



Department of Planning & Community & Economic Development

## Planning Division

Heather Stouder, Director

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Madison Municipal Building, Suite LL-100  
126 S. Hamilton Street  
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Phone: (608) 266-4635  
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[www.cityofmadison.com](http://www.cityofmadison.com)

August 21, 2018

Tom Lamberson  
American Garage Builders  
576 Linnerud Drive  
Sun Prairie, WI 53590

RE: Legistar ID# 52566 | Accela ID: 'LNDUSE-2018-00078' -- Approval of a Conditional Use to allow construction of an accessory building exceeding ten percent of the lot area on a lot zoned Traditional Residential – Consistent 4 (TR-C4) at **2342 Hoard Street**.

Dear Mr. Lamberson:

At its August 20, 2018 meeting, the Plan Commission found the standards met and **approved** your client's conditional use request for 2342 Hoard Street. The conditions of approval in the following sections shall be satisfied prior to issuance of building permits for the project.

**Please contact Brenda Stanley, City Engineering Division, at (608) 261-9127 if you have questions related to the following four (4) items:**

1. Current plan shows less than 4,000 sf disturbed area. If plans are not revised, no Erosion Control or Storm Water Management Permits will be required.
2. A portion of this project comes under the jurisdiction of the US Army Corp of Engineers and WDNR for wetland or wetland indicator soils issues. A permit for those matters may be required prior to construction on any of the lots currently within the jurisdictional wetland or wetland indicator area. (NOTIFICATION)
3. The site plans shall be revised to show the location of any rain gutter down spout discharges. Roof drainage shall be directed to N Sixth St. (POLICY)
4. The Applicant's project requires the minor restoration of the street and sidewalk. The Applicant shall obtain a Street Excavation Permit for the street restoration work, which is available from the City Engineering Division. The applicant shall pay all fees associated with the permit including inspection fees. (MGO 16.23(9)(d)(6)) This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.

**Please contact Jeff Quamme, City Engineering Division - Mapping, at (608) 266-4097 if you have questions regarding the following three (3) items:**

5. The site plan boundary dimensions are incorrect. The parcel is 88 feet deep and 53.7 feet wide per information of record.
6. The site plan shall identify lot and block numbers of recorded Plat.
7. The site plan shall include a full and complete legal description of the site or property being subjected to this application.

**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 (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) 261-9135.

Sincerely,



Chris Wells  
Planner

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

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

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

cc: Brenda Stanley, City Engineering  
Jeff Quamme, Engineering Mapping

For Official Use Only, Re: Final Plan Routing			
<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 type="checkbox"/>	Water Utility		