



City of Madison Site Plan Verification

PROJECT: LNDUSE-2017-00052

Address: 5565 Tancho DR

Current Revision #: 0

Submitted by: Oakwood Lutheran Senior Ministries (OLSM)

Contact: Michelle Godfrey
(608) 230-4250
michelle.godfrey@oakwoodvillage.net

Project Type: Land Use

Description: Construct 73-unit apartment building, construct addition to assisted living facility to add 30 units, and expand community center in existing residential building complex.

Status: Approved

Revision History: [0](#)

Review	Status	Reviewer	Reviewed
Engineering Mapping	Approved	Lori Zenchenko	Jan 9 2018
Engineering Review Main Office	Approved	Brenda Stanley	Dec 15 2017
Fire Review	Approved	William Sullivan	Nov 27 2017
Lighting Review	Approved	Harry Sulzer	Dec 12 2017
Parks/Forestry Review	Approved	Janet Schmidt	Feb 1 2018
Planning Review	Approved	Chris Wells	Jan 23 2018
Traffic Engineering Review	Approved	Timothy Stella	Jan 18 2018
Urban Design Commission Review	Approved	Janine Glaeser	Jan 19 2018
Water Utility Review	Approved	Adam Wiederhoeft	Nov 22 2017
Zoning Review	Approved	Jenny Kirchgatter	Jan 29 2018

Submitted by: Oakwood Lutheran Senior Ministries (OLSM)**Contact:** Michelle Godfrey
(608) 230-4250
michelle.godfrey@oakwoodvillage.net**Project Type:** Land Use**Description:** Construct 73-unit apartment building, construct addition to assisted living facility to add 30 units, and expand community center in existing residential building complex.**Status:** Approved**Revision History:** [0](#)

ENG MAPPING VERIFICATION

Supplement Accepted**Comment Date:** 11/16/2017

Release #5412291 and New Ease #5412292

Real Estate Project 11457 set up. Documents being drafted as of 2018-1-3. Easement requirement required by Developer Agreement.

Site plans indicate a change of route of the public sanitary sewer in the northwest corner of the site near the new Independent Living Addition. This will require whole releases of Public Sanitary Sewer Easements per Doc No's 3919623 and 3965908. Upon approval of the re-route by City Engineering, applicant shall prepare metes and bounds legal description and scale map exhibit new easement to be created connecting to each end of the existing easement. They shall be provided to Engineering Land Records Coordinator Jeff Quamme for review. Upon approval of the exhibits and payment of the required \$500 administration fee (check payable to City of Madison Treasurer) to cover staff time and recording costs, a Real Estate project will be set up to accomplish the required documents.

Supplement Accepted**Comment Date:** 11/20/2017

CAD received 1/9/2018.

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:** 11/21/2017

Submitted by: Oakwood Lutheran Senior Ministries (OLSM)

Contact: Michelle Godfrey
(608) 230-4250
michelle.godfrey@oakwoodvillage.net

Project Type: Land Use

Description: Construct 73-unit apartment building, construct addition to assisted living facility to add 30 units, and expand community center in existing residential building complex.

Status: Approved

Revision History: [0](#)

Addressing plan for the towers have been created and approved 12/26/2017.

PDF's have been received. The new addition with three towers will need separate building addresses for each tower.

Internal life safety addressing numbers are pending.

Submit a Floor Plan for each separate building in PDF format to Lori Zenchenko (lzenchenko@cityofmadison.com); All Addressing Plans shall provide a floor plan for each floor on a separate sheet to facilitate the development of a complete building address and interior addressing plan. The Addressing Plan for the entire project shall be finalized and approved by Engineering (with consultation and consent from the Fire Marshal if needed) prior to the submittal of the application for the final Parking Lot / Site Plan Approval with Zoning. The approved Addressing Plan shall subsequently be included with those final application materials.

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), a revised Address Plan shall be resubmitted to Lori Zenchenko of Engineering Mapping for confirmation of any addresses that may be required to be changed and/or reapproved. Once all required revisions have been approved, the final Addressing Plan shall be submitted by the applicant to Zoning to be included with the final filed approved site plans.

ENGINEERING VERIFICATION

Supplement Accepted

Comment Date: 11/15/2017

Need notary signed maintenance agreement by owner for the existing & proposed storm water BMP's. Specifically, 2 ponds, 2 biobasins, 1 infiltration basin, retaining walls and grass swales. 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: 11/15/2017

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: 11/15/2017

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 Jeff Benedict at City Engineering.

Supplement Accepted

Comment Date: 11/15/2017

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: 11/15/2017

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

The Applicant shall submit to 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.

Submitted by: Oakwood Lutheran Senior Ministries (OLSM)**Contact:** Michelle Godfrey
(608) 230-4250
michelle.godfrey@oakwoodvillage.net**Project Type:** Land Use**Description:** Construct 73-unit apartment building, construct addition to assisted living facility to add 30 units, and expand community center in existing residential building complex.**Status:** Approved**Revision History:** [0](#)**Supplement Accepted****Comment Date:** 11/15/2017

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 Jeff Benedict.

Supplement Accepted**Comment Date:** 11/15/2017

This project appears to require construction dewatering and a dewatering plan shall be submitted to City Engineering as part of the Erosion Control Permit. Contact Jeff Benedict.

Supplement Accepted**Comment Date:** 11/15/2017

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.

Supplement Accepted**Comment Date:** 11/15/2017

NONE PER DEVELOPER ENGINEER. Prior to approval, the owner or owner's representative shall obtain a permit to plug each private sanitary sewer main that connects to a public City sewer main. For each private sewer main to be plugged where it connect to the City sewer main or manhole, the owner shall complete a sewer plug permit. The permit application is available online at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14)).

Supplement Accepted**Comment Date:** 11/17/2017

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))

Supplement Accepted**Comment Date:** 11/17/2017

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 tstroester@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.

Submitted by: Oakwood Lutheran Senior Ministries (OLSM)**Contact:** Michelle Godfrey
(608) 230-4250
michelle.godfrey@oakwoodvillage.net**Project Type:** Land Use**Description:** Construct 73-unit apartment building, construct addition to assisted living facility to add 30 units, and expand community center in existing residential building complex.**Status:** Approved**Revision History:** [0](#)**Supplement Accepted****Comment Date:** 11/17/2017

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:** 11/17/2017

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)

Supplement Accepted**Comment Date:** 11/17/2017

The plans shall be revised to correct CB41. This CB does not have adequate depth (0.47 shown) to accommodate the 18" pipes. In addition, a pipe and endwall shall be included to accept water moving north through the ditch. This storm connection shall be included in the City issued plans.

FIRE VERIFICATION**Supplement Accepted****Comment Date:** 11/14/2017

Provide a fire access plan that clearly documents aerial access lanes, distances from fire lanes to all exterior portions of the building, fire lane widths, inside turn radii, and distances from fire hydrants.

Note**Comment Date:** 11/14/2017

MFD requires a separate review and approval of the proposed fire table on top of the building. Obtain approval prior to beginning construction of the proposed fire feature. The devices shown on the specified website would not comply with the IFC. Additional safety options will be required.

PARKS FORESTRY VERIFICATION**Supplement Accepted****Comment Date:** 11/22/2017

((CBRF Class C Non-ambulatory planned for the 30 unit building))Park Impact Fees (comprised of the Park-Infrastructure Impact Fee, per MGO Sec. 20.08(2)) will be required for all new residential development associated with this project. This development is within the North Park -Infrastructure Impact Fee district. Please reference ID# 17128 when contacting Parks about this project.

Supplement Accepted**Comment Date:** 11/22/2017

((age restriction for 73 MF units recorded)) The applicant shall execute the age deed restriction to receive the Age Restricted Multi family park impact fee rate.

TE VERIFICATION**Supplement Accepted****Comment Date:** 11/14/2017

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

Submitted by: Oakwood Lutheran Senior Ministries (OLSM)**Contact:** Michelle Godfrey
(608) 230-4250
michelle.godfrey@oakwoodvillage.net**Project Type:** Land Use**Description:** Construct 73-unit apartment building, construct addition to assisted living facility to add 30 units, and expand community center in existing residential building complex.**Status:** Approved**Revision History:** [0](#)**Supplement Accepted****Comment Date:** 11/14/2017

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

Supplement Accepted**Comment Date:** 11/14/2017

A deposit of \$0.00 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 Tim Stella, Traffic Engineering, 30 W. Mifflin St; Suite 900, P.O. Box 2986, Madison, Wisconsin 53701-2986.

Supplement Accepted**Comment Date:** 11/14/2017

A deposit of \$0.00 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 Tim Stella, Traffic Engineering, 30 W. Mifflin St; Suite 900, P.O. Box 2986, Madison, Wisconsin 53701-2986.

Supplement Accepted**Comment Date:** 11/14/2017

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 \$100 and Deposit to Insure Conduit of \$0.00 is payable to the City of Madison Treasurer to be delivered or mailed to Attention Tim Stella, Traffic Engineering, 30 W. Mifflin St; Suite 900, P.O. Box 2986, Madison, Wisconsin 53701-2986.

Supplement Accepted**Comment Date:** 11/14/2017

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:** 11/14/2017

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.

Supplement Accepted**Comment Date:** 11/14/2017

Dimension bike rack widths. They are typically 2' x 6'. 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.

Supplement Accepted**Comment Date:** 11/14/2017

Dimensions of the driveways shall be noted on the plan including the width of driveway and width of driveway flares or curb cut. Make note if the driveways are existing or proposed.

Submitted by: Oakwood Lutheran Senior Ministries (OLSM)**Contact:** Michelle Godfrey
(608) 230-4250
michelle.godfrey@oakwoodvillage.net**Project Type:** Land Use**Description:** Construct 73-unit apartment building, construct addition to assisted living facility to add 30 units, and expand community center in existing residential building complex.**Status:** Approved**Revision History:** [0](#)**Supplement Accepted** **Comment Date:** 11/14/2017

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:** 11/14/2017

City of Madison radio systems are microwave directional line of sight to remote towers citywide. The building elevation will need to be reviewed by Traffic Engineering to accommodate the microwave sight and building. The applicant shall submit grade and elevations plans if the building exceeds four stories prior to sign-off to be reviewed and approved by Austin Scheib, (266-4766) Traffic Engineering Shop, 1120 Sayle Street. The applicant shall return one signed approved building elevation copy to the City of Madison Traffic Engineering office with final plans for sign off.

Supplement Accepted **Comment Date:** 11/14/2017

Site plan should include all existing and proposed features and dimensions for the entire parcel.

Supplement Accepted **Comment Date:** 11/14/2017

Applicant shall submit a southeast plan to incorporate all features and dimensions of the whole parcel.

Supplement Accepted **Comment Date:** 11/14/2017

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.

Supplement Accepted **Comment Date:** 11/14/2017

Applicant shall submit an underground parking plan with all the dimension requirements and without all the extra dashed lines please.

Supplement Accepted **Comment Date:** 11/14/2017

Applicant shall work with Traffic Engineering to improve pedestrian accommodations throughout the site. Areas of particular concern are the new addition that seem to have no pedestrian access points and, the connection south of the new parking facility.

Supplement Accepted **Comment Date:** 11/15/2017

The bike rack style does not comply with City of Madison requirements.

URBAN DESIGN VERIFICATION

Supplement Accepted **Comment Date:** 12/07/2017

Per 6/28/17 UDC Review/Approval, provide photometrics and fixture cuts of building light fixtures.

Supplement Accepted **Comment Date:** 12/07/2017

Per 6/28/17 UDC Review/Approval, provide building material samples.

Note - changes in siding colors:

FC Siding L1 is Monterey Taupe (Changed from Pearl Gray)

FC Siding L2 is Navajo Beige (Unchanged)

FC Siding L3 is Aged Pewter (Changed from Gray Slate)

Supplement Accepted **Comment Date:** 12/07/2017

Provide photos of existing building conditions.

Submitted by: Oakwood Lutheran Senior Ministries (OLSM)**Contact:** Michelle Godfrey
(608) 230-4250
michelle.godfrey@oakwoodvillage.net**Project Type:** Land Use**Description:** Construct 73-unit apartment building, construct addition to assisted living facility to add 30 units, and expand community center in existing residential building complex.**Status:** Approved**Revision History:** [0](#)**WATER UTILITY VERIFICATION****Note** **Comment Date:** 11/22/2017

In regards to the proposed fire service main connection to the existing American Parkway water main - Water mains to be connected to the publicly owned distribution system at more than one point may be privately owned and maintained provided that a check valve is installed on the water main at each point of connection to the distribution system to prevent water from flowing back into the distribution system. Each check valve shall be located in a manhole or vault and shall be immediately preceded and followed by a buried or exposed shut-off valve on the main. The water supplier shall have access to the manholes and valves for inspection purposes. (per NR 811.68(3)).

Note **Comment Date:** 11/22/2017

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. A Water Meter Application Form will subsequently be required to size & obtain a water meter establish a Water Utility customer account and/or establish a Water Utility fire service account. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.

Note **Comment Date:** 11/22/2017

Water main piping located in the public right of way shall be constructed in accordance with the City of Madison Standard Specifications for Public Works Construction.

ZONING VERIFICATION**Supplement Accepted** **Comment Date:** 01/11/2018

Submit the complete floor plans (3 hard copies and a PDF) for the independent living building, community center addition, and assisted living addition.

Supplement Accepted **Comment Date:** 01/24/2018

Parking requirements for persons with disabilities must comply with Section 28.141(4)(e). Final plans shall show the required accessible stalls including van accessible stalls. An accessible stall is a minimum of 8 feet wide with a 5 foot wide access aisle. A minimum of one stall in every six must be a van accessible stall. A van accessible stall is a minimum of 8 feet wide with an 8 foot wide striped access aisle. The access aisle must not be blocked with a building column or other obstruction. Show the required signage at the head of the stalls.

Supplement Accepted **Comment Date:** 01/24/2018

Identify the locations of the existing and proposed bicycle stalls and label the dimensions of the stalls and the access aisles. Note: A bicycle stall is a minimum two (2) feet by six (6) feet with a five (5) foot wide access area. The access aisle must not be obstructed by vehicles, columns or other structures. Provide a detail of the proposed bike racks including any structured or wall mount bike racks. The proposed Axon style bike rack does not comply with City of Madison requirements.

Supplement Accepted **Comment Date:** 01/29/2018

A request for a bicycle parking reduction has been submitted for review. Please submit an exhibit which identifies the locations of the 10 existing bicycle stalls and identifies potential bike rack location should the need arise for additional bicycle parking stalls.

Submitted by: Oakwood Lutheran Senior Ministries (OLSM)**Contact:** Michelle Godfrey
(608) 230-4250
michelle.godfrey@oakwoodvillage.net**Project Type:** Land Use**Description:** Construct 73-unit apartment building, construct addition to assisted living facility to add 30 units, and expand community center in existing residential building complex.**Status:** Approved**Revision History:** [0](#)**Supplement Accepted****Comment Date:** 01/11/2018

Per the Supplemental Regulations for an Assisted Living Facility, Congregate Care Facility, or Skilled Nursing Facility (Section 28.151), submit a management plan for the assisted living addition portion of the facility.

Supplement Accepted**Comment Date:** 01/11/2018

The final site completion date is November 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.

Note**Comment Date:** 12/12/2017

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 and Chapter 33 Urban Design District ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.