

APPLICATION FOR DEMOLITION OF PRINCIPAL BUILDINGS

Complete all sections of this application, including signature on page 2.

To request an interpreter, translation, or accommodations, call (608)266-4910.

Para solicitar un intérprete, traducción o acomodaciones llame al (608)266-4910.

Koj muaj txoj cai tau txais kev txhais lus, kev pes lus los sis kev pab cuam txhawm rau

kev tsis taus uas tsis muaj nqi rau koj: Xav paub ntxiv tiv tauj rau (608)266-4910

如需口譯、翻譯或其他便利服務，請致電 (608)266-4910.

City of Madison

Building Inspection Division

215 Martin Luther King Jr Blvd, Ste 017

PO Box 2985

Madison, WI 53701-2985 (608) 266-4551



Submit the following via email to:

- Building Inspection at sprapplications@cityofmadison.com and
- Landmarks Commission at LandmarksCommission@cityofmadison.com (see [submittal schedule](#))

Part 1: General Application Information

Street Address:			
Alder District:		Zoning District:	
Project Contact Person Name		Role	
Company Name			
Phone		Email	
☐	Completed Application (this form)		
☐	Property Owner Permission (signature on this form or an email providing authorization to apply)		
☐	Copy of Notification sent to the Demolition Listserv Date Sent _____		
☐	Copy of Email Pre-Application Notification of Intent to Demolish a Principal Structure sent to District Alder , City-registered neighborhood association(s) , and City-listed business association(s) . Date Sent _____		
☐	\$600 Demolition Application Fee (additional fees may apply depending on full scope of project)		
☐	Demolition Plan See plan below		
Are you also seeking a Zoning Map Amendment (Rezoning) or Conditional Use? ☐ Yes ☐ No			

Part 2: Information for Landmarks Historic Value Review

☐	Letter of Intent describing the proposed structure to be demolished, description of proposed method and timeline of demolition See plan below
☐	Construction Information (Dates of construction and alterations, architect name, builder name, history of property, historic photos) N/A
☐	Existing Condition Photos (Interior and exterior digital photos of each principal building to be demolished sufficient to indicate its character and condition)
	Will existing structure be relocated? ☐ Yes ☐ No If "yes" include preliminary assessment that relocation is likely to be structurally and legally feasible
☐	Optional: Proposed mitigation plans for properties with possible historic value

APPLICATION FOR DEMOLITION OF PRINCIPAL BUILDINGS

Part 3: Application for Plan Commission Review (if applicable)

- When Landmarks Commission finds a building has Historic Value, the demolition application must be considered by the Plan Commission.
- If Plan Commission review is required, staff will schedule the public hearing based on the [published schedule](#).
- Applicant must [make an appointment](#) to pick up “Public Hearing” sign from Zoning Counter and post the sign on property at least 21 days before Plan Commission hearing.

Demolition requests will be scheduled concurrently with other related requests before the Plan Commission, where applicable. A schedule confirmation will be emailed to the designated project contact. Contact staff at pcapplications@cityofmadison.com with questions.

Part 4: Signature

Property Owner Authorizing Signature (or authorized via attached email)			
Property Owner Name			
Company Name			
Street Address			
Phone		Email	

For Office Use Only	
Date:	
Accela ID No.:	



GRADING YOUR FUTURE WITH INTEGRITY

605 Grossman Drive • Schofield, WI 54476 • TEL 715.359.4042 • FAX 715.359.4142 • www.integrityge.com
4001 Felland Road, Suite 113 • Madison, WI 53718

Demo Plan



Structure Removals

- House
- Barn
- Shed
- Garage
- Tower

Tree Removal (2 Trees around the house)



OUR CORE VALUES: Integrity • Innovation • Reputation • Respect • Commitment • Driven
Affirmative Action / Veteran Friendly / Equal Opportunity Employer

Site Development • Roadways • Environmental Clean-up • Excavation • Snow Removal



AN EQUAL
OPPORTUNITY
EMPLOYER



GRADING YOUR FUTURE WITH INTEGRITY

605 Grossman Drive • Schofield, WI 54476 • TEL 715.359.4042 • FAX 715.359.4142 • www.integrityge.com
4001 Felland Road, Suite 113 • Madison, WI 53718

Letter of Intent

Building Structures:

All existing standing structures on the property will be demolished. This includes, but is not limited to, the following:

Primary house

Barn foundation

Garage

Shed

Small tower

Prior to the commencement of demolition activities, all existing utility connections to the house (e.g., electricity, water, gas, sewer/septic) will be properly disconnected and abandoned in accordance with local regulations and utility provider requirements.

All loose debris, garbage, and miscellaneous items on-site will be collected and disposed of in on-site dumpsters. The barn foundation and any other structural foundations will be removed and hauled off using dump trucks to an approved waste disposal or recycling facility.

The site will be cleared of all demolition materials and left in a clean, rough-graded condition upon completion of the work.

All designated trees, brush, and vegetation will be removed from the property. Brush and tree debris will be loaded into dump trucks and transported to LogGonelt for disposal. Stumps from any trees cut down will be fully removed and disposed.



OUR CORE VALUES: Integrity • Innovation • Reputation • Respect • Commitment • Driven
Affirmative Action / Veteran Friendly / Equal Opportunity Employer
Site Development • Roadways • Environmental Clean-up • Excavation • Snow Removal



AN EQUAL
OPPORTUNITY
EMPLOYER



GRADING YOUR FUTURE WITH INTEGRITY

605 Grossman Drive • Schofield, WI 54476 • TEL 715.359.4042 • FAX 715.359.4142 • www.integrityge.com
4001 Felland Road, Suite 113 • Madison, WI 53718

Existing Photos



OUR CORE VALUES: Integrity • Innovation • Reputation • Respect • Commitment • Driven
Affirmative Action / Veteran Friendly / Equal Opportunity Employer

Site Development • Roadways • Environmental Clean-up • Excavation • Snow Removal



AN EQUAL
OPPORTUNITY
EMPLOYER



GRADING YOUR FUTURE WITH INTEGRITY

605 Grossman Drive • Schofield, WI 54476 • TEL 715.359.4042 • FAX 715.359.4142 • www.integrityge.com
4001 Felland Road, Suite 113 • Madison, WI 53718



OUR CORE VALUES: Integrity • Innovation • Reputation • Respect • Commitment • Driven
Affirmative Action / Veteran Friendly / Equal Opportunity Employer
Site Development • Roadways • Environmental Clean-up • Excavation • Snow Removal



AN EQUAL
OPPORTUNITY
EMPLOYER



CITY OF MADISON BUILDING INSPECTION DIVISION

215 Martin Luther King, Jr. Blvd., Suite 017 - PO Box 2984 Madison, WI 53701-2984
zoning@cityofmadison.com - 608.266.4551 - <http://www.cityofmadison.com/dpced/bi/>

DEMOLITION/RAZE PERMIT APPLICATION

ZONING OFFICE USE ONLY

Application Date: _____
Approval Date: _____
Approved by: _____
Fee: _____

BLD _____-20_____-_____

SPECIAL CONDITIONS:

- ☐ Historic/Landmark
☐ Sewer Cap Permit

NOTE: ALL DEMOLITIONS ARE REQUIRED TO HAVE A HISTORIC VALUE REVIEW. CONTACT LANDMARKSCOMMISSION@CITYOFMADISON.COM FOR MORE INFORMATION.

FILL IN THE FOLLOWING SECTIONS:

Property Address: _____

Applicant Name: _____

Applicant E-mail: _____ Applicant Phone Number: _____

SELECT TYPE OF BUILDING:

☐ Residential Building:	☐ Commercial Building: (Fee: Based on Volume of Building)
☐ 1 Unit Residential Building: (Fee: \$150) ☐ Two Unit Residential Building: (Fee: \$250)	Total Volume of Building (Cu. Ft.): _____ • Area of Building Footprint: _____ • Building Height: _____ Number of Dwelling Units Removed: _____

☐ Accessory Structure: (Fee: \$20)

IF THE ABOVE INFORMATION IS NOT SUPPLIED A DEMOLITION/RAZE PERMIT CANNOT BE ISSUED.

Bailey, Heather

From: Tolbert, Jaimie <JTolbert@uwhealth.org>
Sent: Friday, October 31, 2025 6:10 PM
To: Will Eder; Madison, Sabrina
Cc: Mike Luther; Troy Klabunde; Bailey, Heather; Kirchgatter, Jenny; Taylor Matushak; Austin Flood; Phair, Matt J
Subject: Re: Notification of Raze Permit Application - 5602 Portage Road, Madison WI 53718

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Added Matthew Phair with UW.

Get [Outlook for iOS](#)

From: Will Eder <weder@findorff.com>
Sent: Friday, October 31, 2025 11:21 AM
To: district17@cityofmadison.com <district17@cityofmadison.com>
Cc: Mike Luther <mluther@findorff.com>; Troy Klabunde <tklabunde@findorff.com>; Tolbert, Jaimie <JTolbert@uwhealth.org>; Bailey, Heather <hbailey@cityofmadison.com>; Kirchgatter, Jenny <jkirchgatter@cityofmadison.com>; Taylor Matushak <taylor.matushak@integrityge.com>; Austin Flood <austin.flood@integrityge.com>
Subject: Notification of Raze Permit Application - 5602 Portage Road, Madison WI 53718

**WARNING: This email appears to have originated outside of the UW Health email system.
DO NOT CLICK on links or attachments unless you recognize the sender and know the content is safe.**

Dear Alderwoman Sabrina V. Madison,

Please let this email serve as notification that Integrity Grading and Excavating intends to file an application for building demolition at 5602 Portage Road, Madison WI 53718. The property owner, UW Health, has approved this application and their representative is cc'd on this email (Jaimie Tolbert). We intend to submit this application for the December 8th, 2025 Landmarks Commission meeting.

Please let me know if you have any questions or need any more information.

Thank you,

Will Eder
Assistant Project Manager

FINDORFF
Building & Beyond
300 South Bedford Street | Madison, Wisconsin 53703
Cell: 262.309.1125 | Office: 608.257.5321
findorff.com

An *employee-owned* company.

Disclaimer

The information contained in this communication from the sender is confidential. It is intended solely for use by the recipient and others authorized to receive it. If you are not the recipient, you are hereby notified that any disclosure, copying, distribution or taking action in relation of the contents of this information is strictly prohibited and may be unlawful.

This email has been scanned for viruses and malware, and may have been automatically archived.

Taylor Matushak

From: noreply@cityofmadison.com
Sent: Wednesday, October 29, 2025 9:24 AM
To: Taylor Matushak
Subject: [External] City of Madison Demolition Notification Request Confirmation

Dear applicant,

Your demolition permit notification message has been received by the notification administrator and will be reviewed prior to posting within three business days. For more information on the demolition permit pre-application notification requirement, please contact the City of Madison Planning Division at (608) 266-4635.

This is an automated reply, please do not reply to this email.



GRADING YOUR FUTURE WITH INTEGRITY

605 Grossman Drive • Schofield, WI 54476 • TEL 715.359.4042 • FAX 715.359.4142 • www.integrityge.com
4001 Felland Road, Suite 113 • Madison, WI 53718

Reuse and Recycling Plan

Address: 5602 Portage Road, Madison, WI 53718

Owner/Rep Contact:

UW Health Systems

Demolition Contractor Contact:

Integrity Grading & Excavating

605 Grossman Drive

Schofield, WI

715-212-0197

Taylor.matushak@integrityge.com

1. Scope of Project
 - a. Work will demolish Vacant home and clear site located at 5602 Portage Rd within the City of Madison.
2. Project Recycling Goals
 - a. The demolition project, in order to be in compliance with City Ordinance 10.185, will recycle or cause to be reused at least 70% of all demolition debris, as measured by weight, that is created during this project.
3. Description of Material Anticipated to be Generated
 - a. Concrete
 - b. Clean Wood
 - c. Drywall/Plaster
 - d. Windows
 - e. HVAC equipment, wiring, and duct work
 - f. Siding (aluminum along house and vinyl along outbuilding on property)
 - g. Electrical Wiring
 - h. Metal Gutters
 - i. Shingles
 - j. Appliances
 - k. Miscellaneous refuse and recycling



OUR CORE VALUES: Integrity • Innovation • Reputation • Respect • Commitment • Driven
Affirmative Action / Veteran Friendly / Equal Opportunity Employer

Site Development • Roadways • Environmental Clean-up • Excavation • Snow Removal



AN EQUAL
OPPORTUNITY
EMPLOYER

4. Worker Education

- a. Supervisors on site will ensure signage for recycling receptacles are accurate, and that the workers are trained to place correct material into the correct location. Recycling goals will also be shared with the workers with a copy of the plan available onsite for reference.

5. Reuse

- a. Habitat for Humanity will be contacted to allow them to do a walkthrough prior to demolition work commencing. They will determine what can be reused and remove if necessary.

6. Material Disposition/Material Handling

a. Metal

- i. All metal items will be separated and placed into a metal recycling dumpster. Duct work, gutters, wiring, piping, and other metal items will be placed into this container. This will be hauled to All Metals for recycling.

b. Hazardous Materials – Mercury, Asbestos, etc

- i. Building was inspected and tested for universal wastes, lead, and asbestos by LF Green Development, LLC as a subcontractor to Findorff. These materials will be safely removed by this contractor prior to demolition. Asbestos and hazardous items will be properly removed by a 3rd party contractor specializing in removal of contaminated materials.

c. Concrete, Asphalt, and Brick

- i. This material will be separated and hauled off site to be crushed and used at a later date.

d. Clean wood

- i. Wood salvaged from joists, subfloor, and other wood will be deposited into a co-mingled construction debris recycling dumpster to be processed by the construction and demolition recycling facility located at Dane County Waste & Renewables.

e. Shingles

- i. Asphalt shingles will be hauled to Dane County Waste & Renewables.

f. Appliances

- i. Appliances such as the refrigerator, dishwasher, and HVAC equipment shall be removed and hauled to Dane County Waste & Renewables.

g. Mixed Loads of Debris Clean

- i. Drywall, vinyl siding, and other recyclable construction debris (such as the clean wood noted above) shall be placed into a comingled recycling dumpster provided by Waste management to be hauled to their construction and demolition recycling facility (Dane County Waste & Renewables).

7. Compliance

- a. The demolition contractor shall monitor and track all loads of material. Upon completion of the project the compliance report, which is available on the Streets Divisions' website, shall be completed. Appropriate weight tickets and/or invoices will be included with the compliance report when it is submitted



OUR CORE VALUES: Integrity • Innovation • Reputation • Respect • Commitment • Driven
Affirmative Action / Veteran Friendly / Equal Opportunity Employer
Site Development • Roadways • Environmental Clean-up • Excavation • Snow Removal



AN EQUAL
OPPORTUNITY
EMPLOYER



Dear Septic System Owner

RE: Proper abandonment of your private septic system

Dane County is required to maintain an inventory of private sewage systems in Dane County. If a private sewage system is no longer in operation for any reason, Wisconsin Administrative Code SPS 383.33 requires that the system be permanently abandoned. In order to remove your system from the County inventory and stop the triennial reporting requirement, you must have your sewage system properly abandoned and submit a private sewage system abandonment form ([located on the back of this letter](#)) to our office at the address given above.

In order to properly abandon a private sewage system, SPS. 383.33 requires the following:

1. Disconnect all piping to the tanks and/or pits,
2. Seal all disconnected piping to the tanks and pits as per SPS. 382,
3. Pump and dispose of the contents from all tanks and pits by a WI licensed septic pumper, and
4. Remove or destroy all the tanks and fill the pits with clean native soil, gravel, or inert solid material. Proper destruction of a tank left in place includes removal of the cover, breaking the bottom and collapsing the side walls of the tank.

These abandonment requirements apply to all systems that are no longer in use, including but not limited to those that serve a structure that has been connected to public sewer, serve a structure that no longer exists on the property, or those that are no longer functional and are replaced by a new private sewage system. A final private septic maintenance fee will be assessed on a property in the year that the system is abandoned. No fee will be assessed in the years following abandonment unless a new septic system is installed as a replacement. If a system is not abandoned, it will be maintained in the County inventory, subject to reporting requirements, and assessed private septic maintenance fees.

Your assistance in this matter is greatly appreciated. If you have any questions, please feel free to contact me at 242-6515.

Sincerely,

John Hausbeck
Environmental Health Services Supervisor

