



City of Madison Site Plan Verification

PROJECT: LNDSPR-2018-00084

Address: 319 Yard DR

Current Revision #: 0

Submitted by: Snyder & Associates

Contact: Scott Anderson
608-838-0444 X238

Project Type: Permitted Use Site Plan Review

Description: Parking lot addition

Status: Closed

Revision History: [0](#)

Review	Status	Reviewer	Reviewed
Architectural Review	Approved	Patrick Anderson	Jul 11 2018
Engineering Mapping	Approved	Jeffrey Quamme	Aug 15 2018
Engineering Review Main Office	Approved	Megan Eberhardt	Aug 3 2018
Fire Review	Approved	William Sullivan	Jul 2 2018
Lighting Review	Approved	Steve Rewey	Jul 23 2018
Traffic Engineering Review	Approved	Timothy Stella	Jul 9 2018
Zoning Review	Approved	Patrick Anderson	Sep 7 2018

Submitted by: Snyder & Associates**Contact:** Scott Anderson
608-838-0444 X238**Project Type:** Permitted Use Site Plan Review**Description:** Parking lot addition**Status:** Closed**Revision History:** [0](#)**ENGINEERING****Supplement Accepted****Comment Date:** 07/09/2018

Reconfigure layout of the proposed 15-inch HDPE storm sewer pipe so it does not run longitudinally within the public stormwater easement. This run of private pipe should be contained on private property to the maximum extent possible and discharge at the existing roof drain discharge location. For the sections of the pipe that must remain within the stormwater easement provide profile of the pipe showing the proposed cover over the pipe. Cover shall be sufficient to protect the pipe from washout. Include language in the Stormwater Maintenance Agreement for the maintenance of any pipe with the easement. If any of the pipe is approved to remain at a longitudinal position a Consent to Occupy Easement agreement will be required (see Engineering Mapping comment).

Supplement Accepted**Comment Date:** 07/09/2018

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>. Questions regarding erosion control permitting requirements can be sent to Megan at meberhardt@cityofmadison.com. The application and permit fee check that were provided with the plan submittal have been forward to Megan.

Supplement Accepted**Comment Date:** 07/09/2018

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. The application that was included with the plan submittal has been forward to Megan. The plan set provided does not show the necessary oil and grease control and show up updated accordingly.

Supplement Accepted**Comment Date:** 07/09/2018

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. The final document and fee should be submitted to City Engineering, attention: Megan Eberhardt.

Supplement Accepted**Comment Date:** 07/09/2018

Submit PDFs of the final plans for Engineering records. Files can be emailed to Tim Troester at ttroester@cityofmadison.com or submitted on CD to City Engineering.

Supplement Accepted**Comment Date:** 07/09/2018

Submitted by: Snyder & Associates**Contact:** Scott Anderson
608-838-0444 X238**Project Type:** Permitted Use Site Plan Review**Description:** Parking lot addition**Status:** Closed**Revision History:** [0](#)

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 . 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.

Note**Comment Date:** 07/09/2018

The applicant's utility contractor shall obtain a connection permit and excavation permit prior to commencing the storm sewer construction within the public storm easement. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>. All work in the public storm easement shall be performed by a City licensed contractor.

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

Submitted by: Snyder & Associates**Contact:** Scott Anderson
608-838-0444 X238**Project Type:** Permitted Use Site Plan Review**Description:** Parking lot addition**Status:** Closed**Revision History:** [0](#)

CAD received 7/25/2018.

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:**

Executed copy received 2018-8-21. Recorded as Doc No 3448750.

ORES 11687 set up. Document sent for execution and to be held by Real Estate until CC approval on Oct 2 +/-.

The proposed 15" HDPE pipe runs longitudinally within the 40' wide Public Stormwater Management Easement along the south side of this site. If this pipe configuration is approved within the public easement by the City of Madison Engineering Main Office, applicant will be required to have a Consent to Occupy Easement document drafted and recorded by City of Madison Office of Real Estate Services setting forth conditions of construction and maintenance. Contact Jeff Quamme for requirements (jrquamme@cityofmadison.com)

TRAFFIC ENGINEERING**Supplement Accepted****Comment Date:** 06/26/2018

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

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

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:** 06/26/2018

Submitted by: Snyder & Associates**Contact:** Scott Anderson
608-838-0444 X238**Project Type:** Permitted Use Site Plan Review**Description:** Parking lot addition**Status:** Closed**Revision History:** [0](#)

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:** 06/26/2018

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:** 06/26/2018

Dimensions of the driveways shall be noted on the plan including the width of driveway and width of driveway flares or curb cut.

ZONING**Supplement Accepted****Comment Date:** 06/29/2018

Provide detail of total disturbed area. If this area is greater than 10% of lot area, landscape requirements pursuant to 28.241 shall be applicable.

Supplement Accepted**Comment Date:** 06/29/2018

Required loading facilities shall comply with MGO Section 28.141(13). Provide one (1) 10' x 35' loading areas with 14' vertical clearance to be shown on the plan. The loading area shall be exclusive of drive aisle and maneuvering space. The required number of loading spaces may be reduced through conditional use approval.

Supplement Accepted**Comment Date:** 06/29/2018

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 Accepted**Comment Date:** 06/29/2018

Bicycle parking for this project shall comply with the requirements of Sections 28.141(4)(g) and 28.141(11). Provide a minimum of nine (9) short-term bicycle parking stalls located in a convenient and visible area on a paved or impervious surface. Bicycle parking shall be located at least as close as the closest non-accessible automobile parking and within one hundred (100) feet of a principal entrance. Note: A bicycle stall is a minimum of two (2) feet by six (6) feet with a five (5) foot wide access area. Provide a detail of the proposed bike rack.

Supplement Accepted**Comment Date:** 06/29/2018

Parking is proposed in excess of the maximum number of spaces. Per Table 28I-3 Off-Street Parking Requirements, the automobile parking maximum is 1 parking space per 250 square feet of floor area (73 parking stalls). The Zoning Administrator may approve an increase of up to twenty (20) spaces above the maximum requirement. Submit an application for a Parking Adjustment and supporting documentation per section 28.141(6)(c) with the final plan submittal.

Supplement Accepted**Comment Date:** 06/29/2018

Provide evidence of the Architectural review committee's approval of the project.

Submitted by: Snyder & Associates**Contact:** Scott Anderson
608-838-0444 X238**Project Type:** Permitted Use Site Plan Review**Description:** Parking lot addition**Status:** Closed**Revision History:** [0](#)

Supplement Accepted**Comment Date:** 06/29/2018

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 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. November 30, 2018 being that date.

Supplement Accepted**Comment Date:** 06/29/2018

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 Accepted**Comment Date:** 06/29/2018

Per Sections 28.142(3)(c) and 28.142(4)(e), planting beds or planted areas must contain at least 75% vegetative cover mulched. Mulch shall consist of shredded bark, chipped wood or other organic material installed at a minimum depth of two (2) inches. Existing approved plans show a Honey Locust and other shrubs being displaced, call out on landscape plan the replacement area for these elements.

Note**Comment Date:** 07/11/2018

Approval for future parking as shown on plans is not included in this approval and shall require a new site plan review and approval before construction of said parking area's.

Supplement Accepted**Comment Date:** 07/11/2018

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.