



## City of Madison Site Plan Verification

**PROJECT: LNDUSE-2017-00019**

**Address:** 203 N Blount ST

**Current Revision #: 0**

**Submitted by:** Renaissance Property Group, LLC

**Contact:** Michael Matty  
(608) 301-0000  
mmatty@rpgrentals.com

**Project Type:** Land Use

**Description:** Demolish single-family residence and construct eight-unit apartment building, and renovate three (3) existing two-family residences with shared parking and open space

**Status:** Agency Reviews in Process

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

Review	Status	Reviewer	Reviewed
Engineering Mapping	Approved	<a href="#">Jeffrey Quamme</a>	Sep 8 2017
Engineering Review Main Office	Approved	<a href="#">Brenda Stanley</a>	Sep 11 2017
Fire Review	Approved	<a href="#">William Sullivan</a>	Aug 1 2017
Lighting Review	Approved	<a href="#">Frederick Rehbein</a>	Jun 30 2017
Parks/Forestry Review	Pending		N/A
Planning Review	Approved	<a href="#">Kevin Firchow</a>	Sep 20 2017
Recycling Coordinator	Approved	<a href="#">Bryan Johnson</a>	Jun 26 2017
Traffic Engineering Review	Add'l Info Req'd	<a href="#">Eric Poffenberger</a>	Jul 7 2017
Urban Design Commission Review	Approved	<a href="#">Alan Martin</a>	Aug 11 2017
Water Utility Review	Approved	<a href="#">Adam Wiederhoeft</a>	Mar 12 2018
Zoning Review	Approved	<a href="#">Jenny Kirchgatter</a>	Sep 7 2017

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CSM 14572 recorded 8/2/2017 as Doc # 5346397. APO Data complete

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

**Supplement Accepted****Comment Date:** 06/27/2017

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 to [lzenchenko@cityofmadison.com](mailto: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:** 06/27/2017

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Addressing plan created and approved 7/6/2017.

An addressing plan was not submitted before this permit review intake. Addresses on this planset are not valid for addressing. Resubmit the appropriate sheets with the approved address numbers for the buildings and apartments to Building Inspection to be included with the LNDUSE final review.

Conditions of approval comment was: Submit a PDF of all floor plans for each separate building to Lori Zenchenko (Lzenchenko@cityofmadison.com); so that a preliminary building and 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.

The relocated 2 unit house is 710 &amp; 712 E Dayton St.

The new proposed 8 unit has addresses of:

203 N BLOUNT ST APT 1  
203 N BLOUNT ST APT 2  
203 N BLOUNT ST APT 101  
203 N BLOUNT ST APT 102  
203 N BLOUNT ST APT 201  
203 N BLOUNT ST APT 202  
702 E DAYTON ST  
704 E DAYTON ST**Supplement Accepted****Comment Date:** 06/28/2017

Doc No's 5346568 and 5346569

The drafts of the Private Stormwater Drainage and Driveway Access Easements have been approved. Recorded copies of the documents shall be recorded post Certified Survey and provided prior to final sign off.

**ENGINEERING VERIFICATION****Supplement Accepted****Comment Date:** 07/03/2017

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))

**Supplement Accepted****Comment Date:** 07/03/2017

On Sheet C400, clarify if the lateral connection to the relocated house will be connecting to the existing lateral or cutting into the 12" sanitary main in the street.

**Supplement Accepted****Comment Date:** 07/03/2017

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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:** 07/03/2017

The applicant shall submit, prior to plan sign-off but after all revisions have been completed, digital PDF files to the Engineering Division. Email PDF file transmissions are preferred to: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West). 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) 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) Stormwater Management Facilities
- k) Detail drawings associated with Stormwater Management Facilities (including if applicable planting plans).

**Note****Comment Date:** 07/03/2017

The Applicant shall replace all sidewalk and curb and gutter which abuts the property which is damaged by the construction or any sidewalk and curb and gutter which the City Engineer determines needs to be replaced because it is not at a desirable grade regardless of whether the condition existed prior to beginning construction. (POLICY)

**Note****Comment Date:** 07/03/2017

All work in the public right-of-way shall be performed by a City licensed contractor. (MGO 16.23(9)(c)5) and MGO 23.01)

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All damage to the pavement on N Blount St & E Johnson St, adjacent to this development shall be restored in accordance with the City of Madison's Pavement Patching Criteria. For additional information please see the following link: <http://www.cityofmadison.com/engineering/patchingCriteria.cfm> (POLICY)

**Note** **Comment Date:** 07/03/2017

In lieu of a developer agreement, 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>.

**Note** **Comment Date:** 07/03/2017

Any added or revised plan sheets must be submitted to Zoning to be included in the official approved plan set.

**Supplement Accepted** **Comment Date:** 07/03/2017

Need notary signed maintenance agreement by owner for the bioretention basin. 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 Jeff Benedict.

**Supplement Accepted** **Comment Date:** 07/06/2017

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 Jeff Benedict, City Engineering, for approval.

**Supplement Accepted** **Comment Date:** 07/06/2017

This site will require a Storm Water Management Permit. Please submit the Storm Water Management Permit Application (and associated fee) to Jeff Benedict, City Engineering, for approval.

**Supplement Accepted** **Comment Date:** 07/06/2017

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

The Applicant shall submit to [jbenedict@cityofmadison.com](mailto:jbenedict@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.

**Supplement Accepted** **Comment Date:** 07/06/2017

This project appears to have very little room for 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.

## PLANNING VERIFICATION

**Supplement Accepted** **Comment Date:** 08/01/2017

Provide zoning text that includes the information requested in the April 28, 2017 approval letter.

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Update elevation drawings for the 700 E Dayton House to label exterior materials.

**Supplement Accepted****Comment Date:** 08/01/2017

Provide summary table showing that the room and bedroom count for the entire development to ensure consistency with approved plans.

**Supplement Accepted****Comment Date:** 08/01/2017

Clarify the note on sheet A2.10 that states "No work on 1st Floor Interiors." Plans suggest new floor plans are proposed comparing sheets A2.00 and A2.10.

**Supplement Accepted****Comment Date:** 08/01/2017

Revise landscape plan to fix labels that are cut-off and not legible.

**Supplement Accepted****Comment Date:** 08/01/2017

Provide additional labeling on existing home plans to label rooms and units.

**Supplement Accepted****Comment Date:** 08/01/2017

Provide further information/documentation regarding compliance with condition 7 (April 28, 2017 Approval Letter) regarding coordination with Parking Utility.

**Supplement Accepted****Comment Date:** 08/01/2017

Provide further clarification on "Horizontal Siding" proposed on the 201 N Building. Approved plans included Hardie Plank siding.

**Note****Comment Date:** 09/08/2017

Applicant has indicated that he note "No work on 1st Floor Interiors" is intended for the Code Plan Reviewer, so they know that we are not moving walls or doors around. Moving walls or doors would trigger other code requirements. We want to make it clear to everyone concerned that we are not intending to do any interior renovation when the house is relocated.

**TE VERIFICATION****Note****Comment Date:** 07/07/2017Review from sheet C200 in Accela.  
Second Review sheet C200 from plan in email from Peter on 09/08/17**Supplement Accepted****Comment Date:** 07/07/2017Provide an electronic copy of the site plan, .pdf preferred, e-mail plan to Eric Poffenberger -  
epoffenberger@cityofmadison.com**Supplement Accepted****Comment Date:** 07/07/2017

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; drive aisle dimensions; semitrailer movement and vehicle routes; dimensions of radii; and percent of slope.

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A deposit of \$1000.00 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 Eric Poffenberger, Traffic Engineering Division 215 Martin Luther King Jr. Blvd. Suite 109 P.O. Box 2986 Madison, WI 53701-2986.

**Supplement Required****Comment Date:** 07/07/2017

A deposit of \$4000.00 payable to City Treasurer will be required for the electrical installations or modifications deemed necessary with the completion of the development. Make check payable to the City of Madison Treasurer to be delivered or mailed to Attention Eric Poffenberger, Traffic Engineering Division 215 Martin Luther King Jr. Blvd. Suite 109 P.O. Box 2986 Madison, WI 53701-2986.

**Supplement Accepted****Comment Date:** 07/07/2017

The Driveway Approach form is already filled out in Traffic Engineering Office and requires only the fee / deposit to be paid as noted prior to site approval. The Driveway Approach Fee of \$ 0.00 and Deposit to Insure Conduit of \$0.00 is payable to the City of Madison Treasurer to be delivered or mailed to Attention Eric Poffenberger, Traffic Engineering, 30 W. Mifflin St; Suite 900, P.O. Box 2986, Madison, Wisconsin 53701-2986.

**Supplement Accepted****Comment Date:** 07/07/2017

Items in the Right-of-Way are not approvable through the site plan approval process. Make a note on all pages showing improvements in the ROW that states: The Right-of-Way is the sole jurisdiction of the City of Madison and is subject to change at anytime per the recommendation/plan of Traffic Engineering and City Engineering Depts.

**Supplement Accepted****Comment Date:** 07/07/2017

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.

**Note****Comment Date:** 07/07/2017

The ADA ramp appears to be obstructed by the ADA parking stall; the applicant shall provide a plan clearly show a compliant ADA route for review prior to final plan sign-off.

**Supplement Accepted****Comment Date:** 07/07/2017

The applicant shall modify the site plan to clearly show a convenient pedestrian walk way from the parking area to each unit. This will provide orderly passage from an occupants vehicle to their domicile in less than ideal conditions.

**Supplement Accepted****Comment Date:** 07/07/2017

Developer shall provide a recorded copy of any joint driveway ingress/egress and crossing easements and shall be noted on face of plan.

**Supplement Accepted****Comment Date:** 07/07/2017

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.

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**Supplement Accepted** **Comment Date:** 07/07/2017

Include adjacent driveways on site plan.

**Supplement Accepted** **Comment Date:** 07/07/2017

"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:** 07/07/2017

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:** 07/18/2017

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.

**Note** **Comment Date:** 07/18/2017

ADA stall wheel stop to prevent encroachment on sidewalk. Gordon was putting in.

**Supplement Accepted** **Comment Date:** 07/25/2017

One way operation of the site shall be secured by placing a "One Way" sign at the entrance and a "Do Not Enter" sign at the Exit.

**Note** **Comment Date:** 09/11/2017

Where is the ADA ramp to enter from the parking lot? Applicant will denote on the site plan.

**Supplement Accepted** **Comment Date:** 09/11/2017

The applicant shall show dimensions for the proposed and existing parking stalls items S = 9 ft, L = 18 ft, E = 24 ft, F = 20 ft, and degree of angle parking width and backing up, according to Figures II "Medium and Large Vehicles" parking design standards in Section 10.08(6)(b) 2. Signs and planting areas are to be excluded from the rectangular stall areas including the two (2) feet of vehicle overhang. The two (2) feet of vehicle overhang shall be shown on the plan and dimensioned.

**Note** **Comment Date:** 09/11/2017

Lawn area should come out to match the parking along existing building 207. That stall will need to be extended as it is not a proper stall size.

**Supplement Accepted** **Comment Date:** 09/11/2017

Stop sign should be moved to the right side of the exiting driveway.

**Note** **Comment Date:** 09/11/2017

Phone all with Peter about site comments and status up to date.

**Supplement Accepted** **Comment Date:** 09/12/2017

To allow for proper pedestrian movement and prevent encroachment from irregularly parked bicycles or bicycle with trailers, it is recommended for all bicycle racks to have a 2 to 5 foot buffer from parking or pedestrian walkways.



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Label siding on elevation for the eight unit . Meet to discuss how TLNA green space concerns met and minimization of parking surfaces . Review porch details per UDC .

**WATER UTILITY VERIFICATION****Note****Comment Date:** 07/21/2017

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

**Note****Comment Date:** 07/21/2017

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:** 09/07/2017

Provide the minimum required number of bicycle parking spaces distributed as both Short Term and Long Term bicycle parking as required per Sections 28.141(4) and 28.141(11). A minimum of 11 resident bicycle parking spaces are required plus one (1) guest stall. A minimum of 90% of the resident stalls shall be designed as long-term parking, and the guest stalls shall be short-term parking. Up to twenty-five percent (25%) of bicycle parking may be structured parking, vertical parking or wall mount parking, provided there is a five (5) foot access aisle for wall mount parking. Identify and dimension the bicycle stalls, including the access aisles, on the final plans. Provide a detail of the bicycle rack design.

**Supplement Accepted****Comment Date:** 08/22/2017

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:** 09/07/2017

The final site compliance date is October 31, 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.