



City of Madison Site Plan Verification

PROJECT: LNDUSE-2018-00063

Address: 209 Junction RD

Current Revision #: 0

Submitted by: Iconica

Contact: John Seamon
(608) 664-3550
john.seamon@iconicacreates.com

Project Type: Land Use

Description: Amend General Development Plan for Prairie Towne Center and approve Specific Implementation Plan to construct 8,233 square foot commercial building and add vehicle access sales and service window to existing 12,000 square foot commercial building.

Status: Agency Reviews in Process

Revision History: [0](#)

Review	Status	Reviewer	Reviewed
Engineering Mapping	Approved	Jeffrey Quamme	Oct 31 2018
Engineering Review Main Office	Add'l Info Req'd	Timothy Troester	Sep 11 2018
Fire Review	Approved	William Sullivan	Sep 7 2018
Lighting Review	Approved	Steve Rewey	Sep 11 2018
Metro Review	Approved	Timothy Sobota	Jan 3 2019
Parks/Forestry Review	Approved	Sarah Lerner	Sep 14 2018
Planning Review	Add'l Info Req'd	Timothy Parks	Sep 18 2018
Traffic Engineering Review	Approved	Timothy Stella	Sep 20 2018
Urban Design Commission Review	Add'l Info Req'd	Janine Glaeser	Nov 27 2018
Zoning Review	Add'l Info Req'd	Jenny Kirchgatter	Sep 19 2018

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Tenant space A is 241 Junction Rd.
 Tenant space B is 243 Junction Rd.
 Tenant space C is 245 Junction Rd.

The site plan shall reflect a proper street address of the property as reflected by official City of Madison Assessor's and Engineering Division records.

Supplement Accepted **Comment Date:** 09/06/2018

CAD received 9/12/2018.

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:** 09/07/2018

The site plans shall show and label the Public Storm Sewer and Watermain Easements that encumber this site per CSM No. 7978.

ENGINEERING VERIFICATION**Supplement Accepted** **Comment Date:** 09/11/2018

All outstanding Madison Metropolitan Sewerage District (MMSD) charges must be paid prior to final plan verification approval. Current charges due are \$1,740.31. Make check payable to Madison Metropolitan Sewerage District and submit to Tim Troester in City Engineering for processing.

Supplement Accepted **Comment Date:** 09/11/2018

Provide copy of recorded ownership maintenance agreement that covers the rights and responsibilities for connection of the proposed sanitary later for this project to an existing sanitary lateral that serves the existing mall development.

Supplement Accepted **Comment Date:** 09/11/2018

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 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>. Questions regarding erosion control permitting requirements can be sent to Megan at meberhardt@cityofmadison.com. Application and permit fee that was turned in with the plan verification review routing has been forwarded to Megan.

Supplement Accepted **Comment Date:** 09/11/2018

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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:** 09/11/2018

This 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>. Questions regarding stormwater management requirements or stormwater permitting requirements can be sent to Megan at meberhardt@cityofmadison.com. Application and permit fee that was turned in with the plan verification review routing has been forwarded to Megan.

Supplement Required**Comment Date:** 09/11/2018

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:** 09/11/2018

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:** 09/11/2018

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:** 09/11/2018

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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.

METRO VERIFICATION

Supplement Accepted

Comment Date: 01/03/2019

a. The applicant shall submit updated plans and associated recorded document information, demonstrating compliance with the conditions of approval adopted by the Madison City Council at their meetings of August 15th, 1995 (149 Junction Road GDP/SIP application) and January 16th, 1996 (201 Junction Road GDP/SIP application), specifically as it relates to Madison Metro bus operations and amenities on the land contained in these combined GDP areas.

Note

Comment Date: 09/06/2018

b. Metro Transit currently operates weekend and holiday bus service on the parcels contained in this GDP application - in accordance with the conditions of approval originally required of the applicants by the City Council in 1995 and 1996. These transit operations include bus service operating past two existing passenger waiting shelters that area maintained by the applicant, and dedicated layover bays on the property for buses that do park at these internal stop locations for varying amounts of time between scheduled arrivals and departures.

Note

Comment Date: 09/06/2018

c. Metro Transit would support possible revisions to the current transit operations and amenities on these properties - in coordination with the applicant - in order that the City might operate a more efficient pattern of bus traffic through the site, than what was originally required and approved. Such alterations to the underlying bus access easements, amenity locations, and bus layover sites could proceed on a similar timeline with the construction and occupancy of the proposed alterations to the GDP, if adopted as updates/revisions to what the original GDP had required.

Supplement Accepted

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d. The applicant shall include the location of these transit amenities, and recorded easement document numbers, on the final plans filed with their permit application so that Metro Transit may review and approve the design.

PARKS FORESTRY VERIFICATION

Supplement Accepted**Comment Date:** 09/14/2018

Existing street trees shall be protected. Please include the following note on the site plan: Contractor shall install tree protection fencing in the area between the curb and sidewalk and extend it at least 5 feet from both sides of the tree along the length of the terrace. No excavation is permitted within 5 feet of the outside edge of a tree trunk. If excavation within 5 feet of any tree is necessary, contractor shall contact City Forestry (266-4816) prior to excavation to assess the impact to the tree and root system. Tree pruning shall be coordinated with City Forestry prior to the start of construction. Tree protection specifications can be found in section 107.13 of City of Madison Standard Specifications for Public Works Construction -<http://www.cityofmadison.com/business/pw/documents/StdSpecs/2018/Part1.pdf>. Any tree removals that are required for construction after the development plan is approved will require at least a 72 hour wait period before a tree removal permit can be issued by Forestry, to notify the Alder of the change in the tree plan.

PLANNING VERIFICATION

Note**Comment Date:** 09/18/2018

The final plans for Building H are consistent with the plans approved by the Plan Commission and Common Council.

Supplement Required**Comment Date:** 09/18/2018

Revise the Specific Implementation Plan site plan to include final details of the vehicle access sales and service window for Building "G" for staff approval prior to final recording and issuance of permits to modify that building. If modifications to G are not proposed at this time, this condition may be satisfied through approval of an alteration of the SIP prior to issuance of permits for Building G.

Note**Comment Date:** 09/18/2018

Exterior alterations to Building G to accommodate create multiple commercial suites shall be submitted to the Planning Division for approval as an alteration to the Specific Implementation Plan prior to issuance of permits and following a recommendation by the district alder. The plans to create multiple suites shall be accompanied by floorplans and detailed elevations with building materials for any proposed exterior changes to this building. Note: UDC approval of these modifications may also be required.

Supplement Required**Comment Date:** 09/18/2018

The applicant may submit a zoning text specific to this project for review and approval by the Planning Division and Zoning Administrator prior to recording, or note that this project is subject to the zoning text on record for the Prairie Towne Center Planned Development.

TE VERIFICATION

Supplement Accepted**Comment Date:** 09/10/2018

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

Supplement Accepted**Comment Date:** 09/10/2018

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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/striped 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.

URBAN DESIGN VERIFICATION

Supplement Required **Comment Date:** 09/10/2018

Provide revised elevation drawings. Revised elevation drawings dated 10/10/18 that eliminate the window boxes are not in keeping with the original UDC approved design.

Note **Comment Date:** 11/28/2018

Proposed outdoor seating wall/railing and trellis material changes dated 10/10/18 are in keeping with the original UDC approved design intent.

ZONING VERIFICATION

Supplement Accepted **Comment Date:** 01/03/2019

Label and number the proposed trees and landscape plantings with the planting code in addition to the identification symbols on the landscape plans. 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:** 01/03/2019

Add or adjust the landscape islands within the row of parking abutting Junction Rd. A planting island shall be located at least every twelve (12) contiguous stalls with no break.

Supplement Accepted **Comment Date:** 01/03/2019

Identify the location and number of the bicycle stalls on site plan page A100.

Note **Comment Date:** 09/19/2018

As each tenant space is leased, the multi-tenant commercial building site must reflect compliance in the required type and number of bicycle parking spaces, to be reviewed prior to obtaining Zoning approval for each use.

Supplement Required **Comment Date:** 09/19/2018

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:** 09/19/2018

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.