



Department of Planning & Community & Economic Development

## Planning Division

Heather Stouder, Director

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October 21, 2016

Ken Koepler  
2725 Atwood Ave.  
Madison, WI 53704

RE: Approval of a Conditional Use to establish a single family dwelling in the Traditional Shopping Street (TSS) zoning district at **2725 Atwood Ave.**

Dear Mr. Koepler:

At its October 17, 2016 meeting, the Plan Commission **approved** your request to establish a single family dwelling in the Traditional Shopping Street (TSS) zoning district at 2725 Atwood Ave. 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 Brenda Stanley, City Engineering Division, at 267-9127 if you have any questions regarding the following two (2) items:**

1. The Applicant shall provide a note or show on the plans how the dwelling unit is being provided sanitary sewer service. Is the lateral being shared with the primary building or is there a separate sanitary sewer lateral for the dwelling unit? It is recommended (not required) to have a separate lateral for each building for maintenance.
2. The plan set shall be revised to show more information on proposed drainage for the site. This shall be accomplished by using spot elevations and drainage arrows or through the use of proposed contours. 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 (POLICY).

**Please contact Jenny Kirchgatter, Assistant Zoning Administrator, at 266-4429 if you have questions regarding the following three (3) items:**

1. The new dormers proposed for the single-family dwelling are located within the rear yard setback. Eliminate the proposed dormers or request a variance from the Zoning Board of Appeals.
2. Submit a legible site plan for final site plan review. The site plan that has been submitted for Plan Commission review is difficult to read.
3. Provide a calculation for the amount useable open space on the site, and identify the qualifying at-grade usable open space area on the final plans. Usable open space shall be at ground level in a compact area of not less than two hundred (200) square feet, with no dimension less than eight (8)

feet and no slope grade greater than ten percent (10%). Usable open space shall be outside of a required front or corner side yard, as extended to the rear lot line. Usable open space shall not include areas occupied by buildings, driveways, drive aisles, off-street parking, paving and sidewalks, except that paved paths no wider than five (5) feet, and pervious pavement may be included as usable open space.

**Please contact Bill Sullivan, Fire Department, at 261-9658 if you have questions regarding the following item:**

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>.

The limited visibility from the public street could lead to a delay in discovering a fire and the limited access will make manual fire suppression activities more difficult, MFD strongly recommends the project consider installing a multi-purpose plumbing/fire sprinkler system.

**Please contact Janet Schmidt, Parks Division, at 261-9688 if you have questions regarding the following 2 (two) items:**

1. Park impact fees (comprised of the Park Development Impact Fee per Section 20.08(2), MGO, and the Parkland Impact Fee in-lieu of land dedication per Sections 16.23(8)(f) and 20.08(6), MGO will be required for all new residential development. The developer must select a method for payment of park fees before sign-off on the Conditional Use. This development is within the Olbrich impact fee district (SI25). Please reference ID#16142 when contacting Parks about this project.
2. 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.

**Please contact Jeff Quamme, Engineering Mapping Division, at 266-4097 if you have questions regarding the following item:**

1. The address of the new dwelling unit is 2727 Atwood Ave.

**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. 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.
3. This letter shall be signed by the Applicant to acknowledge the conditions of approval and returned to the Zoning Administrator.
4. 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.
5. 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.
6. 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: Brenda Stanley, City Engineering Division  
 Jenny Kirchgatter, Assistant Zoning Administrator  
 Bill Sullivan, Fire Department  
 Janet Schmidt, Parks Division  
 Jeff Quamme, Engineering Mapping Sec.

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

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*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 checked="" type="checkbox"/>	Engineering Mapping Sec.	<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 type="checkbox"/>	Other: Water Utility