



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, Director

Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd
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Phone: (608) 266-4635
www.cityofmadison.com

June 25, 2019

Mark & Heidi Williams
2922 Arbor Drive
Madison, WI 53711

RE: Legistar #55911; Accela 'LNDUSE-2019-00046' -- Approval of conditional use for construction of an accessory building exceeding 576 square feet in a Traditional Residential zoning district at **2922 Arbor Drive**.

Dear Mr. & Mrs. Williams:

At its June 24, 2019 meeting, the Plan Commission, meeting in regular session, found the standards met and approved your conditional use request to construct an accessory building exceeding 576 square feet in a Traditional Residential zoning district at **2922 Arbor 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 one (1) item:

1. Label materials and colors on elevation drawings.

Please contact Jenny Kirchgatter, Assistant Zoning Administrator, at 266-4429 if you have any questions regarding the following one (1) item:

2. Verify that the height of the proposed accessory building is measured to the midpoint of the ridge of the gable roof. The maximum height is fifteen (15) feet. Height is measured from the average elevation of the approved grade at the front of the building to the midpoint of the ridge of a gable, hip, or gambrel roof. The average height shall be calculated by using the highest ridge and its attendant eave. The eave point used shall be where the roof line crosses the side wall.

Please contact Tim Troester of the Engineering Division, at 267-1995 if you have any questions regarding the following one (1) item:

3. 4.10 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. The elevation and slope of the back portion of this lot and adjacent lots are very low and very flat. The applicant shall show how the runoff from this development shall be conveyed to the public Right of Way. (POLICY)

Please contact Jeff Quamme of the Engineering Division – Mapping Section, at 266-4097 if you have any questions regarding the following two (2) items:

4. The site plan shall include a full and complete legal description of the site or property being subjected to this application.
5. Considering the near proximity of the proposed structure to the property lines, a survey by a registered professional surveyor is recommended prior to commencement of construction of this garage. Also, there are utilities along the rear of this lot. A search should be completed to assure the proposed building does not lie within a utility easement of record.

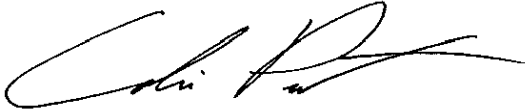
Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.

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, **215 Martin Luther King, Jr. Blvd.** 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 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

cc: Jenny Kirchgatter, Asst. Zoning Administrator
Tim Troester, Engineering Division
Jeff Quamme, Engineering Division – Mapping

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)

| LNDUSE-2019-00046 | | | |
|---|----------------------|-------------------------------------|--------------------------|
| 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 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 type="checkbox"/> | Fire Department | <input type="checkbox"/> | Water Utility |
| <input type="checkbox"/> | Metro Transit | <input type="checkbox"/> | Other: |