



Department of Planning & Community & Economic Development  
**Planning Division**

Website: [www.cityofmadison.com](http://www.cityofmadison.com)

Madison Municipal Building  
215 Martin Luther King, Jr. Boulevard  
P.O. Box 2985  
Madison, Wisconsin 53701-2985  
TDD 608 266-4747  
FAX 608 267-8739  
PH 608 266-4635

September 22, 2007

Brian Keller  
Quest Builders  
1032 Quinn Drive  
Wauunakee, WI 53597

RE: Approval of a conditional use to allow two residential dwellings units to occupy over 50% of the building floor area on a property zoned C1 at 4429 Milwaukee Street.

Dear Mr. Keller:

The Plan Commission, meeting in regular session on September 17, 2007 determined that the ordinance standards could be met and **approved** your client's conditional use request subject to the conditions below. In order to receive final approval of the conditional use and for the conditional use to be in effect, the following conditions must be met and this letter signed and returned to the Zoning Administrator:

**Please contact Janet Dailey, City Engineering, at 261-9688 if you have questions regarding the following two items:**

1. The applicant shall submit a (revised) site plan to allow for complete review. Submittal should also include complete floor plans for both the first and second floors.
2. Coordinate an address plan with Lori Zenchenko, Engineering Program Specialist. Ms. Zenchenko can be reached at 266-5952 or via email at [lzenchenko@cityofmadison.com](mailto:lzenchenko@cityofmadison.com). Submittal of CAD files may be made to that same email address.

**Please contact Matt Tucker, Zoning Administrator, at 266-4551 if you have questions regarding the following five (5) items:**

3. Provide eight (8) bike parking stalls in a safe and convenient location on an impervious surface to be shown on the final plan. The lockable enclosed lockers or racks or equivalent structures in or upon which the bicycle may be locked by the user shall be securely anchored to the ground or building to prevent the lockers or racks from being removed from the location. Structures that require a user-supplied locking device shall be designed to accommodate U-shaped locking devices.
4. Provide detail regarding occupancy of the commercial space to ensure there is adequate parking for the commercial tenant and the 5 dwelling units. NOTE: A parking reduction may be required if provided parking is inadequate.
5. Provide a detailed landscape plan. Show species and sizes of landscape elements. Provide a landscape worksheet with the final plans that shows that the landscaping provided meets the point and required tree ordinances. In order to count toward required points, the landscaping shall be within 15' and 20' of the parking lot depending on the type of landscape element. (Note: The required trees do not count toward the landscape point total.)

6. The site shares a zoning district boundary with a residential development to the west and south. This development must provide effective 6' – 8' high screening along the lot line of this commercial district adjoining a residential zoning district.
7. Meet all applicable State accessible requirements, including but not limited to:
  - a. **Show signage at the head of the accessible stalls.** Accessible signs shall be a minimum of 60" between the bottom of the sign and the ground.
  - b. Show the accessible path from the stalls to the building. The stalls shall be as near the accessible entrance as possible. Show ramp, curb, or wheel stops where required.

**Please contact my office at 267-1150 if you have questions regarding the following two items:**

8. Submit the requested amended site and landscape plan for Planning Division staff approval. Revised plans should include changes requested from other agencies and the issues noted in.
9. Submit elevation drawing(s) for the proposed Milwaukee Street (front) facade of the building for Planning Division staff approval. Changes should reflect the issues noted in the Planning Division Staff report.

**Please now follow the procedures listed below for obtaining your conditional use:**

1. Please revise your plans per the above and submit *eight (8) copies* of a complete plan set to the Zoning Administrator for final review and comment. Also be sure to include any additional materials requested by these departments for their approval prior to sign off.
2. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting demolition and/or 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. The Plan Commission shall retain jurisdiction over this matter for the purpose of resolving complaints against the approved demolition permit.

If you have any questions regarding obtaining the conditional use approval, please contact the Zoning Administrator at 266-4551. If you have any questions or if may be of any further assistance, please do not hesitate to contact my office at 267-1150.

Sincerely,

Kevin Firchow, AICP  
 Planner

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

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*Signature of Applicant*

cc: Matt Tucker, Zoning Administrator  
 Scott Strassburg, Madison Fire Department  
 Janet Dailey, Engineering Division

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Division (Firchow)	<input type="checkbox"/>	Recycling Coordinator (R & R)
<input checked="" type="checkbox"/>	Zoning Administrator	<input checked="" type="checkbox"/>	Fire Department
<input checked="" type="checkbox"/>	City Engineering	<input type="checkbox"/>	Urban Design Commission
<input type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Other: