



City of Madison Site Plan Verification

PROJECT: LNDUSE-2017-00110

Address: 801 W Badger RD

Current Revision #: 0

Submitted by: Plunkett Raysich Architects, LLP

Contact: Kirk Keller
(608) 478-4013
kkeller@prarch.com

Project Type: Land Use

Description: Demolish office building and construct two-story 43,000 sq. ft. Madison College facility

Status: Approved

Revision History: [0](#)

Review	Status	Reviewer	Reviewed
Engineering Mapping	Approved	Jeffrey Quamme	Jun 20 2018
Engineering Review Main Office	Approved	Timothy Troester	Jun 21 2018
Fire Review	Approved	William Sullivan	May 18 2018
Lighting Review	Approved	Steve Rewey	Jun 8 2018
Metro Review	Approved	Timothy Sobota	Feb 22 2018
Parks/Forestry Review	Approved	Kathleen Kane	Mar 14 2018
Planning Review	Approved	Chris Wells	Jun 11 2018
Recycling Coordinator	Approved	Bryan Johnson	Jun 22 2018
Traffic Engineering Review	Approved	Timothy Stella	Jun 21 2018
Urban Design Commission Review	Approved	Janine Glaeser	Apr 30 2018
Water Utility Review	Approved	Adam Wiederhoeft	Mar 11 2018
Zoning Review	Approved	Jenny Kirchgatter	Jun 22 2018

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kkeller@prarch.com**Project Type:** Land Use**Description:** Demolish office building and construct two-story 43,000 sq. ft. Madison College facility**Status:** Approved**Revision History:** [0](#)**ENG MAPPING VERIFICATION****Supplement Accepted****Comment Date:** 02/27/2018

CAD received 6/8/2018.

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.

Note**Comment Date:** 02/28/2018

Item 24 of the Conditional approval letter of Jan. 9, 2018: The site plan proposes a public sidewalk along the east side of Perry Street. The existing Perpetual Easement for Public Highway is of adequate width to construct the public improvements in Perry Street. No additional dedication is necessary per the current plan.

Supplement Accepted**Comment Date:** 02/28/2018

Doc No. 5418695

Public sidewalk will cross the northeasterly corner of the site. Applicant shall grant a Public Sidewalk Easement for this area to 1 foot behind the sidewalk. Applicant must prepare metes and bounds legal description and scale map exhibits for the sidewalk easement area and provide 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, Engineering will create the necessary Office of Real Estate Services (ORES) Project. ORES staff will then administer the easement document(s) and record with the Dane County Register of Deeds.

Supplement Accepted**Comment Date:** 02/28/2018

Madison Water Utility determined a Consent to Occupy Easement Agreement is not necessary as only grading is within the easement area. 2018-3-5

Regarding the proposed stormwater management plan, applicant shall consult with Madison Water Utility if a Consent to Occupy Easement document is required to be recorded to define responsibilities and requirements in conjunction with the proposed stormwater management improvements shown within the Public Water Main Easement (Doc. No. 2282489) along the east side of the site. If needed coordinate the consent to occupy document with the Water Utility. Provide copy of correspondence with the Water Utility confirming the decision.

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Revised plans received 2018-6-14

The portions of the planters that protrude into the W Badger Road right of way shall be removed from the right of way.

ENGINEERING VERIFICATION**Supplement Accepted****Comment Date:** 03/05/2018

The applicant shall enter into a City / Developer Agreement for the required public infrastructure improvements. The City / Developer Agreement must be submitted with all required deposits, surety, and be fully executed by the applicant and the Mayor prior to final plan verification approval.

Supplement Accepted**Comment Date:** 03/05/2018

Provide / update note regarding all improvements within the Perry Street and W Badger Road public right-of-way shall be per the City issued plans, project number 11916.

Supplement Accepted**Comment Date:** 03/05/2018Prior 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>.**Supplement Accepted****Comment Date:** 03/05/2018

All outstanding Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering sign-off. Current amount due is \$4,364.50. Make check payable to Madison Metropolitan Sewerage District (MMSD) and submit to City Engineering (attn: Mark Moder and/or Tim Troester).

Supplement Accepted**Comment Date:** 03/05/2018This project is subject to City of Madison erosion control permitting requirements. Submit completed permit application, permit fee, erosion control plan, USLE calculations, etc. to Megan Eberhardt for review and issuance of the required City of Madison Erosion Control Permit. Permit application forms can be found online at <http://www.cityofmadison.com/engineering/Permits.cfm>. Include construction dewatering and concrete management plans as part of the erosion control plan. Questions regarding erosion control permitting requirements can be sent to Megan at meberhardt@cityofmadison.com.**Supplement Accepted****Comment Date:** 03/05/2018

This project will disturb an acre or more of land area and will be subject to WDNR permitting requirements for erosion control and stormwater management. Submit a copy of the approved WDNR Construction Site Storm Water Runoff permit (WDNR NOI permit) to City Engineering. The City of Madison erosion control and stormwater management permits cannot be issued until WDNR has granted their permit approval.

Supplement Accepted**Comment Date:** 03/05/2018This project is subject to City of Madison stormwater management permitting requirements. Submit completed permit application, permit fee, stormwater management plan stamped by a Wisconsin P.E., modeling calculations, etc. to Megan Eberhardt for review and issuance of the required City of Madison Stormwater Management Permit. Permit application forms can be found online at <http://www.cityofmadison.com/engineering/Permits.cfm>. Initial review indicates that this project will need to address runoff rate control, TSS reduction, infiltration, and oil and grease treatment as part of the stormwater management plan. Questions regarding stormwater management requirements or stormwater permitting requirements can be sent to Megan at meberhardt@cityofmadison.com.

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Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any BMP used to meet stormwater management requirements on this project. Include copies of all stormwater, utility, and detail plan sheets that contain stormwater practices on 8.5x14 size paper in the draft document. These drawings do not need to be to scale as they are for informational purposes only. Once City Engineering staff have reviewed the draft document and approved it with any required revisions submit a signed and notarized original copy to City Engineering. 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. Draft document can be emailed to Megan Eberhardt at Meberhardt@cityofmadison.com. The final document and fee should be submitted to City Engineering, attention: Megan Eberhardt.

Supplement Accepted**Comment Date:** 03/05/2018

Submit electronic data files for the stormwater management modeling and calculations. Files can be emailed to Megan Eberhardt at Meberhardt@cityofmadison.com or submitted on CD to City Engineering.

Supplement Accepted**Comment Date:** 03/05/2018

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

Supplement Accepted**Comment Date:** 03/05/2018

The Applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the Engineering Division with any private storm and sanitary sewer utilities. The digital CAD file shall be to scale and represent final construction. The CAD file shall be in a designated coordinate system (preferably Dane County WISCRS, US Ft). The single CAD file submittal can be either AutoCAD (dwg) Version 2013 or older, MicroStation (dgn) V8i Select Series 3 or older, or Universal (dxf) format and shall contain the only the following data, each on a separate layer name/level number:

- a) Building Footprints
- b) Internal Walkway Areas
- c) Internal Site Parking Areas
- d) Other Miscellaneous Impervious Areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.)
- e) Right-of-Way lines (public and private)
- f) Plat name and lot lines (metes & bounds parcel lines if unplatted)
- g) Platted lot numbers (noted "unplatted lands" if not platted)
- h) Lot/Plat property dimensions
- i) Street names
- j) Private on-site sanitary sewer utilities (including all connections to public sanitary)
- k) Private on-site storm sewer utilities (including all connections to public storm)

All other levels (contours, elevations, etc) are not to be included with this file submittal.

NOTE: Email CAD file transmissions are preferred to: ttroester@cityofmadison.com . The party responsible for the CAD file email transmission shall include the project site address in the email subject line. Any changes or additions to the location of the building, private utilities, sidewalks, parking/pavement during construction will require a new CAD file transmittal to City by applicant.

FIRE VERIFICATION**Supplement Accepted****Comment Date:** 03/09/2018

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Provide an aerial access lane that complies with MGO 34 & Chapter 5 of the IBC. As previously noted, the current design does not comply.

Per Revised Sheet F100 dated 5-2-2018

Note **Comment Date:** 03/09/2018

Chemicals including flammable liquids in the lower level shall comply with the limitation of the IFC. Particularly Chapter 57 & 50. Submit a chemical inventory and a diagram of control areas if necessary.

PLANNING VERIFICATION

Supplement Accepted **Comment Date:** 03/16/2018

The updated landscaping drawings in the 2/16/2018 Site Plan Review drawing set (i.e. L300-L302), satisfy the UDC's approval requirements regarding Condition #66 of the 1/9/2018 Disposition Letter, which states: The species callouts and labels in the landscape drawings that were submitted for Land Use approval are incorrect. The corrected drawings will need to comply with ordinance requirements and be submitted and approved by the Urban Design Commission as part of their final approval.

TE VERIFICATION

Supplement Accepted **Comment Date:** 02/28/2018

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

Supplement Accepted **Comment Date:** 02/28/2018

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 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:** 02/28/2018

(In developers agreement) A deposit of \$2000 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:** 02/28/2018

(In developers agreement) A deposit of \$0 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:** 02/28/2018

The Driveway Approach form is already filled out in the Traffic Engineering Office and requires only the fee / deposit to be paid as noted prior to site approval. The Driveway Approach Fee of \$400 (PAID) and Deposit to Insure Conduit of \$2400(PAID) 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.

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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 any time per the recommendation/plan of Traffic Engineering and City Engineering Departments.

Supplement Accepted **Comment Date:** 02/28/2018

The applicant shall prepare a TDM to be reviewed and approved by the City Traffic Engineer. MGO (28.183(6)(a)(6))

Supplement Accepted **Comment Date:** 02/28/2018

The applicant shall enter into a signed developer's agreement through City of Madison Engineering prior to sign off.

Supplement Accepted **Comment Date:** 02/28/2018

(In developers agreement) The applicant shall work with Traffic Engineering and submit a deposit of \$15,000 to make alterations to the public Right of Way to limit access on Badger Road to right in/right out.

Supplement Accepted **Comment Date:** 02/28/2018

This development will significantly increase parking demands in the surrounding roadways as this site does not have sufficient on-site parking. This will increase on-street parking of surrounding roadways, for which Traffic Engineering will have no remedies without future development.

Supplement Accepted **Comment Date:** 02/28/2018

Applicant shall show a 2 foot vehicle overhang in front of 16' curbed parking stalls.

Supplement Accepted **Comment Date:** 02/28/2018

The applicant shall show and dimension the proposed class III driveway approaches including the width of the drive entrance, width of the flares, and width of the curb cut.

URBAN DESIGN VERIFICATION

Supplement Accepted **Comment Date:** 03/14/2018

Provide elevation views with material and color call outs.

WATER UTILITY VERIFICATION

Note **Comment Date:** 03/11/2018

Water Utility is comfortable without a consent to occupy considering all engineered soil areas fall several feet beyond the easement limits. Any repairs along this main would only require restoration of existing grades.

Note **Comment Date:** 03/11/2018

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. 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.

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Section 28.185(7)(a)5. requires that if a demolition or removal permit is approved, it shall not be issued until the reuse and recycling plan is approved by the Recycling Coordinator, Bryan Johnson (608-266-4682).

Supplement Accepted**Comment Date:** 06/20/2018

A bicycle parking reduction will be required per Section 28.141(5). Submit a request for a bicycle parking reduction with the final plan submittal including information to support the argument for reducing the required number of spaces. Include an exhibit identifying areas where bicycle parking may be installed if future demand necessitates additional bicycle stalls. Factors that the Zoning Administrator may consider include but are not limited to: availability, proximity, and use characteristics of public bike parking in the public right of way within two hundred (200) feet of the subject property; existing or potential shared parking agreements; proximity to transit routes and/or multi-use paths; characteristics of the use, including hours of operation and peak parking demand times; design and maintenance of off-street bicycle parking, and whether the use is existing or is an addition to an existing use.

Supplement Accepted**Comment Date:** 06/20/2018

Per Sections 28.142(3)(c) and 28.142(4)(e), planting beds or planted areas must contain at least 75% vegetative cover mulched. Mulch shall consist of shredded bark, chipped wood or other organic material installed at a minimum depth of two (2) inches. 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:** 06/22/2018

Provide details showing that the primary street façade meets the door and window opening requirements of Section 28.060(2)(d). For nonresidential uses at ground floor level, windows and doors or other openings shall comprise at least sixty percent (60%) of the length and at least forty percent (40%) of the area of the ground floor of the primary street facade. At least fifty percent (50%) of windows on the primary street facade shall have the lower sill within three (3) feet of grade. On upper stories, window or balcony openings shall occupy a minimum of fifteen percent (15%) of the upper-story wall area.

Supplement Accepted**Comment Date:** 06/20/2018

The final site compliance date is October 1, 2019.

Per Section 28.186(4)(b), the property owner or operator is required to bring the property into compliance with all elements of the approved site plans by the date established by the Zoning Administrator as part of the site and building plan approval. Work with Zoning staff to establish a final site compliance date.

Note**Comment Date:** 05/25/2018

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 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.