit review, white box to final build out.	
<b>Note</b>	<b>Comment Date:</b> 03/22/2018
All rooftop mechanicals shall be placed in the mechanical penthouse.	
<b>Supplement Accepted</b>	<b>Comment Date:</b> 03/22/2018
Provide a compliance date with all the elements of the approved site plan subject to 28.186(4)(b). 12/30/2019 being that date.	