



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, Director

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P.O. Box 2985
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Phone: (608) 266-4635
www.cityofmadison.com

October 6, 2020

Mike Oxley
4222 Yuma Drive
Madison, WI

RE: Legistar #61818; Accela 'LNDUSE-2020-00088' -- Approval of conditional use for an accessory dwelling unit, which is also an accessory building greater than 576 square feet in a TR district at **4222 Yuma Drive**.

Dear Mr. Oxley:

At its October 5, 2020 meeting, the Plan Commission, meeting in regular session, found the standards met and approved your conditional use request to use an accessory dwelling unit in a 648-square-foot accessory building at 4222 Yuma Drive. In order to receive final approval of the conditional use and for any permits that may need to be issued for your project, the following conditions shall be met:

Please contact my office at 243-0455 if you have any questions regarding the following two (2) items:

1. The property owner shall execute a restrictive covenant providing that the Accessory Dwelling Unit may only be used when the property is owner-occupied. The form of the restrictive covenant shall be approved by the Planning Division, Zoning Administrator, and City Attorney's Office and shall be recorded with the Dane County Register of Deeds.
2. Material and paint colors shall be shown on the building elevations.

Please contact Jacob Moskowitz, Assistant Zoning Administrator, at 266-4560 if you have any questions regarding the following four (4) items:

3. The accessory dwelling unit is proposed to have a basement. This basement shall be of such a height that it cannot be finished in the future, which would increase the square footage of the accessory dwelling unit to more than the allowed 700 square feet.
4. The Accessory Dwelling Unit shall comply with the supplemental regulations Section 28.151. Prior to issuance of a building permit for the Accessory Dwelling Unit, the property owner shall execute a restrictive covenant providing that the Accessory Dwelling Unit may only be used when the property is owner-occupied. The form of the restrictive covenant shall be approved by the Zoning Administrator and City Attorney's Office and shall be recorded with the Dane County Register of Deeds.
5. Show the driveway on the final site plan.

6. This property currently has a tourist rooming house license. A tourist rooming house can only be located in the primary residence of the operator.

Please contact Tim Troester of the Engineering Division, at 267-1995 if you have any questions regarding the following six (6) items:

7. The proposed Accessory Dwelling Unit will either need to have a separate sanitary sewer lateral or connect to the sewer lateral serving the main home. If the applicant intends to install separate lateral connecting to the City sewer in Yuma Drive, applicant will be required to submit a plan for the lateral. If the lateral is to be connected the primary home, applicant shall note on site plan that lateral for the accessory dwelling unit will be connected to the primary home
8. If new sanitary or water laterals are required, obtain a permit to Excavate in the Right-of-Way for completing the improvements in the public Right-of-Way. The permit application is available on the City Engineering Division website at <http://www.cityofmadison.com/engineering/Permits.cfm>. As a condition of the permit, a deposit to cover estimated City expenses will be required.
9. Current plan shows less than 4,000 sf disturbed area. If plans are not revised, no Erosion Control or Storm Water Management Permits will be required.
10. Revise plan set to show more information on proposed drainage for the site. Use either spot elevations and drainage arrows or proposed contours to show the required drainage information. It is necessary to show the location of drainage leaving the site to the public right-of-way. It may be necessary to provide information off the site to fully meet this requirement.
11. Submit, prior to plan sign-off but after all revisions have been completed, a digital CAD file (single file) to the Engineering Division that is to scale and represents final construction with any private storm and sanitary sewer utilities.
12. Submit, prior to plan sign-off but after all revisions have been completed, digital PDF files to the Engineering Division. Email PDF file transmissions are preferred to: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West)..

Please contact Jeff Quamme of the Engineering Division – Mapping Section, at 266-4097 if you have any questions regarding the following four (4) items:

13. Identify on the plans the lot and block numbers of recorded Plat.
14. Provide a site plan that includes all lot/ownership lines, existing building locations, proposed building additions, demolitions, driveways, sidewalks (public and/or private), existing and proposed signage, existing and proposed utility locations and landscaping.
15. Provide a full and complete legal description of the site or property being subjected to this application on the site plan.
16. The address of the ADU is 4226 Yuma Dr.

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.

Please contact Sarah Lerner of the Parks Division, at 261-4281 if you have any questions regarding the following one (1) item:

17. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(8)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the Central Park-Infrastructure Impact Fee district. Please reference ID# 20036 when contacting Parks about this project.

Please contact Bill Sullivan of the Fire Department, at 261-9658 if you have any questions regarding the following one (1) item:

18. Madison Fire Department recommends the installation of a residential fire sprinkler system in accordance with NFPA 13D. Additional information is available at the Home Fire Sprinkler Coalition website: <https://homefiresprinkler.org/building-residential-fire-sprinklers>.

Please contact Jeff Belshaw of the Water Utility at 261-9835 if you have any questions regarding the following two (2) items:

19. Update the plans to show how the Accessory Dwelling Unit will be provided with water service. This can be done by either the existing water service or a new water service connected to public water main.
20. If a new water service is going serve the Accessory Dwelling Unit, a Water Service Application Form and fees must be submitted before connecting to the existing water system. Provide at least two working days notice between the application submittal and the requested installation or inspection appointment. Application materials are available on the Water Utility's Plumbers & Contractors website (<http://www.cityofmadison.com/water/plumbers-contractors>), otherwise they may be obtained from the Water Utility Main Office at 119 E Olin Ave. A licensed plumber signature is required on all water service applications. For new or replacement services, the property owner or authorized agent is also required to sign the application. A Water Meter Application Form will subsequently be required to size & obtain a water meter establish a Water Utility customer account and/or establish a Water Utility fire service account. If you have questions regarding water service applications, contact Madison Water Utility at (608) 266-4646.

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 your conditional use:

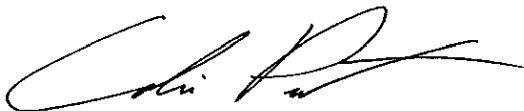
1. After the plans have been revised per the above conditions, please **one (1) complete digital plan set in PDF format** of complete, fully dimensioned, and to-scale plans; the appropriate site plan review application and fee pursuant to Section 28.206 of the Zoning Code; and any other documentation requested herein to the Zoning Administrator at zoning@cityofmadison.com. (Note that that an individual email cannot exceed 20MB and it is the responsibility of the applicant to present files in a manner that can be accepted. Please email zoning@cityofmadison.com regarding questions or if you

need alternative filing options) 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. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting conditional use approval.
3. The conditional use approval is valid for one (1) year 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.
4. Any alteration in plans for a proposed alternative use shall require Plan Commission approval, except for minor alterations. The Zoning Administrator may issue permits for 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 City Plan Commission and the conditional use approval standards.
5. The Plan Commission retains continuing jurisdiction over all conditional uses for the purpose of resolving complaints against all previously approved conditional uses.

If you have any questions regarding obtaining your conditional use or building permits, 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 243-0455.

Sincerely,



Colin Punt
 Planner

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

Signature of Applicant

Signature of Property Owner (if not the applicant)

- cc: Jacob Moskowitz, Asst. Zoning Administrator
 Tim Troester, Engineering Division
 Jeff Quamme, Engineering Division – Mapping
 Bill Sullivan, Fire Department
 Sarah Lerner, Parks Division
 Jeff Belshaw, Water Utility

LNDUSE-2020-00088			
For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (Punt)	<input checked="" type="checkbox"/>	Engineering Mapping Sec.
<input checked="" type="checkbox"/>	Zoning Administrator	<input checked="" type="checkbox"/>	Parks Division
<input checked="" 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 checked="" type="checkbox"/>	Water Utility
<input type="checkbox"/>	Metro Transit	<input type="checkbox"/>	Other: