



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 608 266-8739  
PH 608 266-4635

April 12, 2011

Jason Franzen  
Hart DeNoble Builders, Inc.  
7923 Airport Road  
Middleton, Wisconsin 53562

RE: Approval of a demolition permit to allow an existing single-family residence to be demolished and a new residence to be constructed at 6202 N. Highlands Avenue.

Dear Mr. Franzen;

At its April 11, 2011 meeting, the Plan Commission found the standards met and **approved** your demolition permit application for 6202 N. Highlands Avenue, subject to the conditions below. In order to receive final approval of the demolition permit and for any necessary permits to be issued for your project, the following conditions shall be met:

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

1. The plan set shall be revised to show more information on proposed drainage for the site. This shall be accomplished by using spot elevations and drainage arrows or through the use of proposed contours. It is necessary to show the location of drainage leaving the site to assess the impact on the right of way and nearby public park. It may be necessary to provide information off the site to fully meet this requirement
2. The owner/ applicant desires to build where public sanitary sewer exists. This public sanitary sewer shall be relocated, including new public easement conveyance and old easement release recorded, prior to the new home being constructed. Reference City Engineering Division Project No. 53B2274 and Office of Real Estate Services Project No. 9554.
3. The owner/applicant's project surveyor shall prepare metes and bounds legal descriptions and maps depicting the portion of existing public sanitary sewer easement Document No. 1499451 to be released as well as the segment of new 15-foot wide public sanitary sewer easement centered on the new facility alignment. Please coordinate the review of these documents with Engineering Mapping Land Records Coordinator Eric Pederson ([epederson@cityofmadison.com](mailto:epederson@cityofmadison.com)/ 266-4056) prior to formal submittal to the Office of Real Estate Services.
4. Formal submittal of the easement release and new to the City's Office of Real Estate Services will also require \$500 payment of an administrative fee that covers staff time and recording costs associated with the necessary land records documents relating to the public sanitary sewer relocation requested by the owner/ applicant.

5. No trees or landscaping shall be allowed within the proposed sanitary sewer easement. The proposed plans show a patio encroachment within the proposed easement. The City has rights to access and perform work within the proposed easement and any damage done by the City to the encroachments within the easement shall not be compensable by the City.
6. The construction of this building will require removal and replacement of sidewalk, curb and gutter and possibly other parts of the City's infrastructure. The applicant shall enter into a City/ Developer agreement for the improvements required for this project. The applicant shall be required to provide deposits to cover City labor and materials and surety to cover the cost of construction. The applicant shall meet with the City Engineer to schedule the development of the plans and the agreement. The City Engineer will not sign off on this project without the agreement executed by the developer. The developer shall sign the Developer's Acknowledgement prior to the City Engineer signing off on this project.
7. All work in the public right of way shall be performed by a City-licensed contractor.
8. Prior to final approval of the demolition permit application, the owner shall obtain a permit to plug each existing sanitary sewer lateral that serves a building that is proposed for demolition. For each lateral to be plugged the owner shall deposit \$1,000 with the City Engineer in two separate checks in the following amounts: (1) \$100 non-refundable deposit for the cost of inspection of the plugging by City staff; and (2) \$900 for the cost of City crews to perform the plugging. If the owner elects to complete the plugging of a lateral by private contractor and the plugging is inspected and approved by the City Engineer, the \$900 fee shall be refunded to the owner.

**Please contact Dennis Cawley, Madison Water Utility, at 261-9243 if you have any questions regarding the following item:**

9. The Madison Water Utility shall be notified to remove the water meter prior to demolition. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility.

**Please contact Patrick Anderson, Zoning Office, at 266-5978 if you have any questions regarding the following item:**

10. Provide a reuse/recycling plan, to be reviewed and approved by the City Recycling Coordinator prior to a demolition permit being issued. Sec 28.12(12)(e) of the Zoning Ordinance requires the submittal of documentation demonstrating compliance with the approved reuse and recycling plan. Please note, the owner must submit documentation of recycling and reuse within 60 days of completion of demolition.

**Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.**

**No interior, exterior or structural demolition or wrecking activities or remodeling activities (including material reclamation activities by the applicant or a third party) shall commence nor any wrecking or building permits be issued until the applicant has met all of the conditions of approval stated in this letter.**

**Approval of plans for this project does not include any approval to prune, remove or plant trees in the public right of way. Permission for such activities must be obtained from the City Forester, 266-4816.**

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

1. Please revise your plans per the above conditions and submit **seven (7) copies** of a complete, fully dimensioned 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. Provide a reuse/recycling plan, to be reviewed and approved by the City Recycling Coordinator prior to a demolition permit being issued. Sec 28.12(12)(e) of the Zoning Ordinance requires the submittal of documentation demonstrating compliance with the approved reuse and recycling plan. Please note, the owner must submit documentation of recycling and reuse within 60 days of completion of demolition.
3. The Madison Water Utility shall be notified to remove the water meter(s) prior to demolition.
4. This letter shall be signed by the applicant and property owner (if not the applicant) to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting building permit approval.

If you have any questions regarding obtaining your building permits, 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 261-9632.

Sincerely,

Timothy M. Parks  
 Planner

cc: Janet Dailey, City Engineering Division  
 Pat Anderson, Asst. Zoning Administrator  
 Kay Rutledge, Parks Division  
 Dennis Cawley, Madison Water Utility

<p>I hereby acknowledge that I understand and will comply with the above conditions of approval for this project.</p>  <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p style="text-align: center;"><i>Signature of Applicant</i></p>  <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p style="text-align: center;"><i>Signature of Property Owner (If Not Applicant)</i></p>
---

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (T. Parks)	<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 checked="" type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input type="checkbox"/>	Other: