



City of Madison Site Plan Verification

PROJECT: LNDSPR-2018-00015

Address: 5404 Voges RD

Current Revision #: 0

Submitted by: TJK Design Build

Contact: John Bieno
(608) 257-1090
jjbieno@tjkdesignbuild.com

Project Type: Permitted Use Site Plan Review

Description: Construct new Office/Warehouse

Status: Closed

Revision History: [0](#)

Review	Status	Reviewer	Reviewed
Engineering Mapping	Approved	Jeffrey Quamme	Oct 9 2018
Engineering Review Main Office	Approved	Brenda Stanley	Oct 16 2018
Fire Review	Approved	William Sullivan	Mar 27 2018
Lighting Review	Approved	Harry Sulzer	Mar 30 2018
Recycling Coordinator	Approved	Bryan Johnson	Mar 27 2018
Traffic Engineering Review	Approved	Eric Poffenberger	Sep 18 2018
Water Utility Review	Approved	Adam Wiederhoeft	Apr 2 2018
Zoning Review	Approved	Patrick Anderson	Sep 11 2018

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ENGINEERING

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

This property has deferred assessments that will be due prior to site plan approval.

<http://www.cityofmadison.com/assessor>

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

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:** 03/03/2018

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.

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

In lieu of a developer agreement, the applicant shall obtain a Street Excavation Permit for the installation of sidewalk adjacent to this project. Applicant shall also provide a deposit on \$9,500.00 for sidewalk installation. The deposit will be returned to the applicant upon completion and acceptance of work by City Engineering.

Supplement Accepted**Comment Date:** 03/24/2018

A sidewalk plan stamped by a Professional Engineer shall be provided to Engineering for review. The approved stamped plan shall be included with the Street Excavation Permit.

Supplement Accepted**Comment Date:** 03/24/2018

Need notary signed maintenance agreement by owner for the bioretention basin and retention pond. This agreement shall replace the existing agreement #5106589. 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.

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jjbieno@tjkdesignbuild.com**Project Type:** Permitted Use Site Plan Review**Description:** Construct new Office/Warehouse**Status:** Closed**Revision History:** [0](#)**Supplement Accepted****Comment Date: 03/27/2018**

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: 03/27/2018**

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: 03/27/2018**

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: 03/27/2018**

A Storm Water Management Report is required for this development. Report needs to show compliance with required rate control, TSS control & oil/grease 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. Contact Jeff Benedict.

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

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: 03/27/2018**

This project will likely 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: 03/27/2018**

This project will need to address 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. Contact Jeff Benedict.

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

Applicant shall provide proof of septic system abandonment from Public Health- Madison and Dane County as a condition of plan approval. Septic System abandonment application is available online at <http://www.publichealthmdc.com/environmental/septage/>

Supplement Accepted**Comment Date: 03/28/2018**

Any outstanding Madison Metropolitan Sewerage District (MMSD) and/or City of Madison sanitary sewer connection charges are due and payable prior to plan approval. Contact: Mark Moder, mmoder@cityofmadison.com

Supplement Accepted**Comment Date: 03/28/2018**

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If the sanitary sewer will connect to the neighboring lot, a recorded private easement will be required. If the sewer will connect to the public sewer, a Permit to Excavate in the right of way will be required.

ENGINEERING MAPPING

Supplement Accepted **Comment Date:**

CAD received 4/16/2018.

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.

Supplement Accepted **Comment Date:**

plan received 2018-10-9

The site plan shall show and label the 30' wide Driveway Access easement per CSM No. 13840, Doc No. 5106312. Applicant shall also provide, per the note on the CSM, the required separate document addressing the conditions for construction, maintenance and use of the easement. This was a condition of approval for the CSM that was to be provided subsequent to the recording of the CSM.

Supplement Accepted **Comment Date:**

Doc No 5446152

This parcel and the parcel adjacent to the west are inter-dependent upon one another for storm water management. A recorded copy of the agreement shall be provided for the rights and responsibilities of all lot owners. Said agreement shall be reviewed prior to recording.

FIRE

Note **Comment Date:** 03/09/2018

Applicant shall obtain approval from Water Utility regarding the proposed fire hydrant location and valve arrangement. The need for a private fire hydrant does not supersede Water Utility's standards.

TRAFFIC ENGINEERING

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Supplement Accepted**Comment Date: 03/06/2018**

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

Supplement Accepted**Comment Date: 03/06/2018**

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

Supplement Required**Comment Date: 03/06/2018**

A deposit of \$(TBD)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: 03/06/2018**

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: 03/06/2018**

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: 03/06/2018**

"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: 03/06/2018**

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

Supplement Accepted**Comment Date: 03/06/2018**

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

Supplement Accepted**Comment Date: 03/06/2018**

Applicant will provide a copy of the cross access agreement. Email a copy to epoffenberger@cityofmadison.com

Supplement Accepted**Comment Date: 03/06/2018**

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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: 03/06/2018**

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. Dimension all bike parking on the site plan.

WATER UTILITY

Note **Comment Date: 04/02/2018**

A Water Service Application Form and fees must be submitted before connecting to the existing water system. Provide at least two working days notice between the application submittal and the requested installation or inspection appointment. Application materials are available on the Water Utility's Plumbers & Contractors website (<http://www.cityofmadison.com/water/plumberscontractors>), otherwise they may be obtained from the Water Utility Main Office at 119 E Olin Ave. A licensed plumber signature is required on all water service applications. For new or replacement services, the property owner or authorized agent is also required to sign the application. A Water Meter Application Form will subsequently be required to size & obtain a water meter establish a Water Utility customer account and/or establish a Water Utility fire service account. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.

ZONING

Supplement Accepted **Comment Date: 03/01/2018**

Work with zoning staff to establish a compliance date with all the elements of the approved site plan pursuant to section 28.186(4)(b). April 15, 2019 being that date

Note **Comment Date: 03/01/2018**

Provide three hard copies of any revised plan sheet.

Supplement Accepted **Comment Date: 03/01/2018**

Provide a roof plan calling out the mechanicals and details of the required screening subject to 28.142 (9)(d).

Supplement Accepted **Comment Date: 03/01/2018**

Provide details of refuse operations. If outside include screening details on all four (4) sides, (including a gate for access) by a solid commercial-grade wood fence, wall or equivalent material with a minimum height of six (6) feet and not greater than eight (8) feet. Call out on plan the refuse operation will be shared.

Supplement Accepted **Comment Date: 03/01/2018**

Provide a site plan drawn to scale showing the entire site fully dimensioned.

Supplement Accepted **Comment Date: 03/01/2018**

Final landscape plans shall be stamped and signed by a registered landscape architect.

Supplement Accepted **Comment Date: 03/01/2018**

Plan sheet # C-1.7 is labeled as a proposed Trane site? Revised all plan sheets to be consistent with project.

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Development frontage landscaping section 28.142 (5) does not appear to be met.

Supplement Accepted**Comment Date:** 03/01/2018

Foundation plantings shall be installed along building facades, except where building facades directly abut the sidewalk, plaza or other hardscape features. Foundation plantings shall consist primarily of scrubs, perennials, and native grasses. Stone mulch is not a acceptable material.

Note**Comment Date:** 03/01/2018

The submitted plan shows 31 off street vehicle parking stalls, the maximum number for this development is 32.