



City of Madison Site Plan Verification

PROJECT: LNDSPR-2018-00042

Address: 1702 Pankratz ST

Current Revision #: 0

Submitted by: Sullivan Design Build

Contact: Jim Triatik
(608) 257-2289
jim@sullivananddesignbuild.com

Project Type: Permitted Use Site Plan Review

Description: New 17,000 sq. ft. office building

Status: Closed

Revision History: [0](#)

Review	Status	Reviewer	Reviewed
Engineering Mapping	Approved	Jeffrey Quamme	Aug 28 2018
Engineering Review Main Office	Approved	Brenda Stanley	Aug 8 2018
Fire Review	Approved	William Sullivan	May 29 2018
Lighting Review	Approved	Steve Rewey	Jul 27 2018
Traffic Engineering Review	Approved	Timothy Stella	Jun 25 2018
Urban Design Commission Review	Approved	Janine Glaeser	Jul 13 2018
Zoning Review	Approved	Jacob Moskowitz	Jul 5 2018

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ENGINEERING**Supplement Accepted** **Comment Date:** 05/14/2018

Need notary signed maintenance agreement by owner for the bioretention basin and rock trench. 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:** 05/14/2018

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:** 05/14/2018

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:** 05/14/2018

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:** 05/14/2018

A Storm Water Management Report is required for this development. Report needs to show compliance with required TSS control, oil/grease control and infiltration.
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:** 05/14/2018

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:** 05/14/2018

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:** 05/14/2018

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:** 06/01/2018

This property is within the Truax Landfill zone of concern and is subject to the building code requirements outlined in Section 29.20(b). Provide proof of compliance to Brynn Bemis at bbemis@cityofmadison.com or 608.267.1986.

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Supplement Required**Comment Date:** 06/02/2018

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 Required**Comment Date:** 06/02/2018

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:** 06/02/2018

Real Estate Project No 11678 set up for easement creation.

The applicant shall maintain access to the public sanitary sewer located in the Sanitary Sewer Easement for required maintenance. The City recommends moving the bio-basin out of sanitary sewer easement. Contact Mark Moder at 261-9250.

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

All damage to the pavement on Pankratz Street, 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> (POLICY)

Note**Comment Date:** 07/27/2018

Prior to beginning construction, the Applicant shall obtain a Street Excavation permit for the installation of utilities required to serve this project. The Applicant shall pay the permit fee, inspection fee and street degradation fee as applicable and shall comply with all the conditions of the permit. (MGO 10.05(6)) This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>

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

Provide building on leased land agreement / document.

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Supplement Accepted**Comment Date:**

CAD received 6/1/2018.

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:**

Doc No. 5436927

Provide a recorded amendment to the Declaration of Reciprocal Easements per Document No. 4893392. The Lot 46 easement area is being modified with this plan and the area described and mapped in the current document requires amendment.

Supplement Accepted**Comment Date:**

Real Estate project 11664 Set up.

The Public Sidewalk Easement area per Doc No. 5210510 and Amendment per Doc. No. 5253707 requires another amendment with the proposed modifications to the location of the public walk. Also, additional easement area is needed to include the public sidewalk over the southwesterly corner of this site. Applicant shall provide map exhibits and legal descriptions of the portions of the easement to be released and added. Provide this information to Jeff Quamme (jrquamme@cityofmadison.com) for review. Upon approval he will set up the Real Estate project to administer the amendment to the public walk easement.

Supplement Accepted**Comment Date:**

Real Estate project 11677 set up.

A consent to Occupy Easement agreement is required for the Bio-Retention Basin that is within the Public Storm and Sanitary Easements per Doc No. 3268680 and the plat of 2nd Addition to Truax Air Park West. Provide a map exhibit and \$500 administrative fee and coordinate with Jeff Quamme to administer the agreement. (jrquamme@cityofmadison.com)

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Supplement Accepted**Comment Date:** 05/18/2018

Provide a turnaround for dead end fire lanes that exceed 150-ft (300-ft if fire lane has no turns).
Per Revised Sheet C400 dated 5-29-18.

Supplement Accepted**Comment Date:** 05/18/2018

Fire lanes shall be 26-ft wide for 20-ft on both sides of a fire hydrant.
Per Revised Sheet C400 dated 5-29-18.

Supplement Accepted**Comment Date:** 05/18/2018

Fire lanes shall be within 150-ft (250-ft w/ sprinkler protection). Document hose lays along walkable paths to the exterior portions of the building.
Per Revised Sheet C400 dated 5-29-18.

TRAFFIC ENGINEERING**Supplement Accepted****Comment Date:** 05/03/2018

Provide a revised electronic copy of the site plan, .pdf preferred, e-mail plan to Tim Stella - tstella@cityofmadison.com

Supplement Accepted**Comment Date:** 05/03/2018

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; ADA/striped stall dimensions; secured parking facility; sidewalk dimensions; drive aisle dimensions; bike stall dimensions and detail; underground parking dimensions; semitrailer movement and vehicle routes; dimensions of radii; and percent of slope.

Supplement Accepted**Comment Date:** 05/03/2018

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 any time per the recommendation/plan of Traffic Engineering and City Engineering Departments.

Supplement Accepted**Comment Date:** 05/03/2018

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:** 05/03/2018

Applicant shall provide a copy of all cross access agreements. Email to tstella@cityofmadison.com

URBAN DESIGN COMMISSION**Supplement Accepted****Comment Date:** 05/09/2018

Project is located in a UDD 4 and required UDC approval. Project is scheduled to go before UDC on 6/6/2018.

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Supplement Accepted

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Per UDC 6/6/18 Approval Conditions: Landscape plan must be coordinated with the lighting plan for the addition of canopy trees and that bark mulch must be used in all planting areas, including tree islands.

ZONING

Note

Comment Date: 08/29/2018

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 plan by 6/1/19, as established by the Zoning Administrator.