



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, Director

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Madison, Wisconsin 53703
Phone: (608) 266-4635
www.cityofmadison.com

November 28, 2022

Jason Lietha
Ruekert & Mielke, Inc.
4630 S Biltmore Lane
Madison, Wisconsin 53718

RE: Consideration of a demolition permit to demolish a street-facing wall of an office/industrial building at 917 Deming Way. (ID [71634](#); LNDUSE-2022-00043).

Dear Jason,

At its November 21, 2022 meeting, the Plan Commission found the standards met and **approved** your demolition permit for 917 Deming Way. The conditions of approval in the following sections shall be satisfied prior to issuance of demolition permits for the project.

Please contact Timothy Troester of the City Engineering Division–Main Office at (608) 267-1995 if you have any questions regarding the following three (3) items:

1. Obtain a permit to Excavate in the Right-of-Way for completing the improvements in the public Right-of-Way. The permit application is available on the City Engineering Division website at <http://www.cityofmadison.com/engineering/Permits.cfm>. As a condition of the permit a deposit to cover estimated City expenses will be required.
2. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder (608-261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff. (MGO 16.23(9)(d)(4))
3. Revise the site plan to show all existing public sanitary sewer facilities in the project area as well as the size, invert elevation, and alignment of the proposed service. (POLICY)

Please contact Julius Smith of the City Engineering Division–Mapping Section, at (608) 264-9276 if you have questions regarding the following item:

4. Note: Future planned additions will require a Land Division Instrument

Please contact Jenny Kirchgatter of the Zoning Division at (608) 266-4429 if you have any questions regarding the following two (2) items:

5. Section 28.185(9) requires that every applicant for a demolition or removal approval that requires approval by the Plan Commission is required to get a Reuse and Recycling Plan approved by the City Recycling Coordinator, Bryan Johnson at streets@cityofmadison.com prior to receiving a raze permit. Every person who is required to submit a reuse and recycling plan pursuant to Section 28.185(9) shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition. A demolition or removal permit is valid for one (1) year from the date of the Plan Commission.
6. Following approval of the demolition, a permitted use site plan review will be required for construction of the proposed addition and site changes.

Please contact Bill Sullivan of the Madison Fire Department at (608) 261-9658 if you have any questions regarding the following four (4) items:

7. Provide fire apparatus access lanes in accordance with MGO 34 and the International Fire Code 2021 edition.
8. Remove the property line beneath the existing building via a lot adjustment or combining parcels. Confirm means and methods with City Engineering.
9. Establish addressing with City Engineering.
10. The proposed addition between the (2) existing buildings will create a single building. The fire protection systems shall be interconnected or otherwise designed to operate as one.

Please contact Jeff Belshaw of the Madison Water Utility at (608) 261-9835 if you have any questions regarding the following item:

11. Revise the site plan to show how the proposed expansion will be provided water service.

Please contact Brandon Sly of the Parks Division–Forestry Section at (608) 266-4816 if you have any questions regarding the following seven (7) items:

12. An existing inventory of street trees located within the right of way shall be included on the site, demo, utility, landscape, grading, fire aerial apparatus and street tree plan sets. The inventory shall include the following: location, size (diameter at 4 1/2 feet), and species of existing street trees. The inventory should also note if a street tree is proposed to be removed and the reason for removal.
13. All proposed street tree removals within the right of way shall be reviewed by City Forestry before the Plan Commission meeting. Street tree removals require approval and a tree removal permit issued by City Forestry. Any street tree removals requested after the development plan is approved by the Plan Commission or the Board of Public Works and City Forestry will require a minimum of a 72-hour review period which shall include the notification of the Alderperson within who's district is affected by the street tree removal(s) prior to a tree removal permit being issued. Add as a note on the street tree plan set.

14. Contractor shall take precautions during construction to not disfigure, scar, or impair the health of any street tree. Contractor shall operate equipment in a manner as to not damage the branches of the street tree(s). This may require using smaller equipment and loading and unloading materials in a designated space away from trees on the construction site. Any damage or injury to existing street trees (either above or below ground) shall be reported immediately to City Forestry at (608) 266-4816. Penalties and remediation shall be required. Add as a note on the site, grading, utility, demolition, and street tree plan set.
15. As defined by the Section 107.13 of City of Madison Standard Specifications for Public Works Construction: No excavation is permitted within 5 feet of the trunk of the street tree or when cutting roots over 3 inches in diameter. If excavation is necessary, the Contractor shall contact Madison City Forestry at (608) 266-4816 prior to excavation. City of Madison Forestry personnel shall assess the impact to the tree and to its root system prior to work commencing. Tree protection specifications can be found on the following website: <https://www.cityofmadison.com/business/pw/specs.cfm> Add as a note on the site, grading, utility, demolition and street tree plan sets.
16. Section 107.13(g) of City of Madison Standard Specifications for Public Works Construction (website: <https://www.cityofmadison.com/business/pw/specs.cfm>) addresses soil compaction near street trees and shall be followed by Contractor. The storage of parked vehicles, construction equipment, building materials, refuse, excavated spoils or dumping of poisonous materials on or around trees and roots within five (5) feet of the tree or within the protection zone is prohibited. Add as a note on both the site and street tree plan sets.
17. On this project, street tree protection zone fencing is required. The fencing shall be erected before the demolition, grading or construction begins. The fence shall include the entire width of terrace and, extend at least 5 feet on both sides of the outside edge of the tree trunk. Do not remove the fencing to allow for deliveries or equipment access through the tree protection zone. Add as a note on both the site and street tree plan sets.
18. Street tree pruning shall be coordinated with City Forestry at a minimum of two weeks prior to the start of construction for this project. Contact City Forestry at (608)266-4816. All pruning shall follow the American National Standards Institute (ANSI) A300 - Part 1 Standards for pruning. Add as a note on both the site and street plan sets.

Please contact Tim Sobota, Metro Transit, at (608) 261-4289 if you have any questions regarding the following four (4) items:

19. To facilitate City transit planning efforts, the applicant shall identify the accessible pedestrian connection between the building entrance(s) and the existing public sidewalk along the 917 Deming Way frontage as well as the accessible pedestrian connection crossing to the Excelsior Drive frontage.
20. In coordination with any public works improvements, the applicant shall maintain or replace the concrete boarding pad surface at the existing Metro bus stop on the east side of Deming, adjacent the 917 Deming Way frontage (#6511).
21. The applicant shall include the location of these facilities on the final documents filed with their permit application, so that Metro Transit may review and effectively plan for City transit access to this property.
22. Metro Transit operates weekday transit service along Deming Way, adjacent this property. Bus stop ID #6511 is on the east side of Deming Way, near the south edge of the 917 Deming Way frontage.

Demolition activities may not proceed until raze permits have been issued for the approved project. Permits will not be issued until the applicant has met all of the conditions of approval stated in this letter. Future use of the property following demolition may require site plan approval as administered by the Zoning Office in the Building Inspection Division; please contact Zoning at (608) 266-4551 or zoning@cityofmadison.com for more information.

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. The applicant shall resubmit a PDF copy of the plan set and any other supporting materials that are necessary, as specified in this letter to sprapplications@cityofmadison.com. (Note: A 20MB email limit applies and multiple transmittals may be required.). A check for the **site plan review fee** ([pursuant to Section 28.206](#) of the Zoning Code) shall be mailed to the City of Madison Building Inspection Division; PO Box 2984; Madison, WI 53701-2984. Please also include the application form with the project address and contact information with the check. Checks should be made out to "City Treasurer."
2. City Agencies who submitted conditions of approval will review your revised plans to verify that their conditions, along with any applicable requirements, have been satisfied. When the revised plans are submitted, the applicant will be emailed a hyperlink to a website to follow, in real time, which agencies have reviewed the revised documents, and signed off or need additional information.
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.

If you have any questions regarding obtaining your building permits, please contact the Zoning Administrator at (608) 266-4551. If you have any questions or if may be of any further assistance, please do not hesitate to contact my office at (608) 261-9135 or cwells@cityofmadison.com.

Sincerely,



Chris Wells
Planner

CC: Timothy Troester, City Engineering Division
Julius Smith, Engineering Division – Mapping Section
Jenny Kirchgatter, Assistant Zoning Administrator
Bill Sullivan, Madison Fire Department
Jeff Belshaw, Madison Water Utility
Brandon Sly, Forestry
Tim Sobota, Metro Transit
Bryan Johnson, Streets Division

LNDUSE-2022-00043			
For Official Use Only, Re: Final Plan Routing			
☒	Planning Div. (C. Wells)	☒	Engineering Mapping Sec.
☒	Zoning Administrator	☐	Parks Division
☒	City Engineering	☐	Urban Design Commission
☒	Traffic Engineering	☒	Recycling Coord. (R&R Plan)
☒	Fire Department	☒	Forestry
☒	Water Utility	☒	Metro