



Department of Planning & Community & Economic Development

## Planning Division

Heather Stouder, Director

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October 21, 2016

Rick Hopke  
Madison Metropolitan School District  
545 W. Dayton Street  
Madison, WI 53703

RE: Approval of a conditional use to construct a public school in an existing multi-tenant commercial building at **210 E. Olin Avenue**, Urban Design District #1.

Dear Mr. Hopke,

At its October 17, 2016 meeting, the Plan Commission found the standards met and approved your conditional use request to construct a public school in an existing multi-tenant commercial building at **210 E. Olin Avenue**, subject to the conditions below. In order to receive final approval of the conditional use, and for any permits to be issued for your project, the following conditions shall be met:

**Please contact Jeff Quamme, Engineering Mapping at 266-4097 if you have any questions regarding the following two (2) items:**

1. The site plan shall include all lot/ownership lines and dimensions, existing utility locations and landscaping. There is a Madison Met Sewer that exists in the rear of this property and a public water main. See Survey by Mark Gerhardt, survey M 744-L at the County Surveyor's Office.
2. Label the Madison Metropolitan Sewer District Easements per Doc. no's 1173378 and 1173379 that encumber this property. See Survey by Mark Gerhardt, survey M 744-L at the County Surveyor's Office.

**Please contact Eric Halvorson of Traffic Engineering at 266-6527 if you have any questions regarding the following two (2) items:**

3. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be scaled to 1" = 20' and include the following, when applicable: existing and proposed property lines; parcel addresses; all easements; pavement markings; signing; building placement; items in the terrace such as signs, street light poles, hydrants; surface types such as asphalt, concrete, grass, sidewalk; driveway approaches, including those adjacent to and across street from the project lot location; parking stall dimensions, including two (2) feet of vehicle overhang; drive aisle dimensions; semitrailer movement and vehicle routes; dimensions of radii; and percent of slope.

4. All parking facility design shall conform to MGO standards, as set in section 10.08(6).

**Please contact Jenny Kirchgatter, Assistant Zoning Administrator, at 266-4429 if you have questions regarding the following three (3) items:**

5. Submit a complete fully dimensioned site plan, including lot dimensions.
6. Bicycle parking shall comply with the requirements of Sections 28.141(4)(g) and 28.141(11). Bicycle parking shall be located at least as close as the closest non-accessible automobile parking and within one hundred (100) feet of a principal entrance. On the site plan, show that the bicycle stalls are located within 100 feet of a principal entrance. Note: A bicycle stall is a minimum of two (2) feet by six (6) feet with a five (5) foot wide access area. Provide a detail of the proposed bike rack.
7. Submit a detail of the trash enclosure. The trash enclosure shall be screened on four (4) sides (including a gate for access) by a solid, commercial-grade wood fence, wall, or equivalent material with a minimum height of six (6) feet and not greater than eight (8) feet.

**Please contact Bill Sullivan, Madison Fire Department at 261-9658 if you have questions regarding the following item:**

8. Extend the existing building fire alarm system into the new Group E occupancy space. If an existing fire alarm system is installed, ensure it complies with the current edition of the International Fire Code 2015 edition and NFPA 72 2013 edition.

**Please contact Tim Sobota, Metro Transit, at 261-4289 if you have any questions regarding the following three (3) items:**

9. Metro Transit only provides hourly bus service along Olin Avenue, past this proposed school site, during typical school hours (~830a - 230p).
10. The applicant shall be required to provide private transportation to any student not adequately served by existing City transit service (i.e. total commute between residence and scheduled bell times at school site exceeding one hour).
11. Metro Transit bus stop zones #0522 and #0153 are located on East Olin Avenue near the Alliant Energy Center Olin Gate entrance roadway, generally adjacent and opposite the property at 210 East Olin Avenue. [See attachment "210eoa\_METRO.pdf"]

**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 your conditional use:**

1. Please revise your plans per the above conditions and submit **seven (7) copies** of a complete, fully dimensioned and scaled 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. The final site plan shall be accompanied by 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, Room LL-100, Madison Municipal Building, 215 Martin Luther King, Jr. Boulevard. This submittal shall all also include one complete digital plan set in PDF format. The sets of final revised plans or documents will be circulated by the Zoning staff to the City department staff listed above for their final approval.
2. All operating private wells shall be identified and permitted by the Water Utility in accordance with MGO 13.21. All unused private wells shall be abandoned in accordance with MGO 13.21.
3. 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.
4. The 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, demolition or building permits, please contact the Zoning Administrator at 266-4551. If you have any questions or if I may be of any further assistance, please do not hesitate to contact my office at 261-9135.

Sincerely,

Chris Wells  
Planner

cc: Jeff Quamme, Engineering Mapping  
Eric Halvorson, Traffic Engineering  
Jenny Kirchgatter, Asst. Zoning Administrator  
Bill Sullivan, Fire Department  
Tim Sobota, Metro Transit

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

\_\_\_\_\_  
*Signature of Applicant*

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

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (Wells)	<input checked="" type="checkbox"/>	Engineering Mapping Sec.
<input checked="" type="checkbox"/>	Zoning Administrator	<input type="checkbox"/>	Parks Division
<input type="checkbox"/>	City Engineering	<input type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input checked="" type="checkbox"/>	Other: Metro Transit