



Department of Planning & Development
Planning Unit

Website: www.cityofmadison.com

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July 19, 2005

Shari Olson
27 Hollywood Drive
Madison, WI 53713

SUBJECT: 3918 Monona Drive – “Java Cat”

Dear Ms. Olson:

The Plan Commission, at its July 18, 2005 meeting, determined that the ordinance standards could be met subject to the conditions below for a conditional use for a drive-up service window and outdoor seating area for your new business located at 3918 Monona Drive. The Zoning Code requires Plan Commission approval of these elements in this zoning district.

In order to receive final approval of your proposal, the following conditions must be met:

PLEASE CONTACT JOHN LEACH, CITY TRAFFIC ENGINEERING, AT 266-4761 IF YOU HAVE QUESTIONS REGARDING THE FOLLOWING EIGHT ITEMS:

1. Since this site's drive-up window was approved in 1978 under old drive-up window standards, Traffic Engineering staff recommends that the drive-up operation not be required to be updated to present standards and will remain as approved in 1978 and sharing the existing drive aisle.
2. When the applicant submits final plans 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, one contiguous plan (showing all easements, all pavement markings, building placement and stalls), adjacent driveway approaches to lots on either side and across the street, 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'.
3. The applicant shall modify the dimensions for proposed parking stall number 12 according to Figures II “Medium and Large Vehicles” parking design standards in Section 10.08(6)(b)2. The applicant shall modify the stall to 9-feet in width and 25-feet in length.
4. The drive-in facility shall be modified to be separated from the other site traffic and parking, and an escape route shall be provided. The drive-thru shall be clearly identified with pavement markings and signage and the service point shall be shown. The applicant shall provide to Traffic Engineering for approval, a Queuing Model showing provision for adequate queue storage of 2 vehicles.
5. All signs at the approaches shall be installed behind the property line. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.

6. The applicant shall post a deposit or reimburse the City for all costs associated with any modifications to Street Lighting, Traffic Signals, Signing and Pavement Marking including labor and materials for both temporary and permanent installations.
7. The final pedestrian and bicycle features of the site shall be reviewed and approved by the Traffic Engineer.
8. 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 GARY DALLMANN, CITY ENGINEERING, AT 266-4751 IF YOU HAVE QUESTIONS REGARDING THE FOLLOWING ITEM:

9. The applicant shall submit, prior to plan sign-off, digital CAD files to the Engineering Program Specialist in the Engineering Division (Lori Zenchenko). The digital copies shall be to scale and represent final construction.

CAD submittals can be either AutoCAD (dwg), MicroStation(dgn) or Universal (dxf) formats and contain 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.)

Note: Email file transmissions preferred: lzenchenko@cityofmadison.com

PLEASE CONTACT KATHY VOECK, THE ASSISTANT ZONING ADMINISTRATOR, AT 266-4551 IF YOU HAVE QUESTIONS REGARDING THE FOLLOWING THREE ITEMS:

10. Meet all applicable State accessible requirements including, but not limited to:
 - a. Provide a minimum of one accessible stall striped per State requirements. A minimum of one of the stall shall be a van accessible stall 8' wide with an 8' striped out area adjacent.
 - b. Show signage at the head of the stall.
11. A parking reduction of 7 stalls has been approved.
12. Provide 2 bike-parking stalls in a safe and convenient location on an impervious surface to be shown on the final plan. The lockable enclosed lockers or racks or equivalent structures in or upon which the bicycle may be locked by the user shall be securely anchored to the ground or building to prevent the lockers or racks from being removed from the location. NOTE: Bike stalls shall be a minimum dimension of 6' x 2' with a 5' access area. Structures that require a user-supplied locking device shall be designed to accommodate U-shaped locking devices.

Approval of this proposal does not include any approval to prune, remove or plant trees in the public right-of-way. Permission for such activities must be obtained from the City Forester, 266-4816. The trees shown in the street rights-of-way shall not be shown on the sign-off plan or construction plans

unless they have previously been approved by the City Forester. If these are existing trees or species and locations that have been approved by the Forester, they shall be so labeled on plans.

Please follow the procedures listed below to receive your conditional use approval.

1. Please revise plans per the above conditions and submit five (5) sets of the final site plans (including drainage and landscaping plans) to the Zoning Administrator. In addition to these five sets of plans, please submit enough plans for each reviewing agency. The final plans are reviewed and approved by Traffic Engineering, City Engineering, and Zoning. Any of these agencies may call you to request additional information or to resolve problems.
2. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting cover sheet approval.
3. No alteration of this proposal shall be permitted unless approved by the City 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 Plan Commission approval unless the use is commenced, construction is under way, or a valid building permit is issued and construction commenced within six months of the date of issuance of the building permit. See Sec. 2812(11)(h)(3), Madison General Ordinances. The Plan Commission shall retain jurisdiction over this matter for the purpose of resolving complaints against this approved conditional use.

IF YOU HAVE ANY QUESTIONS REGARDING OBTAINING YOUR BUILDING PERMIT OR OCCUPANCY PERMIT, PLEASE CALL KATHY VOECK OF THE CITY ZONING STAFF AT 266-4551.

Sincerely,

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

Bill Roberts
Planning & Development

Applicant

cc: Zoning Administrator
City Engineering
Traffic Engineering
Ralph or Linda Stinson, 4218 Green Ave., Madison, WI 53704

Zoning City Engineering Traffic Engineering
