



City of Fitchburg  
 Planning/Zoning Department  
 5520 Lacy Road  
 Fitchburg, WI 53711  
 (608) 270-4200

## CONDITIONAL USE PERMIT APPLICATION

The undersigned owner, or owner's authorized agent, of property herein described hereby applies for a conditional use permit for the following described property:

**1. Location of Property:**

**Street Address:** To Be Determined

**Legal Description - (Metes & Bounds, or Lot No. And Plat):** \_\_\_\_\_

Lot 144 Highland Reserve. Narrative Legal Description submitted as a separate attachment

\*\*\*Also submit in electronic format (MS WORD or plain text) by email to: **PLANNING@FITCHBURGWI.GOV**

**2. Current Use of Property:** Agricultural

**3. Proposed Use of Property:** Educational occupancy under Institutional zoning

**4. Proposed Development Schedule:** Phase 1 Construction completion by July 2023

**5. Zoning District:** R-L

**6. Future Land Use Plan Classification:** Institutional

\*\*\*Pursuant to Section 22-3(b) of the Fitchburg Zoning Ordinance, all Conditional Use Permits shall be consistent with the currently adopted City of Fitchburg Comprehensive Plan.

\*\*\*Attach three (3) copies of a site plan which shows any proposed land divisions, plus vehicular access points and the location and size of all existing and proposed structures and parking areas. Two (2) of the three (3) copies shall be no larger than 11" x 17". Submit one (1) pdf document of the entire submittal to [planning@fitchburgwi.gov](mailto:planning@fitchburgwi.gov).

Additional information may be requested.

**Type of Residential Development (If Applicable):** Not Applicable

**No. of Dwelling Units by Bedroom:** 1 BR  2 BR  3 BR  4 or More

**No. Of Parking Stalls:** \_\_\_\_\_

**Type of Non-residential Development (If Applicable):** Educational grades 6 -12

**Proposed Hours of Operation:** 7:30 - 4:00 plus after events **No. Of Employees:** Phase 1 - 15 FTE

**Floor Area:** Phase 1=21,750 SF, All Phases=44,582 SF **No. Of Parking Stalls:** Phase 1, ~85, All Phases ~130

**Sewer:** Municipal  Private  **Water:** Municipal  Private

**Current Owner of Property:** Under contract to St. Ambrose Academy, Inc. from Fahey Land LLC and Fahey 5370 LLC

**Address:** 3 Point Place, Suite 150, Madison, WI 53719 **Phone No:** 608-239-4718

**Contact Person:** Grant Emmel

**Email:** grant.emmel@ambroseacademy.org

**Address:** 3 Point Place, Suite 150, Madison, WI 53719 **Phone No:** 608-239-4718

**Respectfully Submitted By:** Kirk Keller, AIA, NCARB, Plunkett Raysich Architects, llp

Owner's or Authorized Agent's Signature

**\*\* It is highly recommended that an applicant hold at least one neighborhood meeting prior to submitting an CUP application to identify any concerns or issues of surrounding residents.**

PLEASE NOTE - Applicants shall be responsible for legal or outside consultant costs incurred by the City. Submissions shall be made at least four (4) weeks prior to desired plan commission meeting.

**For City Use Only: Date Received:** \_\_\_\_\_ **Publish:** \_\_\_\_\_

**Ordinance Section No.** \_\_\_\_\_ **Fee Paid:** \_\_\_\_\_

**Permit Request No.** \_\_\_\_\_

14 December 2021

Lisa McNabola  
Interim City Planner  
City of Fitchburg  
Planning and Zoning Departments

Ms. McNabola and Committee Members,

This letter is offered as an introduction for the upcoming St. Ambrose Academy planned at the intersection of Nobel Drive and Fahey Glen in the newly planned Highland Reserve development.

This letter is also a partial follow up to specific discussion items made during an introductory meeting held with yourself and City personnel on Tuesday, December 7.

### **St. Ambrose Academy**

The school serves students from all areas of Dane county in an educational environment that supports the Catholic faith. As a private institution, students from grades 6 – 12 have been served by this institution since 2001. Formerly located within an existing parish facility the school is currently developing plans to establish phased development of facilities in Fitchburg. St. Ambrose Academy is not associated with a Catholic parish and the entire facility is planned to serve the needs of the enrolled students. Many of the functions associated with a traditional parish school are not associated with St. Ambrose with any sort of regularity. Functions such as a community Sunday church services and regular community dinners are not a part of the planning of this facility. The future warming kitchen area is not envisioned as a full-service facility. Other special events such as graduating approximately 30 seniors a year, or holding a grade level play event can be readily accommodated within the phased parking areas. Serving the needs of the student body is central to the educational processes and goals of St. Ambrose Academy. It is a goal to take occupancy in July 2023 and our team will work with City staff to secure an early start agreement.

### **Design**

From initial planning discussions with City staff there was a request to establish a built form at the intersection of Nobel and Fahey. The classic building form addresses the street with true four-sided architecture. For student security all access is coordinated directly from the arrival and parking side of

209 south water street milwaukee, wisconsin 53204 414 359 3060  
2310 crossroads drive suite 2000 madison, wisconsin 53718 608 240 9900  
1900 main street suite 309 sarasota, florida 34236 941 444 8845

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Partners: Kevin M. Broich, Michael P. Brush, Gregg R. Golden, John J. Holz, Nicholas D. Kent,  
Steven A. Kieckhafer, Scott A. Kramer, Jason W. Puestow, Larry A. Schneider, Michael J. Sobczak



the facility. Major building materials are brick, cast stone and architectural shingles on the sloped roof areas. The sections of low slope roof will be structured to support solar panels. The Projects Impervious Surface Ratio information is detailed on Wyser Engineering sheet C-100 of the submittal package.

### **School Information**

The student population is envisioned as reaching approximately 210 students with the first phase of construction. A future phase of construction will allow growth to a range of 240-280 students. Faculty and staff should reach a maximum of approximately 25.

An initial parking area in excess of regular needs is shown at approximately 85 cars. Future phases of development would increase parking to approximately 140 cars. The daily average for parking is currently about 35 cars. A drop-off lane is provided at the building entry. St. Ambrose school does not utilize a bus service, but there is room for bus/vehicle drop-off and pick-up. With the use of carpooling, and multiple families bringing multiple students to school the 'normal' image of a dense moment of student arrivals in private vehicles is not an occurrence with this school. Staggered arrivals from a wide geographic area occurs. The future parking stalls will be added as the future phases of construction are added to the school. The event gymnasium and additional specialty classrooms will serve as the two additions and are detailed below.

Access is planned from Nobel Drive. Ingress and egress will be accommodated from this location. An initial discussion with the Fitchburg Fire Department will continue to assure egress and ingress needs for emergency services are met. The design of this access point is in process and will be developed with City staff input. Fire hydrants will be located as a part of the planning. Full firefighting equipment access along Nobel and Fahey will also be incorporated into the planning efforts.

### **Gymnasium**

The future, approximately 8,000 SF, gymnasium holds one high school competition court and about three rows of bleacher seating for a total of approximately 100 spectators. The gym is sized similar to a modest middle school facility. The facility is seen as being used for internal physical education needs. The facility is not sized for competition events. Locker rooms are sized for changing purposes only. The timeframe to build this portion of the project will be determined with fund-raising efforts, with no fixed timetable at this time.



## School Addition

The approximately 8,000 two story future academic addition is geared to provide multiple specialty classrooms such as a Library and Science Rooms. For this reason, the student population is envisioned as reaching a maximum of the referenced 240-280 students. The timeframe for this portion of the project will be determined with fund-raising efforts, with no fixed timetable at this time but it is possible that it could be completed with Phase 1.

The overall square footage for each phase is summarized in the submittal drawings. If additional information is needed to assist City staff and committees in understanding the unique nature of St. Ambrose Academy, please let me know and I will work for an answer.

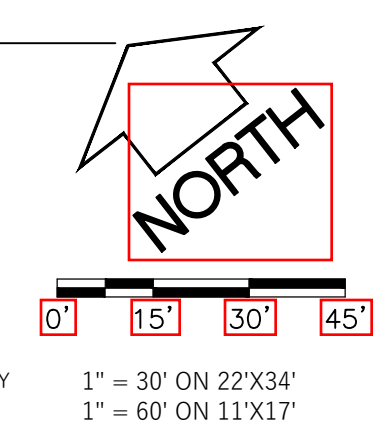


**Kirk Keller** AIA, NCARB



**LEGEND (PROPOSED)**

- PROPOSED PROPERTY BOUNDARY
- - - EASEMENT
- ▭ BUILDING FOOTPRINT
- ▬ 18" CURB AND GUTTER
- ▬ 18" REJECT CURB AND GUTTER
- ▬ FLUSH CURB
- ▬ ASPHALT PAVEMENT
- ▬ CONCRETE PAVEMENT
- ▬ STORMWATER TREATMENT FACILITY



**GENERAL NOTES**

- UNDERLYING SITE CONTOURS AND INFORMATION BASED ON TOPOGRAPHIC & UTILITY DATA AND FUTURE DEVELOPMENT PLANS AS PROVIDED TO WYSER ENGINEERING. WYSER ENGINEERING SHALL NOT BE HELD RESPONSIBLE FOR ANY ERRORS OR OMISSIONS THAT MAY ARISE AS A RESULT OF ERRONEOUS OR INCOMPLETE INFORMATION PROVIDED BY OTHERS. CONTRACTOR TO CONFIRM ALL ELEVATIONS, GENERAL DRAINAGE AND EARTHWORK REQUIREMENTS PRIOR TO CONSTRUCTION.
- THE BENCHMARK LOCATIONS ARE SHOWN FOR REFERENCE ONLY ON THIS PLAN. THE BENCHMARKS SHALL BE VALIDATED BY LICENSED LAND SURVEYOR PRIOR TO CONSTRUCTION. CONTRACTOR ASSUMES RISK ASSOCIATED WITH BENCHMARK ELEVATIONS UNTIL CONFIRMED.
- CONTRACTOR TO OBTAIN APPROPRIATE PERMITS FOR STREET OPENINGS & TO WORK WITHIN THE CITY'S LAND IF REQUIRED.
- WYSER ENGINEERING SHALL BE HELD HARMLESS AND DOES NOT WARRANT ANY DEVIATIONS BY THE OWNER OR CONTRACTOR FROM THE APPROVED CONSTRUCTION PLANS THAT MAY RESULT IN DISCIPLINARY ACTIONS BY REGULATORY AGENCIES.
- IF ANY ERRORS, DISCREPANCIES, OR OMISSIONS WITHIN THE PLAN BECOME APPARENT, IT SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO CONSTRUCTION SO THAT CLARIFICATION OR REDESIGN MAY OCCUR.
- ALL MUNICIPAL UTILITY CONNECTIONS, WORK IN ROW, PUBLIC OUTLOTS AND PUBLIC EASEMENTS SHALL BE IN ACCORDANCE WITH CITY OF FITCHBURG STANDARD SPECIFICATIONS.

**SITE INFORMATION BLOCK:**

SITE ADDRESS: NOBEL DRIVE  
 SITE ACREAGE (PROPOSED LOT 144): 216,529 SQ. FT. (4.97 AC)  
 USE OF PROPERTY: INSTITUTIONAL  
 ZONING: PROPOSED LOW DENSITY DISTRICT (R-L)

SETBACKS:  
 FRONT YARD: 30- FEET  
 STREET SIDE: 25- FEET  
 REAR YARD: 35- FEET  
 SIDE YARD: 10- FEET

MAXIMUM HEIGHT: 35- FEET  
 MAXIMUM LOT AREA COVERAGE AND BUILDINGS: 35%  
 APPROXIMATE WORSHIP SPACE SEATING CAPACITY: 210  
 CLASSROOMS: 6 (9 AT FULL BUILD OUT)  
 STUDENTS: 200-350

TOTAL NUMBER OF PARKING STALLS (INCLUDING FUTURE EXPANSION): 78 (22)  
 NUMBER OF STALLS DESIGNATED ACCESSIBLE: 4 (6)  
 BICYCLE STALLS: 20

EXISTING IMPERVIOUS SURFACE AREA: 0 SQ. FT.  
 NEW IMPERVIOUS SURFACE AREA: 49,357 SQ. FT. (90,577 SQ. FT.)  
 ROOFTOP: 15,425 SQ. FT.  
 ADDITION: 19,500 SQ. FT.  
 PAVED: 33,932 SQ. FT.  
 FUTURE: 21,720 SQ. FT.

DISTURBANCE LIMITS: 216,500 SQ. FT.  
 IMPERVIOUS SURFACE AREA WITHIN DISTURBANCE LIMITS: 49,357 SQ. FT.  
 PERCENT IMPERVIOUS: 22.8% (41.8%)

- UNLESS NOTED:
- SIDEWALK IS 5-FOOT WIDE
  - CURB AND GUTTER IS 18"
  - CURB AND GUTTER / THICKENED EDGE PAVEMENT WILL BOUND THE PAVEMENT
  - DRIVE LANES ARE 24- FEET IN WIDTH
  - PARKING STALLS ARE 9- FOOT WIDE BY 18- FEET DEEP
  - DRIVE LANE CORNERS HAVE A RADIUS OF 5- FEET
  - PARKING ROW CORNERS HAVE A RADIUS OF 2.5- FEET

BUILDING FOOTPRINT SHOWN BASED ON ARCHITECTURAL FLOOR PLAN AS PROVIDED TO WYSER ENGINEERING. THIS DRAWING SHOULD NOT BE USED FOR CONSTRUCTION LAYOUT UNTIL FOUNDATION IS VERIFIED BY FINAL STRUCTURAL PLANS. THIS IS THE RESPONSIBILITY OF THE CONTRACTOR.

ST. AMBROSE SCHOOL  
 CITY OF FITCHBURG, DANE COUNTY, WI

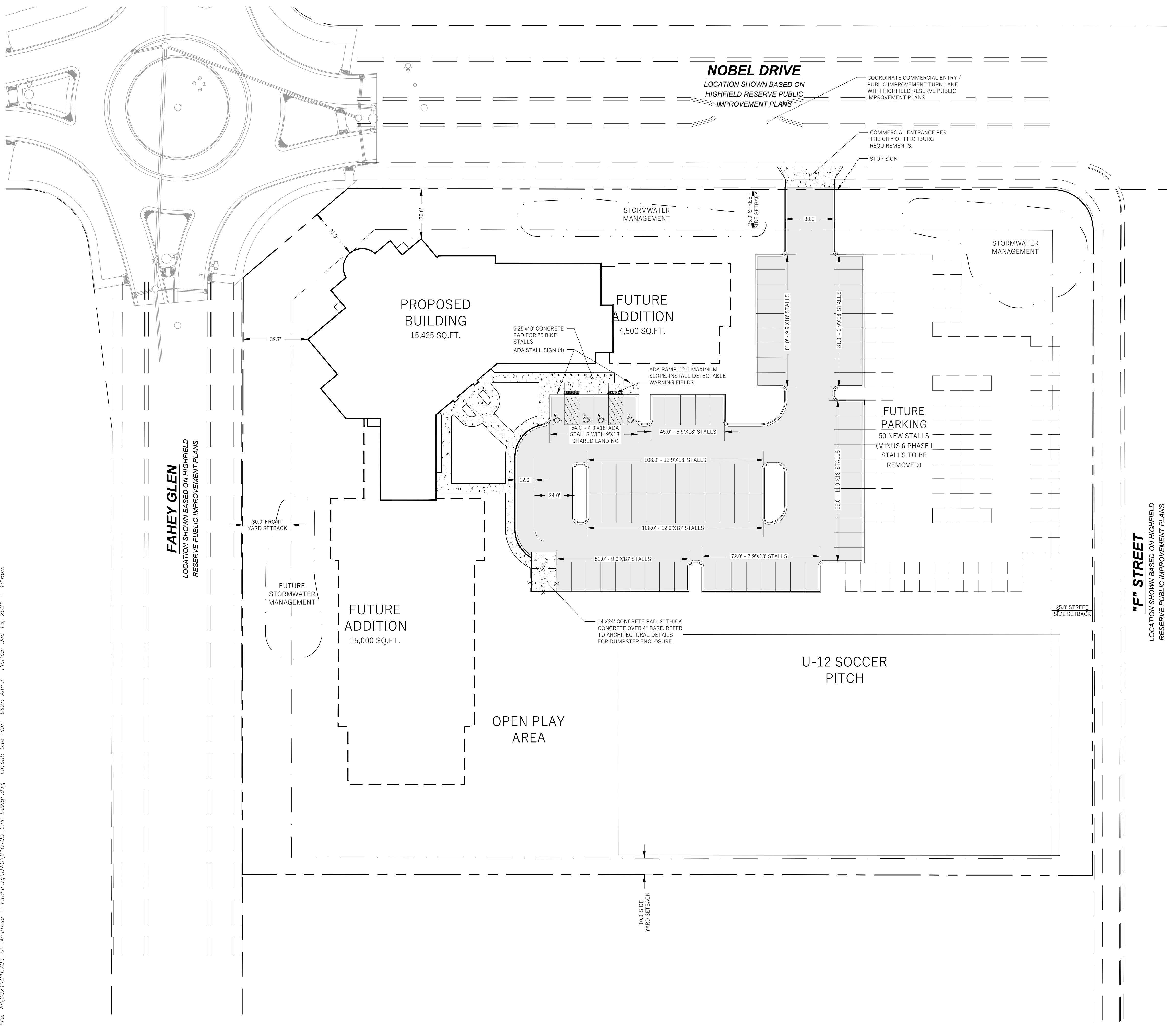
NOBEL DRIVE  
 FITCHBURG, WI 53711

Sheet Title:  
 SITE PLAN

Revisions:		
No.	Date:	Description:

Graphic Scale	0' 15' 30' 45'
Wyser Number	21-0795
Set Type	PLAN COMMISSION
Date Issued	12/14/2021
Sheet Number	C100

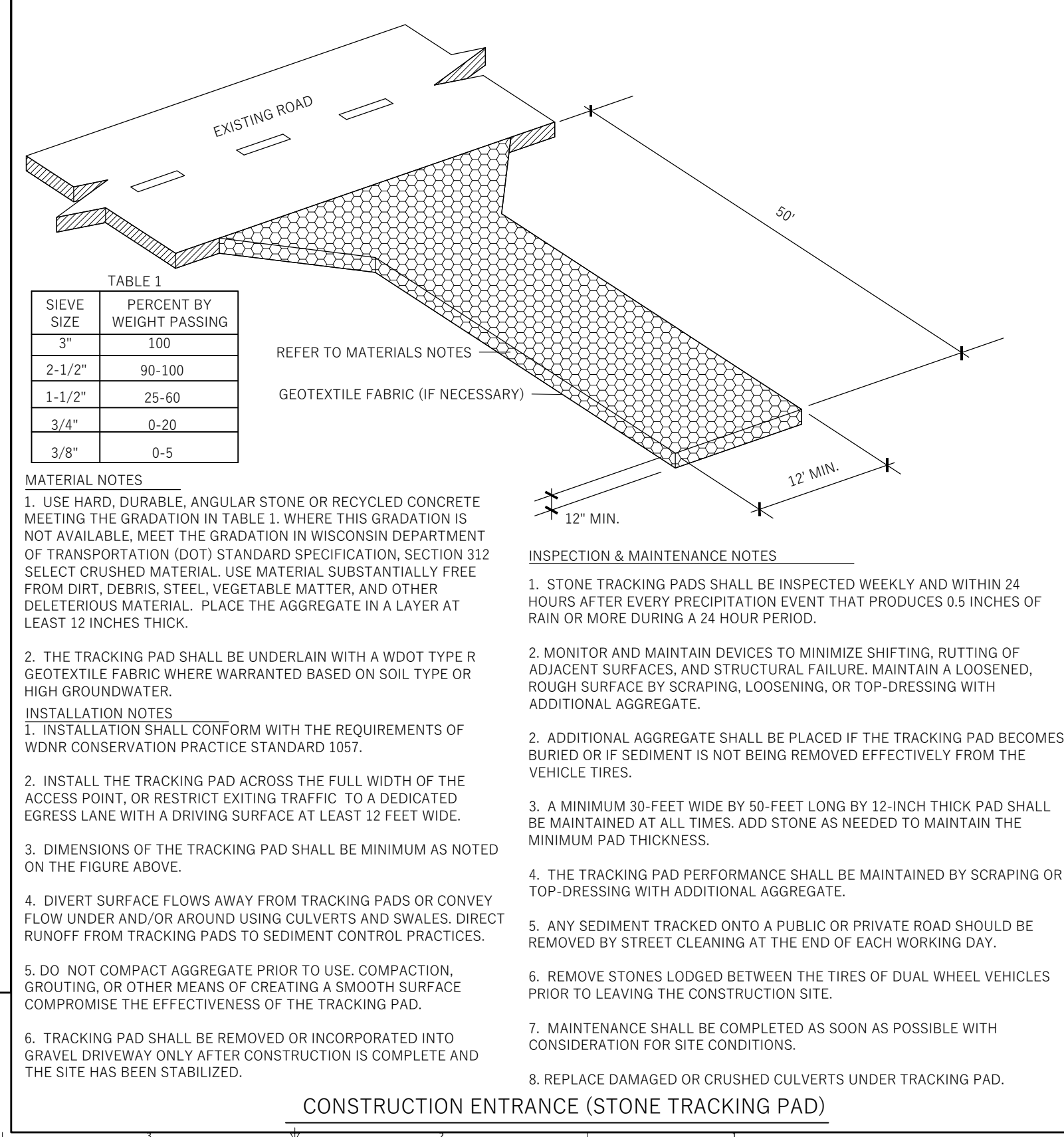
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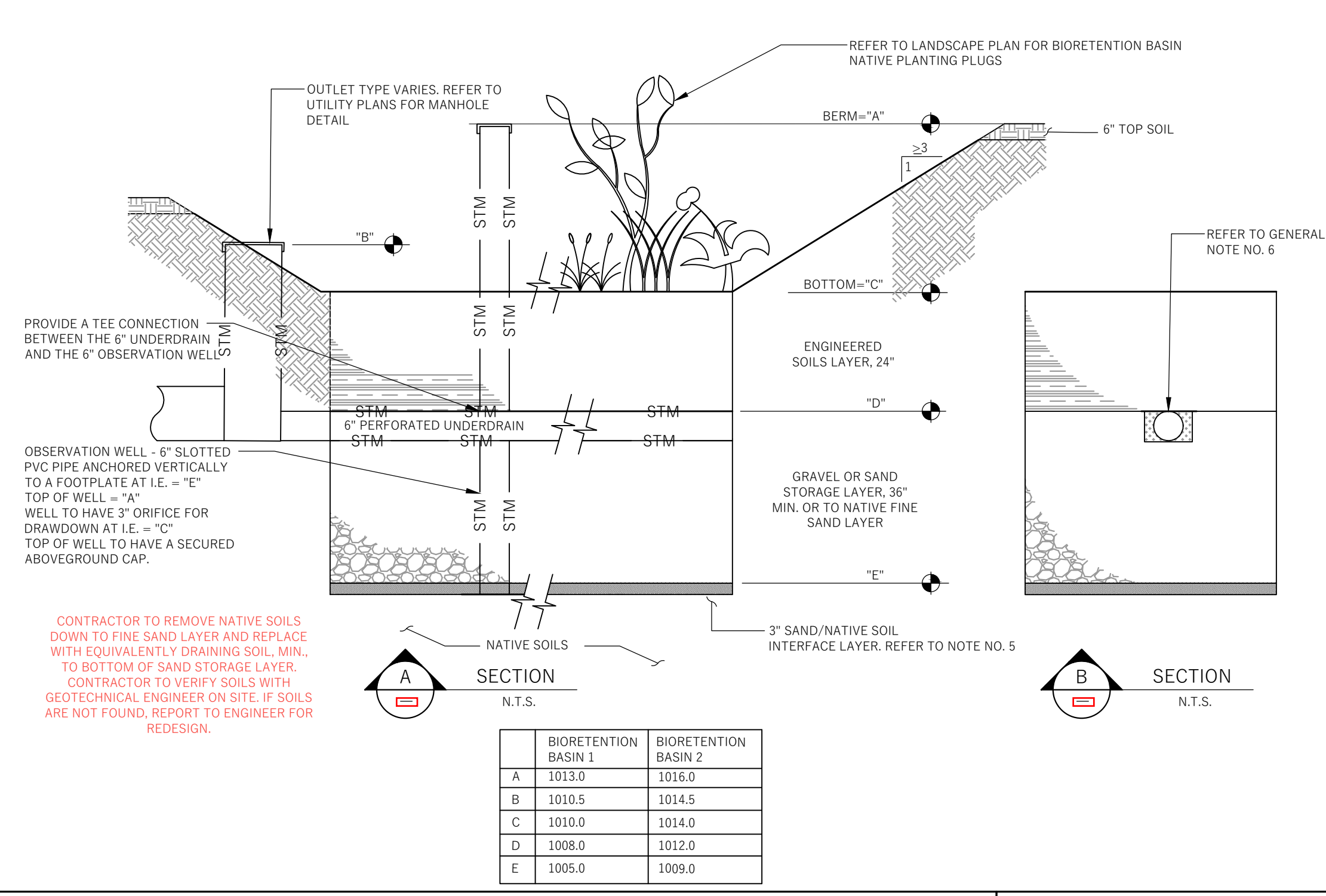


**GENERAL NOTES:**

- ALL CONSTRUCTION PRACTICES SHALL MEET THE SPECIFICATIONS OF THE WDNR TECHNICAL STANDARD 1004 - BIORETENTION FOR INFILTRATION. IT IS THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN A COPY OF THIS STANDARD AND CONSTRUCT THE BIORETENTION DEVICE IN ACCORDANCE WITH THE REQUIREMENTS OUTLINED THEREIN.
- CONTRACTOR SHALL INSTALL NATIVE PLANT PLUGS IN THE BASIN AND INSTALL A CLASS II EROSION CONTROL MAT (OVERLAPPED AND ANCHORED WITH MIN. 6" LONG HARDWOOD STAKES), CUT AN "X" IN THE MATTING AND AUGER DOWN TO PLACE APPROPRIATE PLANTING PLUGS EVERY 12 INCHES ON CENTER.
- CONTRACTOR SHALL INSTALL 24" OF ENGINEERED SOIL, CONSISTING OF: 70% ASTM C33 SAND AND 30% CERTIFIED COMPOST (SEE GENERAL NOTE 4).
- CERTIFIED COMPOST SHALL CONSIST OF: >40% ORGANIC MATTER, <60% ASH CONTENT, pH OF 6-8, AND MOISTURE CONTENT OF 35-50% BY WEIGHT.
- SAND/NATIVE SOIL INTERFACE LAYER SHALL BE FORMED BY A LAYER OF SAND 3 INCHES DEEP, WHICH IS VERTICALLY MIXED WITH THE NATIVE SOIL TO A DEPTH OF 2-4 INCHES. A CONSTRUCTION REPRESENTATIVE MUST BE ON SITE DURING OVER EXCAVATION TO APPROVE OF THE DEPTH AND SOIL TYPES.
- FILTER FABRIC SHALL BE PLACED ABOVE THE PERFORATED PIPE, BETWEEN THE PEA GRAVEL AND THE ENGINEERED SOIL, A WIDTH OF 4 FEET CENTERED OVER THE FLOW LINE OF THE PIPE.
- ANNUAL RYE GRASS SHALL BE SEED AT 40 LB/ACRE WITH THE SEED MIX IN THE AREAS SURROUNDING THE BASIN, ON SIDE SLOPES, AND OVER ANY LAND THAT DISCHARGES INTO THE BASIN FOR EROSION CONTROL. WHEN BASIN IS BROUGHT ON-LINE, ROOTSTOCK AND PLUGS ARE REQUIRED TO ESTABLISH VEGETATION AT THE INVERT OF THE BASIN.
- RUNOFF MUST INFILTRATE THROUGH THE ENTIRE BASIN WITHIN 48-HOURS AND ALL STANDING WATER DISSIPATED WITHIN 24-HOURS. BASINS UNABLE TO MAINTAIN THESE RATES MUST BE DEEP TILLED, REGRADED, AND IF NECESSARY REPLANTED TO RESTORE ORIGINAL INFILTRATION RATES.
- ALL WORK TO BE CONDUCTED IN CONFORMANCE WITH APPLICABLE LOCAL, REGIONAL, AND STATE STORMWATER STANDARDS FOR THE PROJECT SITE AS APPROVED BY THE REGULATORY ENGINEER.
- REFER TO LANDSCAPE PLAN FOR PLANTING REQUIREMENTS.

INFILTRATION DEVICES ARE DESIGNED IN ACCORDANCE WITH THE SPECIFICATIONS OF THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES (WDNR), COUNTY, MUNICIPALITY, AND ENGINEERING STANDARD OF CARE. ALL DESIGNATED INFILTRATION AREAS (e.g. RAIN GARDENS, INFILTRATION BASINS, BIORETENTION DEVICES) SHALL BE FENCED PRIOR TO CONSTRUCTION AND REMAIN UNDISTURBED AND PROTECTED DURING THE CONSTRUCTION OF PROPOSED SITE IMPROVEMENTS. PROPOSED BIORETENTION DEVICES SHALL NOT BE CONSTRUCTED UNTIL THE DEVICE'S CONTRIBUTING WATERSHED AREA MEETS ESTABLISHED VEGETATION REQUIREMENTS SET FORTH WITHIN THE RESPECTIVE WDNR TECHNICAL STANDARDS. IF THE LOCATION OF THE INFILTRATION AREA CONFLICTS WITH CONSTRUCTION STAGING AND/OR CONSTRUCTION TRAFFIC AND IS DISTURBED, COMPACTION MITIGATION WILL BE REQUIRED AT THE CONTRACTOR'S EXPENSE.

THE CONTRACTOR IS REQUIRED TO PROVIDE QUALIFIED STAFF FOR INSPECTION AND OBSERVATION OF THE CONSTRUCTION ACTIVITIES RELATING TO ALL JOB SITE REGULATORY COMPLIANCE INCLUDING THE PROTECTION AND CONSTRUCTION OF ALL STORMWATER MANAGEMENT FEATURES. ANY OBSERVATION OF PLAN OR SITE DISCREPANCIES SHALL BE REPORTED TO THE ENGINEER OF RECORD PRIOR TO CONSTRUCTION.



**BIORETENTION DEVICE**

**FLEXSTORM INLET FILTERS TO MEET DANE COUNTY EROSION CONTROL STANDARDS**

**(HB) HYBRID FILTER BAG SPECIFICATIONS:**

PROPERTY	TEST METHOD	WOVEN (OUTER)	NON-WOVEN (INNER)
TENSILE STRENGTH	ASTM D4862	300 x 20 lbs	300 lbs
ELONGATION	ASTM D4862	20% x 10%	50%
CBR PUNCTURE	ASTM D4861	1000 lbs	65 lbs
TRAPEZOIDAL TEAR	ASTM D4861	100 x 75 lbs	45 lbs
UV RESISTANCE	ASTM D4865	90%	70%
OPENING SIZE (AOS)	ASTM D4851	20 US STD SEVE	40 US STD SEVE
PERMEABILITY	ASTM D4851	1.5 sec <sup>2</sup>	2.0 sec <sup>2</sup>
WATER FLOW RATE	ASTM D4851	200 gal/min/ft <sup>2</sup>	150 gal/min/ft <sup>2</sup>
MINIMUM FILTER BAG VOLUME			2.0 CUBIC FT

**CATCH-IT INLET FILTER (Temporary Inlet Protection)**

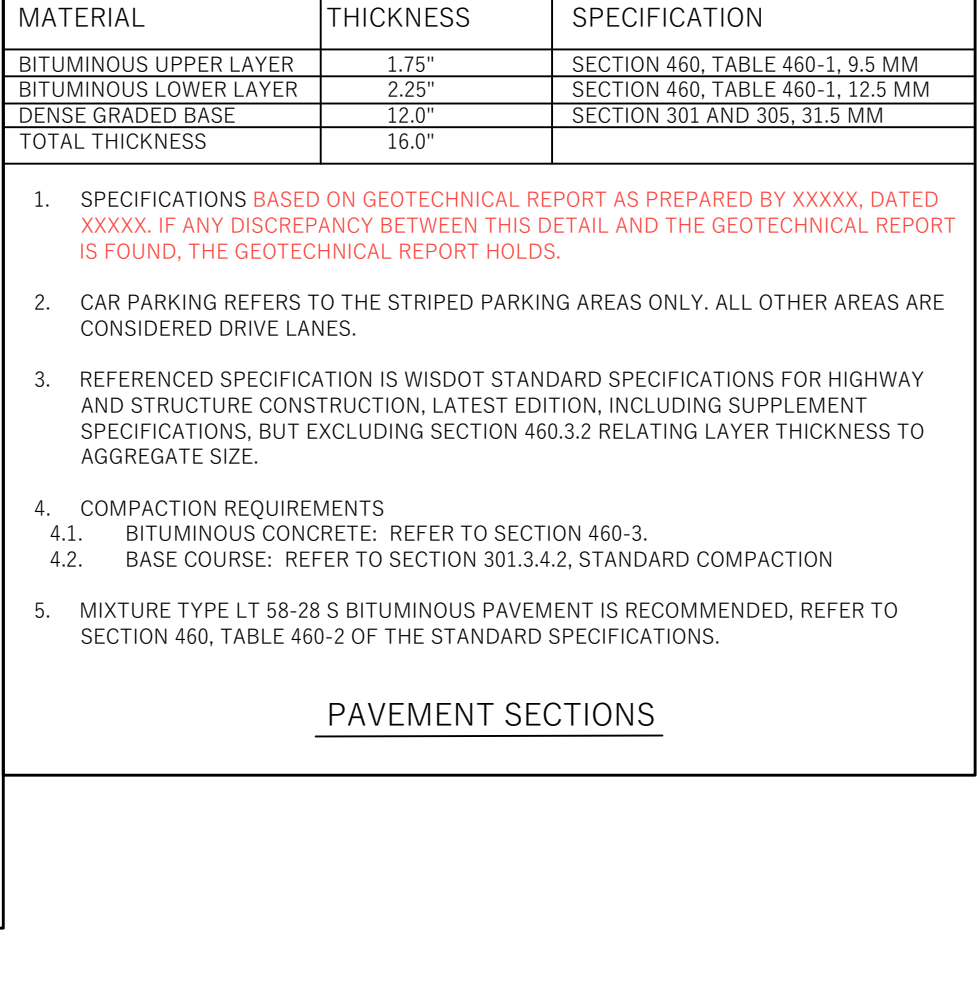
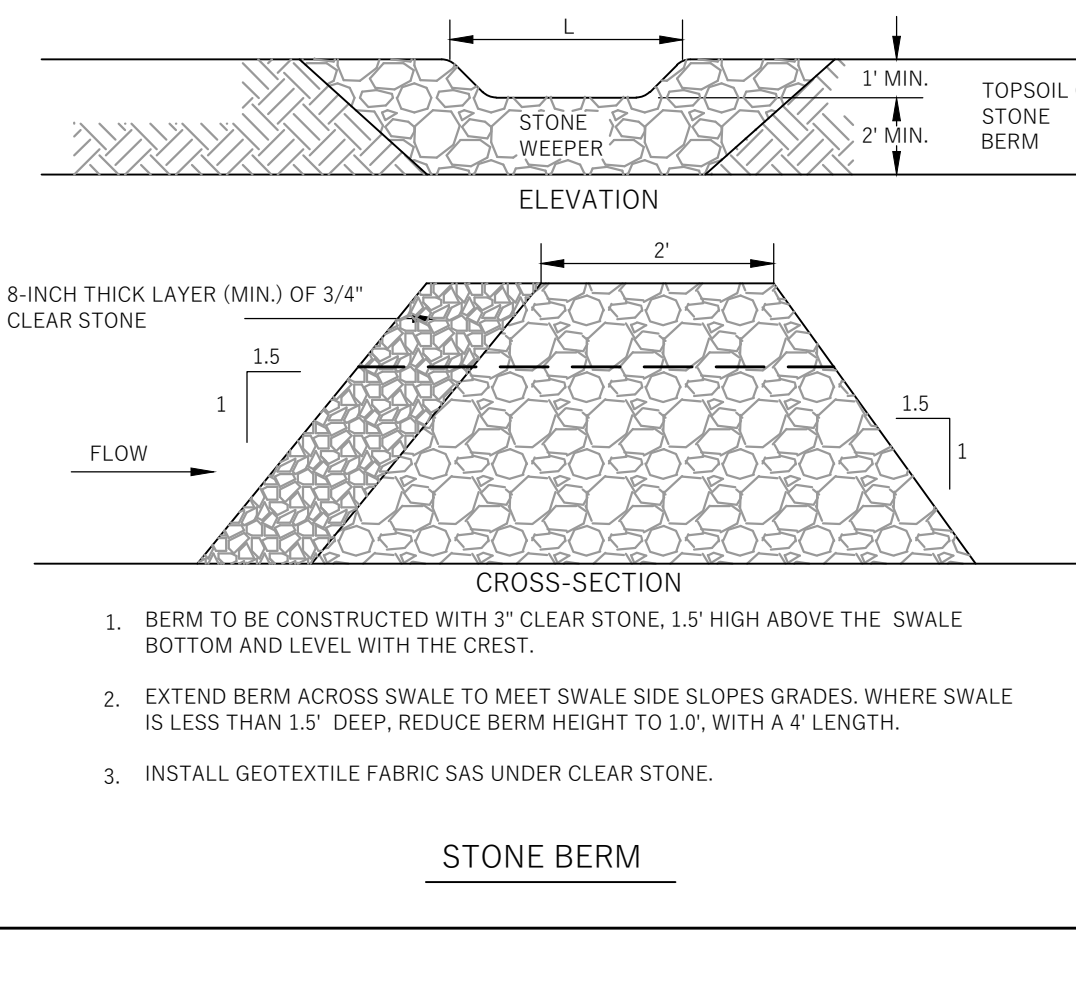
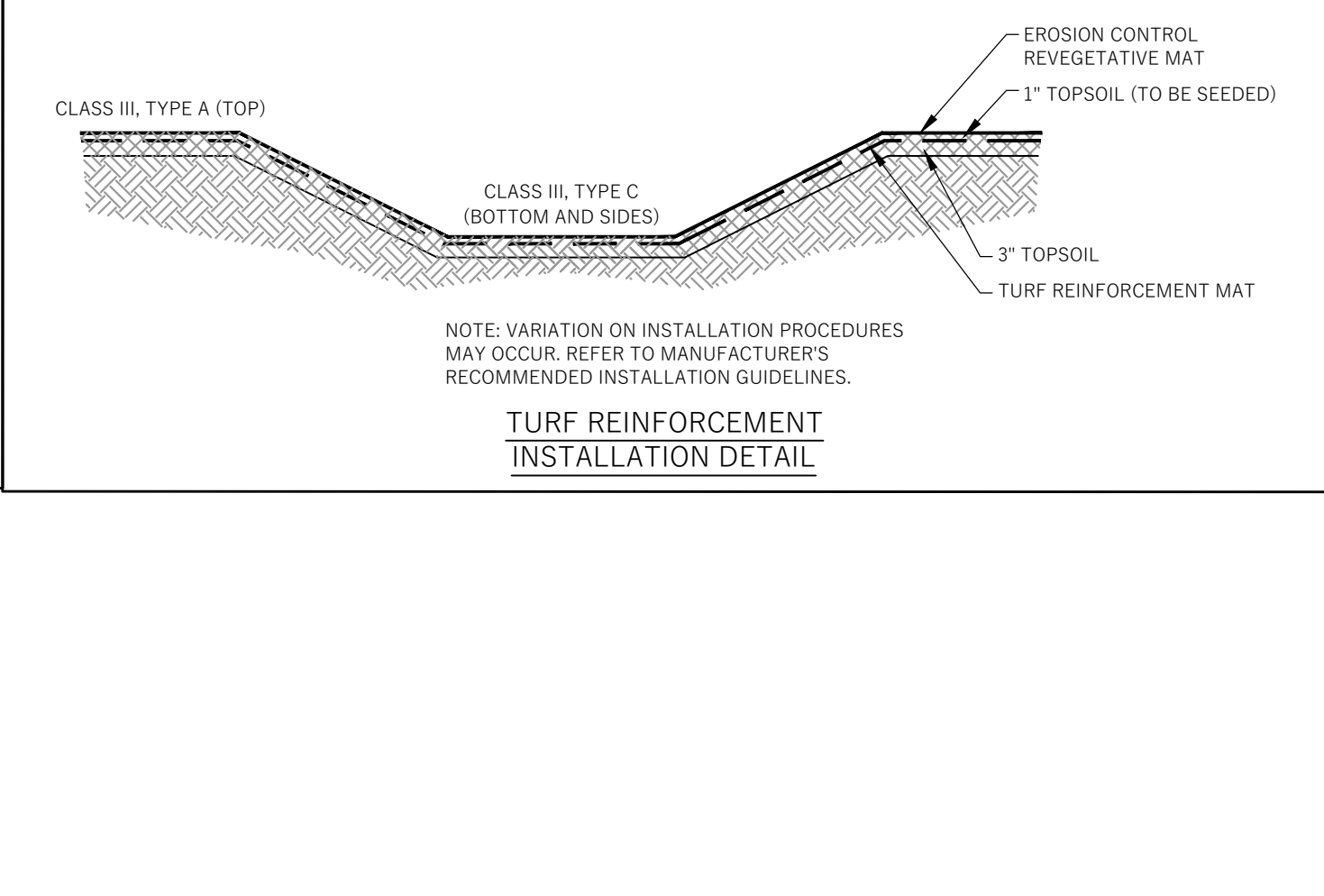
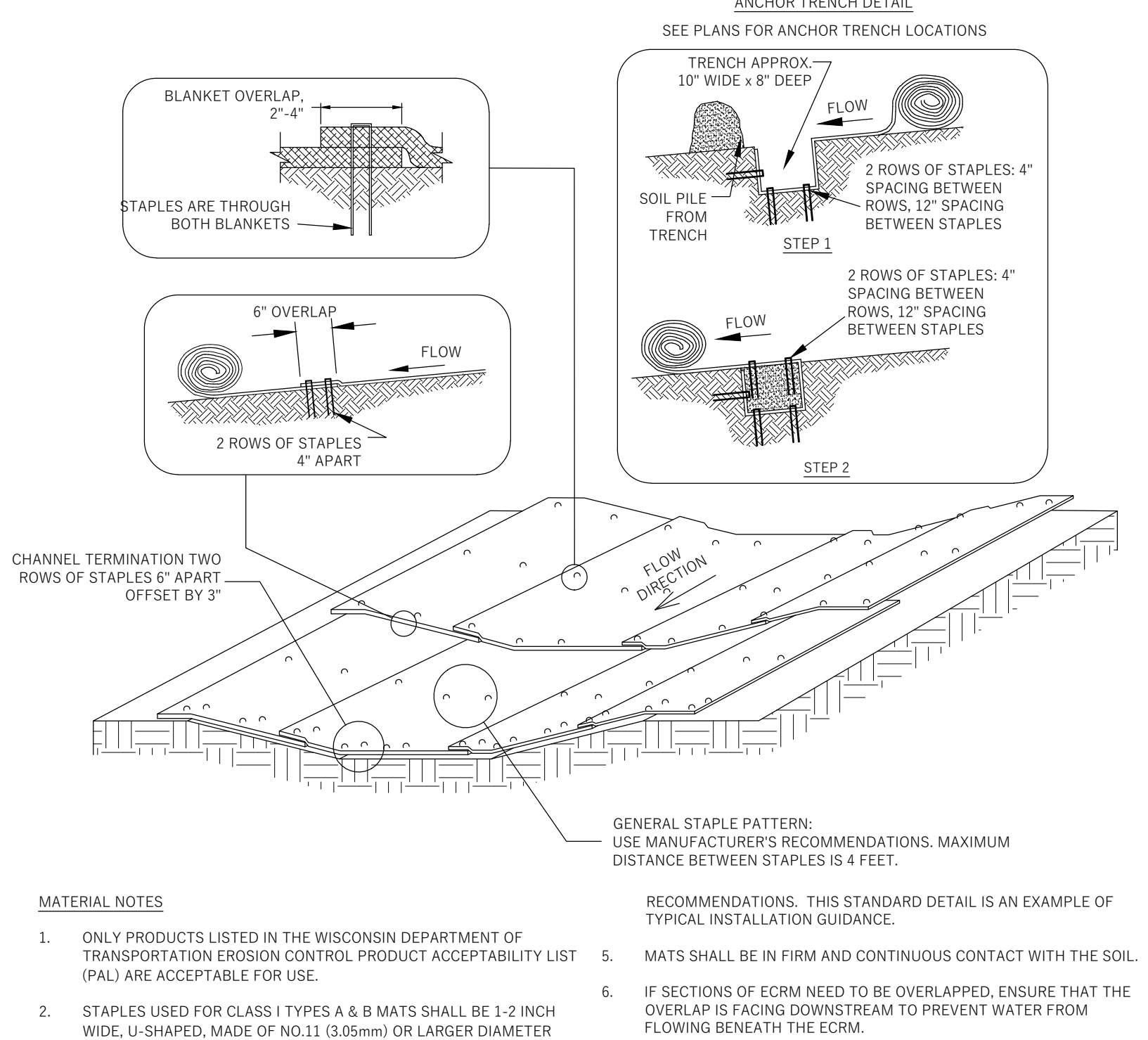
Neenah Casting	Inlet Type	Grate Size	Opening Size	Bag Cap (R")	Flow Ratings (CFS)	ADS P/N
3067	Curb Box	35.25 x 17.75	33.0 x 15.0	4.4	2.0	5.8 62LCBETHB
3246A	Curb Box	35.75 x 23.875	33.5 x 21.0	4.2	1.1	3.3 62LCB3246B
3030	Square/Rect (SQ)	23 x 18	20.5 x 13.5	1.6	0.7	2.2 62MCR2318HB
3087-C	Square/Rect (SQ)	35.25 x 17.75	33 x 15	3.2	1.0	5.2 62LSC315HB
R-2501	Round (RD)	-26	-24	2.3	0.8	5.2 62MRD26HB
R-1772/2560	Round (RD)	22.25-23.5	20.5-21	1.5	0.6	4.6 62MRD22HB

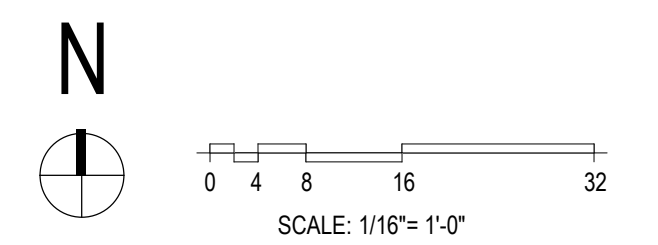
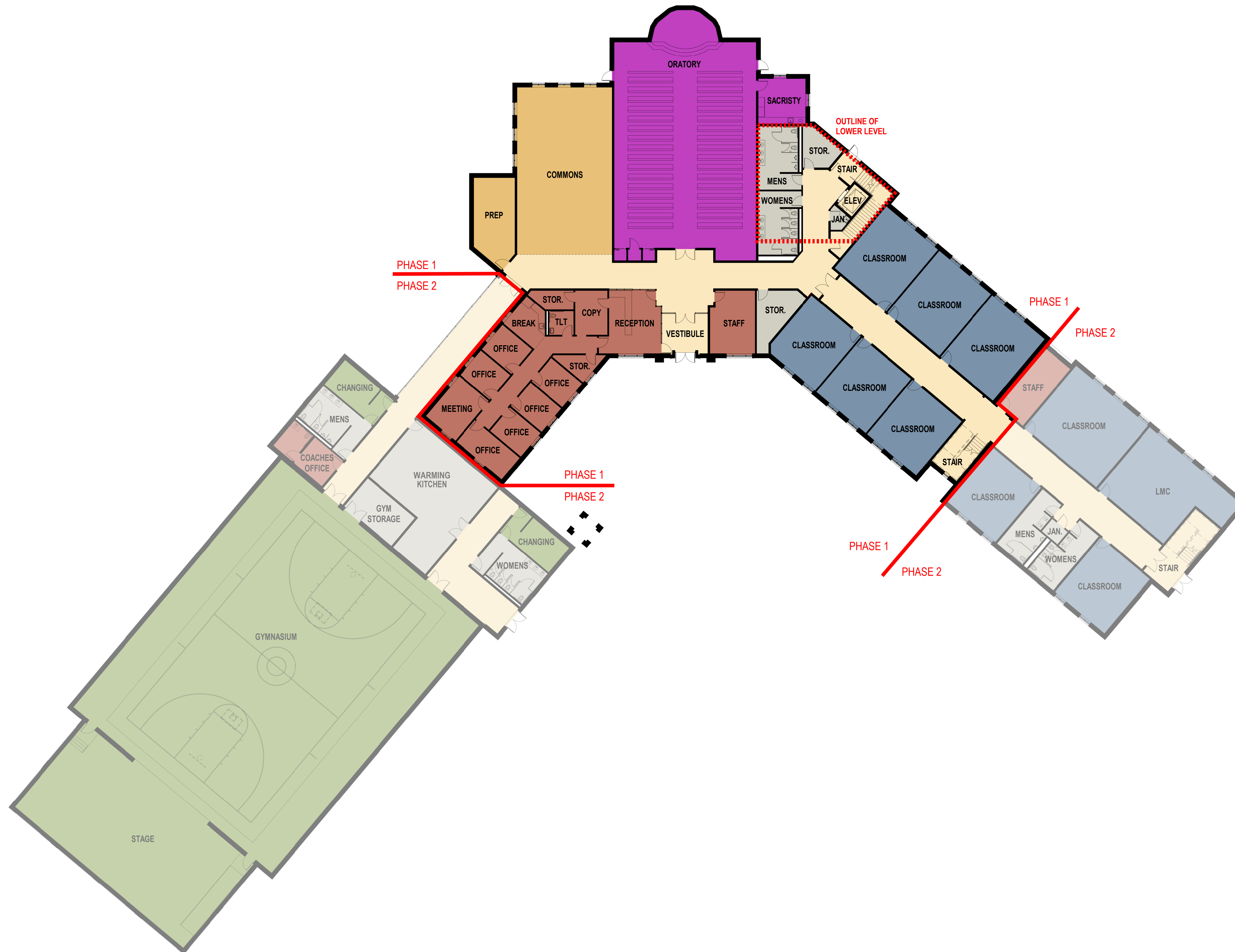
**Installation Instructions:**

- Remove grate from the drainage structure
- Clean stone and dirt from ledge (lip) of drainage structure
- Drop the inlet filter through the clear opening such that the hangers rest firmly on the lip of the structure
- Replace the grate and confirm it is not elevated more than 1/8"

**Maintenance Guidelines:**

- Empty the sediment bag if more than half filled with sediment and debris
- Remove the grate, engage the lifting points, and lift filter from the drainage structure
- Dispose of sediment and debris as directed by the Engineer or Maintenance Contract
- Alternatively, an industrial vacuum can be used to collect sediment from filter bag





**FIRST FLOOR PLAN**

