



## City of Madison Site Plan Verification

**PROJECT: LNDSPR-2018-00105**

**Address:** 8501 Excelsior DR

**Current Revision #: 0**

**Submitted by:** D'Onofrio

**Contact:** Matt Saltzberry  
833-7530  
msaltzberry@donofrio.cc

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

**Description:** Parking lot expansion

**Status:** Agency Reviews in Process

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

Review	Status	Reviewer	Reviewed
Architectural Review	Approved	<a href="#">Christina Thiele</a>	Nov 28 2018
Engineering Mapping	Add'l Info Req'd	<a href="#">Jeffrey Quamme</a>	Aug 13 2018
Engineering Review Main Office	Add'l Info Req'd	<a href="#">Timothy Troester</a>	Aug 14 2018
Fire Review	Approved	<a href="#">William Sullivan</a>	Aug 10 2018
Lighting Review	Approved	<a href="#">Steve Rewey</a>	Aug 23 2018
Traffic Engineering Review	Approved	<a href="#">Timothy Stella</a>	Aug 22 2018
Zoning Review	Add'l Info Req'd	<a href="#">Christina Thiele</a>	Sep 11 2018

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**ENGINEERING****Supplement Accepted****Comment Date:** 08/14/2018

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](mailto:meberhardt@cityofmadison.com).

**Supplement Accepted****Comment Date:** 08/14/2018

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.

**Supplement Accepted****Comment Date:** 08/14/2018

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). Stormwater management measures will need to be provided to address TSS removal, oil and grease treatment, and infiltration requirements.

**Supplement Required****Comment Date:** 08/14/2018

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.

**Supplement Accepted****Comment Date:** 08/14/2018

Submit electronic data files for the stormwater management modeling and calculations. Files can be emailed to Megan Eberhardt at [Meberhardt@cityofmadison.com](mailto:Meberhardt@cityofmadison.com) or submitted on CD to City Engineering.

**Supplement Required****Comment Date:** 08/14/2018

Submit PDFs of the final plans for Engineering records. 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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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.

<b>Supplement Required</b>	<b>Comment Date:</b> 09/17/2018
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The proposed improvements direct surface runoff from one lot to another. Provide a cross lot drainage easement for Engineering review that will then need to be recorded by the applicant with Dane County Register of Deeds. If an agreement already exists provide copy to City Engineering.

**ENGINEERING MAPPING**

<b>Supplement Required</b>	<b>Comment Date:</b>
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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.

<b>Supplement Required</b>	<b>Comment Date:</b>
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Applicant shall provide a recorded copy of the reciprocal access, parking and pedestrian access agreement between the two separate legal parcels involved with this approval. The recorded document shall be provided prior to final sign off.

<b>Supplement Required</b>	<b>Comment Date:</b>
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The site plan shall show and label the Existing Private Jogging Trail Easement per Document No. 2103169 that runs along the lot line that divides the two lots.

**URBAN DESIGN COMMISSION**

<b>Supplement Required</b>	<b>Comment Date:</b> 08/13/2018
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OSTP Review in Process. Approval Required prior to issuance of building permit.

**ZONING**

<b>Supplement Required</b>	<b>Comment Date:</b> 09/11/2018
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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.

<b>Supplement Required</b>	<b>Comment Date:</b> 09/11/2018
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Provide overall site plan for 8501 Excelsior Dr. and 8007 Excelsior Dr., showing existing auto stalls, and ADA stall locations and dimensions. Additional ADA stalls may need to be added to 8501 Excelsior Dr. 8501 Excelsior requires 8 ADA stalls, 2 of which need to be Van accessible, and 8007 Excelsior requires 7 ADA stalls, 2 of which need to be Van accessible.

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Provide pervious and impervious square footage for 8501 Excelsior Dr. and 8007 Excelsior Dr.

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Proposed work is more than 10% site disturbance for 8501 Excelsior Dr. Provide landscape plan and worksheet stamped by a registered landscape architect for the entire lot.

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Per Sec. 28.142(5)(a), One overstory deciduous tree and five shrubs shall be planted for each 30 lineal feet of lot frontage along 8501 Excelsior Dr. Two ornamental trees or two evergreen trees may be used in place of one overstory deciduous tree.

**Supplement Accepted****Comment Date:** 09/11/2018

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Provide gross floor area of 8007 Excelsior Dr. and 8501 Excelsior Dr., as well as the uses in each building, to determine the maximum number of auto stalls allowed.

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Obtain Old Sauk Trails Architectural Review Approval