



Department of Planning & Community & Economic Development

## Planning Division

Katherine Cornwell, Director

Madison Municipal Building, Suite LL-100

215 Martin Luther King, Jr. Boulevard

P.O. Box 2985

Madison, Wisconsin 53701-2985

Phone: (608) 266-4635

Fax (608) 267-8739

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

November 19, 2015

Jesus Abreu  
Bouril Design Studio  
6425 Odana Road #2  
Madison, WI 53719

RE: Approval of a conditional for additions to an existing single-family residence and to construct a new detached accessory building exceeding 576 square feet in floor area in TR-C1-zoning on a lakefront lot at **2406 Waunona Way**

Dear Mr. Abreu:

At its November 16, 2015 meeting, the Plan Commission, meeting in regular session, approved your client's conditional use request for additions to an existing single-family residence and to construct a new detached accessory building exceeding 576 square feet in floor area in TR-C1-zoning on a lakefront lot at 2406 Waunona Way. In order to receive final approval of the conditional use and for permits to be issued, the following conditions must be met.

**Please contact Timothy Troester, Engineering Division at 267-1995 if you have questions regarding the following six (6) items:**

1. Applicant shall revise plan to show City sanitary sewer location on plan as well as the City's sanitary sewer easement (DOC. 0861679). If sanitary sewer is not located in the easement, applicant shall dedicate a 15' sanitary sewer easement with the City sewer centered in the easement.
2. Prior to approval, the owner or owner's representative shall obtain a permit to plug each existing sanitary sewer lateral that serves a building which is proposed for demolition. For each lateral to be plugged the owner shall complete a sewer lateral plugging application and pay the applicable permit fees. NOTE: As of January 1, 2013 new plugging procedures and permit fees go into effect. The new procedures and revised fee schedule is available on line at <http://www.cityofmadison.com/engineering/permits.cfm> (MGO CH 35.02(14))
3. Proposed drainage shall not be altered in any manor that would adversely affect adjacent properties. The proposed contours on the grading plan would indicate berms are being graded in such that drainage is prevent to flow between the properties in a common swale. Depending on the location and improvements this grading could also be pushing drainage from this property onto the neighboring properties. Revise grading plan sufficient to convey drainage without impacting the neighboring properties.

4. The applicant shall replace all sidewalk and curb and gutter which abuts the property which is damaged by the construction or any sidewalk and curb and gutter which the City Engineer determines needs to be replaced because it is not at a desirable grade regardless of whether the condition existed prior to beginning construction. (POLICY)
5. All work in the public right-of-way shall be performed by a City licensed contractor. (MGO 16.23(9)(c)5) and MGO 23.01)
6. All damage to the pavement on Waunona Way, adjacent to this development shall be restored in accordance with the City of Madison's Pavement Patching Criteria. For additional information please see the following link: <http://www.cityofmadison.com/engineering/patchingCriteria.cfm> (POLICY)

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

7. The site plan shall be revised to show the location of the public sanitary sewer in its current location and the Public Sanitary Sewer Easement as per Document No. 861679.
8. The site plan shall be revised to show and note the Shared Driveway Agreement per Document No. 5088151.

**Please contact Jenny Kirchgatter, Assistant Zoning Administrator at 266-4429 if you have questions regarding the following six (6) items:**

9. Submit the survey information per Section 28.138(4)(a) establishing the lakefront yard setback from the Ordinary High Water Mark. For this project, the minimum depth of the lakefront yard setback from the Ordinary High Water Mark shall be the average setback of the principal building on the two (2) adjoining lots, provided that the setbacks of those buildings are within twenty (20) feet of one another.
10. Show the regulatory floodplain location on the final site plan.
11. Lake front development shall comply with City of Madison General Ordinances Section 28.138(3)(a) The cutting of trees and shrubbery shall be limited in the strip of land 35' inland from the normal waterline. Provide a landscape plan to show landscape elements to be removed and show a detailed plan showing sizes and number of landscape elements to be added to the site. In addition, not more than 30% of the frontage of the lot shall be cleared of trees and shrubbery. (Note: Within the waterfront setback requirements tree and shrub cutting shall be limited to consideration of the effect on water quality, protection and scenic beauty, erosion control and reduction of the effluents and nutrients from the shoreland.)
12. Show the height of the detached garage on the building elevations as measured per Section 28.134(1)(a). For accessory buildings and structures, height is measured from the average elevation of the approved grade at the front of the building to the highest point of the roof in the case of a flat roof, to the deck line of a mansard roof, and to the midpoint of the ridge of a gable, hip, or gambrel roof. The average height shall be calculated by using the highest ridge and its attendant eave. The eave point used shall be where the roof line crosses the side wall.

13. Show the proposed height of the house on the building elevations as measured per Section 28.134(1)(b). For principal buildings and structures, height is the average of the height of all building facades. For each facade, height is measured from the midpoint of the existing grade to the highest point on the roof of the building or structure. No individual facade shall be more than fifteen percent (15%) higher than the maximum height of the zoning district.
14. Submit a cross section of the house verifying that the basement level (utility/ laundry room) is not more than 50% exposed so that it is not counted as a story. There shall be only one basement which shall be counted as a story when the front exterior wall of the basement level is exposed more than fifty percent (50%).

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

15. Madison Fire Department RECOMMENDS the installation of a residential fire sprinkler system in accordance with NFPA 13D and SPS 382.40(3)(e). Additional information is available at the Home Fire Sprinkler Coalition website: <http://www.homefiresprinkler.org/Consumer/ConsHome.html>

**Please contact my office at 267-1150 if you have questions regarding the following item:**

16. Prior to sign-off of this conditional use and the issuance of permits, the applicant shall provide evidence that the Wisconsin Historical Society has provided their required approvals. The property owner shall contact Chip Brown at [chip.brown@wisconsinhistory.org](mailto:chip.brown@wisconsinhistory.org).

**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. This property is not in a wellhead protection district. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility. The Water Utility will not need to sign off the final plans, and will not need a copy of the approved plans.
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. No alteration of a conditional use shall be permitted unless approved by the Plan Commission provided, however, 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. Approval of plans for this project 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.
7. 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 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 267-1150.

Sincerely,

Kevin Firchow, AICP  
Planner

cc: Tim Troester, City Engineering Division  
Bill Sullivan, Fire Department  
Jenny Kirchgatter, Zoning Administrator

I hereby acknowledge that I understand and will comply with the above conditions of approval for conditional use.	
_____	
<i>Signature of Applicant</i>	
_____	
<i>Signature of Property Owner (if not the applicant)</i>	

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