



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, Director

126 S. Hamilton Street

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www.cityofmadison.com

July 20, 2018

Rosa Burdick
Revive Hair Studio
17 Colorado Court
Madison, WI 53704

RE: Legistar #51951; Accela ID: 'LNDUSE-2018-00059' -- Approval of a Conditional Use to allow a home occupation at 17 Colorado Court.

Dear Ms. Burdick:

At its July 16, 2018 meeting, the Plan Commission, meeting in regular session, found the standards met and approved your conditional use request to allow a home occupation at **17 Colorado Court**, 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 Jenny Kirchgatter, the Assistant Zoning Administrator at (608) 266-4429 if you have any questions regarding the following two (2) items:

1. Submit an overall floor plan of lower level of the residence showing the relative location of the home salon. No more than 25% of the floor area of one story of the dwelling may be devoted to such a home occupation.
2. The home occupation shall comply with Supplemental Regulations Section 28.151. The occupation shall be clearly incidental and secondary to the principal use of the dwelling for dwelling purposes so as to protect the integrity and residential character of neighborhood. The only exterior indication of the home occupation shall be a non-illuminated nameplate a maximum of two (2) square feet in area.

Please contact Sydney Prusak at (608) 243-0554 if you have any questions regarding the following three (3) items:

3. The hours of operation for the home occupation located at 17 Colorado Court shall be Monday through Friday from 9:00 a.m. to 9:00 p.m. and from 9:00 a.m. to 5:00 p.m. on Saturdays. Future modifications to the hours of operation for the home occupation may be requested by the applicant in the future as a minor alteration of the conditional use following a recommendation by the District Alder.

4. This conditional use for a home occupation does not allow for any additional employees other than the applicant/business owner. Hiring an additional employee to help service the business in the future is considered a major alteration to the conditional use and will require Plan Commission approval.
5. The Plan Commission authorizes the use mechanical equipment as it pertains to the hair washing sink, and the selling of products for the home occupation located at 17 Colorado Court.

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 **four (4) 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 or building permits, please contact the Zoning Administrator at (608) 266-4551. If you have any questions or if I may be of any further assistance, please do not hesitate to contact Sydney Prusak at (608) 243-0554.

Sincerely,

Kevin Firchow, AICP
Principal Planner

cc: Jenny Kirchgatter, Zoning

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

Signature of Applicant

Signature of Property Owner (if not the applicant)

For Official Use Only, Re: Final Plan Routing

<input checked="" type="checkbox"/>	Planning Div. (Prusak)	<input type="checkbox"/>	Engineering Mapping Sec.
<input checked="" type="checkbox"/>	Zoning Administrator	<input type="checkbox"/>	Parks Division
<input type="checkbox"/>	City Engineering	<input type="checkbox"/>	Urban Design Commission
<input type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Recycling Coord. (R&R)
<input type="checkbox"/>	Fire Department	<input type="checkbox"/>	Metro Transit
<input type="checkbox"/>	Water Utility		