



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, Director

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April 4, 2017

Steve Harms
Tri-North Builders
2625 Research Park Dr.
Madison, WI 53711

RE: Legistar #46283 - Approval of a conditional use for an existing legal nonconforming sorority house in the DR2 (Downtown Residential 2) district zoning at **115 Langdon Street**.

Dear Mr. Harms:

At its April 3, 2017 meeting, the Plan Commission, meeting in regular session, found the standards met and approved your conditional use request for an existing legal nonconforming sorority house in the DR2 (Downtown Residential 2) district zoning at **115 Langdon Street**, subject to the conditions below. In order to receive final approval of the conditional use, and for any permits to be issued for your project, the following conditions shall be met:

Please contact Jeffrey Quamme, City Engineering Review Mapping, at 266-4097 if you have any questions regarding the following two (2) items:

1. The site plan shall be complete and shall include all lot/ownership lines (with dimensions), existing building locations, parking stalls, driveways, sidewalks (public and/or private), existing and proposed signage.
2. Submit a PDF of all floor plans to lzenchenko@cityofmadison.com so that an interior addressing plan can be developed prior to plans being submitted for permit review. Include all floors and label the current room numbers for existing rooms.

If there are any changes pertaining to the location of a unit, the deletion or addition of a unit, or to the location of the entrance into any unit, (before, during, or after construction) the addresses may need to be changed. The interior address plan is subject to the review and approval of the Fire Marshal.

Please contact Eric Halvorson, Traffic Engineering, at 266-6527 if you have any questions regarding the following two (2) items:

3. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be scaled to 1" = 20' and include the following, when applicable: existing and proposed property lines; parcel addresses; all easements; pavement markings; signing; building placement; items in the terrace such as signs, street light poles, hydrants; surface types such as asphalt, concrete, grass, sidewalk; driveway approaches, including those adjacent to and across street from the project lot location; parking stall dimensions, including two (2) feet of vehicle overhang; drive aisle dimensions; semitrailer movement and vehicle routes; dimensions of radii; and percent of slope.
4. All parking facility design shall conform to MGO standards, as set in section 10.08(6).

Please contact Jenny Kirchgatter, Zoning, at 266-4429 if you have questions regarding the following six (6) items:

5. Bicycle parking shall comply with the requirements of Sections 28.141(4)(g) and 28.141(11). Provide a minimum of one (1) bicycle stall per bedroom plus one (1) guest space per four (4) bedrooms for the proposed 4th floor renovation. Provide five (5) additional bicycle stalls for a total of 11 bicycle stalls (6 existing stalls plus 5 additional stalls for the increased number of bedrooms). Show the locations of the existing and proposed bicycle stalls on the plans. Note: A bicycle stall is a minimum of two (2) feet by six (6) feet with a five (5) foot wide access area. Provide a detail of the proposed bike rack.
6. Include the approved landscape plan with the plan sets for final staff review and sign-off.
7. Submit a detail of the trash enclosure. The trash enclosure shall be screened on four (4) sides (including a gate for access) by a solid, commercial-grade wood fence, wall, or equivalent material with a minimum height of six (6) feet and not greater than eight (8) feet.
8. Provide floor plans for the existing basement, first, and second floors.
9. Submit a management plan for the sorority.
10. Per Section 28.186(4)(b), the property owner or operator is required to bring the property into compliance with all elements of the approved site plans by the date established by the Zoning Administrator as part of the site and building plan approval. Work with Zoning staff to establish a final site compliance date.

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

11. Madison Fire does not object provided the project complies with all applicable building codes and Madison General Ordinances. The conversion of the attic space to living quarters may trigger compliance with current building and fire codes. Additional comments may be warranted.

Please contact Janet Schmidt, Parks/Forestry, at 261-9688 if you have any questions regarding the following item:

12. The existing sorority house currently is approved for 15 bedrooms. The applicant shall add a note to the plans that clearly specifies the number of bedrooms that will be available after the building is remodeled to determine if any Park Impact Fees will be due for the Group Living Quarters.

Please contact my office at 261-9135, if you have questions regarding the following three (3) items:

13. The applicant shall gain any necessary approvals from the Landmarks Commission or Historic Preservation Planner for any exterior changes to the building prior to final signoff.
14. All tuckpointing materials and methods shall be approved by the Preservation Planner prior to commencing the work.
15. No window replacement shall occur without the approval of the Landmarks Commission.

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. Please revise your plans per the above conditions and submit **eight (8) copies** of a complete, fully dimensioned and scaled 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. The final site plan shall be accompanied by the appropriate site plan review application and fee pursuant to Section 28.206 of the Zoning Code, and any other documentation requested herein with the Zoning Administrator, 126 S. Hamilton Street. This submittal shall all also include one complete digital plan set in PDF format. The sets of final revised plans or documents will be circulated by the Zoning staff to the City department staff listed above for their final approval.
2. 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. 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.
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, demolition 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 261-9135.

Sincerely,



Chris Wells
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: Jeff Quamme, Engineering Mapping
Eric Halvorson, Traffic Engineering
Jenny Kirchgatter, Asst. Zoning Administrator
Bill Sullivan, Fire Department
Janet Schmidt, Parks/Forestry
Amy Scanlon, Preservation Planning

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