



City of Madison Site Plan Verification

PROJECT: LNDSPR-2019-00001

Address: 8033 Excelsior DR

Current Revision #: 0

Submitted by: KEE Architecture, Inc.

Contact: David Ewanowski
(608) 255-9202

Project Type: Permitted Use Site Plan Review

Description: Construct two small additions and minor exterior modifications, expand parking lot, upgrade site utilities and lighting, install emergency generator.

Status: Closed

Revision History: [0](#)

Review	Status	Reviewer	Reviewed
Architectural Review	Approved	Janine Glaeser	Feb 19 2019
Engineering Mapping	Approved	Lori Zenchenko	Mar 5 2019
Engineering Review Main Office	Approved	Megan Eberhardt	Mar 8 2019
Fire Review	Approved	William Sullivan	Jan 14 2019
Lighting Review	Approved	Steve Rewey	Jan 14 2019
Traffic Engineering Review	Approved	Timothy Stella	Mar 8 2019
Zoning Review	Approved	Christina Thiele	Mar 1 2019

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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.

Supplement Accepted**Comment Date:** 01/16/2019

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:** 01/16/2019

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.

Supplement Accepted**Comment Date:** 01/16/2019

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:** 01/16/2019

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

Supplement Accepted**Comment Date:** 01/16/2019

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.

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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.

ENGINEERING MAPPING

Supplement Accepted**Comment Date:**

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CAD received 3/4/2019.

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.

FIRE

Note

Comment Date: 01/14/2019

Provide a clear, unobstructed, and maintained path from Stair 2 exit discharge out to the public way.

TRAFFIC ENGINEERING

Supplement Accepted

Comment Date: 01/10/2019

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

Note

Comment Date: 01/10/2019

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.

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The Driveway Approach form will be filled out in the Traffic Engineering Office and requires only the fee / deposit to be paid as noted prior to site approval. The Driveway Approach Fee of \$200(Paid) and Deposit to Insure Conduit of \$600 (Paid) is 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 Accepted**Comment Date:** 01/10/2019

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:** 01/10/2019

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:** 01/10/2019

Applicant shall show a 2 foot vehicle overhang in front of the 16' long parking stalls. The ADA stalls are drawn as 16' on the site plan, so they would get a 2' overhang line too. They are labeled wrong as 18'.

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

The applicant shall show the dimensions for the proposed class III driveway including the width of the drive entrance, width of the flares, and width of the curb cut.

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

All sidewalks adjacent parking stalls shall be 7' to accommodate vehicle overhang. The sidewalk measurement should be from the top of the curb.

URBAN DESIGN COMMISSION**Note****Comment Date:** 02/19/2019

OSTP Design Review Board provided approval letter on 2/19/19. See letter attached to file.

ZONING**Supplement Accepted****Comment Date:** 01/31/2019

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 Accepted**Comment Date:** 01/31/2019

Per Sec. 28.142(5)(a), One overstory deciduous tree and five shrubs shall be planted for each 30 lineal feet of lot frontage. Two ornamental trees or two evergreen trees may be used in place of one overstory deciduous tree. There needs to be a minimum of 11 overstory trees and 55 shrubs.

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Landscaping in the right of way or located on adjacent lot shall not be counted on landscape calculation worksheet. Please revise to only reflect the landscaping located on 8033 Excelsior.

Supplement Accepted**Comment Date:** 01/31/2019

Planting beds or planted areas with stone or bark mulch must have at least seventy-five percent (75%) vegetative cover.

Supplement Accepted**Comment Date:** 01/31/2019

Updated maximum allowed and provided total auto stall count on C100 to 143.

Supplement Accepted**Comment Date:** 01/31/2019

There should be a minimum of 2 feet per bike stall.

Supplement Accepted**Comment Date:** 01/31/2019

Provide elevations of refuse and storage areas and structure of backup generators.

Supplement Accepted**Comment Date:** 01/31/2019

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.

****Applicant has provided the date November 1st, 2019****

Note**Comment Date:** 01/31/2019

Any noted "Future" additions or parking is not approved in this review and shall require additional review.