



Department of Planning & Community & Economic Development

## Planning Division

Bill Fruhling, Interim Director

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

April 29, 2025

Bryan Sipple

Classic Custom Homes of Waunakee, Inc

401 N Century Ave

Waunakee, WI 53597

RE: Legistar ID 87633; Accela 'LNDUSE-2025-00024' -- Approval of a conditional use for a single-family lakefront residence at 1522 Waunona Way

Dear Bryan Sipple:

At its April 28 meeting, the Plan Commission, meeting in regular session, found the standards met and approved your conditional use request for lakefront development for a single-family residence at **1522 Waunona Way**. In order to receive final approval of the conditional use and for any other permits that may need to be issued for your project, the following conditions shall be met:

**Please contact Jenny Kirchgatter, Assistant Zoning Administrator at (608) 266-4429 if you have any questions regarding the following two (2) items:**

1. Show the height of the proposed building on the elevations. The maximum height is 2 stories and 35'. Height is the average of the height of all building facades. For each facade, height is measured from the midpoint of the existing grade to the highest point on the roof of the building or structure. No individual facade shall be more than fifteen percent (15%) higher than the maximum height of the zoning district. Height shall be measured from the natural grade prior to redevelopment.
2. Show the width of the roof eaves and gutters on the plans. The eaves and gutters may project up to two (2) feet into the six (6) foot side yard setback and three (3) feet into the twenty (20) foot front yard setback.

**Please contact Brenda Stanley of the City Engineering Division at (608) 261-9127 if you have any questions regarding the following two (2) items:**

3. Applicant shall show the mapped FEMA floodplain on the site plan. Additionally the lowest entrance elevation to the basement shall be 848.5 NGVD 1929.
4. Obtain a permanent sewer plug permit for each existing sanitary sewer lateral serving a property that is not to be reused and a temporary sewer plug permit for each sewer lateral that is to be reused by the development. The procedures and fee schedule is available online at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))

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

5. Correct the location of the Ordinary High Water Mark on the Existing and Proposed site plans. It is at 845.77 which is further north than the plans show. This may also affect the 35' boat house set back shown on the plans
6. Label on the existing site plan all improvements to be removed as part of the demolition of the site.
7. Show the concrete patio area along the north side of the new home on the proposed site plan as has been shown and noted on the floor plans.

**Please contact Matt Hamilton of the Fire Department at (608) 266-4457 if you have any questions regarding the following two (2) items:**

8. Please consider allowing Madison Fire Dept. to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities: Division Chief Ron Blumer at [rblumer@cityofmadison.com](mailto:rblumer@cityofmadison.com) or (608) 266 -4198.
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>

**Please contact Jeff Belshaw of the Water Utility at (608) 261-9835 if you have any questions regarding the following one (1) item:**

10. A Water Meter Application Form and fees must be submitted before connecting to the existing water lateral. Provide at least two working days notice between the application submittal and the scheduled lateral connection/extension. Application materials are available on the Water Utility's Plumbers & Contractors website (<http://www.cityofmadison.com/water/plumbers-contractors>), otherwise they may be obtained from the Water Utility Main Office at 119 E Olin Ave. A licensed plumber signature is required on all water service applications. For new or replacement services, the property owner or authorized agent is also required to sign the application. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.

**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 demolition permit and conditional use:**

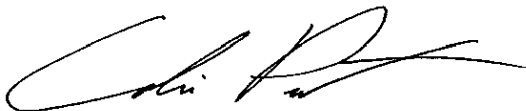
1. After the plans have been revised per the above conditions, please submit **one (1) complete digital plan set in PDF format** of complete, fully dimensioned, and to-scale plans; the appropriate site plan review application and [site plan review fee pursuant to Section 28.206](#) of the Zoning Code; and any other documentation requested herein to the Zoning Administrator at [SPRApplications@cityofmadison.com](mailto:SPRApplications@cityofmadison.com). (Note that that an individual email cannot exceed 20MB and it is the responsibility of the applicant to present files in a manner that can be accepted. Please email [zoning@cityofmadison.com](mailto:zoning@cityofmadison.com) regarding questions or if you need alternative filing options) The sets of

final revised plans or documents will be circulated by 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 conditional use approval is valid for two (2) years 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 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 243-0455.

Sincerely,



Colin Punt  
Planner

cc: Jenny Kirchgatter, Asst. Zoning Administrator  
Brenda Stanley, City Engineering Division  
Jeff Quamme, City Engineering Division – Mapping  
Matt Hamilton, Fire Department  
Jeff Belshaw, Water Utility

I hereby acknowledge that I understand and will comply with the above conditions of approvals.

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

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

LNDUSE-2025-00024			
For Official Use Only, Re: Final Plan Routing			
<input type="checkbox"/>	Planning Div. (Punt)	<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 type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input checked="" type="checkbox"/>	Water Utility
<input type="checkbox"/>	Metro Transit	<input type="checkbox"/>	Forestry