



Department of Planning & Community & Economic Development

## Planning Division

Meagan Tuttle, Director

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**\*\*BY E-MAIL ONLY\*\***

April 14, 2025

James Montgomery  
The Marquette Hotel & Café  
414 South Baldwin Street  
Madison, WI 53703

RE: Consideration of an alteration of an approved conditional use in the Traditional Shopping Street (TSS) District to amend the conditions of approval for a hotel and restaurant-tavern with outdoor eating areas at 414 South Baldwin Street. (ID [87463](#), LNDUSE-2025-00014)

James,

On March 7, 2025, the Plan Commission found the standards met and **conditionally approved** your alteration to an approved conditional use for 414 South Baldwin Street. In order to receive final approval and for any other permits that may need to be issued for your project, the following conditions shall be met:

**Please contact Timothy Sobota of Metro Transit at (608) 261-4289 if you have any questions regarding the following three (3) items:**

1. In coordination with any public works improvements, the applicant shall maintain or replace the concrete boarding pad surface and bench seating amenity at the existing Metro bus stop on the west side of South Baldwin Street, south of Williamson Street (#1606).
2. Metro Transit operates daily all-day transit service along South Baldwin Street adjacent this property – with trips at least every 30 minutes (every 15 minutes or less during the day on weekdays). Metro Transit operates additional daily all-day rapid transit service along East Washington Avenue near this property - with trips at least every 30 minutes (every 15 minutes or less during the day on weekdays and Saturdays).
3. Metro Transit would initially estimate the following counts of potentially eligible trips towards US Green Building Council/LEED Quality Access to Transit points: 211 Weekday & 130 Weekend. Please contact Metro Transit if additional analysis would be of interest.

**Please contact Jeffrey Quamme of the City Engineering Division – Mapping Section at (608) 266-4097 if**

**you have any questions regarding the following one (1) item:**

4. Outline the areas on the last full approved site plan from 2024 by Glueck Architects.

**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. After the plans have been revised per the above conditions, please submit one (1) complete digital plan set in PDF format and any other supporting materials that are necessary, as specified in this letter to [sprapplications@cityofmadison.com](mailto:sprapplications@cityofmadison.com) (note: A 20MB email limit applies and multiple transmittals may be required). The sets of final revised plans or documents will be circulated by Zoning staff to the City department staff listed above for their final approval.
2. A check for the site plan review fee shall be mailed to the City of Madison Building Inspection Division; PO Box 2984; Madison, WI 53701-2984.
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 conditional use approval is valid for two (2) years 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. Any alteration in plans for a proposed alternative use shall require Plan Commission approval, except for minor alterations. 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. 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 demolition permit 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 contact my office at 243-0554 or [lmcnabola@cityofmadison.com](mailto:lmcnabola@cityofmadison.com).

Sincerely.



Lisa McNabola  
Planner

<b>LNDUSE-2025-00014</b>			
<b>For Official Use Only, Re: Final Plan Routing</b>			
<input checked="" type="checkbox"/>	Planning Div.	<input checked="" type="checkbox"/>	Engineering Mapping Sec.
<input type="checkbox"/>	Zoning Administrator	<input type="checkbox"/>	Parks Division
<input 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"/>	Water Utility
<input checked="" type="checkbox"/>	Metro Transit	<input type="checkbox"/>	Other: Forestry