



City of Madison Site Plan Verification

PROJECT: LNDSPR-2018-00071

Address: 5303 Wayne TER

Current Revision #: 0

Submitted by: Architectural Design Consultation, Inc.

Contact: Bradley Servin
(608) 254-6181
b.servin@adcidesign.com

Project Type: Permitted Use Site Plan Review

Description: Final sign-off for Conditional Use approval to build a new auto collision repair facility and minor alteration to revised building plan

Status: Agency Reviews in Process

Revision History: [0](#)

Review	Status	Reviewer	Reviewed
Engineering Mapping	Add'l Info Req'd	Jeffrey Quamme	Jun 21 2018
Engineering Review Main Office	Add'l Info Req'd	Brenda Stanley	Jun 26 2018
Fire Review	Add'l Info Req'd	William Sullivan	Jun 15 2018
Lighting Review	Pending	-	N/A
Planning Review	Pending	-	N/A
Traffic Engineering Review	Add'l Info Req'd	Timothy Stella	Jun 15 2018
Zoning Review	Add'l Info Req'd	Jenny Kirchgatter	Aug 1 2018

Submitted by: Architectural Design Consultation, Inc.

Contact: Bradley Servin
(608) 254-6181
b.servin@adcidesign.com

Project Type: Permitted Use Site Plan Review

Description: Final sign-off for Conditional Use approval to build a new auto collision repair facility and minor alteration to revised building plan

Status: Agency Reviews in Process

Revision History: [0](#)

ENGINEERING

Supplement Required**Comment Date:** 06/22/2018

Need notary signed maintenance agreement by owner for the bmp's to meet the TSS (TMDL) and oil/grease control requirement. Contact Daniel Olivares (daolivares@cityofmadison.com) 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 Daniel Olivares (daolivares@cityofmadison.com).

Supplement Required**Comment Date:** 06/22/2018

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 Daniel Olivares (daolivares@cityofmadison.com), City Engineering, for approval.

Supplement Required**Comment Date:** 06/22/2018

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 Daniel Olivares (daolivares@cityofmadison.com) at City Engineering.

Supplement Required**Comment Date:** 06/22/2018

This site will require a Storm Water Management Permit. Please submit the Storm Water Management Permit Application (and associated fee) to Daniel Olivares (daolivares@cityofmadison.com), City Engineering, for approval.

Supplement Required**Comment Date:** 06/22/2018

A Storm Water Management Report is required for this development. Report needs to show compliance with required TSS control and oil/grease control. The Applicant shall submit to Daniel Olivares (daolivares@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 Daniel Olivares (daolivares@cityofmadison.com).

Supplement Required**Comment Date:** 06/22/2018

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 Daniel Olivares (daolivares@cityofmadison.com).

Supplement Required**Comment Date:** 06/22/2018

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 Daniel Olivares (daolivares@cityofmadison.com).

Supplement Required**Comment Date:** 06/22/2018

Submitted by: Architectural Design Consultation, Inc.

Contact: Bradley Servin
(608) 254-6181
b.servin@adcidesign.com

Project Type: Permitted Use Site Plan Review

Description: Final sign-off for Conditional Use approval to build a new auto collision repair facility and minor alteration to revised building plan

Status: Agency Reviews in Process

Revision History: [0](#)

The sanitary lateral connection on sheet C106 is in a different location than shown on plans issued by the City of Madison with Project 11444. Either the site plan needs to be updated to match Project 11444 or a revision needs to be issued with the City plans. bstanley@cityofmadison.com

Supplement Required**Comment Date:** 06/26/2018

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:** 06/26/2018

The Applicant shall submit prior to sign-off, but after all revisions are completed, digital PDF files to the Engineering Division (attention: Brenda Stanley, email: bstanley@cityofmadison.com). 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) 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)

ENGINEERING MAPPING

Supplement Required**Comment Date:**

Submitted by: Architectural Design Consultation, Inc.

Contact: Bradley Servin
(608) 254-6181
b.servin@adcidesign.com

Project Type: Permitted Use Site Plan Review

Description: Final sign-off for Conditional Use approval to build a new auto collision repair facility and minor alteration to revised building plan

Status: Agency Reviews in Process

Revision History: [0](#)

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 Required	Comment Date:
The two lots affected by this application are intended to be considered separate site lots. The applicant shall record the Declaration of Drainage Easement, Access Easement and Utility Easement that was required for the Conditional Use prior to sign off for this site.	

FIRE

Supplement Required	Comment Date: 06/15/2018
Provide a fire access plan.	

TRAFFIC ENGINEERING

Supplement Required	Comment Date: 06/15/2018
Provide a revised electronic copy of the site plan, .pdf preferred, e-mail plan to Tim Stella - tstella@cityofmadison.com	

Supplement Required	Comment Date: 06/15/2018
----------------------------	---------------------------------

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 Required	Comment Date: 06/15/2018
----------------------------	---------------------------------

Submitted by: Architectural Design Consultation, Inc.**Contact:** Bradley Servin
(608) 254-6181
b.servin@adcidesign.com**Project Type:** Permitted Use Site Plan Review**Description:** Final sign-off for Conditional Use approval to build a new auto collision repair facility and minor alteration to revised building plan**Status:** Agency Reviews in Process**Revision History:** [0](#)

A deposit of \$(TBD) 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 Tim Stella, Traffic Engineering Department, 215 Martin Luther King Jr. Blvd; Suite 109, P.O. Box 2986, Madison, Wisconsin 53703-2986.

Supplement Required**Comment Date:** 06/15/2018

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 Tim Stella, Traffic Engineering Department, 215 Martin Luther King Jr. Blvd; Suite 109, P.O. Box 2986, Madison, Wisconsin 53703-2986.

Supplement Required**Comment Date:** 06/15/2018

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 Required**Comment Date:** 06/15/2018

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 Required**Comment Date:** 06/15/2018

Dimensions of the driveways shall be noted on the plan including the width of driveway and width of driveway flares or curb cut. Make note if the driveways are existing or proposed.

Supplement Required**Comment Date:** 06/15/2018

One way operation of the site shall be secured by placing a "One Way" sign at the entrance and a "Do Not Enter" sign at the Exit.

Supplement Required**Comment Date:** 06/15/2018

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. Alternatively, use "Small Vehicles" parking design standards 10.08(6)(b)3 items S = 8.5", L = 16", E = 22' & F = 18' where all parking shall be clearly identified and properly controlled for use by only such vehicles.

Supplement Required**Comment Date:** 06/15/2018

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

Supplement Required**Comment Date:** 06/15/2018

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.

ZONING**Supplement Required****Comment Date:** 08/01/2018

Submit a signed copy of the Plan Commission approval letter acknowledging the conditions of approval.

Submitted by: Architectural Design Consultation, Inc.**Contact:** Bradley Servin
(608) 254-6181
b.servin@adcidesign.com**Project Type:** Permitted Use Site Plan Review**Description:** Final sign-off for Conditional Use approval to build a new auto collision repair facility and minor alteration to revised building plan**Status:** Agency Reviews in Process**Revision History:** [0](#)**Supplement Required****Comment Date: 08/01/2018**

Submit the information required to determine the maximum parking requirement and the amount of parking in excess of the maximum that the applicant is requesting. Submit the following information for both the existing and proposed auto body shop: number of service bays; square footage of the floor area excluding the service bays.

Note**Comment Date: 08/01/2018**

This approval is subject to the supplemental requirements in MGO Section 28.151 for auto body shops and outdoor storage.

Supplement Required**Comment Date: 08/01/2018**

Provide the calculation and a detail of lot coverage for the entire zoning lot. The maximum lot coverage is 85% of the zoning lot. Lot coverage is the total area of all buildings measured at grade and all paved areas as a percentage of the total area of the lot, with the exception of sidewalks or paved paths no wider than five (5) feet, pervious pavement, green roofs and decks.

Supplement Required**Comment Date: 08/01/2018**

Identify and provide a count for the various parking lot areas on the site plan (i.e. customer parking, employee parking, temporary vehicle storage).

Supplement Required**Comment Date: 08/01/2018**

Provide a detail of the screening for the outdoor storage area. Outdoor storage areas shall be screened with a building wall or solid, commercial-grade wood fence, wall, year-round hedge, or equivalent material, with a minimum height of six (6) feet and not greater than eight (8) feet.

Supplement Required**Comment Date: 08/01/2018**

Bicycle parking shall comply with City of Madison General Ordinances Table 28I-3 (General Regulations) and Section 28.141(11). Provide the minimum number of required bicycle parking stalls in a safe and convenient location on an impervious surface to be shown on the final plan. A minimum of one (1) bicycle stall is required per five (5) employees (2 bicycle stalls minimum). NOTE: A bike-parking stall is two feet by six feet with a five-foot access area. Submit a detail showing the model of bike rack to be installed.

Supplement Required**Comment Date: 08/01/2018**

Submit the landscape plan and landscape worksheet stamped by the 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 Required**Comment Date: 08/01/2018**

Exterior lighting provided shall be in accordance with City of Madison General Ordinances Section 10.085. Provide an exterior lighting plan and fixture cut sheets with the final plan submittal.

Supplement Required**Comment Date: 08/01/2018**

Provide details showing that the primary street façade meets the door and window opening requirements of Section 28.060(2)(d). For nonresidential uses at ground floor level, windows and doors or other openings shall comprise at least sixty percent (60%) of the length and at least forty percent (40%) of the area of the ground floor of the primary street facade. At least fifty percent (50%) of windows on the primary street facade shall have the lower sill within three (3) feet of grade.

Supplement Required**Comment Date: 08/01/2018**

Submitted by: Architectural Design Consultation, Inc.**Contact:** Bradley Servin
(608) 254-6181
b.servin@adcidesign.com**Project Type:** Permitted Use Site Plan Review**Description:** Final sign-off for Conditional Use approval to build a new auto collision repair facility and minor alteration to revised building plan**Status:** Agency Reviews in Process**Revision History:** [0](#)

Submit a rooftop plan showing the location of any proposed rooftop mechanical equipment and screening. All rooftop equipment shall be screened from view from adjacent streets and public rights-of-way per Sections 28.060(2)(f) and 28.142(9)(d). Screens shall be of durable, permanent materials that are compatible with the primary building materials.

Supplement Required**Comment Date:** 08/01/2018

Show the refuse disposal area on the site plan. All developments, except single family and two family developments, shall provide a refuse disposal area. If the refuse disposal area is located outside the building, it shall be screened on 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. Submit a detail of the trash enclosure if provided outside the building.

Supplement Required**Comment Date:** 08/01/2018

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 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.

Note**Comment Date:** 08/01/2018

Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.