



City of Madison Site Plan Verification

PROJECT: LNDUSE-2018-00085

Address: 222 S Hamilton ST

Current Revision #: 0

Submitted by: Populance LLC

Contact: Christopher Gosch
(608) 333-1926
cgosch@populance.com

Project Type: Land Use

Description: Demolish office building to construct mixed-use building with 930 square feet of commercial space and 19 residential condominiums.

Status: Agency Reviews in Process

Revision History: [0](#)

| Review | Status | Reviewer | Reviewed |
|--------------------------------|------------------|-----------------------------------|-------------|
| Engineering Mapping | Approved | Jeffrey Quamme | Dec 12 2018 |
| Engineering Review Main Office | Add'l Info Req'd | Timothy Troester | Dec 18 2018 |
| Fire Review | Approved | William Sullivan | Dec 11 2018 |
| Lighting Review | Approved | Steve Rewey | Jan 16 2019 |
| Parks/Forestry Review | Approved | Kathleen Kane | Dec 19 2018 |
| Planning Review | Approved | Chris Wells | Dec 20 2018 |
| Recycling Coordinator | Approved | Bryan Johnson | Dec 5 2018 |
| Traffic Engineering Review | Add'l Info Req'd | Timothy Stella | Dec 5 2018 |
| Urban Design Commission Review | Approved | Janine Glaeser | Jan 8 2019 |
| Water Utility Review | Approved | Adam Wiederhoeft | Jan 2 2019 |
| Zoning Review | Add'l Info Req'd | Jenny Kirchgatter | Jan 16 2019 |

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ENG MAPPING VERIFICATION

Supplement Accepted**Comment Date:** 12/10/2018

CAD received 12/11/2018.

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.

ENGINEERING VERIFICATION

Supplement Accepted**Comment Date:** 12/18/2018

(Scheduling Meeting was held on 12/21/18. Comments have been added detailing permit and plan requirements) Set up a project-scheduling meeting for this project with City Engineering. Engineering streets staff expect grade and sidewalk issues that will need to be covered in either a Developer Agreement or an extended permit to excavate in the right-of-way. If it is determined that a Developer Agreement is required as a result of the meeting the agreement will need to be executed and in place prior with all required surety and deposits prior to final plan verification approval. The same applies if a permit to excavate in the right-of-way will cover the requirements. City sidewalk plans may also be required pending the outcome of the meeting. Contact Tim Troester at (608) 267-1995 or ttroester@cityofmadison.com to set up and schedule the required meeting.

Supplement Required**Comment Date:** 12/18/2018

If earth retention is required for the excavation of the northern portion of the basement those earth retention plans must be submitted to City Engineering for review to ensure they do not conflict with public utilities or infrastructure. If no earth retention will be required provide notice to City Engineering. If a Developer Agreement is required for this project the submittal, review, and approval of the earth retention plans can be handled as a condition of the Developer Agreement. If a Developer Agreement is not required the earth retention plans must be submitted, reviewed, and approved prior to final plan verification approval. Plans can be submitted to Tim Troester in City Engineering to route for City Engineering review.

Supplement Required**Comment Date:** 12/18/2018

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(This comment will be completed once the required stamped plan is submitted and approved. See comment below regarding submittal of P.E. stamped plan) Provide the City Engineer with a survey indicating the grade of the existing sidewalk and street. The Applicant shall hire a Professional Engineer to set the grade of the building entrances adjacent to the public right of way. The Applicant shall provide the City Engineer the proposed grade of the building entrances. The City Engineer shall approve the grade of the entrances prior to signing off on this development. Submit survey and building elevation information as a CAD file to John Sapp for review (jsapp@cityofmadison.com).

Supplement Accepted**Comment Date:** 12/18/2018

All outstanding Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering sign-off. If paid in 2018 amount due is \$180.64. If paid in 2019 amount due will be \$331.93. Development response comments indicated fees were dropped off at City Engineering but we do not have record of this payment. Submit to Tim Troester or Mark Moder in City Engineering.

Supplement Required**Comment Date:** 12/18/2018

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>.

Supplement Required**Comment Date:** 12/18/2018

(Design of trench drain and storm provided. Utility Plan Sheet C 3.01 must be updated prior to approval of this comment) Provide additional detail how the enclosed depressions created by the parking entrance and the building entrances are served for drainage purposes. The building must be protected from receiving runoff up through the 24-hr, 100-yr design storm. If the enclosed depression(s) is/are to be served by a gravity system provide calculations stamped by a Wisconsin P.E. that show inlet and pipe capacities meet this requirement. If the enclosed depression(s) is/are to be served by a pump system provide pump sizing calculations stamped by a Wisconsin P.E. or licensed Plumber that show this requirement has been met. While these area are covered they are open to the elements on the sides so will need to account for rainfall that can enter these area and must be drained. If drains are connected through the building provide sizes and locations and where the ultimate connections to public storm sewer is. If connected to the same system that drains the roof provide details how the low areas are still allowed to drain while the roof is being serviced.

Supplement Accepted**Comment Date:** 12/18/2018

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. Include provisions in the erosion control plan for dewatering during construction due to rain events and also for concrete washout. Check for correct fee of \$239 is still needed.

Supplement Required**Comment Date:** 12/18/2018

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 Required**Comment Date:** 12/18/2018

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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.

Supplement Required**Comment Date:** 01/18/2019

The sidewalk and utility connections required within the public right-of-way for this project will take place under a Permit to Excavate in the Right-of-Way instead of a Developer Agreement per meeting held with Engineering Staff and Development Team on 12/21/18. The required Permit to Excavate in the Right-of-Way must be obtained prior to final plan verification approval. As a condition of the permit deposit will be required to cover City inspection expenses and as surety to guarantee the completion of the improvements. A sublist will also be required as a condition of the permit that will need to be provided and approved prior to doing any of the proposed work within the public right-of-way. A plan stamped by a Wisconsin P.E. and approved by City Engineering will be required with the permit application/approval (see following comment for plan requirements).

Supplement Required**Comment Date:** 01/18/2019

Submit a plan, stamped by a Wisconsin P.E., that provides all proposed sidewalk grades, sidewalk removals and replacements, proposed curb grades, curb removals and replacements, sanitary lateral, water lateral, storm sewer lateral connections, and pavement patching limits. Provide pipe sizes, pipe types, and invert elevations for all proposed utility work. Submit plan to City Engineering for review and approval prior to final plan verification approval. This plan will also be required to obtain the required Permit to Excavate in the Right-of-Way.

Supplement Required**Comment Date:** 01/18/2019

A \$10,000 deposit shall be submitted by the Developer to City Engineering to be used to cover City expenses incurred by review and inspection of improvements required in the public right-of-way. Once all work is completed within the public right-of-way and the improvements are accepted by the City's Construction Engineer any remaining unused deposit (less any City incurred expenses) will be returned to the Developer.

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The design documents indicate a tolerance of less than 2 1/2-inches below the high-rise threshold. Deviations during construction that would cause the elevation of the roof deck floor elevation to exceed 941.2 will result in significant modifications to the building to comply with the IBC.

PLANNING VERIFICATION

Supplement Accepted **Comment Date:** 12/20/2018

Condition #53: The applicant shall consider better distinguishing the entrance to the first floor office space at the northeast corner of the building, perhaps with material changes similar to the treatment of the lower level office space. (MGO §28.071(3)(b)3))

2018/12/20 Note: Condition #53 was not a requirement, and is therefore satisfied.

Supplement Accepted **Comment Date:** 12/20/2018

Condition #54: The applicant shall work with Planning staff to find replacements of the following plants – Lysimachia Nummularia, Phyllostachys Aureosulcata, and Galium Odoratum – before final sign off.

2018/12/20 Note: the applicant has satisfied this with the replacement with Calamagrostis X Acutiflora, Symphytum Grandiflorum, and Spreading Dogbane Apocynum Androsaemiflorum.

TE VERIFICATION

Supplement Required **Comment Date:** 12/05/2018

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

Note **Comment Date:** 12/05/2018

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/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.

Supplement Accepted **Comment Date:** 12/05/2018

A deposit of \$500 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 Department, 215 Martin Luther King Jr. Blvd; Suite 109, P.O. Box 2986, Madison, Wisconsin 53703-2986.

Supplement Accepted **Comment Date:** 12/05/2018

A deposit of \$1500 payable to City Treasurer will be required for the electrical installations/conduit 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 Department, 215 Martin Luther King Jr. Blvd; Suite 109, P.O. Box 2986, Madison, Wisconsin 53703-2986.

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The Driveway Approach form will be 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 \$100 is payable to the City of Madison Treasurer to be delivered or mailed to Attention Tim Stella, Traffic Engineering Department, 215 Martin Luther King Jr. Blvd; Suite 109, P.O. Box 2986, Madison, Wisconsin 53703-2986.

Supplement Accepted**Comment Date:** 12/05/2018

Items in the Right-of-Way are not approvable through the site plan approval process. Make a note on all pages 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 Required**Comment Date:** 12/05/2018

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 Required**Comment Date:** 12/05/2018

Applicant shall provide a copy of all cross access agreements. Email to tstella@cityofmadison.com

Supplement Required**Comment Date:** 12/05/2018

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. Alternatively, use "Small Vehicles" parking design standards 10.08(6)(b)3 items S = 8.5", L = 16", E = 22' & F = 18' where all parking shall be clearly identified and properly controlled for use by only such vehicles.

Supplement Required**Comment Date:** 12/05/2018

The applicant shall indicate on the underground parking plans whether the garage is used for residential use only, mixed commercial and residential use, or employee and residential use only.

Supplement Required**Comment Date:** 12/05/2018

Dimensions of the driveways shall be noted on the plan including the width of driveway and width of driveway flares or curb cut. There are discrepancies between the driveway width on the underground plan and the south driveway on the site plan. The drive entrance doesn't line up with the vision triangles.

Supplement Accepted**Comment Date:** 12/05/2018

Applicant shall submit for review a waste removal plan. This shall include vehicular turning movements. TE recommends wheeling of the garbage containers to the street for pickup instead of the truck driving into the driveway and backing out.

URBAN DESIGN VERIFICATION**Note****Comment Date:** 01/08/2019

Proposed project is in keeping with the UDC approved design intent.

Note**Comment Date:** 01/08/2019

Signage is not a part of this approved application. Submit a separate application for each sign permit.

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Provide a pdf of the rear section and the notes and calculations/formula for the Zoning review of floor heights Task 4(c) determining average sidewalk grade.

Supplement Required**Comment Date:** 01/16/2019

Provide a calculation and plan detail for lot coverage. The lot coverage maximum is 90%. Lot coverage is defined as the total area of all buildings, measured at grade, all accessory structures including patios, etc., and all paved areas as a percentage of the total area of the lot, with the following exceptions: sidewalks or paved paths no wider than five (5) feet, pervious pavement, green roofs and decks. The paved areas labeled paved path exception do not qualify for the exception.

Supplement Required**Comment Date:** 01/16/2019

Provide the minimum required number of bicycle parking spaces distributed as both Short Term and Long Term bicycle parking for the residential and commercial uses, as required per Sections 28.141(4) and 28.141(11). A minimum of 19 resident bicycle parking spaces are required plus 2 guest stalls. A minimum of 90% (17) 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. A minimum of 2 short-term bicycle stalls shall be required for the commercial uses. Identify and dimension the bicycle stalls, including the access aisles, on the final plans. Provide a detail of the bicycle rack design.

Supplement Required**Comment Date:** 01/16/2019

Provide a summary of the dwelling units with the number and type of units (number of bedrooms).

Supplement Required**Comment Date:** 01/16/2019

Update the vehicle and bike parking numbers and summaries to be accurate and consistent through the plan set.

Supplement Accepted**Comment Date:** 01/16/2019

The final site compliance date is March 1, 2020.

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:** 01/16/2019

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.