



Department of Planning & Community & Economic Development

## Planning Division

Heather Stouder, Director

Madison Municipal Building, Suite LL-100

126 S. Hamilton Street

P.O. Box 2985

Madison, Wisconsin 53701-2985

Phone: (608) 266-4635

Fax (608) 267-8739

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

April 25, 2017

Matthew Tills  
Tills Architecture  
312 W. Lakeside Street  
Madison, WI 53715

RE: Legistar #46490 -- Approval of three conditional uses to convert an existing building into a light manufacturing facility, distillery, and tavern at **1401 Northern Court**.

Dear Mr. Tills:

At its April 24, 2017 meeting, the Plan Commission, meeting in regular session, found the standards met and approved your client's three conditional use requests to convert an existing building into a light manufacturing facility, distillery, and tavern at **1401 Northern Court**, subject to the conditions below. In order to receive final approval of the conditional use, and for any permits to be issued for your project, the following conditions shall be met:

**Please contact Timothy Troester of the City Engineering Division at 267-1995 if you have any questions regarding the following two (2) items:**

1. The site plan shall be revised to show all existing public sanitary sewer facilities in the project area as well as the size, invert elevation, and alignment of the proposed service. (POLICY)
2. This project appears to have proposed uses which could require sanitary sewer demand charges or monitoring of the discharge of sanitary sewerage. The applicant shall install a monitoring manhole on the exterior of the building in compliance with City of Madison Engineering criteria.

**Please contact Jeff Quamme of the City Engineering Division—Mapping Section at 266-4097 if you have any questions regarding the following four (4) items:**

3. The site plan shall identify lot and block numbers of recorded Plat of Fox's Replat. Also denote and provide dimensions to the property line between 1401 and 1413 Northern Court that runs within the common wall.
4. Add a note on the Site plan referring to the Encroachment Agreement per Document No. 5308754 permitting the improvements that encroach into the Railroad Street right of way along the rear of the building. Also remove the "RR ACCESS EASEMENT 33' WIDE" note and insert a label "Railroad Street - Unimproved".

5. If a monitoring manhole is ultimately required in the public right of way of Northern Ct, an amendment to the existing encroachment agreement per Document No. 5308754 will be required.
6. The address of Creative Energy is 125 S Dickinson St. Update site plan accordingly. The site plan shall reflect a proper street address of the property as reflected by official City of Madison Assessor's and Engineering Division records.

**Please contact Eric Halvorson of the Traffic Engineering Division at 266-6527 if you have any questions regarding the following three (3) items:**

7. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be scaled to 1" = 20' and include the following, when applicable: existing and proposed property lines; parcel addresses; all easements; pavement markings; signing; building placement; items in the terrace such as signs, street light poles, hydrants; surface types such as asphalt, concrete, grass, sidewalk; driveway approaches, including those adjacent to and across street from the project lot location; parking stall dimensions, including two (2) feet of vehicle overhang; drive aisle dimensions; semitrailer movement and vehicle routes; dimensions of radii; and percent of slope.
8. The City Traffic Engineer may require public signing and marking related to the development; the Developer shall be financially responsible for such signing and marking.
9. All parking facility design shall conform to MGO standards, as set in section 10.08(6).

**Please contact Jenny Kirchgatter of the Zoning Division at 266-4429 if you have any questions regarding the following six (6) items:**

10. A bicycle parking reduction will be required per Section 28.141(5) for the type of bicycle parking proposed. Work with Zoning staff to establish the minimum bicycle parking requirements per Sections 28.141(4)(g) and 28.141(11) for the proposed project. Provide a detail of the proposed wall mounted bicycle hangars. Note that bicycle parking located within the public right-of-way may not count toward the minimum requirement.
11. Show the refuse disposal area on the site plan. All developments, except single family and two family developments, shall provide a refuse disposal area. If the refuse disposal area is located outside the building, it shall be screened on four (4) sides (including a gate for access) by a solid, commercial-grade wood fence, wall, or equivalent material with a minimum height of six (6) feet and not greater than eight (8) feet. Submit a detail of the trash enclosure if provided outside the building.
12. Obtain appropriate approvals for structures proposed within the public right-of-way. Structures proposed to be located within the public right-of-way, including a refuse container or bike racks require Privilege in the Streets approval through the City of Madison Office of Real Estate Services. Note that bicycle stalls located in the public right-of-way do not count toward the minimum bicycle parking requirement.

13. Submit a detail of the proposed rooftop mechanical equipment and screening. All rooftop and ground level mechanical equipment and utilities shall be fully screened from view from any street or residential district per Section 28.142(9)(d).
14. Per Section 28.186(4)(b), the property owner or operator is required to bring the property into compliance with all elements of the approved site plans by the date established by the Zoning Administrator as part of the site and building plan approval. Work with Zoning staff to establish a final site compliance date.
15. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.

**Please contact Bill Sullivan of the Madison Fire Department at 261-9658 if you have any questions regarding the following item:**

16. Extend the fire sprinkler system from the adjacent tenant and incorporate pipe sizes and feeds to extend the system to the remaining portion of the building at a future remodeling date.

**Please contact Adam Wiederhoeft of the Madison Water Utility at 266-9121 if you have any questions regarding the following three (3) items:**

17. The proposed development appears to require the installation of a fire protection/automatic sprinkler system (see also Madison Fire Department review comments); subsequently, a higher capacity water service lateral may be required to meet required flow rates. Verify existing 2-inch diameter water lateral tail (off 6-inch service connection) is sufficient to serve the proposed fire protection system. Contact Adam Wiederhoeft at [awiederhoeft@madisonwater.org](mailto:awiederhoeft@madisonwater.org) to determine if any additional new customer account requirements will be associated with the proposed fire protection system and if the domestic water meter is sized to accommodate proposed supply fixture units.
18. As part of the 2016 City of Madison roadway reconstruction/resurfacing of Northern Ct, the purchaser/owner of 1401 Northern Ct had requested and committed to purchase an upgraded 6-inch water service connection to the water main (with the existing 2-inch tail reconnected beyond the road pavement). Prior to approval, contact Adam Wiederhoeft at [awiederhoeft@madisonwater.org](mailto:awiederhoeft@madisonwater.org) to review/confirm the final service upgrade fee and arrange for payment.
19. Madison Water Utility will be required to sign off as part of the approval review associated with this Land Use Application/Site Plan Review prior to the issuance of building permits for the proposed development.

**Please contact my office at 261-9135 if you have questions regarding the following three (3) items:**

20. The hours of operation for the tasting room shall be Monday–Wednesday, 4:00 pm–10:00 pm; Thursday–Friday, 4:00 pm–11:00 pm; Saturday, 11:00 am–11:00 pm; Sunday, 11:00 am–10:00 pm with a once a year exception for New Year’s Eve, when the tasting room can be open until bar time. Future modifications to the hours of operation of the tasting room may be requested by the applicant in the future as a minor alteration of the conditional use following a recommendation by the district alder.
21. The hours of operation for the facility’s light manufacturing, distilling, and fermenting components shall be daily, 9:00 am–5:00 pm. Future modifications to the hours of operation of the light manufacturing, distilling, and fermenting components may be requested by the applicant in the future as a minor alteration of the conditional use following a recommendation by the district alder.
22. Pending review and approval by the Building Inspection Division, the capacity of the tavern (tasting room) shall not exceed 45 persons.

**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. Please revise your plans per the above conditions and submit **seven (7) copies** of a complete, fully dimensioned and scaled 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. The final site plan shall be accompanied by the appropriate site plan review application and fee pursuant to Section 28.206 of the Zoning Code, and any other documentation requested herein with the Zoning Administrator, 126 S. Hamilton Street. This submittal shall all also include one complete digital plan set in PDF format. The sets of final revised plans or documents will be circulated by the Zoning staff to the City department staff listed above for their final approval.
2. This property is not in a wellhead protection district. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility.
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 approval is valid for one (1) year 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 conditional use 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 do not hesitate to contact my office at 261-9135.

Sincerely,



Chris Wells  
 Planner

<p>I hereby acknowledge that I understand and will comply with the above conditions of approval for the conditional use permits.</p> <hr style="width: 80%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center;"><i>Signature of Applicant</i></p> <hr style="width: 80%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center;"><i>Signature of Property Owner (if not the applicant)</i></p>
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- cc: Timothy Troester, City Engineering  
 John Sapp, City Engineering  
 Jeff Quamme, Engineering Mapping  
 Eric Halvorson, Traffic Engineering  
 Jenny Kirchgatter, Zoning  
 Bill Sullivan, Fire Department  
 Adam Wiederhoeft, Water Utility

<b>For Official Use Only, Re: Final Plan Routing</b>			
<input checked="" type="checkbox"/>	Planning Div. (Wells)	<input checked="" type="checkbox"/>	Engineering Mapping Sec.
<input checked="" type="checkbox"/>	Zoning Administrator	<input type="checkbox"/>	Parks Division
<input checked="" type="checkbox"/>	City Engineering	<input type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input type="checkbox"/>	Metro Transit
<input checked="" type="checkbox"/>	Water Utility		