



## City of Madison Site Plan Verification

**PROJECT: LNDSPR-2018-00127**

**Address:** 2221 Daniels ST

**Current Revision #: 0**

**Submitted by:** D'Onofrio Kottke & Associates, Inc.

**Contact:** Bruce Hollar  
(608) 833-7930  
bhollar@donofrio.cc

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

**Description:** Construct 19,100 sq. ft. expansion with parking and loading area.

**Status:** Agency Reviews in Process

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

Review	Status	Reviewer	Reviewed
Engineering Mapping	Approved	<a href="#">Jeffrey Quamme</a>	Dec 3 2018
Engineering Review Main Office	Approved	<a href="#">Brenda Stanley</a>	Jan 15 2019
Fire Review	Approved	<a href="#">William Sullivan</a>	Sep 28 2018
Lighting Review	Approved	<a href="#">Steve Rewey</a>	Oct 1 2018
Traffic Engineering Review	Approved	<a href="#">Timothy Stella</a>	Dec 13 2018
Zoning Review	Approved	<a href="#">Jenny Kirchgatter</a>	Jan 10 2019

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bhollar@donofrio.cc**Project Type:** Permitted Use Site Plan Review**Description:** Construct 19,100 sq. ft. expansion with parking and loading area.**Status:** Agency Reviews in Process**Revision History:** [0](#)**ENGINEERING****Supplement Accepted****Comment Date:** 10/05/2018

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:** 10/05/2018

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).

**Note****Comment Date:** 10/05/2018

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>

**Supplement Accepted****Comment Date:** 10/05/2018

Plans shall be revised to show existing and proposed sanitary sewer

**Supplement Accepted****Comment Date:** 10/05/2018

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 Accepted****Comment Date:** 10/09/2018

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.

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The applicant shall demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. The erosion control plan shall include Universal Soil Loss Equation (USLE) computations for the construction period. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year.

**Supplement Accepted****Comment Date:** 10/09/2018

This project will require a concrete management plan as part of the erosion control plan to be reviewed and approved by the City Engineer's Office.

**Supplement Accepted****Comment Date:** 10/09/2018

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 Daniel Olivares.

**Supplement Accepted****Comment Date:** 10/09/2018

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 Accepted****Comment Date:** 10/09/2018

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 Daniel Olivares at daolivares@cityofmadison.com. Final document and fee should be submitted to City Engineering.

**Supplement Accepted****Comment Date:** 10/09/2018

The Applicant shall submit prior to plan sign-off, Stormwater Management Plan Narrative & Report, including electronic copies of any Stormwater 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. Report shall be stamped by a Licensed P.E. (POLICY and MGO 37.09(2)) Contact Daniel Olivares, City Engineering, at daolivares@cityofmadison.com.

**Supplement Accepted****Comment Date:** 10/09/2018

Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to detain the 2, 10, & 100 -year storm events, matching post development rates to predevelopment rates.

**Supplement Accepted****Comment Date:** 10/09/2018

Prior to approval, this project shall comply with Chapter 37.09(3)(a)1.a. of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to reduce TSS by 80% (control the 5 micron particle) off of newly developed areas compared to no controls.

**Supplement Accepted****Comment Date:** 10/09/2018

Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to provide infiltration in accordance with Chapter 37 of the Madison General Ordinances.

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Complete an erosion control plan and complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website - as required by Chapter 37 of the Madison General Ordinances.

**Supplement Accepted** **Comment Date:** 10/19/2018

PAID \$2,746.70 12/21/18 CK#6981  
Madison Metropolitan Sewerage District (MMSD) sanitary sewer connection charges are due and payable prior to plan approval. Amount due: \$2,746.70. Make check payable to Madison Metropolitan Sewerage District and deliver to City Engineering Office for processing.

## ENGINEERING MAPPING

**Supplement Accepted** **Comment Date:**

The site plan shall include all current existing lot/ownership lines and dimensions, existing building locations, proposed building additions, demolitions, parking stalls, driveways, sidewalks (public and/or private), existing and proposed signage, existing and proposed utility locations and landscaping.

**Supplement Accepted** **Comment Date:**

The site plan shall identify lot numbers of recorded Certified Survey Map 14760 and the correct lot dimensions as the CSM has recently been recorded.

**Supplement Accepted** **Comment Date:**

CAD received 10/22/2018.  
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:**

The note for the 46' Private ingress/egress easement shall include text referring to the Joint Driveway Easement Declaration per Document No. 4489603 and amended by Doc No's 5327789, 5232549 and 5385703.

## TRAFFIC ENGINEERING

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Provide a revised electronic copy of the site plan, .pdf preferred, e-mail plan to Tim Stella - [tstella@cityofmadison.com](mailto:tstella@cityofmadison.com)

**Supplement Accepted****Comment Date:** 10/04/2018

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:** 10/04/2018

Items in the Right-of-Way are not approvable through the site plan approval process. Make a note on all pages 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:** 10/04/2018

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:** 10/04/2018

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:** 10/04/2018

Applicant shall provide a copy of all cross access agreements. Email to [tstella@cityofmadison.com](mailto:tstella@cityofmadison.com)

**ZONING****Supplement Accepted****Comment Date:** 10/16/2018

Provide a revised Landscape plan stamped by a Landscape Architect and that complies with section 28.142

**Supplement Accepted****Comment Date:** 01/10/2019

Submit a detail of the trash enclosure. The trash enclosure 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.

**Supplement Accepted****Comment Date:** 01/02/2019

Provide a revised site plan calling out all existing and proposed parking including the off street parking at 2220 Daniels Street, include the total parking stalls for each.

**Note****Comment Date:** 10/17/2018

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Off street vehicle parking requirements are driven by the number of employees, the maximum parking is 1 stall per employee or 65 stalls.

**Supplement Accepted****Comment Date:** 01/10/2019

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Bicycle parking for the Chocolate Shoppe Ice Cream expansion project shall comply with the requirements of Sections 28.141(4)(g) and 28.141(11). Provide a minimum of 12 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:** 01/10/2019

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Submit a PDF of the proposed floor plan.

**Supplement Accepted****Comment Date:** 01/10/2019

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The final site compliance date is December 31, 2019.

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.