



Department of Planning & Community & Economic Development

Planning Division

William Fruhling, Interim Director

Madison Municipal Building, Suite 017
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Madison, Wisconsin 53703
Phone: (608) 266-4635
www.cityofmadison.com

****BY E-MAIL ONLY****

May 9, 2024

Thomas D. Flynn
Action Pro Window Cleaning, Inc.
6910 E Buckeye Road
Madison, Wisconsin 53718

RE: Consideration of a conditional use in the A (Agricultural) District for a home occupation with an outside employee (LNDUSE-2024-00018; ID 82732)

Dear Thomas;

On May 6, 2024, the Plan Commission found the standards met and **approved** your conditional use request for an outside employee for a home occupation at 6910 E Buckeye Road. Prior to commencement of the conditional use, the conditions of approval in the following sections shall be satisfied:

Please contact Katie Bannon and Jacob Moskowitz of the Zoning Section of the Building Inspection Division at (608) 266-4551 if you have any questions regarding the following two (2) items:

1. If approved, the conditional use shall not be allowed to commence until a plan and action towards removal of illegally placed fill in the regulatory floodplain area has been approved and proceeds accordingly, to the satisfaction of the Zoning Administrator and in compliance with the floodplain overlay regulations in Chapter 28.
2. This conditional use approval is for an office use only. A window washing, pressure washing, and gutter cleaning business is not an allowed home occupation. No trucks, equipment, or other items related to the business shall be kept or stored on the property. No employees other than the home office workers shall be on site. The property shall be and remain the business owner's primary residence.

Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.

Note: The subject parcel is located beyond Madison Water Utility's existing service area. Note that future development of the property may require connection to the City water system, if/when water service becomes available per MGO Section 13.07

Please now follow the procedures listed below to finalize your conditional use approval:

1. This letter shall be signed by the applicant and property owner (if not the applicant) to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting building permit approval. [Signature block on last page]
2. 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. No alteration of a conditional use shall be permitted unless approved by the Plan Commission provided, however, the Zoning Administrator following consideration by the alderperson of the district, may approve 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 Plan Commission and the conditional use standards. This approval shall become null and void two (2) years 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 6 months of the issuance of said building permit. Where the plans have not been altered from the Plan Commission’s approval, and the conditional use has expired, the Director of Planning and Community and Economic Development may, after consultation with the Alderperson of the District, approve an extension for up to 12 months from the expiration date. The Plan Commission shall retain jurisdiction over this matter for the purpose of resolving complaints against the approved conditional use permit.

If you have any questions regarding obtaining permits related to your conditional use, please contact the Zoning Administrator at (608) 266-4551. If you have any questions or if may be of any further assistance, please do not hesitate to contact my office at (608) 261-9632 or tparks@cityofmadison.com.

Sincerely,



Timothy M. Parks
 Planner

cc: Attorney Roger Sage
 Katie Bannon, Zoning Administrator
 Jacob Moskowitz, Asst. Zoning Administrator
 Matt Tucker, Building Inspection Division
 Jeff Belshaw, Madison Water Utility

<p>I hereby acknowledge that I understand and will comply with the above conditions of approval for this project.</p> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p style="text-align: center;"><i>Signature of Applicant</i></p> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p style="text-align: center;"><i>Signature of Property Owner (If Not Applicant)</i></p>

LNDUSE-2024-00018			
For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (T. Parks)	<input type="checkbox"/>	Engineering Mapping Sec.
<input checked="" type="checkbox"/>	Zoning Administrator	<input type="checkbox"/>	Parks Division
<input type="checkbox"/>	City Engineering	<input type="checkbox"/>	Urban Design Commission
<input type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Recycling Coordinator
<input type="checkbox"/>	Fire Department	<input type="checkbox"/>	Other:
<input type="checkbox"/>	Water Utility	<input type="checkbox"/>	Other: