



Department of Planning & Community & Economic Development

## Planning Division

Katherine Cornwell, Director

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

June 17, 2016

Michael Anderson  
Waterstone Studio  
PO Box 5565  
Madison, WI 53705

RE: Approval of a Demolition Permit to demolish an existing single-family residence for the purpose of constructing a new single-family residence at **3303 Gregory St.**

Dear Mr. Anderson:

At its June 13, 2016 meeting, the Plan Commission **approved** your request to demolish an existing single-family residence for the purpose of constructing a new single-family residence at 3303 Gregory St. In order to receive final approval of the conditional use and for any necessary permits to be issued, the following conditions must be met:

**Please contact my office, Planning Division, at 267-8733 if you have any questions regarding the following item:**

1. That prior to final sign-off and any excavating in this area, the applicant shall obtain all necessary approvals under Wis. Stat. 157.70 from the Wisconsin State Historical Society, and provide the City with proof of all such approvals

**Please contact Timothy Troester, City Engineering Division, at 261-1995 if you have any questions regarding the following eight (8) items:**

1. Currently, Gregory Street is unimproved with street reconstruction tentatively scheduled for 2019. A Grading and Site Plan shall be provided for review and approval by City Engineering. The Plan shall include spot elevations, contours, and off-site survey as needed to show drainage patterns after construction.
2. The Applicant shall execute a waiver of notice and hearing on the assessments for the improvement of Gregory Street and Western Avenue in accordance with Section 66.0703(7)(b) Wisconsin Statutes and Section 4.09 of the MGO (Section 16.23(9)(d)(6), MGO).
3. The Applicant shall Dedicate a Permanent Limited Easement for grading and sloping 5 (five) feet wide along Gregory Street and Western Avenue (Section 16.23(3)(a)(2)(c) (plats) & 16.23 (5)(g)1. (CSM), MGO).
4. The Applicant shall provide the City Engineer the proposed grade of the building entrances relative

to the adjacent roadways. The City Engineer shall approve the grade of the entrances prior to signing off on this development.

5. Prior to approval, the owner or owner's representative shall obtain a permit to plug each existing sanitary sewer lateral that serves a building which is proposed for demolition. For each lateral to be plugged the owner shall complete a sewer lateral plugging application and pay the applicable permit fees. NOTE: As of January 1, 2013 new plugging procedures and permit fees go into effect. The new procedures and revised fee schedule is available on line at <http://www.cityofmadison.com/engineering/permits.cfm> (Section 35.02(14), MGO).
6. The Applicant shall replace all sidewalk and curb and gutter which abuts the property which is damaged by the construction or any sidewalk and curb and gutter which the City Engineer determines needs to be replaced because it is not at a desirable grade regardless of whether the condition existed prior to beginning construction (POLICY).
7. All work in the public right-of-way shall be performed by a City licensed contractor (sections 16.23(9)(c)(5) and 23.01, MGO).
8. All damage to the pavement on Gregory Street and Western Avenue, adjacent to this development shall be restored in accordance with the City of Madison's Pavement Patching Criteria. For additional information please see the following link: <http://www.cityofmadison.com/engineering/patchingCriteria.cfm> (POLICY).

**Please contact Jacob Moskowitz, Zoning Code Enforcement Officer at 266-4560 if you have questions regarding the following three (3) items:**

1. Section 28.185(7)(a)(5), MGO, requires that if a demolition or removal permit is approved, it shall not be issued until the reuse and recycling plan is approved by the Recycling Coordinator, Mr. Bryan Johnson (byjohnson@cityofmadison.com).
2. Pursuant to Section 28.185(10), MGO, every person who is required to submit a reuse and recycling plan pursuant to Sec. 28.185(7)(a)5 shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition.
3. Pursuant to Section 28.185(9)(a), MGO, a demolition or removal permit is valid for one (1) year from the date of Plan Commission approval.

**Please contact Bill Sullivan, Fire Department at 261-9658 if you have questions regarding the following two (2) items:**

1. Madison Fire Department recommends the installation of a residential fire sprinkler system in accordance with NFPA 13D and SPS 382.40(3)(e). Additional information is available at the Home Fire Sprinkler Coalition website: <http://www.homefiresprinkler.org/Consumer/ConsHome.html>.
2. Please consider allowing Madison Fire Dept. to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities: Captain Jerry Buechner (608)516-9195.

**Please contact Janet Schmidt, Parks Division, at 266-4714 if you have questions regarding the following item:**

1. Existing street trees shall be protected. Please include the following note on the site plan:

*“Contractor shall install tree protection fencing in the area between the curb and sidewalk and extend it at least 5 feet from both sides of the tree along the length of the terrace. No excavation is permitted within 5 feet of the outside edge of a tree trunk. If excavation within 5 feet of any tree is necessary, contractor shall contact City Forestry (266- 4816) prior to excavation to assess the impact to the tree and root system. Tree pruning shall be coordinated with City Forestry. Tree protection specifications can be found in section 107.13 of City of Madison Standard Specifications for Public Works Construction -*

<http://www.cityofmadison.com/business/pw/documents/StdSpecs/2013/Part1.pdf>

*Any tree removals that are required for construction after the development plan is approved will require at least a 72 hour wait period before a tree removal permit can be issued.”*

**Please contact Dennis Crawley, Water Utility, at 261-9243 if you have questions regarding the following two (2) items:**

1. All operating private wells shall be identified and permitted by the Water Utility in accordance with Section 13.21, MGO.
2. All unused private wells shall be abandoned in accordance with Section 13.21, MGO.  
The Madison Water Utility shall be notified to remove the water meter prior to demolition.

**Specific questions regarding the comments or conditions in this letter should be directed to the commenting agency. No building permits shall be issued until the Applicant has met all of the conditions of approval stated in this letter.**

**For obtaining your conditional use, please follow the procedures listed below:**

1. Please revise your plans per the above conditions and submit seven (7) copies of a complete, fully dimensioned and scaled plan set to the Zoning Administrator for final review and comment. This submittal shall all also include one complete digital plan set in PDF format. Also be sure to include any additional materials requested by these departments for their approval prior to sign off. The final site plan shall be accompanied by the appropriate site plan review application and fee pursuant to Section 28.206, MGO, and any other documentation requested herein by the Zoning Administrator, located in Room LL-100, Madison Municipal Building, 215 Martin Luther King, Jr. Blvd., Madison, WI 53701. The sets of final revised plans or documents will be circulated by the Zoning staff to the City department staff listed above for final approval.
2. The Madison Water Utility shall be notified to remove the water meters prior to demolition. 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.

3. 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.
4. This letter shall be signed by the Applicant to acknowledge the conditions of approval and returned to the Zoning Administrator.
6. A reuse and recycling plan approved by the Recycling Coordinator is required by ordinance prior to the issuance of a wrecking permit. The reuse and recycling plan shall be submitted along with the resubmittal of site plans for forwarding to the Recycling Coordinator.
7. The 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.
8. 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.
9. 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 266-4429. If you have any questions, or if I may be of any further assistance, please do not hesitate to contact my office at 267-8733.

Sincerely,



Jessica Vaughn, AICP  
Planner

cc: Timothy Troester, City Engineering Division

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

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

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*Signature of Property Owner (if not the applicant)*

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (Vaughn)	<input checked="" type="checkbox"/>	Zoning Administrator
<input checked="" type="checkbox"/>	City Engineering	<input checked="" type="checkbox"/>	Parks Division
<input type="checkbox"/>	Engineering Mapping Sec.	<input type="checkbox"/>	Urban Design Commission
<input type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Recycling Coord. (R&R)

3303 Gregory St.

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Jacob Moskowitz, Zoning  
Bill Sullivan, Fire Department  
Janet Schmidt, Park Division  
Dennis Crawley, Water Utility

<input checked="" type="checkbox"/>	Fire Department	<input checked="" type="checkbox"/>	Other: Water Utility
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