



Department of Planning & Community & Economic Development

Planning Division

Katherine Cornwell, Director

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June 9, 2015

Melissa Huggins
Urban Assets
16 N. Carroll St., Ste. 530
Madison, WI 53703

RE: Approval of a conditional use for a daycare facility in the n accessory dwelling unit in the Traditional Residential – Varied 1 (TR-V1) District.

Dear Ms. Huggins:

At its June 8, 2015 meeting, the Plan Commission found the standards met and **approved** your request for a conditional use for a daycare facility at 2012 Fisher Street, subject to the conditions below. In order to receive final approval of the conditional use, and for any necessary permits to be issued for your project, the following conditions shall be met:

Please contact Matt Tucker of the Zoning Office at 266-4569 if you have any questions regarding the following 6 items:

1. The subject property is cross-connected with the adjacent property, utilizing shared parking and cross access. Per Sec. 28.137(2), any existing or proposed reciprocal land use, cross parking and cross access agreements must be reviewed and approved by City staff. Provide copies of these agreements with final plans.
2. Provide the employee count to determine required number of bicycle parking stalls. A minimum of one (1) bike stall is required per five employees. A bike stall is a minimum of two (2) feet by six (6) feet with a five (5) foot wide access aisle. Submit a detail showing the model of bike rack to be installed and that bike parking meets long-term bicycle parking requirements per Sec. 28.141(11).
3. Per Sec. 28.151, a designated area for the short-term parking of vehicles engaged in loading and unloading children shall be provided. The designated area shall be located as close as practical to the principal entrance of the building and shall be connected to the building by a sidewalk. Show this area in the final plan set.
4. Provide final lot coverage and building coverage calculations with final plan sets. See definitions section, Sec. 28.211 for definitions of lot coverage and building coverage.
5. Submit a landscape plan and landscape worksheet stamped by the registered landscape architect. Landscape plans for zoning lots greater than ten thousand (10,000) square feet in size must be prepared by a registered landscape architect.
6. Any future renovations or changes to the building shall require Conditional Use alteration prior to the commencement of construction.

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Please contact Janet Schmidt of the City Engineering Division at 261-9688 if you have questions regarding the following 2 items:

7. The canopy on the site plan encroaches onto the adjacent property. Applicant shall confirm with zoning staff that this canopy is permitted in its current location. If it is to remain, provide a recorded agreement with the adjacent property permitting the encroachment
8. The applicant shall submit, prior to plan sign-off, digital PDF files to the Engineering Division (Jeff Benedict or Tim Troester). The digital copies shall be to scale, and shall have a scale bar on the plan set (POLICY and MGO 37.09(2)).

PDF submittals shall contain the following information:

- a) Building footprints
- b) Internal walkway areas
- c) Internal site parking areas
- d) Lot lines and right-of-way lines
- e) Street names
- f) Stormwater Management Facilities
- g) Detail drawings associated with Stormwater Mgmt Facilities (including if applicable planting plans)

Please contact Bill Sullivan of the Madison Fire Department at 261-9658 if you have any questions about the following item:

9. The Madison Fire Department does not object to this proposal provided the project complies with all applicable fire codes and ordinances.

Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency. No building permits shall be issued until the applicant has met all of the conditions of approval stated in this letter.

Please now follow the procedures listed below for obtaining your permits:

1. Please revise the plans per the above conditions and file **seven (7)** sets of complete, fully dimensioned, and to-scale plans, along with the appropriate site plan review application and fee pursuant to Section 28.206 of the Zoning Code. Also provide any other documentation requested herein with the Zoning Administrator, Room LL-100, Madison Municipal Building, 215 Martin Luther King, Jr. Boulevard.
2. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting building permit approval.
3. No alteration of this proposal shall be permitted unless approved by the Plan Commission, provided, however, the Zoning Administrator may issue permits for minor alterations. This approval shall become null and void one year after the date of the Plan Commission unless the use is commenced, construction is under way, or a valid building permit is issued and construction commenced within six months of the issuance of said building permit.

If you have any questions regarding obtaining the conditional use, please contact the Zoning Administrator at 266-4551. If you have any questions or if I may be of any further assistance, please do not hesitate to contact my office at 266-5974.

Sincerely,

Heather Stouder, AICP
Planner

cc: Janet Schmidt, City Engineering Division
Jeff Quamme, City Engineering Division
Matt Tucker, Zoning Administrator
Bill Sullivan, Fire Department

I hereby acknowledge that I understand and will comply with the above conditions of approval for this demolition permit and conditional use.

Signature of Applicant

Signature of Property Owner (if not Applicant)

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (H. Stouder)	<input checked="" type="checkbox"/>	Engineering Mapping Sec.
<input checked="" type="checkbox"/>	Zoning Administrator	<input type="checkbox"/>	Parks Division
<input checked="" type="checkbox"/>	City Engineering	<input type="checkbox"/>	Urban Design Commission
<input type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input type="checkbox"/>	Metro Transit