



Department of Planning & Community & Economic Development
Planning Division

Website: 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
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November 6, 2007

Hubert McKenzie
3055 Waunona Way
Madison, WI 53713

RE: Approval of a demolition permit and conditional use for a single-family residence and oversized garage at 2016 Sundstrom Street

Dear Mr. McKenzie:

The Plan Commission, meeting in regular session on November 6, 2007, determined that the ordinance standards could be met and **approved** your request for a demolition permit and conditional use for a single-family residence and oversized garage on 2016 Sundstrom Street, subject to the conditions described below. In order to receive final approval of the demolition permit and conditional use, the following conditions must be met:

Please contact Janet Dailey, City Engineering, at 261-9688 if you have questions regarding the following nine (9) items:

1. The Applicant shall close all abandoned driveways, or any portion of the existing driveway that will no longer be used, by restoring the terrace with topsoil and seed.
2. This area has known drainage problems. The Applicant shall submit plans with grades showing adjacent street elevations and proposed lowest openings.
3. A sump pump system shall be required for this property.
4. Final addresses for development must be coordinated and approved by the Engineering Division. Contact Lori Zenchenko at 266-5952 or lzenchenko@cityofmadison.com
5. Final stormwater bills for this property shall be paid in full prior to issuance of building permit.
6. All work in the public right-of-way shall be performed by a City licensed contractor.
7. The Applicant shall obtain a Street Excavation permit for the installation of utilities required to serve this project. The Applicant shall pay the permit fee, inspection fee and street degradation fee as applicable and shall comply with all the conditions of the permit. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>
8. The applicant shall obtain all necessary sewer connection permits and sewer plugging permits prior to any utility work. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>
9. Prior to approval of the conditional use 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. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>

Please contact Matt Tucker, Zoning Administrator, at 266-4551 if you have questions regarding the following three (3) items.

10. Obtain approval for the submitted reuse/recycling plan from the City's Recycling Coordinator, Mr. George Dreckmann, prior to a demolition permit being issued.
11. Please identify all setbacks to the property lines for both the house and garage on the final site plan, drawn to scale.
12. The submitted site plan is inconsistent with the submitted house plans. There appears to be a covered porch/entry on the house elevation drawing and floor plan which does not show up on the site plan. Please clarify on final submitted plans.

Please contact Scott Strassburg, Madison Fire Department, at 261-9843 if you have questions about the following item:

13. As required by MGO 10.34 and IFC 505.1, all residential and commercial buildings must have the approved address posted. The address numbers shall be 4 inches in height, numbers shall be in contrast to the background and visible from the street.

Please contact my office at 267-1150, if you have questions regarding the following two (2) items:

14. That the applicant indicates the location of any driveway needed for access to the accessory garage/workshop in final plans for sign-off.
15. That the applicant specify, and the Planning Division staff approve, primary exterior materials for the both the home and accessory garage/workshop prior to final sign-off.

Please now follow the procedures listed below for obtaining your demolition permit and 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. A reuse and recycling plan approved by the Recycling Coordinator is required by ordinance prior to the issuance of a wrecking permit. The reuse and recycling plan shall be submitted along with the resubmittal of site plans for forwarding to the Recycling Coordinator.
3. The Madison Water Utility shall be notified to remove the water meter prior to demolition.
4. 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.

- 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 and conditional use permit.

Please be advised applicant testimony provided at the November 5, 2007 public hearing indicated that the approved residence is not intended for owner occupancy, contrary to staff’s understanding of the revised project submitted in October 2007. In addition, it was noted that the proposed accessory structure, approved by conditional use, would be used as a personal workshop of the owner, who will not be a resident at the property. This scenario would be a violation of MGO Section 28.08(2)(c) 18, accessory buildings, further defined in MGO Section 28.03 (2) which, in part, restricts the use of accessory buildings as follows: “An accessory building or use is one which contributes to the comfort, convenience or necessity of occupants of the principal building.” In other words, if you do not live in the house, you may not use the accessory storage structure as your workshop. Please contact Matt Tucker, the City Zoning Administrator at 266-4551, with further questions on this issue. Home occupancy status does not impact the approval of the demolition permit or new home.

If you have any questions regarding obtaining your demolition 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 267-1150.

Sincerely,

Kevin Firchow, AICP
 Planner

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

cc: Matt Tucker, Zoning Administrator
 Scott Strassburg, Fire Department
 Janet Dailey, Engineering Division
 Dennis Cawley, Madison Water Utility
 George Dreckmann, Recycling Coordinator

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Division (Firchow)	<input checked="" 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: