



City of Madison Site Plan Verification

PROJECT: LNDSPR-2018-00141

Address: 4313 Nakoosa TRL

Current Revision #: 0

Submitted by: Kontext Architects

Contact: Kelly Thompson
(608) 577-0094
kelly@kontextarchitects.com

Project Type: Permitted Use Site Plan Review

Description: Exterior canopy addition and interior alterations to existing repair garage

Status: Agency Reviews in Process

Revision History: [0](#)

Review	Status	Reviewer	Reviewed
Engineering Mapping	Add'l Info Req'd	Jeffrey Quamme	Nov 28 2018
Engineering Review Main Office	Add'l Info Req'd	Brenda Stanley	Dec 3 2018
Fire Review	Pending	William Sullivan	N/A
Traffic Engineering Review	Add'l Info Req'd	Timothy Stella	Nov 15 2018
Zoning Review	Add'l Info Req'd	Christina Thiele	Dec 5 2018

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kelly@kontextarchitects.com**Project Type:** Permitted Use Site Plan Review**Description:** Exterior canopy addition and interior alterations to existing repair garage**Status:** Agency Reviews in Process**Revision History:** [0](#)**ENGINEERING****Supplement Required****Comment Date:** 12/03/2018

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:** 12/03/2018

Daniel Olivares (daolivares@cityofmadison.com) may have comments regarding possible erosion control and stormwater management measures.

ENGINEERING MAPPING**Supplement Required****Comment Date:**

The site plan seems to be missing the pavement - driveway that leads to the west entry of the garage. The location of the garage behind the building is also not correct per recent aerial photography. It is substantially further to the west and southerly. See Certified Survey Map No. 5384 where this is also shown in a different location.

The site plan shall identify the difference between existing and proposed impervious areas.

Supplement Required**Comment Date:**

The Applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the Engineering Program Specialist in the Engineering 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:**

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There are two separate lots comprising this site. There exists a party wall agreement per Document No. 1265454 bisecting the building, but there is an opening through that party wall.

Per the Fire Department review, current fire code and City enforcement requires the underlying platted lot line be dissolved by Certified Survey Map (CSM) prior to issuance of a building permit. A CSM and required supporting information shall be prepared and submitted to the City of Madison Planning Department. The CSM shall be approved by the City and recorded with the Dane County Register of Deeds prior to issuance of a building permit.

TRAFFIC ENGINEERING

Supplement Required

Comment Date: 11/15/2018

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

Note

Comment Date: 11/15/2018

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/stripped 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: 11/15/2018

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 Required

Comment Date: 11/15/2018

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: 11/15/2018

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 Required

Comment Date: 11/15/2018

The applicant shall provide a clearly defined 5' walkway clear of all obstructions to assist citizens with disabilities, especially those who use a wheel chair or are visually impaired. Obstructions include but are not limited to tree grates, planters, benches, parked vehicle overhang, signage and doors that swing outward into walkway.

ZONING

Supplement Required

Comment Date: 12/04/2018

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.

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The site plan seems to be missing the pavement - driveway that leads to the west entry of the garage. The location of the garage behind the building is also not correct per recent aerial photography. It is substantially further to the west and southerly. See Certified Survey Map No. 5384 where this is also shown in a different location. The site plan shall identify the difference between existing and proposed impervious areas.

Supplement Required**Comment Date:** 12/05/2018

Per Sec. 28.142(6)(a), a planting island shall be located at least every twelve (12) contiguous stalls with no break in the proposed expansion for any new parking stalls as shown on the east side of the lot.

Supplement Required**Comment Date:** 12/05/2018

Per Sec. 28.088(4)(b), outside storage shall be effectively screened with screening between six (6) and eight (8) feet in height. Storage shall not exceed the height of the screening. Storage and loading areas shall be screened from direct view from the street, including views down access driveways.

Supplement Required**Comment Date:** 12/05/2018

Per Sec. 28.142(8), Screening shall be provided along side and rear property boundaries between commercial, mixed-use or industrial districts and residential districts. Screening shall consist of a solid wall, solid fence, or hedge with year-round foliage, between six (6) and eight (8) feet in height, except that within the front yard setback area, screening shall not exceed four (4) feet in height. Height of screening shall be measured from natural or approved grade. Berms and retaining walls shall not be used to increase grade relative to screening height.

Note**Comment Date:** 12/05/2018

Signage requires separate approval. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances and Chapter 33 Urban Design District ordinances. Sign Permit applications can be found here: <http://www.cityofmadison.com/dpced/bi/documents/SignPermitAppl.pdf>