

Department of Planning & Community & Economic Development

#### **Planning Division**

Heather Stouder, Director

Madison Municipal Building, Suite 017 215 Martin Luther King Jr. Boulevard Madison, Wisconsin 53703 Phone: (608) 266-4635 www.cityofmadison.com

May 18, 2020

Kevin Burow Knothe & Bruce Architects 7601 University Avenue Middleton, WI 53717

RE: Consideration of a requests of a Demolition Permit for the demolition of the four existing commercial buildings and the following Conditional Uses, in order to construct a three-story mixed-use building with 2,600 square feet of commercial space and 44 apartments at 1109-1123 S Park Street (LNDUSE-2020-00021; ID 59543):

- For a building with over 24 dwelling units in the Traditional Shopping Street (TSS) District;
- For a building exceeding 25,000 square feet of floor area for a mixed-use or multi-tenant building in the TSS District;
- For a building in the TSS District exceeding 40 feet in height;
- For a building in the TSS District with non-residential uses occupying less than 75-percent of the ground-floor frontage facing the primary street, including frontage at a street corner; and
- For a building in the TSS District with non-residential uses constituting less than 75-percent of the building's ground-floor area.

Dear Mr. Burow;

At its May 11, 2020 meeting, the Plan Commission found the standards met and **conditionally approved** your client's demolition permit and conditional uses for 1109-1123 S Park Street. Prior to issuance of demolition or building permits for the project, the conditions of approval in the following sections shall be satisfied:

Please contact Brenda Stanley of the City Engineering Division–Main Office at (608) 261-9127 if you have questions regarding the following nineteen (19) items:

- 1. Applicant shall revise plans to show the sanitary sewer main in S. Park Street as being Vitrified Clay pipe. On the submitted plans, they appear to be PVC which is incorrect.
- 2. The City has an interest in abandoning the 8" sanitary sewer on the east side of S. Park Street. If the development connects to the 12" sewer main on the west side of S. Park Street, there appears to be no customers connected and sewer can be abandoned and removed from service. The City is investigating the feasibility of doing this. If it is possible to abandon the 8" sewer main between Emerson Street and W. Olin Ave, the City will cost share part of the sewer lateral installation (paying part of the costs) between the 2 sewer mains.

- 3. The applicant shall submit calculations to show that the elevation of the parking is above the regional flood elevation for the alley that it is discharging to. The stormwater in that area has limited capacity and is very flat. The parking area and building shall be above the calculated elevation. We estimate that elevation to be elevation 856.00 USGS datum.
- 4. Enter into a City / Developer agreement for the required infrastructure improvements. Agreement to be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Contact City Engineering to schedule the development and approval of the plans and the agreement. (MGO 16.23(9)c)
- 5. Construct 12' wide alley along eastern limits of development.
- 6. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder (608-261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff. (MGO 16.23(9)(d)(4)
- 7. Provide the City Engineer with the proposed earth retention system to accommodate the restoration. The earth retention system must be stamped by a Professional Engineer. The City Engineer may reject or require modifications to the retention system. (POLICY)
- 8. To install the storm sewer in the alley in the rear of the property the applicant shall obtain a permit to Excavate in the Right-of-Way for the connection and/or installation of utilities required to serve this project and shall comply with all the conditions of the permit. This permit application is available on line at <a href="http://www.cityofmadison.com/engineering/permits.cfm">http://www.cityofmadison.com/engineering/permits.cfm</a>. (MGO 10.05(6)), MGO 35.02(4)(c)(2)), and MGO 37.05(7)
- 9. Obtain a permanent sewer plug permit for each existing sanitary sewer lateral serving a property that is not to be reused and a temporary sewer plug permit for each sewer lateral that is to be reused by the development. The procedures and fee schedule is available online at <a href="http://www.cityofmadison.com/engineering/permits.cfm">http://www.cityofmadison.com/engineering/permits.cfm</a>. (MGO CH 35.02(14))
- 10. An Erosion Control Permit is required for this project. See Storm comments for permit specific details and requirements.
- 11. A Storm Water Management Report and Storm Water Management Permit is required for this project. See Storm comments for report and permit specific details and requirements.
- 12. A Storm Water Maintenance Agreement (SWMA) is required for this project. See Storm comments for agreement specific details and requirements.
- 13. This site appears to disturb over one (1) acre of land and requires a permit from the WDNR for stormwater management and erosion control. The City of Madison has been required by the WDNR to review projects for compliance with NR216 and NR-151 however a separate permit submittal is still required to the WDNR for this work. The City of Madison cannot issue our permit until concurrence is obtained from the WDNR via their NOI or WRAPP permit process. Contact Eric Rortvedt at 273-5612 of the WDNR to discuss this requirement. Information on this permit application is available on line: <a href="http://dnr.wi.gov/Runoff/stormwater/constrformsinfo.htm">http://dnr.wi.gov/Runoff/stormwater/constrformsinfo.htm</a>. The applicant is notified that the City of Madison is an approved agent of the Department of Safety and Professional Services (DSPS) and no separate submittal to this agency or CARPC is required for this project to proceed.

- 14. Provide the City Engineer with a survey indicating the grade of the existing sidewalk and street and hire a Professional Engineer to set the grade of the building entrances adjacent to the public right of way. Building entrance grades must be approved by the City Engineer prior to signing off on this development. (POLICY)
- 15. Revise the site plan to show all existing public sanitary sewer facilities in the project area as well as the size, invert elevation, and alignment of the proposed service. (POLICY)
- 16. This project will disturb 4,000 sf or more of land area and require an Erosion Control Permit. Submit the Erosion Control Permit Application (with USLE calculations and associated fee) to Megan Eberhardt (west) at <a href="mailto:meberhardt@cityofmadison.com">meberhardt@cityofmadison.com</a>, or Daniel Olivares (east) at <a href="mailto:daolivares@cityofmadison.com">daolivares@cityofmadison.com</a>, for approval. The permit application can be found on City Engineering's website at <a href="mailto:http://www.cityofmadison.com/engineering/Permits.cfm">http://www.cityofmadison.com/engineering/Permits.cfm</a>.

This project will disturb 20,000 sf or more of land area and require an Erosion Control Plan. Please submit an 11" x 17" copy of an erosion control plan (pdf electronic copy preferred) to Megan Eberhardt (west) at <a href="mailto:meberhardt@cityofmadison.com">meberhardt@cityofmadison.com</a>, or Daniel Olivares (east) at <a href="mailto:daolivares@cityofmadison.com">daolivares@cityofmadison.com</a>, for approval.

Demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. Include Universal Soil Loss Equation (USLE) computations for the construction period with the erosion control plan. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year. The WDNR provided workbook to compute USLE rates can be found online at https://dnr.wi.gov/topic/stormwater/publications.html

This project will require a concrete management plan and a construction dewatering plan as part of the erosion control plan to be reviewed and approved by the City Engineer's Office. If contaminated soil or groundwater conditions exist on or adjacent to this project additional WDNR, Public Health, and/or City Engineering approvals may be required prior to the issuance of the required Erosion Control Permit. (POLICY)

This project appears to require fire system testing that can result in significant amounts of water to be discharged to the project grade. The Contractor shall coordinate this testing with the erosion control measures and notify City Engineering 608-266-4751 prior to completing the test to document that appropriate measures have been taken to prevent erosion as a result of this testing.

Complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website - as required by Chapter 37 of the Madison General Ordinances.

17. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to submit a Storm Water Management Permit application, associated permit fee, Stormwater Management Plan, and Storm Water Management Report to City Engineering. The Stormwater Management Permit application can be found on City Engineering's website at <a href="http://www.cityofmadison.com/engineering/Permits.cfm">http://www.cityofmadison.com/engineering/Permits.cfm</a>.

The Storm Water Management Plan & Report shall include compliance with the following:

Report: Submit prior to plan sign-off, a stormwater management report stamped by a P.E. registered in the State of Wisconsin.

Electronic Data Files: Provide electronic copies of any stormwater management modeling or data files including SLAMM, RECARGA, TR-55, HYDROCAD, Sediment loading calculations, or any other electronic modeling or data files. If calculations are done by hand or are not available electronically, the hand copies or printed output shall be scanned to a PDF file and provided to City Engineering. (POLICY and MGO 37.09(2))

TSS Redevelopment with TMDL: Reduce TSS by 80% off of the proposed development when compared with the existing site.

Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any BMP used to meet stormwater management requirements on this project.

- 18. Submit, prior to plan sign-off but after all revisions have been completed, a digital CAD file (single file) to the Engineering Division that is to scale and represents final construction with any private storm and sanitary sewer utilities.
- 19. Submit, prior to plan sign-off but after all revisions have been completed, digital PDF files to the Engineering Division. Email PDF file transmissions are preferred to: <a href="mailto:bstanley@cityofmadison.com">bstanley@cityofmadison.com</a> (East) or <a href="mailto:ttroester@cityofmadison.com">ttroester@cityofmadison.com</a> (West).

Please contact Jeff Quamme of the City Engineering Division–Mapping Section, at (608) 266-4097 if you have questions regarding the following six (6) items:

- 20. A Public Sidewalk Easement to the City shall be granted by the pending the Certified Survey Map with conditions as required by the City of Madison.
- 21. The run of the 12" RCP storm sewer proposed in the middle of the alley shall be public storm sewer, avoiding the need for an encroachment agreement. Label that specific run of pipe on the plans as public storm sewer.
- 22. Show, dimension and label on the architectural site plans by KBA the 5' wide Public Sidewalk Easement required adjacent to the S. Park Street right of way.
- 23. The address of the apartments is 1121 S Park St. The commercial address is tbd. The site plan shall reflect a proper street address of the property as reflected by official City of Madison Assessor's and Engineering Division records.
- 24. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD), the new parcel data created by the Assessor's Office and the parcel data available to zoning and building inspection staff prior to issuance of building permits for new construction.

25. Submit a Floor Plan in PDF format to Lori Zenchenko (<a href="lzenchenko@cityofmadison.com">lzenchenko@cityofmadison.com</a>) that includes a floor plan for each floor on a separate sheet for the development of a complete interior addressing plan. The Addressing Plan for the entire project shall be finalized and approved by Engineering (with consultation and consent from the Fire Marshal if needed) prior to the application submittal for the final Site Plan Approval with Zoning. The approved Addressing Plan shall be included in the final application.

For any changes pertaining to the location, deletion or addition of a unit, or to the location of a unit entrance, (before, during, or after construction), a revised Address Plan shall be resubmitted to Lori Zenchenko to review addresses that may need to be changed and/or reapproved. The final revised Addressing Plan shall be submitted by the applicant to Zoning to be attached to the final filed approved site plans.

# Please contact Sean Malloy of the Traffic Engineering Division at (608) 266-5987 if you have any questions regarding the following fifteen (15) items:

- 26. The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a five (5)-foot wide sidewalk, eight (8)-foot terrace, and additional one (1) foot for maintenance along S. Park Street via CSM
- 27. 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; vision triangles; 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.
- 28. The Developer shall post a security deposit prior to the start of development. In the event that modifications need to be made to any City owned and/or maintained traffic signals, street lighting, signing, pavement marking and conduit/handholes, the Developer shall reimburse the City for all associated costs including engineering, labor and materials for both temporary and permanent installations.
- 29. The City Traffic Engineer may require public signing and marking related to the development; the Developer shall be financially responsible for such signing and marking.
- 30. All parking facility design shall conform to MGO standards, as set in section 10.08(6).
- 31. All bicycle parking adjacent pedestrian walkways shall have a 2 foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.
- 32. All pedestrian walkways adjacent parking stalls shall be 7 feet wide to accommodate vehicle overhang, signage and impediments to walkway movements. Any request for variance shall be submitted to and reviewed by City Traffic Engineering.

- 33. Per Section MGO 12.138 (14), this project is not eligible for residential parking permits. It is recommended that this prohibition be noted in the leases for the residential units.
- 34. The applicant shall adhere to all vision triangle requirements as set in MGO 27.05 (No visual obstructions between the heights of 30 inches and 10 feet at a distance of 25 feet behind the property line at streets and 10 feet at driveways.). Alteration necessary to achieve compliance may include but are not limited to; substitution to transparent materials, removing sections of the structure and modifying or removing landscaping elements. If applicant believes public safety can be maintained they shall apply for a reduction of MGO 27.05(2)(bb) Vision Clearance Triangles at Intersections Corners. Approval or denial of the reduction shall be the determination of the City Traffic Engineer.
- 35. The driveway slope to the underground parking is not identified in the plan set, Traffic Engineering recommends driveway slope under 10%; if the slope is to exceed 10%, the applicant shall demonstrate inclement weather mitigation techniques to provide safe ingress/egress to be approved by the City Traffic Engineer.
- 36. All existing driveway approaches on which are to be abandoned shall be removed and replaced with curb and gutter and noted on the plan.
- 37. Include a parking plan demonstrating how specific stalls, to be used by the commercial site, will be reserved. Include any signage to be used to achieve this goal in the submitted plans.
- 38. Secure parking facility. This is usually done with continuous six (6) inch curb, timbers, preformed wheel stops, guardrail erected at a height of eighteen (18) inches or fencing of sufficient strength to act as a vehicle bumper.
- 39. Applicant shall submit for review a waste removal plan. This shall include vehicular turning movements.
- 40. Note: This site presents difficult constructability issues; access to neighboring sites must be maintained at all times, protected walkways will be constructed and maintained as soon as possible and little to no access to the Public Right-of-Way on South Park Street will be granted for construction purposes. Provide a detailed construction plan to Traffic Engineering for review by the Traffic Control Specialist (Mike Duhr) prior to final signoff.

# Please contact Jenny Kirchgatter of the Zoning Division at (608) 266-4429 if you have any questions regarding the following ten (10) items:

- 41. Section 28.185(7)(a)5. 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, Bryan Johnson (608-266-4682).
- 42. Section 28.185(10) Every person who is required to submit a reuse and recycling plan pursuant to Section 28.185(7)(a)5. shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition.

- 43. Section 28.185(9)(a) A demolition or removal permit is valid for one (1) year from the date of the Plan Commission.
- 44. Show the height of the proposed building on the elevations. The maximum height is 3 stories and 40 feet. Height is the average of the height of all building facades. For each facade, height is measured from the midpoint of the existing grade to the highest point on the roof of the building or structure. No individual facade shall be more than fifteen percent (15%) higher than the maximum height of the zoning district. Height shall be measured from the natural grade prior to redevelopment.
- 45. As each commercial tenant space is leased, the entire development must reflect compliance in the required amount, type and number of automobile and bicycle parking spaces, to be reviewed prior to obtaining zoning approval for each future tenant space use.
- 46. Bicycle parking for this project shall be provided per Section 28.141(4) and Table 28I-3 as uses are established for the various spaces in the development. Per Section 28.141(11), required bicycle parking shall comply with short and long-term bicycle parking requirements for both residential and non-residential uses, to be shown on the final plan sets. A minimum of 44 resident bicycle parking spaces are required plus 4 guest stalls. A minimum of two (2) short-term bicycle stalls shall be required for the commercial uses. Show the dimensions of the bicycle stalls and the access aisles on the final plans. Note: A bicycle stall is a minimum two (2) feet by six (6) feet with a five (5) foot wide access area. The access aisle must not be obstructed by vehicles, parking structure columns or other structures. Provide a detail of the proposed bike rack including any structured or wall mount bike racks.
- 47. Provide details showing that the primary street façade meets the door and window opening requirements of Section 28.060(2)(d). For nonresidential uses at ground floor level, windows and doors or other openings shall comprise at least sixty percent (60%) of the length and at least forty percent (40%) of the area of the ground floor of the primary street facade. At least fifty percent (50%) of windows on the primary street facade shall have the lower sill within three (3) feet of grade. For residential uses at ground level, a minimum of fifteen percent (15%) of the ground level of residential facades or side and rear facades not fronting a public street shall consist of windows and door openings. On upper stories, window or balcony openings shall occupy a minimum of fifteen percent (15%) of the upper-story wall area.
- 48. Submit the landscape plan and landscape worksheet stamped by the registered landscape architect. Per Section 28.142(3) Landscape Plan and Design Standards, landscape plans for zoning lots greater than ten thousand (10,000) square-feet in size must be prepared by a registered landscape architect.
- 49. 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.
- 50. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances and Chapter 33 Urban Design District ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.

#### Please contact Bill Sullivan of the Madison Fire Department at (608) 261-9658 if you have any questions regarding the following two (2) items:

- 51. Provide fire lanes within 250-ft of all exterior portions of buildings protected with fire sprinklers. Update Sheet C1.3 accordingly.
- 52. Please consider allowing Madison Fire Dept. to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities: Division Chief Paul Ripp at <a href="mailto:pripp@cityofmadison.com">pripp@cityofmadison.com</a> or (608) 712-6277.

### Please contact Sarah Lerner of the Parks Division at (608) 261-4281 if you have questions regarding the following item:

53. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(8)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the Central Park-Infrastructure Impact Fee district. Please reference ID# 20006 when contacting Parks about this project.

# Please contact Brad Hofmann of the Forestry Division at (608) 267-4908 if you have questions regarding the following three (3) items:

- 54. An existing inventory of trees (location, species, & DBH) and any tree removal plans (in PDF format) shall be submitted to the plans and Brad Hofmann <a href="mailto:bhofmann@cityofmadison.com">bhofmann@cityofmadison.com</a> or 266-4816. All proposed street tree removals within the right of way shall be reviewed by City Forestry. Approval and permitting of street tree removals shall be obtained from the City Forester prior to the approval of the site plan.
- 55. 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 prior to the start of construction. Tree protection specifications can be found in section 107.13 of City of Madison Standard Specifications for Public Works Construction <a href="http://www.cityofmadison.com/business/pw/documents/StdSpecs/2018/Part1.pdf">http://www.cityofmadison.com/business/pw/documents/StdSpecs/2018/Part1.pdf</a>. 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 by Forestry, to notify the Alder of the change in the tree plan.
- 56. Additional street trees are needed for this project. All street tree planting locations and trees species within the right of way shall be determined by City Forestry. Please submit a site plan (in PDF format) to Brad Hofmann <a href="mailto:bhofmann@cityofmadison.com">bhofmann@cityofmadison.com</a> or (608) 266-4816. Tree planting specifications can be found in section 209 of City of Madison Standard Specifications for Public Works Construction.

#### Please contact Jeff Belshaw of the Madison Water Utility at (608) 261-9835 if you have any questions regarding the following three (3) items:

- 57. Private wells may have served the parcels associated with this project prior to municipal water service connections. The existing properties will require an internal and external survey for potential unabandoned private wells prior to proceeding with demolition. Any remaining unused/unpermitted private wells existing on this parcel must be properly abandoned according to Wisconsin Administrative Code NR 812 and Madison General Ordinance 13.21 prior to the demolition of the property. Please contact water utility staff at (608) 266-4654 to schedule an on-site private well survey prior to demolition, otherwise for additional information regarding well abandonment procedures and potential well abandonment reimbursement programs.
- 58. A Water Service Application Form and fees must be submitted before connecting to the existing water system. Provide at least two working days notice between the application submittal and the requested installation or inspection appointment. Application materials are available on the Water Utility's Plumbers & Contractors website (<a href="http://www.cityofmadison.com/water/plumbers-contractors">http://www.cityofmadison.com/water/plumbers-contractors</a>), otherwise they may be obtained from the Water Utility Main Office at 119 E Olin Ave. A licensed plumber signature is required on all water service applications. For new or replacement services, the property owner or authorized agent is also required to sign the application. A Water Meter Application Form will subsequently be required to size & obtain a water meter establish a Water Utility customer account and/or establish a Water Utility fire service account. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.
- 59. Revise site utility plan to show type of connection to the public water main and size of proposed service.

## Please contact Tim Sobota, Metro Transit, at (608) 261-4289 if you have any questions regarding the following three (3) items:

- 60. As identified on the plans submitted for review, the applicant shall install and maintain a concrete shelter pad surface as part of the private landscape plan opposite the existing Metro bus stop zone that is on the east side of Park Street, north of Olin Avenue (#0107). The applicant shall install and maintain a new passenger waiting shelter with seating amenity in this area, as part of the private landscape plan.
- 61. The applicant shall include the location of these transit amenities on the final documents filed with their permit application so that Metro Transit may review the design.
- 62. Metro Transit operates daily all-day transit service along Park Street, adjacent this property. Bus stop ID #0107 is on the east side of Park Street, north of Olin Avenue.

#### Please contact my office at (608) 261-9135 if you have any questions regarding the following item:

63. Per the recommendation of the Landmarks Commission, the Trachte buildings at 1115 S Park Street should be salvaged or sold as part of the recycling plan.

<u>No</u> interior, exterior or structural demolition or wrecking activities or remodeling activities (including material reclamation activities by the applicant or a third party) shall commence nor any wrecking or building permits be issued until the applicant has met all of the conditions of approval stated in this letter.

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 permits for your project:

- 1. After the plans have been revised per the above conditions, please one (1) complete digital plan set in PDF format of complete, fully dimensioned, and to-scale plans; the appropriate site plan review application and fee pursuant to Section 28.206 of the Zoning Code; and any other documentation requested herein to the Zoning Administrator at zoning@cityofmadison.com. (Note that that an individual email cannot exceed 20MB and it is the responsibility of the applicant to present files in a manner that can be accepted. Please email zoning@cityofmadison.com regarding questions or if you need alternative filing options) The sets of final revised plans or documents will be circulated by Zoning staff to the City department staff listed above for their final approval.
- 2. This letter shall be signed by the applicant and property owner (if not the applicant) to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting building permit approval. [Signature block on last page]
- 3. No alteration of this proposal shall be permitted unless approved by the Plan Commission, provided, however, the Zoning Administrator may issue permits for minor alterations. No alteration of a conditional use shall be permitted unless approved by the Plan Commission provided, however, the Zoning Administrator following consideration by the alderperson of the district, may approve 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 Plan Commission and the conditional use standards. This approval shall become null and void two (2) years after the date of the Plan Commission unless the use is commenced, construction is under way, or a valid building permit is issued and construction commenced within six (6) months of the issuance of said building permit. Where the plans have not been altered from the Plan Commission's approval, and the conditional use has expired, the Director of Planning and Community and Economic Development may, after consultation with the Alderperson of the District, approve an extension for up to twelve (12) months from the expiration date. The Plan Commission shall retain jurisdiction over this matter for the purpose of resolving complaints against the approved conditional use permit.

If you have any questions regarding obtaining your building permit, please contact the Zoning Administrator at (608) 266-4551. If you have any questions or if may be of any further assistance, please do not hesitate to contact my office at (608) 261-9135.

Sincerely,

Chris Wells Planner

cc: Brenda Stanley, City Engineering Division
Jeff Quamme, City Engineering Division
Sean Malloy, Traffic Engineering Division
Jenny Kirchgatter, Asst. Zoning Administrator
Bill Sullivan, Madison Fire Department
Sarah Lerner, Parks Division
Brad Hofmann, Forestry
Jeff Belshaw, Madison Water Utility
Tim Sobota, Metro Transit
Bryan Johnson, Streets Division

•	acknowledge that I understand and will comply above conditions of approval for this project.
Signatur	e of Applicant

LNDUSE-2020-00021				
For Official Use Only, Re: Final Plan Routing				
$\boxtimes$	Planning Div. (Wells)	$\boxtimes$	Engineering Mapping Sec.	
$\boxtimes$	Zoning Administrator	$\boxtimes$	Parks Division	
$\boxtimes$	City Engineering	$\boxtimes$	Urban Design Commission	
$\boxtimes$	Traffic Engineering	X	Recycling Coor. (R&R)	
$\boxtimes$	Fire Department	$\boxtimes$	Water Utility	
$\boxtimes$	Metro Transit	$\boxtimes$	Other: Forestry	