



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

July 24, 2007

Kristi Ross  
Essence Builders  
500 Knightsbridge Road  
Waunakee, Wisconsin 53597

RE: Approval of a conditional use to allow two residential dwellings units to occupy over 50% of the building floor area on a property zoned C1 at 403 W. Lakeside Street.

Dear Ms. Ross:

The Plan Commission, meeting in regular session on July 23, 2007 determined that the ordinance standards could be met and **approved** your client's conditional use request subject to the conditions below. In order to receive final approval of the conditional use and for the conditional use to be in effect, the following conditions must be met and this letter signed and returned to the Zoning Administrator:

**Please contact Matt Tucker, Zoning Administrator, at 266-4551 if you have questions regarding the following comment:**

1. Note: Any home occupation shall not exceed 25% of a dwelling unit. The final plan shall show a partial partition wall that creates a distinction from the home occupation area and the entry hall.

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

2. Note: The residence shall meet all Building Code requirements for an R-type occupancy.

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

3. That all existing business signage for the previous use(s) be removed.
4. That any new signs for the home occupation meet the standards in 28.04 (27) 11.
5. That any sales of products are limited to those made/restored on the premises and those that are accessory to the service being provided.
6. That the home occupation shall not maintain any public business hours after 9:00 pm.
7. That the property owner provides City Real Estate staff proof of ownership of the five-foot strip in which a portion of the subject building is located.
8. Payment of parkland dedication fees as required by the Parks Division.

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

1. Please revise your plans per the above and submit *five (5) 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 demolition permit.

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 may be of any further assistance, please do not hesitate to contact my office at 261-9632.

Sincerely,

Kevin Firchow, AICP  
Planner

I hereby acknowledge that I understand and will comply with the above conditions of approval for this conditional use.  _____ <i>Signature of Applicant</i>
--

cc: Matt Tucker, Zoning Administrator  
Scott Strassburg, Madison Fire Department

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Division (Firchow)	<input type="checkbox"/>	Recycling Coordinator (R & R)
<input checked="" type="checkbox"/>	Zoning Administrator	<input type="checkbox"/>	Fire Department
<input type="checkbox"/>	City Engineering	<input type="checkbox"/>	Urban Design Commission
<input type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Other: