



## City of Madison Site Plan Verification

**PROJECT: LNDUSE-2016-00130**

**Address:** 134 S Fair Oaks AVE

**Current Revision #: 0**

**Submitted by:** Stone House Development Inc

**Contact:** Rich Arnesen  
(608) 251-6070

**Project Type:** Land Use

**Description:** Construct residential addition to existing commercial building containing 80 apartments and 2,500 square feet of commercial space.

**Status:** Closed

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

Review	Status	Reviewer	Reviewed
Engineering Mapping	Approved	<a href="#">Jeffrey Quamme</a>	Nov 26 2018
Engineering Review Main Office	Approved	<a href="#">Brenda Stanley</a>	Apr 17 2019
Fire Review	Approved	<a href="#">William Sullivan</a>	Jul 25 2018
Lighting Review	Approved	<a href="#">Steve Rewey</a>	Jul 24 2018
Metro Review	Approved	<a href="#">Timothy Sobota</a>	Jul 26 2018
Parks/Forestry Review	Approved	<a href="#">Kathleen Kane</a>	Jul 26 2018
Planning Review	Approved	<a href="#">Chris Wells</a>	Sep 4 2018
Traffic Engineering Review	Approved	<a href="#">Timothy Stella</a>	Apr 19 2019
Water Utility Review	Approved	<a href="#">Adam Wiederhoeft</a>	Aug 1 2018
Zoning Review	Approved	<a href="#">Jenny Kirchgatter</a>	Aug 13 2018

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CAD received 8/10/2018.

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:** 07/19/2018

CSM 14980 recorded.

The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD) prior to issuance of any building permits for new construction. When the recorded CSM image is available from the ROD, the Assessor's Office can then create the new Address-Parcel-Owner (APO) data in GEO so that the Accela system can upload this data and permit issuance made available for this new land record

**ENGINEERING VERIFICATION****Supplement Accepted****Comment Date:** 07/25/2018

Need notary signed maintenance agreement by owner for the oversized pipe sediment trap. Contact Jeff Benedict for boilerplate and Exhibit B language. A Check for the recording fee in the amount of \$30.00, made out to Dane County Register of Deeds, shall be submitted along with the SWMA to Daniel Olivares (daolivares@cityofmadison.com).

**Supplement Accepted****Comment Date:** 07/25/2018

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:** 07/25/2018

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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.

**Supplement Accepted****Comment Date:** 07/25/2018

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:** 07/25/2018

A Storm Water Management Report is required for this development. Report needs to show compliance with required TSS control.

The Applicant shall submit to Daniel Olivares (daolivares@cityofmadison.com) prior to plan sign-off, electronic copies of any Storm Water 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. Storm Water Management Report shall be stamped by a Licensed P.E. Contact Jeff Benedict.

**Supplement Accepted****Comment Date:** 07/25/2018

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 (daolivares@cityofmadison.com).

**Supplement Accepted****Comment Date:** 07/25/2018

This project requires a pumping plan, designed & stamped by a Professional Engineer registered in the state of Wisconsin, for the area draining to the underground parking entrance. This pumping system shall have the capacity to convey the 100 year storm event. The required flow rate shall be determined using the rational method (NOAA Atlas 14). The calculator is located at this link: [http://hdsc.nws.noaa.gov/hdsc/pfds/pfds\\_map\\_cont.html?bkmrk=wi](http://hdsc.nws.noaa.gov/hdsc/pfds/pfds_map_cont.html?bkmrk=wi) Contact Daniel Olivares (daolivares@cityofmadison.com).

**Supplement Accepted****Comment Date:** 07/25/2018

This project will likely require construction dewatering and a dewatering plan shall be submitted to City Engineering as part of the Erosion Control Permit. Contact Daniel Olivares (daolivares@cityofmadison.com).

**Note****Comment Date:** 07/25/2018

This project appears to require construction dewatering and/or permanent dewatering and is in an area with potential groundwater contamination. The applicant shall be required obtain the approval of Public Health – Madison & Dane County for this discharge. Contact Kirsti Sorsa for more information at 608-243-0356 or ksorsa@publichealthmdc.com. Discharge to the sanitary sewer system shall require permits from both MMSD & City Engineering (Megan Eberhardt). Contact Daniel Olivares (daolivares@cityofmadison.com).

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**Supplement Accepted****Comment Date:** 07/25/2018

This project will need to address washing of concrete trucks or removal of concrete waste/waste water onsite. Provide a detail and location for the disposal of concrete waste/waste water as part of the Erosion Control Permit. Contact Daniel Olivares (daolivares@cityofmadison.com).

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**Note****Comment Date:** 07/25/2018

A portion of this project comes under the jurisdiction of the WDNR for wetland or wetland indicator soils issues. A permit for those matters may be required prior to construction on any of the lots currently within the jurisdictional wetland or wetland indicator area. (NOTIFICATION)

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**Supplement Accepted****Comment Date:** 07/25/2018

Prior to approval, the owner or owner's representative shall obtain a permit to plug each existing sanitary sewer lateral that serves a building which is proposed for demolition. 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>. (MGO CH 35.02(14))

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**Supplement Accepted****Comment Date:** 08/02/2018

All outstanding Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder (608-261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff. (MGO 16.23(9)(d)(4))

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**Supplement Accepted****Comment Date:** 08/02/2018

Applicant shall provide projected sanitary sewer flow calculations to Mark Moder [mmoder@cityofmadison.com](mailto:mmoder@cityofmadison.com) as a condition of plan approval.

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**Supplement Accepted****Comment Date:** 08/02/2018

The private sanitary sewer located on the west side of S. Fair Oaks Ave. extending northeast along the lot line shall be abandoned if it is not going to be used with the proposed development as a condition of plan approval.

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**Supplement Accepted****Comment Date:** 08/02/2018

The construction of this project will require that the applicant shall enter into a City / Developer agreement for the required infrastructure improvements. The applicant shall contact City Engineering to schedule the development of the plans and the agreement. The City Engineer will not sign off on this project without the agreement executed by the developer. Obtaining a developer's agreement generally takes approximately 4-6 weeks, minimum. (MGO 16.23(9)(c))

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**Supplement Accepted****Comment Date:** 08/02/2018

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The Applicant shall submit, prior to plan sign-off but after all revisions have been completed, 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) Lot lines or parcel lines if unplatted
- g) Lot numbers or the words unplatted
- h) Lot/Plat 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: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West). Include the site address in the subject line of this transmittal. Any changes or additions to the location of the building, sidewalks, parking/pavement, private on-site sanitary sewer utilities, or private on-site storm sewer utilities during construction will require a new CAD file.

**Supplement Accepted****Comment Date:** 08/02/2018

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).

**Supplement Accepted****Comment Date:** 11/08/2018

Plaza SW collected and sent to parking sump.

Discharge from Plaza Deck must be routed through private storm system or a drainage easement will be required for discharge to adjacent lot. Contact Daniel Olivares (daolivares@cityofmadison.com).

**FIRE VERIFICATION****Note****Comment Date:** 07/25/2018

Provide roof access as required by IBC 1011.12.

**PLANNING VERIFICATION**

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The applicant shall use close-spray foam (or equivalent insulation type) to provide additional sound-proofing in the place of traditional insulation at least along the entire southwest elevation.

7/30/2018 Note: Provide a wall section detail of the southern façade wall with all materials labeled.

9/4/2018 Note: This condition is satisfied given the proposed wall section shown in the submitted document "134sfoa\_Gateway Place wall section\_2018-08-28" (attached in Accela).

**Supplement Accepted****Comment Date:** 07/30/2018

The applicant shall use high-grade (extra sound-proof) windows at least along the entire southwest elevation.

7/30/2018 Note: Provide cut sheets for windows being considered for the southern façade wall. Cut sheets should indicate the window's STC (Sound Transmission Class) rating.

9/4/2018 Note: This condition is satisfied given the proposed windows and doors as outlined in the submitted supplemental document "134sfoa\_Jeld-WenVinyl-acoustic-ratings" (attached in Accela).

**TE VERIFICATION****Supplement Accepted****Comment Date:** 07/17/2018

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:** 07/17/2018

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 Accepted****Comment Date:** 07/17/2018

(In Developer's Agreement) A deposit of \$500 payable to City Treasurer will be required for the installation of traffic signage and markings deemed necessary with the completion of the development. Make check 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:** 07/17/2018

A deposit of \$3000 to Insure Conduit is required.

**Supplement Accepted****Comment Date:** 07/17/2018

The Driveway Approach form will be filled out in the Traffic Engineering Office and requires only the fee to be paid as noted prior to site approval. The Driveway Approach Fee of \$200 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.

**Note****Comment Date:** 07/17/2018



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Per Section MGO 12.138 (14), this project is not eligible for residential parking permits. It is recommended that this prohibition be noted in the leases for the residential units.

**Supplement Accepted****Comment Date:** 07/17/2018

The applicant shall indicate on the underground parking plan whether the garage is used for residential use only, mixed commercial and residential use, or employee and residential use only.

**Supplement Accepted****Comment Date:** 07/17/2018

Secure parking facility. This is usually done with continuous six (6) inch curb, timbers, preformed wheel stops, guardrail erected at a height of eighteen (18) inches or fencing of sufficient strength to act as a vehicle bumper.

**Supplement Accepted****Comment Date:** 07/17/2018

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.

**WATER UTILITY VERIFICATION****Note****Comment Date:** 08/01/2018

The Madison Water Utility shall be notified to remove any existing water meters at least two working days prior to demolition activities. Contact the Water Utility Meter Department at (608) 266-4765 to schedule the meter removal appointment.

**Note****Comment Date:** 08/01/2018

A Water Service Application Form and fees must be submitted before connecting to the existing water system. Provide at least two working days notice between the application submittal and the requested installation or inspection appointment. 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:** 08/13/2018

Provide the minimum required number of bicycle parking spaces distributed as both Short Term and Long Term bicycle parking for the residential and commercial uses, as required per Sections 28.141(4) and 28.141(11). A minimum of 85 resident bicycle parking spaces are required plus 8 guest stalls. A minimum of 2 short-term bicycle stalls shall be required for the commercial uses.

**Note****Comment Date:** 08/09/2018

A vehicle parking reduction of 11 resident stalls (7 total stalls) has been approved per Section 28.141(5). As the commercial tenant spaces are leased, the entire development must reflect compliance in the required number of vehicle and bicycle parking spaces, to be reviewed prior to obtaining zoning approval for each future tenant space use.

**Note****Comment Date:** 08/09/2018

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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 plan by April 1, 2020, as established by the Zoning Administrator.

**Note****Comment Date:** 08/09/2018

Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.