



Department of Planning & Community & Economic Development

Planning Division

Katherine Cornwell, Director

Madison Municipal Building, Suite LL-100

215 Martin Luther King, Jr. Boulevard

P.O. Box 2985

Madison, Wisconsin 53701-2985

Phone: (608) 266-4635

Fax (608) 267-8739

www.cityofmadison.com

June 27, 2016

Denise Clearwood
Pine Clearwood Architects
421 N. Westfield Rd.
Madison, WI 53717

RE: Approval of an outdoor eating area for an existing restaurant-tavern, Cambridge Winery Tasting Room, located at **1001 S. Whitney Way**.

Dear Ms. Clearwood:

At its June 27, 2016 meeting, the Plan Commission **approved** your request for an outdoor eating area for an existing restaurant-tavern, Cambridge Winery Tasting Room, located at 1001 S. Whitney Way. In order to receive final approval of the conditional use and for any necessary permits to be issued, the following conditions must be met:

Please contact my office, at 267-8733 if you have any questions regarding the following three (3) items:

1. The outdoor eating area shall not be used for food and beverage service or outdoor activity after 9:00 PM, seven days a week.
2. There shall be no amplified sound, including, but not limited to television, ambient music or musical performances, in the outdoor eating area.
3. Pending review by the Building Inspection Division, the capacity of the outdoor eating area shall not exceed 38 persons.

Please contact Eric Halvorson, Traffic Engineering Division, at 266-6527 if you have questions regarding the following two (2) items:

1. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be scaled to 1" = 20' and include the following, when applicable: existing and proposed property lines; parcel addresses; all easements; pavement markings; signing; building placement; items in the terrace such as signs, street light poles, hydrants; surface types such as asphalt, concrete, grass, sidewalk; driveway approaches, including those adjacent to and across street from the project lot location; parking stall dimensions, including two (2) feet of vehicle overhang; drive aisle dimensions; semi-trailer movement and vehicle routes; dimensions of radii; and percent of slope.

2. All parking facility design shall conform to the standards pursuant to Section 10.08(6), MGO.

Please contact Jeff Quamme, City Engineering Review Mapping, at 266-4097 if you have questions regarding the following four (4) items:

1. The north edge of the proposed deck is shown to be along the public right-of-way. The Applicant shall provide, within the final plan set, a recent survey by a professional land surveyor showing the existing lot boundaries in relation to the existing building to ensure the proposed improvements will not be constructed within the public right-of-way as proposed.
2. The footings for the deck shall be confirmed and shown on the site plan to not encroach into the public right-of-way.
3. The site plan shall reflect the proper street name of S. Whitney Way.
4. Submit a PDF of all floor plans to lzenchenko@cityofmadison.com. Label tenant spaces with the appropriate tenant name and include the appropriate address suite number for each tenant space. Each tenant in a Multi-tenant building should have an address. The interior addressing plan is subject to the review and approval of the Fire Marshal. If there are any changes pertaining to the location of a unit, the deletion or addition of a unit, or to the location of the entrance into any unit, (before, during or after construction) the addresses may need to be changed.

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

1. Meet applicable Building/Fire codes. The capacity shall be established for the outdoor eating area. Occupancy is established by the Building Inspection Unit. Contact Mike VanErem at 266-4559 to help facilitate this process.
2. Parking requirements for persons with disabilities must comply with Section 28.141(4)(e), MGO. Show the required van accessible stall including the striped access aisle. A van accessible stall is a minimum of 11 feet wide with a five (5)-foot wide striped access aisle, or eight (8) feet wide with an eight (8)-foot wide striped access aisle. Show the required signage at the head of the stall.
3. Bicycle parking shall comply with the requirements of sections 28.141(4)(g) and 28.141(11), MGO. Provide a minimum of eight (8) short-term bicycle parking stalls located in a convenient and visible area on a paved or impervious surface. Bicycle parking shall be located at least as close as the closest non-accessible automobile parking and within one hundred (100) feet of a principal entrance. Identify and dimension the bicycle stalls, including the access aisles, on the final plans. Note: A bicycle stall is a minimum two (2) feet by six (6) feet with a five (5) foot wide access area. Provide a detail of the proposed bike rack.
4. Any displaced landscaping elements must be replaced on the site and shown on a revised landscape plan. The landscape plan should identify existing as well as proposed landscaping.
5. Submit a photo or detail of the existing trash enclosure. The trash enclosure shall be screened on four (4) sides (including a gate for access) by a solid, commercial-grade wood fence, wall, or equivalent material with a minimum height of six (6) feet and not greater than eight (8) feet.

6. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances and Chapter 33 Urban Design District ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.

Please contact Bill Sullivan, Fire Department at 261-9658 if you have questions regarding the following one (1) item:

1. If the occupant load exceeds 99 persons, a fire sprinkler system will be required. The occupant load includes both patrons and employees. The occupant load also includes the adjacent Tenant space unless an occupancy separation is provided per IBC Chapter 7.

Please contact Dennis Crawley, Water Utility, at 261-9243 if you have questions regarding the following one (1) item:

1. All operating private wells shall be identified and permitted by the Water Utility in accordance with Section 13.21, MGO. All unused private wells shall be abandoned in accordance with Section 13.21, MGO.

Specific questions regarding the comments or conditions in this letter should be directed to the commenting agency. No building permits shall be issued until the Applicant has met all of the conditions of approval stated in this letter.

For obtaining your conditional use, please follow the procedures listed below:

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. This submittal shall all also include one complete digital plan set in PDF format. 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, MGO, and any other documentation requested herein by the Zoning Administrator, located in Room LL-100, Madison Municipal Building, 215 Martin Luther King, Jr. Blvd., Madison, WI 53701. The sets of final revised plans or documents will be circulated by the Zoning staff to the City department staff listed above for final approval.
2. The Madison Water Utility shall be notified to remove the water meters prior to demolition. 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. Approval of plans for this project does not include any approval to prune, remove or plant trees in the public right-of-way. Permission for such activities must be obtained from the City Forester, 266-4816.
4. This letter shall be signed by the Applicant to acknowledge the conditions of approval and returned to the Zoning Administrator.

7. 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.
8. 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.
9. 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 266-4429. If you have any questions, or if I may be of any further assistance, please do not hesitate to contact my office at 267-8733.

Sincerely,



Jessica Vaughn, AICP
Planner

- cc: Eric Halvorson, Traffic Engineering
Jenny Kirchgatter, Zoning
Bill Sullivan, Fire Department
Dennis Crawley, Water Utility
Jeff Quamme, Engineering Mapping Section

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

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. (Vaughn)	<input checked="" type="checkbox"/>	Zoning Administrator
<input type="checkbox"/>	City Engineering	<input type="checkbox"/>	Parks Division
<input checked="" type="checkbox"/>	Engineering Mapping Sec.	<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 checked="" type="checkbox"/>	Other: Water Utility