



Department of Planning & Community & Economic Development
Planning Division

Website: www.cityofmadison.com

Madison Municipal Building
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August 22, 2012

Jim Glueck
Glueck Architects
116 North Few St
Madison, WI 53703

RE: Conditional Use approvals for **1402 Williamson Street** to 1) allow operation of an outdoor eating area and 2) allow a bakery with more than eight employees and selling at other than retail.

Dear Mr. Glueck:

At its August 20, 2012 meeting, the Plan Commission, meeting in regular session, approved your client's conditional use requests to 1) allow operation of an outdoor eating area and 2) allow a bakery with more than eight employees that sells at other than retail, subject to the conditions below. In order to receive final approval of the conditional use and for the conditional use to be in effect, the following conditions must be met and this letter signed and returned to the Zoning Administrator:

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

1. There is a pre-existing 10ft by 15ft public bus shelter easement on this property at the intersection of Williamson St and S Dickinson St that was granted to the City of Madison in 1975 per Register of Deeds recorded Document No. 1423215. According to City records this location is no longer used as a bus stop. Coordinate with Madison Metro (Tim Sobota) and Office of Real Estate Services (Joe Stepnik) if the property owner desires to release this easement encumbrance from the property.
2. Add reference to the Register of Deeds Document No. 3469021 to the site plan which defines the cross-hatched private joint right-of-way area shown.

Please contact Dan McCormick, Traffic Engineering Division, at 267-1969 if you have questions regarding the following four (4) items:

3. Any shared access or cross access easements need to be provided prior to approval.
4. The site plans need to show parking lot and stall dimensions to ensure the design is adequate.
5. When the applicant submits final plans of one contiguous plan 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, 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'.

6. The developer shall post a deposit and reimburse the City for all costs associated with any modifications to Traffic Signals, Street Lighting, Signing and Pavement Marking, and conduit and handholes, including labor, engineering and materials for both temporary and permanent installations.

Please contact Pat Anderson, Assistant Zoning Administrator, at 266-5978 if you have any questions regarding the following four (4) items.

7. The submitted plans indicate a desired capacity for 8 persons for the outdoor seating area. The outdoor seating capacity must be established by the Building Inspection Division. Contact Mike VanErem at 266-4559 to facilitate this process.
8. A parking stall reduction will be required for the proposed capacity. The total parking stall requirement and subsequent reduction amount will be determined after the capacity is set by the Building Inspection Division. Parking reduction may not exceed 19 parking stalls.
9. If you have a license to sell alcohol in an outdoor eating area, the Alcohol License Review Committee (ALRC) may establish additional conditions for operation, which involve fencing, security guards, toilet facilities, litter, etc. All businesses that sell alcohol must comply with the requirements imposed by the ALRC at the time of issuance of your original application to expand or change your licensed premises to include the outdoor eating area. It is your responsibility to have the outdoor service area added to your licensed premise. Please contact the City Clerk's office regarding ALRC issues.
10. Provide a revised letter of intent which characterizes the business activity. This letter shall clearly outline the loading and delivery characteristics for the facility.

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

11. The Madison Fire Department does not object to this proposal provided the project complies with all applicable fire codes and ordinances.

Please contact my office, at 267-1150 if you have any questions regarding the following two (2) items:

12. As proposed by the applicant, the hours of operation for the outdoor eating area are from 7:00 am until 6:00 pm, Tuesday through Friday and from 7:00 until 3:00 pm on Saturday and Sunday.
13. That the applicant provides additional information on the plans for off-street loading and fencing, for approval by staff. This may include a letter from the adjoining property owner at 1406 Williamson Street giving consent of the applicant to utilize the loading area depicted on plans.

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

1. Please revise your plans per the above and submit **eight (8) 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. 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 demolition permit.
4. 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. The Water Utility will not need to sign off the final plans, and not need a copy of the approved plans.

If you have any questions regarding obtaining the conditional use approval, please contact the Zoning Administrator at 266-4551. If you have any questions or if may be of any further assistance, please do not hesitate to contact my office at 267-1150.

Sincerely,

Kevin Firchow, AICP
 Planner

cc: Janet Dailey, City Engineering Division
 Dan McCormick, Traffic Engineering Division
 Pat Anderson, Zoning Administrator
 Bill Sullivan, Madison Fire Department

<p>I hereby acknowledge that I understand and will comply with the above conditions of approval for this conditional use.</p> <p>_____</p> <p style="text-align: center;"><i>Signature of Applicant</i></p> <p>_____</p> <p style="text-align: center;"><i>Signature of Property Owner (if not the applicant)</i></p>

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (Firchow)	<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"/>	Other: