



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
PH 608 266-4635

January 27, 2009

Adam Hebgen
Washa Construction, Inc.
4915 Farwell St.
McFarland, WI 53558

RE: Approval of a conditional use permit for an expanded day care facility at 5206 Siggelkow Road.

Dear Mr. Hebgen:

The Plan Commission, meeting in regular session on January 26, 2009 determined that the ordinance standards could be met and **conditionally approved** your client's request for a conditional use to allow the expansion of a day care facility at 5206 Siggelkow Road. In order to receive final approval of the conditional use permit, the following conditions must be met:

Please contact Janet Dailey, City Engineering, at 261-9688 if you have questions regarding the following three item:

1. Revise plans to show existing and proposed drainage, particularly in the area of the proposed fencing and proposed arbor vitae plantings. Proposed modifications cannot adversely affect the drainage patterns.
2. That the applicant consult City Engineering staff regarding the appropriate placement of snow on the site in order to minimize the amount of snowmelt on adjacent properties.
3. The 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 access
 - 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 are preferred: lzenchenko@cityofmadison.com. Include the site address in the subject line of this transmittal. Any changes or additions to the location of the building, sidewalks, or parking/pavement during construction will require a new CAD file.

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

4. The applicant shall indicate the type and number of bicycle racks to be installed. At least 2 bicycle stalls will be required - see MGO 28.11(3)(1).
5. When the applicant submits final plans for approval, the applicant shall show the following:
 - a) Items in the terrace as existing (e.g. signs and street light poles)
 - b) Types of surfaces
 - c) Existing property lines and addresses
 - d) One contiguous plan showing all easements, pavement markings, building placement, and stalls
 - e) Adjacent driveway approaches to lots on either side and across the street
 - f) Signage
 - g) Percent of slope
 - h) Vehicle routes
 - i) Dimensions of radii, aisles, driveways, and stalls including the two (2) feet overhang; and
 - j) A scaled drawing at 1" = 20'
6. The parking facility shall be modified to provide for adequate circulation for vehicles. This can be accommodated by eliminating a parking stall at the dead ends. The eliminated stall shall be modified to provide a turn around area ten (10) to twelve (12) feet in width and signed "No Parking Anytime".
7. Public signing and marking related to the development, for which the applicant shall be financially feasible, may be required by the City Traffic Engineer.

Please contact Pat Anderson, Assistant Zoning Administrator at 266-4551 if you have any questions about the following 5 items:

8. Obtain all approvals from the State Dept. of Health and Family Services for a day care facility with child and employee increases. Meet all applicable state building codes. Obtain a Certificate of Occupancy from the City of Madison.
9. Meet all applicable State accessibility requirements, including but not limited to:
 - a) Show signage at the head of the accessible parking stall.
 - b) Show the curb, wheel stops or ramp locations for the accessible path to the building
10. Meet applicable state building and setback codes for the storage shed expansion.
11. For approval by Planning Division staff, the applicant will include a detailed landscape plan showing species and sizes of existing and proposed landscape elements. Include the landscape worksheet in the final submittal demonstrating that landscape point and tree requirements are met.
12. Lighting is not required. However, if it is provided, it must comply with City of Madison outdoor lighting standards (see parking lot packet). Lighting will be limited to .08 watts per square foot.

Please contact Scott Strassburg, New Construction Inspector with the Fire Department, at 261-9843 if you have any questions about the following item:

13. All sprinklers and fire alarms shall be extended into the new area per code requirements.

Please contact my office at 266-5974 if you have any questions about the following 8 items:

13. That the maximum number of children in the outdoor play area at any one time is 25, and that children will not be allowed in the outdoor play area before 8:00 am.
14. The final plan set shall reflect the removal of the existing fence along the northern property line, and a relocation of the sandbox to the western portion of the play area.

15. The final plan set shall include elevations of the existing and proposed storage shed and dumpster enclosure to be approved by Planning Division staff.
16. The final plan set shall include a note identifying all exterior materials to be approved by Planning Division staff. Exterior materials on the proposed addition will complement the original building and the addition approved in 2004.
17. The final plan set shall include a complete landscape plan identifying the species and size of plantings, both existing and proposed, to be approved by Planning Division staff.
18. The parking lot will retain a clear turnaround for vehicles by eliminating the parking stall shown in the northwestern portion of the lot and marking the space clearly with a "No Parking" sign.
19. The maximum capacity for the facility will be 76 children.
20. As previously approved, the term of the conditional use approval be limited to a period not to exceed five (5) years from October 24, 2005, the date that a Certificate of Occupancy was issued by the Inspections Division for the day care facility. In fall 2010, the conditional use may be renewed/extended for an additional period after review as either a major alteration or minor alteration as determined by the Zoning Administrator and the Director of the Department of Planning and Development. Review of the conditional use at that time shall ensure consistency with conditions of approval in 2004 as well as any additional conditions of approval by the Plan Commission with regard to this present application.

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

1. Please revise your plans per the above and submit *four (4) 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 city agencies for their approval prior to sign off.
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. The Plan Commission shall retain jurisdiction over this matter for the purpose of resolving complaints against the approved conditional use permit.

If you have any questions regarding obtaining your conditional use permit, 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

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

Signature of Applicant

cc: Pat Anderson, Assistant Zoning Administrator
 Janet Dailey, City Engineer's Office
 John Leach, Traffic Engineering

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 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"/>	Other:
<input type="checkbox"/>	Engineering Mapping	<input type="checkbox"/>	Other: