



Department of Planning & Community & Economic Development

## Planning Division

Meagan Tuttle, Director

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

June 10, 2025

Fed Novikov  
The Neutral Project, LLC  
25 W Main Street, Suite 500  
Madison, Wisconsin 53703

RE: Consideration of a conditional use in the Traditional Employment (TE) District for a restaurant-tavern, and consideration of a conditional use in the TE District for food and related goods sales, all to allow a cafe/ grocery tenant in a mixed-use building at 10 S Paterson Street. (ID [88195](#), LNDUSE-2025-00036).

Fed,

On June 9, 2025, the Plan Commission found the standards met and **conditionally approved** your conditional use requests for 10 S Paterson Street. In order to receive final approval and for any other permits that may need to be issued for your project, the following conditions shall be met:

**Please contact Rebecca Qureishi, (608) 266-4089) if you have any questions regarding the following item:**

1. This site appears to have a land use that will result in their inclusion as a restaurant class sanitary sewer customer. This will charge commercial kitchen facilities a higher sanitary sewer fee per gallon than domestic users and is based on strengths of waste measured at representative similar customers throughout the City. If the applicant desires, a sampling structure may be installed, as part of the initial construction at their cost, to allow site-specific sampling of their waste to determine sanitary sewer charges specifically for this site. If no sampling structure is installed, this site will default to the restaurant class code in MGO Chapter 35. If you have questions on the restaurant class sewer charges please contact Megan Eberhardt at [Meberhardt@cityofmadison.com](mailto:Meberhardt@cityofmadison.com) or 608-266-6432.

**Please contact Julius Smith of the City Engineering Division–Mapping Section, at (608) 264-9276 if you have questions regarding the following two (2) items:**

2. The site plan shall reflect a proper street address of the property as reflected by official City of Madison Assessor's and Engineering Division records.

3. This LNDUSE revises the shared vestibule entrance into a separate external entrance. The previously approved address of 10 S Paterson St Suite 107 for this tenant space is no longer valid.

Submit a Floor Plan in PDF format to Lori Zenchenko ([lzenchenko@cityofmadison.com](mailto:lzenchenko@cityofmadison.com)) for the development of the tenant space addressing plan.

The Addressing Plan for the project shall be finalized and approved by Engineering (with consultation and consent from the Fire Marshal if needed).

Per 34.505 MGO, a full copy of the approved addressing plan shall be kept at the building site at all times during construction until final inspection by the Madison Fire Department.

For any updates or changes pertaining to the location, deletion or addition of a unit, or to the location of a unit entrance, (before, during, or after construction), a revised Address Plan shall be resubmitted to Lori Zenchenko to review addresses that may need to be changed and/or reapproved.

**Please contact Sean Malloy of the Traffic Engineering Division at (608) 266-5987 if you have any questions regarding the following two (2) items:**

4. The developer shall post a security deposit prior to the start of development. In the event that modifications need to be made to any City-owned and/or maintained traffic signals, street lighting, signing, pavement marking and conduit/handholes, the developer shall reimburse the City for all associated costs including engineering, labor and materials for both temporary and permanent installations.
5. The City Traffic Engineer may require public signing and marking related to the development; the developer shall be financially responsible for such signing and marking.

**Please contact Trent Schultz of the Parking Division at (608) 246-5806 if you have any questions regarding the following item:**

6. The agency reviewed this project and determined a Transportation Demand Management (TDM) Plan is not required as part of approving the proposed conditional uses. Future changes of use (if any), could require a TDM Plan.

**Please contact Jenny Kirchgatter of the Zoning Division at (608) 266-4429 if you have any questions regarding the following two (2) items:**

7. Per Section 28.186(4)(b), the property owner or operator is required to bring the property into compliance with all elements of the approved site plans by the date established by the Zoning Administrator as part of the site and building plan approval. Work with Zoning staff to establish a final site compliance date.
8. 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 Tim Sobota, Metro Transit, at (608) 261-4289 if you have any questions regarding the following two (2) items:**

9. Metro Transit operates daily all-day rapid transit service along East Washington Avenue adjacent this property - with trips at least every 30 minutes (every 15 minutes or less during the day on weekdays and Saturdays).
10. Metro Transit would initially estimate the following counts of potentially eligible trips towards US Green Building Council/LEED Quality Access to Transit points: 132 Weekday & 96 Weekend. Please contact Metro Transit if additional analysis would be of interest.

**Please contact my office at [cwells@cityofmadison.com](mailto:cwells@cityofmadison.com) or (608) 261-9135 if you have questions regarding the following item:**

11. The hours of operation for the restaurant-tavern shall be daily from 6:00 a.m. to 10:00 p.m. Future modifications to the hours of operation of the restaurant-tavern in the tenant space addressed as 10 S Paterson Street may be requested by the applicant in the future as a minor alteration of the conditional use following a recommendation by the district alder.

**Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.**

**Please now follow the procedures listed below for obtaining permits for your project:**

1. After the plans have been revised per the above conditions, please submit one (1) complete digital plan set in PDF format and any other supporting materials that are necessary, as specified in this letter to [sprapplications@cityofmadison.com](mailto:sprapplications@cityofmadison.com) (note: A 20MB email limit applies and multiple transmittals may be required). The sets of final revised plans or documents will be circulated by Zoning staff to the City department staff listed above for their final approval.
2. A check for the site plan review fee (\$150) shall be mailed to the City of Madison Building Inspection Division; PO Box 2984; Madison, WI 53701-2984.
3. City Agencies who submitted conditions of approval will review your revised plans to verify that their conditions, along with any applicable requirements, have been satisfied. When the revised plans are submitted, the applicant will be emailed a hyperlink to a website to follow, in real time, which agencies have reviewed the revised documents, and signed off or need additional information.
4. This letter shall be signed by the applicant and property owner (if not the applicant) to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting building permit approval. [Signature block on last page]
5. The conditional use approval is valid for two (2) years 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.

6. No alteration of a conditional use shall be permitted unless approved by the Plan Commission provided, however, the Zoning Administrator following consideration by the alderperson of the district, may approve 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 Plan Commission and the conditional use standards.
7. 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 (608) 266-4551.** If you have any other questions or if may be of any further assistance, please do not hesitate to contact my office at [cwells@cityofmadison.com](mailto:cwells@cityofmadison.com) or (608) 261-9135.

Sincerely,



Chris Wells  
Planner

cc: Rebecca Qureishi, City Engineering Division  
Julius Smith, City Engineering Division—Mapping Section  
Sean Malloy, Traffic Engineering Division  
Trent Schultz, Parking  
Jenny Kirchgatter, Zoning Administrator  
Tim Sobota, Metro Transit

LNDUSE-2025-00036			
For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (Wells)	<input checked="" type="checkbox"/>	Engineering Mapping Sec.
<input checked="" type="checkbox"/>	Zoning Administrator	<input type="checkbox"/>	Parks Division
<input checked="" type="checkbox"/>	City Engineering	<input checked="" 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 type="checkbox"/>	Water Utility
<input checked="" type="checkbox"/>	Metro Transit	<input type="checkbox"/>	Forestry
<input checked="" type="checkbox"/>	Parking	<input type="checkbox"/>	

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

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Signature of Property Owner  
(If Not Applicant)*