

February 8, 2005

Richard C. Glesner
3322 Leyton Lane
Madison, Wisconsin 53713

RE: Approval of a conditional use at 3301 Latham Drive to allow car leasing in an existing building in the M1 limited manufacturing district.

Dear Mr. Glesner:

The Plan Commission, meeting in regular session on February 7, 2005, determined that the ordinance standards could be met and **conditionally approved** your client's request for a conditional use permit for 3301 Latham Drive subject to the conditions below.

In order to receive final approval of this conditional use, the following conditions must be met:

Please contact Gary Dallmann, City Engineering, at 266-4751 if you have questions regarding the following three items:

1. All work in the right-of-way shall be performed by a City licensed contractor.
2. 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, other miscellaneous impervious areas.
3. 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..

Please contact Kathy Voeck, the Acting Zoning Administrator, at 266-4551 if you have questions regarding the following three items:

4. Provide two bike parking stalls in a safe and convenient location on an impervious surface to be shown on the revised plans. Bicycle racks shall be securely anchored to the ground or building to prevent the racks from moving. A bicycle-parking stall is two-foot wide and six-foot deep with a five-foot access area.

5. Meet applicable State accessibility requirements, including showing signage at the head of accessible stalls.
6. Obtain a Certificate of Occupancy for the vehicle rental use portion of the premises. There is a \$75 fee for the Occupancy permit.

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

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 the above 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 the building permit. [Sec. 28.12 (11)(h)(3)] The Plan Commission shall retain jurisdiction over this matter for the purpose of resolving complaints against this approved conditional use.

If you have any questions regarding obtaining your demolition permit, please contact the Zoning Administrator at 266-4551. If I 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.

Signature of Applicant

cc: Kathy Voeck, Acting Zoning Administrator
Gary Dallmann, City Engineering

Zoning: Also route to City Engineering and Planning Unit for signoff