



City of Madison Site Plan Verification

PROJECT: LNDUSE-2016-00126

Address: 301 Cross Oak DR

Current Revision #: 0

Submitted by: Shulfer Architects LLC

Contact: Steve Shulfer
(608) 836-7570

Project Type: Land Use

Description: Construct 9-unit townhouse bldg on a vacant lot in the Cardinal Glen Planned Development.

Status: Closed

Revision History: [0](#)

Review	Status	Reviewer	Reviewed
Engineering Mapping	Approved	Lori Zenchenko	Jun 7 2018
Engineering Review Main Office	Approved	Timothy Troester	Oct 29 2018
Fire Review	Approved	William Sullivan	Oct 11 2017
Lighting Review	Approved	Steve Rewey	Jul 27 2018
Parks/Forestry Review	Approved	Janet Schmidt	Nov 28 2017
Planning Review	Approved	Kevin Firchow	Jul 25 2018
Urban Design Commission Review	Approved	Janine Glaeser	Aug 2 2018
Water Utility Review	Approved	Adam Wiederhoeft	Oct 7 2017
Zoning Review	Approved	Jenny Kirchgatter	Oct 30 2018

Submitted by: Shulfer Architects LLC**Contact:** Steve Shulfer
(608) 836-7570**Project Type:** Land Use**Description:** Construct 9-unit townhouse bldg on a vacant lot in the Cardinal Glen Planned Development.**Status:** Closed**Revision History:** [0](#)

ENG MAPPING VERIFICATION

Supplement Accepted**Comment Date:** 10/06/2017

CAD received 6/7/2018.

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:** 10/06/2017

Addressing plan approved 9/29/2017.

Submit a PDF of all floor plans to lzenchenko@cityofmadison.com so that a preliminary interior addressing plan can be developed prior to plans being submitted for permit review. If there are any changes pertaining to the location of a unit, the deletion or addition of a unit, or to the location of the entrance into any unit, (before, during, or after construction) the addresses may need to be changed. The interior address plan is subject to the review and approval of the Fire Marshal.

ENGINEERING VERIFICATION

Supplement Accepted**Comment Date:** 10/11/2017

Confirm if one or both existing sanitary laterals are to be used for this project. If only one is required a sewer plug permit shall be obtained for plugging of the extra lateral prior to final plan approval. For each lateral to be plugged the owner shall complete a sewer lateral plugging application and pay the applicable permit fees. The permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.

Supplement Accepted**Comment Date:** 10/11/2017

Lower Badger Mill Creek Stormwater and South Point Lift Station impact fees that are due must be paid prior to final plan approval. Current amount due at 2017 rates is \$12,543.78. Make check payable to City of Madison Treasurer and submit to City Engineering, attn: Tim Troester

Supplement Accepted**Comment Date:** 10/11/2017

Submitted by: Shulfer Architects LLC**Contact:** Steve Shulfer
(608) 836-7570**Project Type:** Land Use**Description:** Construct 9-unit townhouse bldg on a vacant lot in the Cardinal Glen Planned Development.**Status:** Closed**Revision History:** [0](#)

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:** 10/11/2017

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:** 10/11/2017

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:** 10/11/2017

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.

FIRE VERIFICATION**Note****Comment Date:** 10/11/2017

MFD's approval does not include the proposed fire pit. The fire pit will need to comply with Madison General Ordinances and the International Fire Code.

Submitted by: Shulfer Architects LLC**Contact:** Steve Shulfer
(608) 836-7570**Project Type:** Land Use**Description:** Construct 9-unit townhouse bldg on a vacant lot in the Cardinal Glen Planned Development.**Status:** Closed**Revision History:** [0](#)**Note****Comment Date:** 10/11/2017

Consider access to the fire sprinkler system and monitoring panel for routine inspection, testing and maintenance.

PARKS FORESTRY VERIFICATION**Note****Comment Date:** 11/28/2017

City Forestry will evaluate the terrace for new street tree plantings upon completion of the project. If there is space for new trees, City Forestry will schedule planting and assess the cost of the initial planting to the property owner.

URBAN DESIGN VERIFICATION**Supplement Accepted****Comment Date:** 10/30/2017

A3.1 Provide color call outs for siding and trim on building elevation sheets.

Supplement Accepted**Comment Date:** 12/01/2017

L1.1 Landscape Plan - provide updated plan that responds to UDC 8/16/17 Comments/Report.

- Make the Pear trees canopy trees.
- Islands need 70-80% vegetation.
- Consider alternate to Northern Lights Azaleas

WATER UTILITY VERIFICATION**Note****Comment Date:** 10/07/2017

A Water Meter Application Form and fees must be submitted before connecting to the existing water lateral. Provide at least two working days notice between the application submittal and the scheduled lateral connection/extension. Application materials are available on the Water Utility's Plumbers & Contractors website (<http://www.cityofmadison.com/water/plumberscontractors>), otherwise they may be obtained from the Water Utility Main Office at 119 E Olin Ave. A licensed plumber signature is required on all water service applications. For new or replacement services, the property owner or authorized agent is also required to sign the application. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.

ZONING VERIFICATION**Supplement Accepted****Comment Date:** 10/30/2018

Provide details of proposed gazebo, rock benches, picnic tables and site amenities.

Supplement Accepted**Comment Date:** 10/30/2018

The final site compliance date is October 1, 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.