



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

April 11, 2007

Robert G. Feller  
PLANNING Design Build, Inc.  
901 Deming Way, Suite 102  
Madison, Wisconsin 53717

RE: Approval of a demolition permit to allow an existing one-story restaurant located at 4622 E. Washington Avenue to be razed and a new multi-tenant retail building to be constructed, and a conditional use for an outdoor seating area to serve a restaurant tenant in the new building (High Life, LLC).

Dear Mr. Feller:

The Plan Commission, meeting in regular session on April 9, 2007 determined that the ordinance standards could be met and **approved** your client's request a demolition permit and conditional use permit, subject to the conditions below. In order to receive final approval of the demolition permit and conditional use, the following conditions must be met:

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

1. The area should be reviewed with any change in occupancy or land use. The service road has limited access to E. Washington Avenue and may require future improvements with any redesign of E. Washington Avenue. Through its approval, the Plan Commission placed a restriction shall be "All Future Land Uses shall be Conditional Uses to be review and approved by the Plan Commission" as recommended by the City Traffic Engineer.
2. The applicant shall be responsible for securing all proper permits and approvals from any municipality or government unit having jurisdiction with the project. In particular, the applicant shall contact Lisa Stern, Wisconsin Department of Transportation (246-5635), with site plans sets for review and approval. The applicant shall return a set of site plans or letter with WisDOT-approved copies to the City of Madison Traffic Engineering Division.
3. 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'.
4. A "Stop" sign shall be installed at a height of seven feet at the driveway approaches. All signs at the approaches to East Spring Drive and signs shall be installed behind the property line. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.

5. The applicant should show the dimensions for proposed parking stalls' items B, C, D, E, and F, for 90-degree angle parking 9-foot or wider parking spaces and backing up, according to Figures II "Medium and Large Vehicles" parking design standards in Section 10.08(6)(b) 2.
6. All existing driveway approaches on which are to be abandoned shall be removed and replaced with curb and gutter and noted on the plan.
7. The attached traffic signal/ streetlight declaration of conditions and covenants shall be executed and returned with site plans. The development shall acknowledge on their proportionate share of traffic signal assessments. The development shall further agree in writing to not oppose their proportionate share of the traffic signal assessments as part of the City's Special Assessment districts for traffic signals.
8. 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.
9. 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 Kathy Voeck, the Assistant Zoning Administrator, at 266-4551 if you have questions regarding the following six items:**

10. Meet all applicable State accessible requirements, including but not limited to:
  - a.) Provide a minimum of three accessible stalls striped per State requirements. A minimum of one of the stalls shall be a van accessible stall 8' wide with an 8' striped out area adjacent.
  - b.) Show signage at the head of the stalls. Accessible signs shall be a minimum of 60-inches between the bottom of the sign and the ground.
  - c.) Show the accessible path from the stalls to the building. The stalls shall be as near the accessible entrance as possible. Show ramps, curbs, or wheel stops where required.
11. Provide seven bike parking stalls in a safe and convenient location on an impervious surface to be shown on the final plan. The lockable enclosed lockers or racks or equivalent structures in or upon which the bicycle may be locked by the user shall be securely anchored to the ground or building to prevent the lockers or racks from being removed from the location. NOTE: A bike-parking stall is two feet by six feet with a five-foot access area. Structures that require a user-supplied locking device shall be designed to accommodate U-shaped locking devices.
12. For parking lot plans with greater than twenty (20) stalls, landscape plans must be stamped by a registered landscape architect. Provide a landscape worksheet with the final plans that shows that the landscaping provided meets the point and required tree ordinances. In order to count toward required points, the landscaping shall be within 15' and 20' of the parking lot depending on the type of landscape element. (Note: The required trees do not count toward the landscape point total.) Planting islands shall consist of at least 75% vegetative cover, including trees, shrubs, ground cover, and/or grass. Up to 25% of the island surface may be brick pavers, mulch or other non-vegetative cover. All plant materials in islands shall be protected from vehicles by concrete curbs.
13. 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 .10 watts per square foot.
14. Show the locations of outdoor eating areas on the final site plans. Show the outside seating plan.

15. Show addresses of the retail units on the site plan. Please contact Lori Zenchenko 266-5952 for more information on addresses. [See comment #17 below.]

**Please contact Janet Dailey, City Engineering, at 261-9688 if you have questions regarding the following seventeen (17) items:**

16. Any damage to street pavement will require restoration in accordance with City of Madison Patching Criteria.
17. The plans shall be revised to reflect individual addresses provided to Judy Faust on February 16, 2007. These unit addresses provided were 4620, 4622, 4624 and 4628 E. Washington Avenue.
18. The applicant shall close all abandoned driveways by replacing the curb in front of the driveways and restoring the terrace with grass.
19. 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.
20. A City licensed contractor shall perform all work in the public right of way.
21. The applicant shall demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. The erosion control plan shall include Universal Soil Loss Equation (USLE) computations for the construction period. Measures shall be implemented in order to maintain a soil loss rate below 7.5-tons per acre per year.
22. The City of Madison is an approved agent of the Department of Commerce. This proposal contains a commercial building and as such, the City of Madison is authorized to review infiltration, stormwater management, and erosion control on behalf of the Department of Commerce. No separate submittal to Commerce or the Wisconsin Department of Natural Resources is required.
23. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to control 40% TSS (20 micron particle) and provide oil and grease control from the first 1/2" of runoff from parking areas.
24. 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.
25. The applicant shall submit, prior to plan sign-off, digital PDF files to the Engineering Division (Jeff Benedict or Tim Troester). The digital copies shall be to scale, shall have a scale bar on the plan set, and shall contain the following items: building footprints; internal walkway areas; internal site parking areas; lot lines and right-of-way lines; street names, stormwater management facilities and; detail drawings associated with stormwater management facilities (including if applicable planting plans).
26. The applicant shall submit prior to plan sign-off, electronic copies of any Stormwater Management File including: SLAMM DAT files; RECARGA files; TR-55/HYDROCAD/etc., and; sediment loading calculations. If calculations are done by hand or are not available electronically the hand copies or printed output shall be scanned to a PDF file and provided.

27. 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.
28. The applicant shall obtain all necessary sewer connection permits and sewer plugging permits prior to any utility work.
29. The applicant's utility contractor shall obtain a connection permit and excavation permit prior to commencing the storm sewer construction.
30. 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.
31. All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior Engineering sign-off, unless otherwise collected with a Developer's/ Subdivision Contract. Contact Janet Dailey (261-9688) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff.
32. The site plan shall be revised to show all existing public sanitary sewer facilities in the project area as well as the size and alignment of the proposed service.

**Please contact Scott Strassburg, Madison Fire Department, at 261-9843 if you have questions about this project's need to provide all fire apparatus access required by Comm. 62.0509 and MGO 34.19 as part of the final signoff of the project.**

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

33. That the applicant submit a revised site plan (Sheet A100) at the time of final signoff that includes full dimensions of the building setbacks, typical parking stalls, drive aisles and parking lot and trash enclosure setbacks from adjacent properties, per staff approval.
34. That the applicant submit architectural elevations of the trash enclosure for Planning staff approval, including dimensions and building materials.

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

1. Please revise your plans per the above and submit *eight (8) 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 you 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 and conditional use.

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*Signature of Applicant*

- cc: Kathy Voeck, Assistant Zoning Administrator  
John Leach, Traffic Engineering  
Scott Strassburg, Madison Fire Department  
Janet Dailey, Engineering Division  
Dennis Cawley, Madison Water Utility

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Unit (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 checked="" type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Other: