



Department of Planning & Development  
**Planning Unit**

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

September 21, 2006

Scott Faust  
210 N. Bassett Street  
Madison, Wisconsin 53703

RE: Approval of a demolition permit and conditional use for a single-family residence on a waterfront lot at 2724 Waunona Way AND LD 0638 – Certified survey map – 2720-24 Waunona Way.

Dear Mr. Faust:

The Plan Commission, meeting in regular session on September 18, 2006, determined that the ordinance standards could be met and **approved** your request for a demolition permit and conditional use permit to allow an existing single-family residence located at 2724 Waunona Way to be razed and a new single-family residence and boathouse to be constructed, subject to the conditions below. The Commission also approved a Certified Survey Map dividing this property and the property at 2720 Waunona Way into three parcels.

In order to receive final approval of the demolition permit/ conditional use plans and the Certified Survey Map, the following conditions must be met:

**Please contact Kathy Voeck, the Assistant Zoning Administrator, at 266-4551 if you have questions regarding the following four items:**

1. There shall be only one driveway on a zoning lot. Remove the access easement and driveway on Lot 3 that leads to Lot 2. The driveway on Lot 2 shall be on Lot 2 only. An easement in the right of way for a driveway radius is possible subject to the approval of the City Engineer.
2. There cannot be an accessory building on a lot that does not have a principal building. The final plans for the conditional use shall be revised to remove the boathouse from Lot 1 until such time as plans have been approved for residence on said lot.
3. Delineate any floodplain or wetlands on the property on both the conditional use plans and CSM.
4. Provide a landscape plan showing existing landscaping on the site. Show proposed landscaping and all landscaping within 35 feet of the ordinary high watermark that will be removed.

**Please contact Janet Dailey, City Engineering, at 261-9688 if you have questions regarding the following eighteen (18) items:**

*For the conditional use:*

5. The 100-year regulatory flood plain shall be shown on the plan. (Elevation 848.00).

6. The applicant shall close all abandoned driveways by replacing the curb in front of the driveways and restoring the terrace with grass.
7. A City licensed contractor shall perform all work in the public right-of-way.
8. The plan set shall be revised to show more information on proposed drainage for the site. This shall be accomplished by using spot elevations and drainage arrows or through the use of proposed contours. It is necessary to show the location of drainage leaving the site to the public right-of-way. It may be necessary to provide information off the site to fully meet this requirement.
9. The applicant shall obtain a Street Excavation permit for the installation of utilities required to serve this project. The applicant shall pay the permit fee, inspection fee and street degradation fee as applicable and shall comply with all the conditions of the permit.
10. The applicant shall obtain all necessary sewer connection permits and sewer plugging permits prior to any utility work.
11. All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior to connection to the public sewerage system.
12. The site plan shall be revised to show all existing public sanitary sewer facilities in the project area as well as the size and alignment of the proposed service.

***For the Certified Survey Map:***

13. Clarify that the horizontal coordinates and bearing reference shown on this CSM are based on the original NAD27 datum as published by City of Madison on Alster & Associates Inc. 1960 Control Survey station tie sheets.
14. North quarter-corner is incorrectly identified as the Center of Section; revise survey accordingly.
15. The City of Madison changed the name of Lake Street to Esther Beach Road; revise survey accordingly. Applicant shall otherwise confirm and provide evidence that Lake Street is the correct street name, prior to final CSM approval.
16. Identify additional dimensions for the existing public sanitary sewer easement to ensure accurate location and retracement within proposed Lots 1 and 2 similar to how it is dimensioned within proposed Lot 3, or clarify if the westerly prolongation of the easement west of Lot 3 is in fact a straight line and dimension the full centerline length accordingly.
17. Adjoiner to the east is not Lot 3, Block 1, Raywood Heights and shall be revised to reference Lots A & B, Certified Survey Map 18.
18. If the bearing reference is in fact the north line of Waunona Way as stated, recorded bearing discrepancies exist on both the west and east lines and the meander line of this Certified Survey Map and should be identified.
19. Clarify the purpose of the 134.26' dimension along Waunona Way adjacent to Lot 2.
20. The applicant shall show the floodplain on the CSM (elevation 848.00).

21. The applicant shall dedicate a 10- foot wide permanent limited easement for grading and sloping along Waunona Way.
22. Arrows shall be added to the certified survey map indicating the direction of drainage for each property line not fronting on a public street. In addition, the certified survey map shall include lot corner elevations, for all lot corners, to the nearest 0.25-foot. The following notes shall be added to the certified survey map.
  - a.) Arrows indicate the direction of surface drainage swale at individual property lines. Said drainage swale shall be graded with the construction of each principal structure and maintained by the lot owner unless modified with the approval of the City Engineer. Elevations given are for property corners at ground level and shall be maintained by the lot owner.
  - b.) All lots within this survey are subject to a public easement for drainage purposes which shall be a minimum of 6-feet in width measured from the property line to the interior of each lot except that the easement shall be 12-feet in width on the perimeter of the certified survey map. Easements shall not be required on property lines shared with green ways or public streets. No structures may be constructed within said easement and no other obstructions to drainage, including landscaping are permitted without the prior written approval of the City Engineer.
23. A minimum of two working days prior to requesting City Engineering signoff on the CSM the applicant shall contact Janet Dailey (261-9688) to obtain the final stormwater utility charges that are due and payable prior to sub-division of the properties. The stormwater utility charges (as all utility charges) are due for the previous months of service. All charges shall be cleared prior to the land division (and subsequent obsolesces of the existing parcel).

**Please contact John Lippitt, Madison Fire Department, at 261-9658 if you have questions about the following item:**

24. All portions of the exterior walls of newly constructed one- and two-family dwellings shall be within 500-feet of at least one fire hydrant. Distances are measured along the path traveled by the fire truck as the hose lays off the truck. See MGO 34.20 for additional information.

**Please contact Si Widstrand, Parks Division, at 266-4711 if you have questions about the following item:**

25. Park dedication is required for the additional single-family lot in the amount of 1,100 square feet. The required dedication shall be paid as a fee in lieu of land, based on the actual value of the acreage up to a maximum of \$1.74 per square foot. A park development fee of \$815.36 per lot is also due.  
→ Land Fee Value: \$1914.00 + Park Development Fee: \$815.36 = Total Park Fees: \$2,729.36

The park fees shall be paid prior to the issuance of the building permit for Lot 1. Approval of the CSM does not include approval of pruning, removal or planting of trees in the public right of way. Permission for such activities must be obtained from the City Forester, 266-4816.

**In addition, the Plan Commission added the following condition of approval for the CSM:**

26. That the applicant submit a tree protection plan with the Certified Survey Map identifying existing trees, including species and size, and noting that those trees shall not be removed until such time as a conditional use has approved for said Lot 1. The tree protection plan shall be subject to the approval of the Planning Unit prior to final approval of the CSM.

**Madison Gas and Electric and AT&T have requested that a 6-foot utility easement be provided on this survey along the entire Waunona Way frontage of the CSM (all three lots).**

**Please note that the City Real Estate Office is reviewing the report of title provided with the Certified Survey Map and may have comments. That office will send any comments to you by fax. If you have any questions, please contact Jeff Ekola at 267-8719 for more information.**

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

1. Please revise your plans per the above and submit *five (5) 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. 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.
3. A reuse and recycling plan approved by the Recycling Coordinator is required by ordinance prior to the issuance of a wrecking permit.
4. 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. The Plan Commission shall retain jurisdiction over this matter for the purpose of resolving complaints against the approved conditional use.

The developer shall contact the Madison Water Utility separately to have water meters removed prior to demolition. For information, please contact Dennis Cawley at the Madison Water Utility at 266-4651.

If you have any questions regarding obtaining your demolition or building permits, please contact the Zoning Administrator at 266-4551.

**Please note the following regarding final approval of the Certified Survey Map:**

A resolution authorizing the City to sign the CSM and any other documents related to the proposed land division is scheduled to be reviewed by the Common Council on October 3, 2006.

As soon as the comments and conditions for the Certified Survey Map have been satisfied as verified with a completed affidavit form (enclosed), the original along with the revised Certified Survey Map, with all signatures and approvals from the reviewing agencies, shall be brought to this office for final signoff. You may then record the certified survey at the Dane County Register of Deeds. For information on recording procedures and fees, contact the Register of Deeds at 266-4141.

Upon acceptance and recording of the certified survey map by the Dane County Register of Deeds, please transfer the recorded volume, document number, and page numbers to the copies and forward a copy to this office for our records.

The original survey map with the recording information is permanently kept on file in the Dane County Register of Deeds Office. A copy of the recorded document can be obtained from the Register of Deeds Office, Room 110, City-County Building or the Real Estate Office in the Madison Department of Planning and Development.

Any appeal from the land division action, including the conditions of approval, must be filed with the Circuit Court within thirty (30) days from the date of this letter. The approval of this CSM shall be null and void if not recorded in **six months** from the date of the approving resolution.

Resubmittal of the demolition/ conditional use plans will track separately from the CSM, with the demolition/ conditional use plans to be submitted to the Zoning Administrator, while yourself or your surveyor present the CSM individually to each agency. You are urged to discuss the CSM signoff with your surveyor, who is very knowledgeable about that process. If you have any questions or if may be of any further assistance, please do not hesitate to contact my office at 261-9632.

Sincerely,

Timothy M. Parks  
Planner

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

---

*Signature of Applicant*

- cc: Kathy Voeck, Assistant Zoning Administrator  
Janet Dailey, City Engineer's Office  
Si Widstrand, Parks Division  
John Lippitt, Madison Fire Department

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Unit (T. Parks)	<input type="checkbox"/>	Parks Division
<input checked="" type="checkbox"/>	Zoning Administrator	<input type="checkbox"/>	Fire Department
<input checked="" type="checkbox"/>	City Engineering	<input type="checkbox"/>	Urban Design Commission
<input type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Other: