



Department of Planning & Community & Economic Development
Planning Division

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November 5, 2008

Michael Huffman
Huffman Facility Development, Inc.
100 N. Hamilton Street, 4th Floor
Madison, Wisconsin 53703

RE: Approval of a conditional use for major alteration and addition in the C4 Central Commercial District to allow a former office building located at 100 N. Hamilton Street to be converted into the new Madison Children's Museum.

Dear Mr. Huffman:

The Plan Commission meeting in regular session on November 3, 2008 determined that the ordinance standards could be met and **approved** your client's request for a conditional use permit to allow a former office building located at 100 N. Hamilton Street to be converted into the new Madison Children's Museum, subject to the conditions below. In order to receive final approval of the conditional use and for building permits to be issued, the following conditions must be met:

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

1. Provide details for proposed roof garden.
2. The applicant shall replace all sidewalk and curb and gutter which abutting the property, which 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.
3. A City licensed contractor shall perform all work in the public right of way.

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

4. The applicant shall work with the City to resolve the proposed "Bus Loading Area," use of the metered area. The applicant will need to pay a daily meter-hooding fee if meters are to be put out of service for bus loading. This fee is set by the Transit and Parking Commission and is currently \$13 for a full day or \$7 for a half day. The applicant shall contact Juan Villarreal, Parking Utility, at 267-8756 to secure meter bags to be used for bus loading and unloading in the metered area. Other Parking Utility customers including the University of Wisconsin and Overture are following the same policy when using metered spaces.
5. If the applicant proposes bike racks in the City of Madison right-of way requires a separate approval. The applicant will need to contact for approval Arthur Ross, Traffic Engineering, at 266-4474 for all proposed bike parking in the City right of way. [Note: The placement of such items in the right of way may also require

a privilege in streets approval. Please contact Jerry Lund, Office of Real Estate Services, at 267-8718 for more information.]

6. 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" = 30'.
7. This land use would require semi truck service. The applicant will need to demonstrate the semi truck operation for ingress/egress and loading area on the site plan.
8. "Stop" and "No Right Turns" signs shall be installed at a height of seven feet to the bottom of the first sign at the driveway approaches to N. Pinckney Street and E. Dayton Street. In addition, a "Stop" sign shall be installed at a height of seven feet at the N. Hamilton Street driveway approach. All signs at the approaches shall be installed behind the property line. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the final plans.
9. The applicant shall show the dimensions for existing parking stalls' surface and underground items A, B, C, D, E, F, and degree of angle parking width and backing up, according to Figures II "Medium and Large Vehicles" parking design standards in Section 10.08(6)(b) 2. Aisles, ramps, columns, offices or work areas are to be excluded from these rectangular areas, when designing underground parking areas.
10. If the applicant needs to use small car parking on site it shall be per ordinance. The small car stalls shall not exceed 25% of the total number of Medium and Large Vehicles and Small Vehicles stalls for the facility. The site plan shall show small car parking spaces identified and properly controlled with a sign "Small Cars Only" per each space, when plans are submitted for approval.
11. The developer shall post a deposit and reimburse the City for all costs associated with any modifications to traffic signals, street lighting, signing and pavement marking, and conduit and handholes, including labor, engineering and materials for both temporary and permanent installations.
12. Public signing and marking related to the development may be required by the City Traffic Engineer for which the developer shall be financially responsible.

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

13. Provide fire apparatus access as required by Comm. 62.0509 and MGO 34.19, as follows:
 - a.) The site plans shall clearly identify the location of all fire lanes.
 - b.) Provide an aerial apparatus access fire lane that is at least 26 feet wide, with the near edge of the fire lane within 30 feet of the structure, and parallel to one entire side of the structure, if any part of the building is over 30 feet in height. Site plan does not appear to provide this requirement.
 - c.) Provide a completed MFD "Fire Apparatus Access and Fire Hydrant Worksheet" with the site plan submittal.

Please contact my office at 261-9632 if you have questions about the following item:

14. That the applicants receive all necessary approvals from the City of Madison for any building encroachments (utility vaults, footings, banners, awnings, projections, etc.) into the N. Pinckney Street and N. Hamilton Street rights of way prior to final approval of this conditional use and the issuance of any building permits for

the exterior alterations and addition. Note that in order to comply with this condition, the applicants may need to provide a current survey of the property clearly identifying the boundaries of the property and the setbacks of the building from the property lines. Also note that any advertising graphics on the banners may not be permitted in the public right of way as determined by the Zoning Administrator and Office of Real Estate Services.

The applicant is also required to satisfy the conditions of approval of the Urban Design Commission prior to the final staff approval of the project and the issuance of building permits. Please contact Al Martin, Urban Design Commission Secretary, at 267-8740 if you have any questions about those conditions.

Note: This property is located in a Wellhead Protection District and is a permitted use in said District.

Please now follow the procedures listed below for obtaining your conditional use permit:

1. Please revise your plans per the above and submit *ten (10) 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. 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.
3. 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 conditional use permit.

If you have any questions regarding obtaining your 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 conditional use project.

Signature of Applicant

- cc: Janet Dailey, City Engineering Division
 Pat Anderson, Asst. Zoning Administrator
 John Leach, Traffic Engineering Division
 Dennis Cawley, Madison Water Utility
 Scott Strassburg, Madison Fire Department
 Jerry Lund, Office of Real Estate Services

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Division (T. Parks)	<input 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 checked="" type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input checked="" type="checkbox"/>	Office of Real Estate Services
<input checked="" type="checkbox"/>	Engineering Mapping Sec.	<input type="checkbox"/>	Other: