



## City of Madison Site Plan Verification

**PROJECT: LNDUSE-2017-00062**

**Address:** 550 Junction RD

**Current Revision #: 0**

**Submitted by:** Shulfer Architects LLC

**Contact:** Steve Shulfer  
(608) 836-7570  
sshulfer@shulferarchitects.com

**Project Type:** Land Use

**Description:** Construct five-story mixed-use building containing 12,000 square feet of commercial space and 32 apartments. Now 33 apartments.

**Status:** Closed

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

Review	Status	Reviewer	Reviewed
Engineering Mapping	Approved	<a href="#">Lori Zenchenko</a>	May 17 2018
Engineering Review Main Office	Approved	<a href="#">Timothy Troester</a>	Dec 20 2017
Fire Review	Approved	<a href="#">William Sullivan</a>	Dec 21 2017
Lighting Review	Approved	<a href="#">Harry Sulzer</a>	Dec 6 2017
Parks/Forestry Review	Approved	<a href="#">Janet Schmidt</a>	Dec 18 2017
Planning Review	Approved	<a href="#">Chris Wells</a>	Nov 2 2017
Traffic Engineering Review	Approved	<a href="#">Eric Poffenberger</a>	Dec 21 2017
Urban Design Commission Review	Approved	<a href="#">Janine Glaeser</a>	Dec 21 2017
Zoning Review	Approved	<a href="#">Jenny Kirchgatter</a>	May 23 2018

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CAD received 11/22/2017.

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 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:** 10/11/2017

Addressing plan created & approved 11/20/2017. New floor plan sheets have been submitted to the Planning department (in order to replace the non approved address/floor plan sheets for LNDUSE-2017-00062).

Submit a PDF of all floor plans to lzenchenko@cityofmadison.com so that an interior addressing plan can be approved.

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.

Commercial tenant spaces are:

- 550 Junction Rd
- 558 Junction Rd
- 562 Junction Rd
- 566 Junction Rd
- 570 Junction Rd.

The apartment addresses are:

- 554 Junction Rd Apt 201, 202, 203, 204, 206, 207, 208, 209, 210, 211
- 554 Junction Rd Apt 301, 302, 303, 304, 306, 307, 308, 309, 310, 311
- 554 Junction Rd Apt 401, 402, 403, 404, 406, 407, 408, 409, 410, 411
- 554 Junction Rd Apt 503, 507 & 511.

**Supplement Accepted****Comment Date:** 10/12/2017

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CSM 14801 recorded 5/11/2018 as Document # 5408511. Combining two parcels into one Lot. Parcel 0708-221-0531-2 will be reused and reconfigured to CSM 14801. All data on parcel 0708-221-0530-4 will be transferred to 0708-221-0531-2. Then parcel 0708-221-0530-4 will be obsolete.

As indicated on the Site Plan, the underground parking connection between the existing building to the north and connecting to the proposed new building will cross an underlying platted lot line.

If the proposed construction does not satisfy the City of Madison Fire Department and fire code requirements in regard to a platted lot line bisecting the connecting tunnel, a Certified Survey Map (CSM) will be required to dissolve the lot line prior to issuance of a building permit.

If required, a CSM and required supporting information shall be prepared and submitted to the City of Madison Planning Department. The CSM would need to be approved by the City and recorded with the Dane County Register of Deeds prior to issuance of a building permit.

## ENGINEERING VERIFICATION

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**Supplement Accepted****Comment Date:** 11/01/2017

All outstanding Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering sign. 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.

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**Supplement Accepted****Comment Date:** 11/01/2017

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 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](mailto:meberhardt@cityofmadison.com).

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**Supplement Accepted****Comment Date:** 11/01/2017

This project is subject to City of Madison stormwater management permitting requirements. Submit completed permit application and permit fee to Megan Eberhardt for 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](mailto:meberhardt@cityofmadison.com). The updated stormwater plan has already been submitted and reviewed, just need the application and fee to complete issuance.

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**Supplement Accepted****Comment Date:** 11/01/2017

Submit the signed & notarized Stormwater Management Maintenance Agreement (SWMA) to City Engineering, attention: Megan Eberhardt. 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.

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**Supplement Accepted****Comment Date:** 11/01/2017

Submit PDFs of the final plans for Engineering records. Files can be emailed to Tim Troester at [ttroester@cityofmadison.com](mailto:ttroester@cityofmadison.com) or submitted on CD to City Engineering.

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**Supplement Accepted****Comment Date:** 11/01/2017

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sshulfer@shulferarchitects.com**Project Type:** Land Use**Description:** Construct five-story mixed-use building containing 12,000 square feet of commercial space and 32 apartments. Now 33 apartments.**Status:** Closed**Revision History:** [0](#)

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](mailto: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

**Supplement Accepted****Comment Date:** 10/12/2017

Building is proposing an opening along the property line which is prohibited. The lots would need to be combined into one, or the opening would need to be removed.

## PARKS FORESTRY VERIFICATION

**Supplement Accepted****Comment Date:** 12/18/2017

((park fees paid for 33MF 12/15/2017)) Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(8)(f) and 20.08(6) will be required for all new residential development associated with this project. This development is within the West Park -Infrastructure Impact Fee district. Please reference ID# 17134 when contacting Parks about this project.

**Supplement Accepted****Comment Date:** 12/18/2017

Additional street trees are needed for this project. All street tree planting locations and tree species within the right of way shall be determined by City Forestry. Please submit a site plan (in PDF format) to Brad Hofmann – [bhofmann@cityofmadison.com](mailto:bhofmann@cityofmadison.com) or 266-4816. Tree planting specifications can be found in section 209 of City of Madison Standard Specifications for Public Works Construction -

<http://www.cityofmadison.com/business/pw/documents/StdSpecs/2013/Part2.pdf>.

Please have your landscape designer contact Brad Hofmann to determine species.

**Note****Comment Date:** 11/28/2017

Contractor shall contact City Forestry [bhofmann@cityofmadison.com](mailto:bhofmann@cityofmadison.com) or 266-4816 at least one week prior to planting to schedule inspecting the nursery stock and review planting specifications with the landscaper.

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## TE VERIFICATION

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**Note** **Comment Date:** 10/12/2017

Phone conversation with Steve. He will be getting me a full site plan including existing parking onsite.

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

Provide an electronic copy of the revised site plan, .pdf preferred, e-mail plan to Eric Poffenberger -  
epoffenberger@cityofmadison.com

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**Note** **Comment Date:** 11/15/2017

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.

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

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.

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

"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.

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

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. Dimension all bike stalls on proposed site plan

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

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, (266-4768, ascheib@cityofmadison.com) 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.

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

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

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

All vehicular parking stalls shall be free and clear of all obstructions including structural columns to be considered legal stalls. The applicant shall look at relocating columns or altering parking stall geometry to comply with MGO 10.08.

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Place note " Residential Parking Only" if it applies. If people other than residents will have access to parking remove the end stall for a turn around.

**Note****Comment Date:** 11/15/2017

0.00 Electrical

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

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, 30 W. Mifflin St; Suite 900, P.O. Box 2986, Madison, Wisconsin 53701-2986.

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

Applicant will include the two (2) feet of vehicle overhang. The two (2) feet of vehicle overhang shall be shown on the plan and dimensioned.

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

Applicant will denote and sign all compact car and ADA stalls on proposed site plan.

**Note****Comment Date:** 12/07/2017

Talked on the phone to Ross.

Will be sending updated plan packet and dropping off deposit.

**Supplement Required****Comment Date:** 12/18/2017

Cashed check but waiting on revised plan. Zoning was not approving the pike parking along building as of last email I saw between the client and Jenny. Will approve when I get a revised plan to review.

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

L100 Landscaping Plan - Provide more detail on plan, including individual call outs for each species type and quantity.

**Supplement Accepted****Comment Date:** 10/30/2017

A3.1 & A3.2 Building Elevations - Provide updated exterior building elevation renderings.

**ZONING VERIFICATION****Supplement Accepted****Comment Date:** 05/18/2018

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A request for a bicycle parking adjustment has been approved.

Bicycle parking shall comply with City of Madison General Ordinances Sections 28.141(4)(g), Table 28I-3 and 28.141(11) and shall be designated as short-term or long-term bicycle parking. A minimum of 33 resident bicycle stalls are required plus a minimum of 3 short-term guest stalls. A minimum of 90% of the resident stalls (30 stalls) shall be designed as long-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. Required long-term bicycle parking spaces shall be located in enclosed and secured or supervised areas providing protection from theft, vandalism and weather and shall be accessible to intended users. Required long-term bicycle parking for residential uses shall not be located within dwelling units or within deck, patio areas, or private storage areas accessory to dwelling units. NOTE: A bicycle stall is a minimum of two (2) feet by six (6) feet with a five (5) foot wide access area. Submit a detail showing the model of bike rack to be installed.

**Supplement Accepted****Comment Date:** 12/19/2017

Submit an overall landscape plan of the entire site showing the existing as well as the proposed landscaping. Label and number the planting species on the plan. The landscape plan and landscape worksheet shall be 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:** 12/20/2017

Show the rooftop planter on the fifth floor plan page A2.5.

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

Include a summary of the dwelling units with the numbers and types of units (number of bedrooms).

**Supplement Accepted****Comment Date:** 05/18/2018

Submit 3 hard copies and a PDF of any revised plan pages.

**Supplement Accepted****Comment Date:** 05/21/2018

The final site completion date is December 15, 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.

**Note****Comment Date:** 11/15/2017

The bicycle parking requirements will be reviewed for compliance with Section 28.141(4), Table 28I-3, and 28.141(11) prior to obtaining Zoning approval for the future commercial tenant uses.

**Note****Comment Date:** 11/15/2017

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. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.