



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 608 266-8739  
PH 608 266-4635

September 20, 2011

Jim Glueck  
Glueck Architects  
116 North Few Street  
Madison, WI 53703

RE: Approval of a conditional use at **906 Williamson Street** to convert a commercially-used building into a single-family residence in C2 (General Commercial District) zoning

Dear Mr. Glueck:

At its September 19, 2011 meeting, the Plan Commission, meeting in regular session, found the standards were met and approved your client's conditional use application to convert a commercially-used building into a single-family residence in C2 (General Commercial District) zoning. To receive final approval of the conditional use, the following conditions must be met:

**Please contact Patrick Anderson, Assistant Zoning Administrator, at 266-5978 if you have any questions regarding the following two (2) items:**

1. Final site plan shall show parking area and impervious surfaces. Show surface material types. No parking allowed outside the designated areas shown on final site plan. All existing gravel areas outside of the designated parking areas shall be returned to green space and or useable open space and be shown on final site plan.
2. Remove temporary orange snow fence.

**Please contact Bill Sullivan, Madison Fire Department, at 266-4420 if you have any questions regarding the following two (2) items:**

3. The Madison Fire Department does not object to this proposal provided the project complies with all applicable fire codes and ordinances.
4. Provide interconnected hardwired smoke alarms in accordance with Comm 21.09.

**Please contact Kay Rutledge, Parks Division, at 266-4714 if you have any questions regarding the following two (2) items:**

5. There are no additional park fees due at this time.
6. 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.

**Please contact my office at 267-1150 if you have any questions regarding the following item:**

- 7. That the extent of the lawn is clearly labeled on plans and that lawn (or other landscape treatment) replaces the existing graveled area adjacent to the four-stall parking lot.

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

- 1. Please submit five (5) copies of a complete plan set to the Zoning Administrator for final review and comment.
- 2. 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. The Water Utility will not need to sign off the final plans, and not need a copy of the approved plans.
- 3. 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.
- 4. 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.

If you have any questions regarding obtaining the conditional use approval, 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 267-1150.

Sincerely,

Kevin Firchow, AICP  
Planner

cc: Kay Rutledge, Parks  
Patrick Anderson, Zoning  
Bill Sullivan, Madison Fire Department

I hereby acknowledge that I understand and will comply with the above conditions of approval for this demolition permit and conditional use.	
_____	
<i>Signature of Applicant</i>	
_____	
<i>Signature of Property Owner (if not the applicant)</i>	

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (Firchow)	<input type="checkbox"/>	Engineering Mapping Sec.
<input checked="" type="checkbox"/>	Zoning Administrator	<input type="checkbox"/>	Parks Division
<input 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 type="checkbox"/>	Other: