



Department of Planning & Community & Economic Development  
**Planning Division**

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

Madison Municipal Building  
215 Martin Luther King, Jr. Boulevard  
P.O. Box 2985  
Madison, Wisconsin 53701-2985  
TDD 608 266-4747  
FAX 608 267-8739  
PH 608 266-4635

July 24, 2007

Roger Smith  
Design Coalition Architects  
2088 Atwood Avenue  
Madison, Wisconsin 53704

RE: Approval of a demolition permit to allow an existing one-story restaurant located at 2110 N. Sherman Avenue to be razed and a new two-story office building to be constructed (Martinson).

Dear Mr. Smith:

The Plan Commission, meeting in regular session on July 23, 2007 determined that the ordinance standards could be met and **approved** your client's request for a demolition permit, subject to the conditions below. In order to receive final approval of the demolition permit, the following conditions must be met:

**Please contact John Leach, Traffic Engineering, at 267-8755 if you have questions regarding the following item:**

1. When the applicant submits final plans 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, one contiguous plan (showing all easements, all pavement markings, building placement, and stalls), signage, percent of slope, vehicle routes, dimensions of radii, aisles, driveways, stalls including the two feet overhang, and a scaled drawing at 1" = 20'.

**Please contact Matt Tucker, Zoning Administrator, at 266-4551 if you have questions regarding the following eight items:**

2. Provide a physical barrier at the property lines adjacent to neighbors where pavement is to the property line.
3. Provide effective 6' – 8' high screening along the lot lines of this commercial district adjoining a residential zoning district (rear and south sides).
4. Provide a 20' rear yard setback for the 1 story storage building.
5. Meet applicable State building and State setback requirements. Please contact the building permit staff regarding these requirements (i.e. distance between buildings and to property lines, etc.).
6. Note: An office building less than 10,000 square feet requires no loading area. Retail between 5,000 square feet and 10,000 square feet requires one (10' x 35') area exclusive of drive aisles and maneuvering space.
7. Lighting is not required. However, if it is provided, it must comply with City of Madison outdoor lighting standards. (See parking lot packet for more information). Lighting will be limited to .08 watts per square foot.

8. Show the locations of outdoor eating areas on the final site plans. Show the outside seating plan.
9. The Plan Commission does not grant signage approvals. Signage must be reviewed for compliance with Chapter 31 of the Madison General Ordinances. Permits must be issued by the Zoning Administrator.

**Please contact Janet Dailey, City Engineering, at 261-9688 if you have questions regarding the following eight items:**

10. Submit final floor and unit plans for proposed two-story office to City Engineering, Lori Zenchenko at [lzenchenko@cityofmadison.com](mailto:lzenchenko@cityofmadison.com) or 266-5952 to coordinate an address plan.
11. The applicant shall close all abandoned driveways by replacing the curb in front of the driveways and restoring the terrace with grass.
12. The applicant shall replace all sidewalk and curb and gutter abutting the property that is damaged by the construction, or any sidewalk and curb and gutter that the City Engineer determines needs to be replaced because it is not at a desirable grade regardless of whether the condition existed prior to beginning construction.
13. A City licensed contractor shall perform all work in the public right of way.
14. The applicant shall submit, prior to plan sign-off, digital CAD files to the Land Records Coordinator in the Engineering Division (Lori Zenchenko). The digital copies shall be drawn to scale and represent final construction, including: building footprints, internal walkway areas, internal site parking areas, lot lines/ numbers/ dimensions, street names, other miscellaneous impervious areas.
15. The applicant shall obtain a Street Excavation permit for the installation of utilities required to serve this project. The applicant shall pay the permit fee, inspection fee and street degradation fee as applicable and shall comply with all the conditions of the permit.
16. The applicant shall obtain all necessary sewer connection permits and sewer plugging permits prior to any utility work.

Note: Permit applications for #15 & 16 are available online at:  
<http://www.cityofmadison.com/engineering/permits.cfm>.

17. Prior to approval of the conditional use application, the owner shall obtain a permit to plug each existing sanitary sewer lateral that serves a building that is proposed for demolition. For each lateral to be plugged the owner shall deposit \$1,000 with the City Engineer in two separate checks in the following amounts: (1) \$100 non-refundable deposit for the cost of inspection of the plugging by City staff; and (2) \$900 for the cost of City crews to perform the plugging. If the owner elects to complete the plugging of a lateral by private contractor and the plugging is inspected and approved by the City Engineer, the \$900 fee shall be refunded to the owner.

**Please contact Scott Strassburg, Madison Fire Department, at 261-9843 if you have questions about the following item:**

18. As required by MGO 10.34 and IFC 505.1, all residential and commercial buildings must have the approved address posted. The address numbers shall be 4-inches in height, numbers shall be in contrast to the background and visible from the street.

**Please contact my office at 261-9632 if you have questions about the following Planning Division condition:**

- 19. That the applicant submit a revised landscaping plan per Planning Division approval that:
  - a.) provides the approximate width and height and species of the 18 shrubs located along the western property line, and;
  - b.) provides landscaping (including size and species) to be planted along the southern and eastern property lines to screen the parking lot from the residential property to the south and N. Sherman Avenue.

**Please now follow the procedures listed below for obtaining your demolition permit:**

- 1. Please revise your plans per the above and submit *seven (7) 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. A reuse and recycling plan approved by the Recycling Coordinator is required by ordinance prior to the issuance of a wrecking permit. The reuse and recycling plan shall be submitted along with the resubmittal of site plans for forwarding to the Recycling Coordinator.
- 3. The Madison Water Utility shall be notified to remove the water meter prior to demolition.
- 4. 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.
- 5. 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 and conditional use permit.

If you have any questions regarding obtaining your demolition or building permits, 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 261-9632.

Sincerely,

Timothy M. Parks  
Planner

I hereby acknowledge that I understand and will comply with the above conditions of approval for this demolition permit.  <hr style="width: 80%; margin: 0 auto;"/> <i>Signature of Applicant</i>
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- cc: Matt Tucker, Zoning Administrator  
 John Leach, Traffic Engineering  
 Scott Strassburg, Fire Department  
 Janet Dailey, Engineering Division  
 Dennis Cawley, Madison Water Utility

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Division (T. Parks)	<input checked="" type="checkbox"/>	Recycling Coordinator (R & R)
<input checked="" type="checkbox"/>	Zoning Administrator	<input checked="" type="checkbox"/>	Fire Department
<input checked="" type="checkbox"/>	City Engineering	<input type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Other: