



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
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FAX 608 266-8739
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March 8, 2011

Randy Bruce
Knothe and Bruce Architects, LLC
7601 University Ave.
Middleton, WI 53562

RE: Approval of a major alteration to an existing conditional use for additions and interior reconfiguration of an existing lodging house into a multifamily apartment building on a waterfront parcel in the R6 (General Residence) District.

Dear Mr. Bruce:

The Plan Commission, meeting in regular session on March 7, 2011 determined that the conditional use standards could be met and **approved** your client's request for a conditional use at 640 North Henry Street. In order to receive final approval, the following conditions must be met:

Please contact my office at 266-5974 with questions about the following four (4) items:

1. Prior to sign-off on final plans, the applicant will obtain approval from the Zoning Board of Appeals for all necessary variances.
2. Prior to sign-off on final plans, the applicant will obtain approval from Real Estate staff for all encroachments into the North Henry Street public right-of-way.
3. No moped parking is permitted in the public right-of-way. The applicant shall submit a copy of the lease noting this condition when submitting plans for final approval.
4. Final plans submitted for review and approval by staff shall include details for the proposed terrace between the lake and the building.

Please contact Janet Dailey, City Engineering, at 261-9688 with questions about the following seven (7) items:

5. Revise the "property line" designation to read "meander line" to clarify ownership existing to the ordinary high water mark of Lake Mendota.
6. Applicant/owner please continue to coordinate the final approved floor plans with Engineering Mapping Lori Zenchenko (addressing@cityofmadison.com) so that a final interior addressing plan may be developed for this site. If there are any changes pertaining to the location of a unit, the deletion or addition of a unit, or to the location of the entrance into any unit, (before, during or after construction) the addresses may need to be changed. The interior address plan is subject to the review and approval of the Fire Marshal.
7. Existing public sanitary sewer appears to run under the existing building. Provide additional utility information identifying the location of the sanitary main in N. Henry Street and the existing sanitary facilities adjacent to the property. The Applicant shall meet with City staff to determine if an alternate solution is feasible, which may include new public sanitary sewer dedication, new public main or rehabilitation of the existing main. If new sanitary main is installed a developer's agreement will be required.

8. 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).
9. All damage to the pavement on North Henry Street, 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>.
10. Applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the Engineering Program Specialist in the Engineering Division (Lori Zenchenko). The digital CAD file shall be to scale and represent final construction. The single CAD file submittal can be either AutoCAD (dwg) Version 2001 or older, MicroStation (dgn) Version J or older, or Universal (dxf) format and contain only 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) All Underlying Lot lines or parcel lines if unplatted
 - g) Lot numbers or the words "unplatted"
 - h) Lot/Plat dimensions
 - i) Street names

All other levels (contours, elevations, etc) are not to be included with this file submittal.

NOTE: Email file transmissions preferred addressing@cityofmadison.com . Include the site address in the subject line of this transmittal. Any changes or additions to the location of the building, sidewalks, parking/pavement during construction will require a new CAD file (POLICY and MGO 37.09(2) & 37.05(4)).

11. All proposed and existing utilities including gas, electric, phone, steam, chilled water, etc shall be shown on the plan.

Please contact John Leach, Traffic Engineering at 267-8755 with questions about the following four (4) items:

12. No residential parking permits shall be issued for 640 N. Henry Street, this would be consistent with other projects in the area. In addition, the applicant shall inform all tenants of this facility of the requirement in their apartment leases. In addition, the applicant shall submit a copy of the lease noting the above condition in the lease when submitting plans for City approval.

Please contact William Knobloch or Bill Putman, Parking Utility at 266-4761 if you have questions regarding the above item.
13. When the applicant submits final plans of one contiguous plan 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, showing all easements, all pavement markings, building placement, and stalls, adjacent driveway approaches to lots on either side, 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'.
14. The applicant shall show dimensions for the proposed parking stalls' items B, C, E, and degree of angle parking width and backing up, according to Figures II "Medium and Large Vehicles" parking design standards in Section 10.08(6)(b) The two (2) feet of vehicle overhang shall be shown on the plan and dimensioned. The applicant may need to modify the parking lot to accommodate vehicle, bike and moped parking.

15. 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 Pat Anderson, Zoning at 266-5978 with questions about the following six (6) items:

16. As the project has changed since the variances were originally approved, the project must return to the Zoning Board of Appeals for consideration of the previously approved variances.
17. Bike parking shall comply with MGO Section 28.11. Provide eleven (11) bike parking stalls in a safe and convenient location on an impervious surface to be shown on the final plan. The racks shall be securely anchored to the ground or building to prevent the lockers or racks from being removed from the location. NOTE: A bike-parking stall is two feet by six feet with a five-foot access area.
18. Provide a detail drawing for the proposed dumpster enclosure pursuant to Section 28.08(7)(j) including materials for the screening fence and gate.
19. If exterior lighting is provided, it must comply with MGO Section 10.085 outdoor lighting standards.
20. Landscaping within the public right-of-way may not be counted toward the requirement for on-site landscaping of the parking facility. Any landscaping proposed in the public right-of-way must be approved by the City Forester.
21. Provide the floor-area ratio for the development as part of the final plan submittal.

Please contact Bill Sullivan, Fire Department at 261-9658 with questions about the following item.

22. Due to the limited access to this property, sprinkler protection will be required in any combustible attic space per NFPA 13.
23. The Madison Fire Department does not object to this proposal provided the project complies with all applicable fire codes and ordinances.
24. Provide fire apparatus access as required by IFC 503 2009 edition, MGO 34.503.

Please contact Jerry Lund, Real Estate at 267-8718 with questions about the following item.

25. Prior to final staff sign-off, a Privilege in Streets agreement must be completed for all encroachments into the public right-of-way.

Please contact Dennis Cawley, Water Utility at 261-9243 with questions about the following item.

26. 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.

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

1. Please revise your plans per the above and submit **nine (9) copies** of a complete plan set to the Zoning Administrator for final staff review and comment.
2. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting the conditional use permit.
3. No alteration of this proposal shall be permitted unless approved by the 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 the Plan Commission unless the use is commenced, construction is under way, or a valid building permit is issued and construction commenced within six months of the issuance of said building permit.

If you have any questions regarding obtaining your conditional use, 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 266-5974.

Sincerely,

Heather Stouder, AICP
 Planner

cc: Pat Anderson, Assistant Zoning Administrator
 Janet Dailey, City Engineering
 John Leach, Traffic Engineering
 Bill Sullivan, Fire Department
 Jerry Lund, Real Estate

<p>I hereby acknowledge that I understand and will comply with the above conditions of approval for this conditional use permit.</p> <hr style="border: 0; border-top: 1px solid black; margin: 10px 0;"/> <p style="text-align: center;"><i>Signature of Applicant</i></p> <hr style="border: 0; border-top: 1px solid black; margin: 10px 0;"/> <p style="text-align: center;"><i>Signature of Property Owner (if not applicant)</i></p>
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For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Division (H. Stouder)	<input type="checkbox"/>	Recycling Coordinator (R & R)
<input checked="" type="checkbox"/>	Zoning Administrator	<input checked="" type="checkbox"/>	Fire Department
<input checked="" type="checkbox"/>	City Engineering	<input type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Metro Transit:
<input checked="" type="checkbox"/>	Engineering Mapping	<input checked="" type="checkbox"/>	Real Estate: