



Department of Planning & Community & Economic Development

## Planning Division

Heather Stouder, Director

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January 9, 2018

Jason Larkins  
Larkwood Builders  
455 Muller Road  
Columbus, WI 53925

RE: Legistar #49687; Accela 'LNDUSE-2017-00120' -- Approval of a conditional use request for an addition exceeding 500 square feet for a single-family residence on a lakefront property in the TR-C2 (Traditional Residential – Consistent 2) zoning district at **2213 Lakeland Avenue**.

Dear Mr. Larkins:

At its January 8, 2018 meeting, the Plan Commission, meeting in regular session, found the standards met and approved your conditional use request for an addition exceeding 500 square feet for a single-family residence on a lakefront property at **2213 Lakeland Avenue**, 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 Jeffrey Quamme of the Engineering Division – Mapping at (608) 266-4097 if you have any questions regarding the following two (2) items:**

1. The Owner shall grant a Public Sanitary Sewer Easement for the access and maintenance to the existing 14" sanitary sewer that lies along the lake shore. The north line of the easement shall be a line parallel with the meander line per the recent survey lying 1' south of the southeast corner of the outbuilding near the shore and the south side of the easement shall be the Ordinary High Water line of Lake Monona. Applicant's surveyor shall provide a map exhibit and legal description to Jeff Quamme ([jrquamme@cityofmadison.com](mailto:jrquamme@cityofmadison.com)) A Real Estate project will then be set up for City Real Estate Staff to administer, obtain signatures and record the easement.
2. The site plan shall show and label the Ordinary High Water Line and Elevation of 845.82.

**Please contact Jenny Kirchgatter, the Assistant Zoning Administrator at (608) 266-4429 if you have any questions regarding the following six (6) items:**

3. It appears that the proposed addition will meet the lakefront yard setback. The lakefront yard setback as measured from the Ordinary High Water Mark shall be calculated using the median setback of the principal building on the five (5) developed lots or three hundred (300) feet on either side (whichever

is less), or thirty percent (30%) of lot depth, whichever number is greater. On the Plat of Survey site plan and the Shoreland Location Map, verify that measurements were taken from the Ordinary High Water Mark and clearly identify and label the Ordinary High Water Mark on the site plan and Shoreland Location Map.

4. The second story deck is proposed to project over the first story for drainage. Show the lakefront yard setback distance on the site plan as measured from the Ordinary High Water Mark to the proposed second story deck projection.
5. Submit the proposed west building elevation.
6. Verify whether trees or vegetation will be removed to accommodate the proposed addition. The development plan shall show a complete inventory of shoreline vegetation in any area proposed for building, filling, grading or excavating. In addition, the development plan shall indicate those trees and shrubbery which will be removed as a result of the proposed development.
7. Filling, grading and excavation of the zoning lot may be permitted only where protection against erosion, sedimentation and impairment of fish and aquatic life has been assured. Obtain necessary erosion control permits.
8. 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.

**Please contact Bill Sullivan of the Fire Department at (608) 261-9658 if you have any questions regarding the following item:**

9. Madison Fire Department recommends the installation of a residential fire sprinkler system in accordance with NFPA 13D. Additional information is available at the Home Fire Sprinkler Coalition website: <https://homefiresprinkler.org/building-residential-fire-sprinklers>

**Please contact Janet Schmidt of the Parks Division at (608) 261-9688 if you have any questions regarding the following two (2) items:**

10. An existing inventory of trees (location, species, & DBH) and any tree removal plans (in PDF format) shall be submitted to the plans and Brad Hofmann – [bhofmann@cityofmadison.com](mailto:bhofmann@cityofmadison.com) or 266-4816. All proposed street tree removals within the right of way shall be reviewed by City Forestry. Approval and permitting of street tree removals shall be obtained from the City Forester and/or the Board of Public Works prior to the approval of the site plan. Please add 24" Ash located in the center front terrace to the site plans.
11. Existing street trees shall be protected. Please include the following note on the site plan: Contractor shall install tree protection fencing in the area between the curb and sidewalk and extend it at least 5 feet from both sides of the tree along the length of the terrace. No excavation is permitted within 5 feet of the outside edge of a tree trunk. If excavation within 5 feet of any tree is necessary, contractor shall contact City Forestry (266- 4816) prior to excavation to assess the impact to the tree

and root system. Tree pruning shall be coordinated with City Forestry prior to the start of construction. Tree protection specifications can be found in section 107.13 of City of Madison Standard Specifications for Public Works Construction – <http://www.cityofmadison.com/business/pw/documents/StdSpecs/2013/Part1.pdf>. Any tree removals that are required for construction after the development plan is approved will require at least a 72 hour wait period before a tree removal permit can be issued by Forestry, to notify the Alder of the change in the tree plan.

**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 **six (6) 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 letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting conditional use approval.
3. 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.
4. 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.
5. 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 (608) 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 (608) 243-0554.

Sincerely,



Sydney Prusak  
Planner

cc: Jeffrey Quamme, Engineering-Mapping  
Jenny Kirchgatter, Zoning  
Bill Sullivan, Fire Department  
Janet Schmidt, Parks Division

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

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Signature of Property Owner (if not the applicant)*

**For Official Use Only, Re: Final Plan Routing**

<input checked="" type="checkbox"/>	Planning Div. (Prusak)	<input checked="" type="checkbox"/>	Engineering Mapping Sec.
<input checked="" type="checkbox"/>	Zoning Administrator	<input checked="" type="checkbox"/>	Parks Division
<input type="checkbox"/>	City Engineering	<input type="checkbox"/>	Urban Design Commission
<input type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input type="checkbox"/>	Water Utility
<input type="checkbox"/>	Metro Transit	<input type="checkbox"/>	Other: