



Department of Planning & Community & Economic Development
Planning Division

Website: www.cityofmadison.com

Madison Municipal Building
215 Martin Luther King, Jr. Boulevard
P.O. Box 2985
Madison, Wisconsin 53701-2985
TDD 608 266-4747
FAX 608 266-8739
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January 11, 2011

Robert H Letzing
9 Mountain Ash Trail
Madison, WI 53717

RE: Approval to demolish a fire-damaged commercial building at 1609 North Stoughton Road with no proposed alternative future use.

Dear Mr. Letzing:

At its January 10, 2011 meeting, the Plan Commission, meeting in regular session, approved your request to demolish a fire-damaged commercial building at 1609 North Stoughton Road with no proposed alternative future use. In order to receive final approval of the demolition permit and for permits to be issued, the following conditions must be met:

Please contact Janet Dailey, City Engineering Division, at 261-9688 if you have questions regarding the following six (6) items:

1. The application and letter of intent are not clear. The letter states that “the” building which stands at this address is being razed, implying that only a single building currently exists on the site. According to City records, this site contains two existing buildings. The applicant shall clarify this information and provide Engineering Mapping with a detailed plan (either CAD file or PDF format) of the resultant after conditions that will follow this demolition so that City Storm Water Utility impervious records can be updated correctly for this site.
2. This property is subject to a seven (7) feet wide right-of-way reservation over the westerly seven feet for N. Stoughton Road / USH 51. Refer to Madison Common Council June 2, 1987 adopted Resolution No. 43,542 which was recorded June 8, 1987 with the Dane County Register of Deeds as Document No. 2023937. Any proposed future redevelopment plan for this site shall accomplish the dedication of this required right-of-way to the City of Madison.
3. Any work within the North Stoughton Road right-of-way will require permits from the Wisconsin Department of Transportation.
4. The applicant shall submit, prior to plan sign-off, digital CAD files to the Land Records Coordinator in the Engineering Division. (Lori Zenchenko) lzenchenko@cityofmadison.com. The digital copies shall be drawn to scale and represent final construction including: building footprints, internal walkway areas, internal site parking areas, lot lines/ numbers/ dimensions, street names, and other miscellaneous impervious areas. All other levels (contours, elevations, etc) are not to be included with this file submittal. Email file transmissions are preferred. The digital CAD file shall be to scale and represent final construction. Any changes or additions to the location of the building, sidewalks, parking/pavement during construction will require a new CAD file. The single CAD file submittal can be either AutoCAD (dwg) Version 2001 or older, MicroStation (dgn) Version J or older, or Universal (dxf) format. Please include the site address in this transmittal.

5. The applicant shall obtain all necessary sewer connection permits and sewer plugging permits prior to any utility work. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
6. Prior to approval of the application, the owner shall obtain a permit to plug each existing sanitary sewer lateral that serves a building that is proposed for demolition. For each lateral to be plugged the owner shall deposit \$1,000 with the City Engineer in two separate checks in the following amounts: (1). \$100 non-refundable deposit for the cost of inspection of the plugging by City staff; and (2). \$900 for the cost of City crews to perform the plugging. If the owner elects to complete the plugging of a lateral by private contractor and the plugging is inspected and approved by the City Engineer, the \$900 fee shall be refunded to the owner. This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.

Please contact Matt Tucker, Zoning Administrator, at 266-4635 if you have any questions regarding the following four (4) items:

7. Provide a reuse/recycling plan, to be reviewed and approved by The City's Recycling Coordinator, Mr. George Dreckmann, prior to a demolition permits being issued. NOTE: Sec. 28.12(12)(e) of the Madison Zoning Ordinance requires the submittal of documentation demonstrating compliance with the approved reuse and recycling plan. Please note, the owner must submit documentation of recycling and reuse within 60 days of completion of demolition.
8. Since no future land use is proposed for the site, all site improvements related to the principal building (such as parking and grave/storage areas) shall be removed, and the site shall be landscaped/seeded.
9. Future development shall meet applicable building and zoning ordinances, including site plan review and land use approvals. The remaining building may not be used for any purpose without first obtaining approval from the zoning office.
10. Remove driveway and apron and replace with curb and gutter, unless an arrangement is made to retain curb opening with Traffic Engineering and WisDOT. Concrete physical barriers shall be installed across the driveway at the property line to prevent ingress/egress or the parking or vehicles on site.

No interior, exterior or structural demolition or wrecking activities or remodeling activities (including material reclamation activities by the applicant or a third party) shall commence nor any wrecking or building permits be issued until the applicant has met all of the conditions of approval stated in this letter.

Please now follow the procedures listed below for obtaining your demolition permit:

1. Please revise your plans per the above and submit **six (6)** copies of a complete 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.
2. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility. City Engineering staff will review plans for compliance. Please note, this property is not in a Wellhead Protection District. The Madison Water Utility shall be notified to remove the water meter prior to demolition.
3. A reuse and recycling plan approved by the Recycling Coordinator is required by ordinance prior to the issuance of a wrecking permit. The reuse and recycling plan shall be submitted along with the resubmittal of site plans for forwarding to the Recycling Coordinator.

- 4. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting demolition and/or building permit approval.

If you have any questions regarding obtaining your 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 267-1150.

Sincerely,

Kevin Firchow, AICP
Planner

cc: Janet Dailey, City Engineering Division
Matt Tucker, Zoning Administrator

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

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. (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 type="checkbox"/>	Fire Department	<input type="checkbox"/>	Other: