



City of Madison Site Plan Verification

PROJECT: LNDUSE-2018-00107

Address: 5535 University AVE

Current Revision #: 0

Submitted by: 5533 University Ave LLC

Contact: Martin O'Connor
(608) 712-1463

Project Type: Land Use

Description: Demolish an existing grocery store and construct a mixed-use bldg with 5,600 sq. ft. of commercial space & 60 apts. Urban Design District No. 6. ----- STATUS: APPROVED but INACTIVE (Replaces earlier submittal (Legistar File 49138) but itself was replaced by a subsequent submittal (Legistar File 66120))

Status: Closed

Revision History: [0](#)

Review	Status	Reviewer	Reviewed
Engineering Mapping	Add'l Info Req'd	Jeffrey Quamme	Feb 18 2022
Engineering Review Main Office	Add'l Info Req'd	Timothy Troester	Feb 18 2022
Fire Review	Approved	William Sullivan	Jan 3 2019
Lighting Review	Approved	Steve Rewey	Jan 7 2019
Metro Review	Approved	Timothy Sobota	Jan 17 2019
Parks/Forestry Review	Approved	Sarah Lerner	Feb 25 2019
Planning Review	Approved	Chris Wells	Jan 9 2019
Recycling Coordinator	Pending	Bryan Johnson	Pending
Traffic Engineering Review	Add'l Info Req'd	Eric Poffenberger	Feb 18 2022
Urban Design Commission Review	Approved	Janine Glaeser	Jan 17 2019
Zoning Review	Add'l Info Req'd	Jenny Kirchgatter	Feb 18 2022

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ENG MAPPING VERIFICATION

Supplement Required**Comment Date:** 01/07/2019

The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD) prior to issuance of any building permits for new construction. When the recorded CSM image is available from the ROD, the Assessor's Office can then create the new Address-Parcel-Owner (APO) data in GEO so that the Accela system can upload this data and permit issuance made available for this new land record

Supplement Accepted**Comment Date:** 01/09/2019

CAD received 2/12/2019.

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:** 01/09/2019

Applicant and/or contractor are responsible to obtain necessary rights and permissions from the adjacent property owner that may be required for the construction and maintenance of the retaining wall proposed along the southerly side of this site.

ENGINEERING VERIFICATION

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

This project requires construction of public improvements by the Developer and a Developer Agreement contract between the Developer and the City. A project schedule and contract was drafted previously for this project prior to the redesign. Schedule a meeting with City Engineering to discuss the public improvements now required, updates required to the contract, and to determine an updated project schedule. Contact Tim Troester at 608-667-1995 or ttroester@cityofmadison.com to set up this required meeting.

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Developer Agreement along with all applicable deposits, surety, and related documents must be submitted, executed, and approved by the City prior to final plan verification approval.

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

The Applicant shall provide the City Engineer with a survey indicating the grade of the existing sidewalk and street in CAD format. 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 CAD survey to John Sapp for review at jsapp@cityofmadison.com.

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

Provide the City Engineer with the proposed earth retention system to accommodate the construction / restoration. The earth retention system must be stamped by a Professional Engineer. The City Engineer may reject or require modifications to the retention system.

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

Show storm water "overflow" paths that will safely route runoff when the storm sewer is at capacity. Parking lot appears to contain an enclosed depression area ? provide private storm sewer and storm overflow to serve this area while protecting the proposed building and underground parking entrance.

Provide additional detail how the enclosed depression(s) created by the parking entrance(s) to the below building parking area(s) is/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. Submit any required calculations are part of the stormwater management plan.

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

Submit the projected sewer flow calculations for the development. Offsite sanitary sewer improvements may be required with the developer agreement if the sewer on Capital Avenue cannot handle the additional wastewater flow.

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

Pipe P?9 appears to cut the corner of the adjacent property. Construction easements from the adjacent property may be required to install this private storm sewer connection. Provide details that show this private storm sewer later will not cross the adjacent property or a copy of a recorded private storm sewer easement.

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

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:** 01/16/2019

All outstanding Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering sign-off. Current amount due is \$2,052.27. Make check payable to MMSD and submit to City Engineering, attention Mark Moder or Tim Troester.

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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.

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

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:** 01/16/2019

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.

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

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:** 01/16/2019

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

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.

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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.

PARKS FORESTRY VERIFICATION

Note**Comment Date:** 01/23/2019

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# 17159 when contacting Parks about this project.

Note**Comment Date:** 01/23/2019

City Forestry will issue a removal permit for a 2" diameter Horsechestnut tree due to conflict with proposed driveway located at 3rd tree on University Ave from Capital Ave. Please contact Brad Hofmann – bhofmann@cityofmadison.com or 266-4816 to obtain the street tree removal permit.

Supplement Accepted**Comment Date:** 01/23/2019

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.

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PARKS VERIFICATION

Supplement Accepted**Comment Date:** 02/25/2019

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# 17159 when contacting Parks about this project.

TE VERIFICATION

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

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

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

This site presents difficult constructability issues; access to neighboring sites must be maintained at all times, covered sidewalks will be constructed and maintained as soon as possible and little to no access to the Public Right-of-Way on University Avenue will be granted for construction purposes. Provide a detailed construction plan to Traffic Engineering for review by the Traffic Control Specialist (Mike Duhr) prior to final signoff.

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

All parking facility design shall conform to MGO standards, as set in section 10.08(6).

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

All pedestrian walkways adjacent parking stalls shall be 7 feet wide to accommodate vehicle overhang, signage and impediments to walkway movements. Any request for variance shall be submitted to and reviewed by City Traffic Engineering.

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

All bicycle parking adjacent pedestrian walkways shall have a 2 foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.

Note**Comment Date:** 01/03/2019

Along any public right-of-way classified as an arterial or a collector street the applicant can expect to be required to maintain a public walkway past the job site (e.g. via use of pile/lagging or other vertical shoring method).

Note**Comment Date:** 01/03/2019

Per Section MGO 12.138 (14), this project is not eligible for residential parking permits. It is recommended that this prohibition be noted in the leases for the residential units.

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"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:** 01/03/2019

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

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

Include a parking plan demonstrating how specific stalls, to be used by the commercial site, will be reserved. Include any signage to be used to achieve this goal in the submitted plans.

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

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 Division 215 Martin Luther King Jr. Blvd. Suite 109 P.O. Box 2986 Madison, WI 53701-2986.

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

A deposit of \$3000.00 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 Eric Poffenberger, Traffic Engineering Division 215 Martin Luther King Jr. Blvd. Suite 109 P.O. Box 2986 Madison, WI 53701-2986.

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

Applicant shall use an approved wheel secured rack in the 7 stalls closest to the parking stall 52. These 7 stalls currently conflict with the backup of the parking stall. Modify racks or remove the parking stall. Please note these on the plan sheets.

Supplement Required**Comment Date:** 02/13/2019

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 \$400.00 and Deposit to Insure Conduit of \$600.00 is payable to the City of Madison Treasurer to be delivered or mailed to Attention Eric Poffenberger, Traffic Engineering Division 215 Martin Luther King Jr. Blvd. Suite 109 P.O. Box 2986 Madison, WI 53701-2986.

Supplement Accepted**Comment Date:** 11/18/2019

2 stalls that are 16' with no 2ft buffer should be labeled and signed small car parking only. Otherwise please dimension 2 ft buffer.

URBAN DESIGN VERIFICATION**Note****Comment Date:** 01/17/2019

Proposed plans are in keeping with the UDC approved design intent.

ZONING VERIFICATION

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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).

Note**Comment Date:** 02/11/2019

As each commercial tenant space is leased, the entire development must reflect compliance in the required amount, type and number of vehicle and bicycle parking spaces, to be reviewed prior to obtaining Zoning approval for each use.

Note**Comment Date:** 02/11/2019

The final site compliance date is June 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:** 02/11/2019

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.

Note**Comment Date:** 02/18/2019

A bicycle parking adjustment has been approved for the percentage of wall hung verses standard ground mounted bicycle stalls.