



Department of Planning & Community & Economic Development

## Planning Division

Heather Stouder, Director

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126 S. Hamilton Street  
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[www.cityofmadison.com](http://www.cityofmadison.com)

November 21, 2017

Mark Udvari-Solner  
Udvari-Solner Design Co.  
2631 University Ave #104  
Madison, WI 53705

RE: Approval of a demolition permit and a conditional use to demolish an existing, single-family home and construct a new single-family residence and addition to an existing accessory building on a lakefront property at 529 Woodward Drive (ID 48971; LNDUSE-2017-00103).

Dear Mr. Udvari-Solner;

At its November 20, 2017 meeting, the Plan Commission found the standards met and **approved** your demolition permit and conditional uses for 529 Woodward Drive. The conditions of approval in the following sections shall be satisfied prior to issuance of demolition or building permits for the project.

**Please contact Brenda Stanley of the City Engineering Division at (608) 261-9127 if you have any questions regarding the following six (6) items:**

1. This lot appears to take drainage down both side property lines based on remote sensing data available. The applicant proposes both retaining walls and exposures on the side of the property. The retaining walls go right to the property line. The applicant shall provide detailed plans showing how the existing water is to be accommodated and shared on this lot as well as the neighboring lot while allowing the proposed construction.
2. Applicant shall remove all retaining walls/fences located in the ROW
3. 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>. (MGO CH 35.02(14))
4. 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 the public right-of-way. It may be necessary to provide information off the site to fully meet this requirement. (POLICY) Specifically, provide more grade

information along both the east & west property lines to ensure positive drainage will occur around the proposed retaining walls without flooding walkouts. Show more grades on the driveway to ensure positive drainage around the house.

5. All work in the public right-of-way shall be performed by a City licensed contractor. (MGO 16.23(9)(c)5) and MGO 23.01)
6. The Applicant shall obtain a Street Terrace permit to close the existing driveway and for the installation of the new driveway apron required to serve this project. The Applicant shall pay the permit fee as applicable and shall comply with all the conditions of the permit. (MGO 10.08) This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>

**Please contact Jeff Quamme of the Engineering Division Mapping Section at (608) 266-4097 if you have any questions regarding the following item:**

7. The Ordinary High Water Elevation is 850.7. It shall be noted on the site plan and shown if and where it deviates substantially from the water's edge shown on the plan.

**Please contact Jenny Kirchgatter, Assistant Zoning Administrator at (608) 266-4429 if you have any questions regarding the following six (6) items:**

8. 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).
9. Section 28.185(10) Every person who is required to submit a reuse and recycling plan pursuant to Section 28.185(7)(a)5. shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition.
10. Section 28.185(9)(a) A demolition or removal permit is valid for one (1) year from the date of the Plan Commission.
11. Eliminate the driveway bump-out and back-up area from the required front yard. Per Section 28.141(9)(b)1, within a front yard setback, the driveway must lead only from a street to the nearest garage or to a compliant parking area.
12. Reduce the width of the driveway as measured at the front property line to a maximum of 22' wide. Per Section 28.141(9)(b)1, the maximum driveway width is the width of the garage entrance or parking area, up to a maximum of twenty-two (22) feet.
13. 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.

**Please contact William Sullivan of the Fire Department at (608) 261-9658 if you have any questions regarding the following two (2) items:**

14. Madison Fire Department recommends the installation of a residential fire sprinkler system in accordance with NFPA 13D. Additional information is available at the Home Fire Sprinkler Coalition website: <https://homefiresprinkler.org/building-residential-fire-sprinklers>. A cost estimate to upgrade the house with fire sprinklers shall be made available to the owner.
15. Please consider allowing Madison Fire Dept. to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities: Captain Jerry Buechner at [jbuechner@cityofmadison.com](mailto:jbuechner@cityofmadison.com) or (608)516-9195.

**Please contact Adam Wiederhoeft of the Water Utility at (608) 266-9121 if you have any questions regarding the following three (3) items:**

16. A private well may have served this parcel prior to the municipal water service connection. Any remaining unused/unpermitted private wells existing on this parcel must be properly abandoned according to Wisconsin Administrative Code NR 812 and Madison General Ordinance 13.21 prior to the demolition of the property. Please contact water utility staff at (608) 266-4654 to schedule an on-site private well survey prior to demolition, otherwise for additional information regarding well abandonment procedures and potential well abandonment reimbursement programs.
17. Note that water service to this parcel crosses through the neighboring parcel (525 Woodward Drive) and does not appear to exist within an easement.
18. Madison Water Utility will be required to sign off as part of the approval review associated with this Land Use Application/Site Plan Review prior to the issuance of building permits for the proposed development.

**Please contact my office at 243-0554, if you have questions regarding the following two (2) items:**

19. The following information is provided for the reference of the applicant as many lakefront properties are associated with locations of Native effigy mounds and archaeological sites.

Burial Sites Preservation (§ 157.70):

(2r) Site Disturbance Prohibited. Except as provided under subs (4) and (5) and State Statute 157.111 and 157.112, no person may intentionally cause or permit the disturbance of a burial site or catalogued land contiguous to a catalogued burial site.

(3) Report of Disturbed Burial Sites. (a) Except as provided under s. 979.01, a person shall immediately notify the Wisconsin Historical Society (608-264-6502) if the person knows or has reasonable grounds to believe that a burial site or the catalogued land contiguous to a catalogued burial site is being disturbed or may be disturbed contrary to the requirements of subs. (4) and (5).

Many lakefront properties are associated with locations of Native American effigy mounds and archeological sites. This site is known to be associated with archeological and historic resources. The Burial Sites

Preservation statute requires that the property owner contact the Wisconsin Historical Society to discuss the location of the proposed project and any possible disturbance of an archaeological or historic resource before the work commences. During the construction work, if a burial site disturbance occurs, the work shall stop immediately until the Wisconsin Historical Society is able to assess the site.

2. The applicant's final sign-off plans shall include a grading plan that labels the finished-grade elevations at the building corners for approval by Planning Division staff.

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

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

1. After the plans have been revised per the above conditions, please file **eight (8) sets** of complete, fully dimensioned, and to-scale plans, the appropriate site plan review application and fee pursuant to Section 28.206 of the Zoning Code, and any other documentation requested herein with the Zoning Administrator, 126 S. Hamilton Street. **This submittal shall all also include one (1) complete digital plan set in PDF format.** The sets of final revised plans or documents will be circulated by Zoning staff to the City department staff listed above for their final approval.
2. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting conditional use approval.
3. A demolition or removal permit is valid for one (1) year from the date of the Plan Commission. Where the plans have not been altered since issuance of the demolition or removal permit and the permit has expired, the Director of Planning and Community and Economic Development may, after consultation with the Alderperson of the District, approve an extension for up to 24 months from the expiration date.
4. A conditional use approval is valid for one (1) year from the date of the Plan Commission approval. During this time, the applicant must either lawfully commence the use or obtain a building permit and begin erecting the building. If the applicant obtains a valid building permit, construction must commence within six (6) months of the date of issuance. The building permit shall not be renewed unless construction has commenced as is being diligently prosecuted.
5. Any alteration in plans for a proposed alternative use shall require Plan Commission approval, except for minor alterations. The Zoning Administrator may issue permits for minor alterations or additions which are approved by the Director of Planning and Community and Economic Development and are compatible with the concept approved by the City Plan Commission and the conditional use approval standards.
6. The Plan Commission retains continuing jurisdiction over all conditional uses for the purpose of resolving complaints against all previously approved conditional uses.

If you have any questions regarding obtaining your conditional use or 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 243-0455.

Sincerely,



Sydney Prusak  
 Planner

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

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*Signature of Applicant*

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*Signature of Property Owner (if not the applicant)*

- cc: Brenda Stanley, City Engineering Division  
 Jeffrey Quamme, City Engineering (Mapping)  
 Jenny Kirchgatter, Assistant Zoning Administrator  
 William Sullivan, Fire Department  
 Bryan Johnson, Streets Division  
 Adam Wiederhoeft, Water Utility

<b>LNDUSE-2017-00103</b>			
<b>For Official Use Only, Re: Final Plan Routing</b>			
<input checked="" type="checkbox"/>	Planning Div. (Prusak)	<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 checked="" type="checkbox"/>	Water Utility
<input type="checkbox"/>	Metro Transit	<input type="checkbox"/>	Other: