



Department of Planning & Development
Planning Unit

Website: www.cityofmadison.com

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August 8, 2006

Ronald Trachtenberg
Murphy Desmond S.C.
2 East Mifflin Street, Suite 800
Madison, WI 53703

SUBJECT: 2508 South Stoughton Road

Dear Mr. Trachtenberg:

The Plan Commission, at its August 7, 2006 meeting, determined that the ordinance standards could be met subject to the conditions below for a conditional use for an automobile repair shop in the existing building located at 2508 South Stoughton Road.

In order to receive final approval of your proposal, the following conditions must be met:

**THE PLAN COMMISSION ADDED THE FOLLOWING SPECIFIC
CONDITIONS OF APPROVAL:**

1. The perpendicular parking along the west wall of the building shall be removed in favor of two parallel parking spaces subject to approval by the City Traffic Engineer.
2. The conditional use for the auto repair shop shall be restricted to the current tenant and any new auto repair shop tenant shall require a new conditional use application to be presented to the Plan Commission.
3. This conditional use permit application is for the operation of an automotive/small truck repair facility only. (Tenant is operating a bookkeeping and accounting office on the premises which is a permitted use.) Sale of automobiles and trucks is prohibited. All business operations shall be conducted from the property, not from any adjacent property or easement areas.
4. Business hours shall be limited to Monday through Friday from 7:00 a.m. to 9:00 p.m. and Saturday 8:00 a.m. to Noon. There shall be no after hours loitering on the property.
5. The premises shall be operated in accordance with the plans submitted by the applicant, including the site plan, and any additional conditions required by the Plan Commission.
6. Exterior lighting on the premises shall be directed in a downward fashion and shall not spill over to any neighboring property.
7. Five arbor vitae trees of a minimum height of three-feet shall be planted along the south boundary of the property opposite the garage door area to provide screening.

8. The existing signage is part of the conditional use permit. New signage shall require an amendment to the conditional use permit.
9. All automobiles and trucks parked on the premises shall be owned by the landlord (for short-term parking for his employees), tenant or customers. All such automobiles and trucks shall either be in drivable condition or awaiting repairs. Any automobiles or trucks brought in for repair and found to be non-repairable shall be removed from the premises within five business days. No junked automobiles or trucks nor automobiles or trucks awaiting salvage shall be parked on the premises. (Delivery vehicles shall also be permitted on the premises.)
10. All automobiles and trucks parked on the premises shall be parked in a designated parking space. All parking spaces shall be designated by painted lines in conformity with the approved site plan. All drive lanes and fire lanes shall be kept clear of parked vehicles. There shall be no parking on any lawn or landscaped areas.
11. All repair of automobiles and trucks shall be done within existing building. No such repair work shall be done (including but not limited to the use of pneumatic tools) outside the existing building.
12. No test driving of any automobile or truck shall be done on any residential street.
13. There shall be no exterior speakers or radio (or similar music or voice amplification equipment, including that emanating from automobiles or music vans) permitted on the premises so as to be audible from any of the surrounding properties. No radio remotes shall be permitted.
14. The premises shall be kept in a neat and orderly manner.
15. Any dumpsters shall be located within the existing building. No garbage or disposed of automotive or truck equipment shall be stored exterior of the existing building (nor on any adjacent property or easement areas).
16. The premises shall be kept free of graffiti. Areas that are graffitied shall be repainted as soon as practical to match the existing area.
17. City staff shall report to the Plan Commission after the expiration of six months from the granting of the conditional use permit regarding any complaints filed with respect to City Ordinance violations and/or conditional use permit violations.
18. The owner and tenant shall work with the Glendale Neighborhood Advisory Committee to address any future concerns with the operation of this facility, including issues related to impact on the adjacent and nearby housing and other properties, traffic patterns, and vehicular, bicycle and pedestrian safety.

PLEASE CONTACT JOHN LEACH, CITY TRAFFIC ENGINEERING, AT 266-4761 IF YOU HAVE QUESTIONS REGARDING THE FOLLOWING FIVE ITEMS:

19. When the applicant submits final plans for approval, the applicant shall show the following: items in the terrace as existing (e.g., signs and street light poles), type of surfaces, existing property lines, addresses, one contiguous plan (showing all easements, all pavement markings, building placement, and stalls), signage, percent of slope, vehicle routes, dimensions of radii, aisles, driveways, stalls including the two (2) feet overhang, and a scaled drawing at 1" = 20'.

20. When site plans are submitted for approval, the developer shall provide recorded copies of the joint driveway ingress/egress and easements.
21. The applicant should modify the commercial/retail parking spaces using the 9' or wider stall for short-term parking of less than 6 hours.
22. All signs at the approaches shall be installed behind the property line. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.
23. Public signing and marking related to the development may be required by the City Traffic Engineer for which the developer shall be financially responsible.

PLEASE CONTACT JANET GEBERT, CITY ENGINEERING, AT 261-9668 IF YOU HAVE QUESTIONS REGARDING THE FOLLOWING THREE ITEMS:

24. There have been neighborhood concerns about the lack of lighting and public safety along the west side of this property adjacent to the vacated alley. Coordinate with Traffic Engineering the installation of private overhead lighting in this vicinity.
25. All work in the public right-of-way shall be performed by a City licensed contractor.
26. The Applicant shall submit, prior to plan sign-off, digital CAD files to the Engineering Program Specialist in the Engineering Division (Lori Zenchenko). The digital copies shall be to scale and represent final construction.

CAD submittals can be either AutoCAD (dwg) Version 2001 or older, MicroStation (dgn) Version J or older, or Universal (dxf) formats and contain the following data, each on a separate layer name/level number:

- a) Building Footprints
- b) Internal Walkway Areas
- c) Internal Site Parking Areas
- d) Other Miscellaneous Impervious Areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.)
- e) Right-of-Way lines (public and private)
- f) Lot lines
- g) Lot numbers
- h) Lot/Plat dimensions
- i) Street names

NOTE: Email file transmissions preferred lzenchenko@cityofmadison.com . Include the site address in this transmittal.

PLEASE CONTACT KATHY VOECK, THE ASSISTANT ZONING ADMINISTRATOR, AT 266-4551 IF YOU HAVE QUESTIONS REGARDING THE FOLLOWING FOUR ITEMS:

27. The ordinance required the Plan Commission shall find:

- a. That adequate off-street parking exists on the site for vehicles awaiting repairs, servicing or pick-up.
- b. That all other business and servicing shall be conducted within completely enclosed buildings.
- c. That no permanent or temporary storage of wrecked vehicles or rental vehicles shall occur on the premises unless completely screened from view or within an enclosed building.

28. Provide 2 bike-parking stalls in a safe and convenient location on an impervious surface to be shown on the final plan. The lockable enclosed lockers or racks or equivalent structures in or upon which the bicycle may be locked by the user shall be securely anchored to the ground or building to prevent the lockers or racks from being removed from the location. NOTE: Bike stalls shall be a minimum dimension of 6' x 2' with a 5' access area. Structures that require a user-supplied locking device shall be designed to accommodate U-shaped locking devices.

29. Exterior lighting is not required. However, if it is provided, it must comply with City of Madison outdoor lighting standards. Lighting will be limited to .08 watts per square foot.

30. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 of the Madison General Ordinances. Permits must be issued by the Zoning Section of the Department of Planning and Development.

Approval of this proposal 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. The trees shown in the street rights-of-way shall not be shown on the sign-off plan or construction plans unless they have previously been approved by the City Forester. If these are existing trees or species and locations that have been approved by the Forester, they shall be so labeled on plans.

Please follow the procedures listed below to receive your conditional use approval.

1. Please revise plans per the above conditions and submit twelve (12) sets of the final site plans to the Zoning Administrator. The final plans are reviewed and approved by Traffic Engineering, Fire Department, City Engineering, and Zoning. Any of these agencies may call you to request additional information or to resolve problems.
2. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting cover sheet approval.
3. No alteration of this proposal shall be permitted unless approved by the City 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 Plan Commission approval unless the use is commenced, construction is under way, or a valid building permit is issued and construction commenced within six months of the date of issuance of the building permit. See Section 28.12(11)(h)(3), Madison General Ordinances. The Plan Commission shall retain jurisdiction over this matter for the purpose of resolving complaints against this approved conditional use.

IF YOU HAVE ANY QUESTIONS REGARDING OBTAINING YOUR BUILDING PERMIT OR OCCUPANCY PERMIT, PLEASE CALL KATHY VOECK OF THE CITY ZONING STAFF AT 266-4551.

Sincerely,

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

Bill Roberts
Planning & Development

Applicant

cc: Zoning Administrator
City Engineering
Traffic Engineering
Matt Collins, Mayo Corp., 600 Grand Canyon Dr., Madison, WI 53719
Doug Schoepp, 3440 Laura Ln., Middleton, WI 53562

Zoning City Engineering Traffic Engineering Planning
