



Department of Planning & Development  
**Planning Unit**

Website: [www.cityofmadison.com](http://www.cityofmadison.com)

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June 22, 2005

Grace Lutheran Preschool  
Erica Jacobsen  
5530 Englewood Drive  
Madison, WI 53705

SUBJECT: 1 South Rosa Road

Dear Ms. Jacobsen:

The Plan Commission, at its June 20, 2005 meeting, determined that the ordinance standards could be met subject to the conditions below for a conditional use for a nursery school-child daycare in the existing church located at 1 South Rosa Road.

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

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

1. 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), adjacent driveway approaches to lots on either side and across the street, 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'.
2. The driveway between the parking stall and proposed playground shall be modified to provide for two-way operations at a minimum width of eighteen (18) feet in accordance with MGO 10.08(6)(a)4.
3. A "Stop" sign shall be installed at a height of seven (7) feet at all driveway approaches. All signs at the approaches shall be installed behind the property line including Varsity Hill Road. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.
4. The applicant should design the parking areas for stalls and backing up according to Figures II of the ordinance using the 9-foot or wider stall for short-term parking.
5. The developer shall post a deposit or reimburse the City for all costs associated with any modifications to Street Lighting, Signing and Pavement Marking including labor and materials for both temporary and permanent installations.

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

7. Meet all applicable State accessible requirements including, but not limited to:
  - a. Provide a minimum of one accessible stall striped per State requirements. A minimum of one of the stalls shall be a van accessible stall 8' wide with an 8' striped out area adjacent.
8. 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.
9. Parking lot plans with greater than twenty (20) stalls, landscape plans must be stamped by a registered landscape architect. Provide a landscape worksheet with the final plans that shows that the landscaping provided meets the point and required tree ordinances. In order to count toward the required points, the landscaping shall be within 15' and 20' of the parking lot depending on the type of landscape element. (Note: The required trees do not count toward the landscape point total.)
10. Meet parking lot geometric requirements in the parking lot per Chapter 10 of the Madison General Ordinances.

**PLEASE CONTACT PETE OLSON OF THE PLANNING UNIT STAFF AT 266-4635 IF YOU HAVE QUESTIONS REGARDING THE FOLLOWING ITEM:**

11. The Planning Unit did not have any conditions of approval.

**PLEASE CONTACT SCOTT STRASSBURG, MADISON FIRE DEPARTMENT, AT 266-4484 IF YOU HAVE QUESTIONS REGARDING THE FOLLOWING ITEM:**

12. The Madison Fire Department does not object to this proposal provided the project complies with all applicable fire codes and ordinances. Further review is required if any new structures are added in the future.

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 seven (7) sets of the final site plans to the Zoning Administrator. The final plans are reviewed and approved by Traffic Engineering, Fire

Department, 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 Sec. 2812(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.

**Peter Olson**  
Planning & Development

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Applicant

cc: Zoning Administrator  
City Engineering  
Traffic Engineering

Zoning City Engineering Traffic Engineering
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