



Department of Planning & Community & Economic Development

## Planning Division

Heather Stouder, Director

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Madison Municipal Building, Suite 017  
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P.O. Box 2985  
Madison, Wisconsin 53701-2985  
Phone: (608) 266-4635  
[www.cityofmadison.com](http://www.cityofmadison.com)

June 8, 2021

Mike Weber  
3725 Clover Lane  
Madison, WI 53714

RE: Legistar #65138; Accela 'LNDUSE-2021-00034' -- Approval of a demolition permit for single-family residence at **2621 Moland Street**.

Dear Mike Weber:

At its June 7, 2021 meeting, the Plan Commission, meeting in regular session, found the standards met and approved your demolition permit request to raze a single-family residence to construct a new single-family residence at **2621 Moland Street**. In order to receive final approval of the demolition permit and for any other permits that may need to be issued for your project, the following conditions shall be met:

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

1. 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 at [streets@cityofmadison.com](mailto:streets@cityofmadison.com). 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. A demolition or removal permit is valid for one (1) year from the date of the Plan Commission.
2. Show the width of the roof overhang extending into the west side yard setback. Roof eaves and gutters may encroach a maximum of two (2) feet into a side yard setback.
3. Show the dimensions of the proposed egress window wells on the site plan. Egress window wells may encroach into a side yard setback for the minimum egress required. For zoning lots located on plats approved before October 1, 1994, the lowest point of the top edge of any egress well projecting into the side yard setback area shall be at least six (6) inches above the adjoining grade.

**Please contact Brenda Stanley of the Engineering Division, at 261-9127 if you have any questions regarding the following two (2) items:**

4. This area drains to an enclosed depression on private property. As a result the applicant shall submit a plan showing how stormwater runoff from the site shall be directed to the street. If this is not possible then, peak volumetric discharge in a 10 year storm event shall be matched to existing conditions. Review and approval of the plans to allow this shall be required by City

Engineering and a maintenance agreement shall be required and recorded against the property by City Engineering.

5. 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 <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))

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

6. A boundary survey by a Professional Land Surveyor is recommended prior to constructing the new home and garage on the Lot.
7. Provide basement floor plans.

**Please contact Bill Sullivan of the Fire Department, at 261-9658 if you have any questions regarding the following four (4) items:**

8. Madison Fire Department recommends the installation of a residential fire sprinkler system in accordance with NFPA 13D. Additional information is available at the Home Fire Sprinkler Coalition website: <https://homefiresprinkler.org/building-residential-fire-sprinklers>
9. MFD would support a petition for variance to eliminate the egress window wells from the basement if the house is fully sprinklered in accordance with NFPA 13D.
10. Obtain a quote to provide fire sprinklers via a multipurpose piping system or a stand alone system.
11. 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 [pripp@cityofmadison.com](mailto:pripp@cityofmadison.com) or (608)712-6277.

**Please contact Jeff Heinecke of the Forestry Section at 266-4890 if you have any questions regarding the following one (1) item:**

12. On this project, street tree protection zone fencing is required. The fencing shall be erected before the demolition, grading or construction begins. The fence shall include the entire width of terrace and, extend at least 5 feet on both sides of the outside edge of the tree trunk. Do not remove the fencing to allow for deliveries or equipment access through the tree protection zone.

**Please contact Jeff Belshaw of the Water Utility, at 261-9835 if you have any questions regarding the following two (2) items:**

13. The Madison Water Utility shall be notified to remove the water meter at least two working days prior to demolition. Contact the Water Utility Meter Department at (608) 266-4765 to schedule the meter removal appointment.

14. A Water Meter Application Form and fees must be submitted before connecting to the existing water lateral. Provide at least two working days notice between the application submittal and the scheduled lateral connection/extension. Application materials are available on the Water Utility's Plumbers & Contractors website (<http://www.cityofmadison.com/water/plumbers-contractors>), 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. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.

**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 demolition permit:**

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](mailto: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](mailto: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 to acknowledge the conditions of approval and returned to the Zoning Administrator.
3. 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.

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

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

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*Signature of Applicant*

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*Signature of Property Owner (if not the applicant)*

cc: Jenny Kirchgatter, Asst. Zoning Administrator  
Brenda Stanley, Engineering Division  
Jeff Quamme, Engineering Division – Mapping  
Bill Sullivan, Fire Department  
Jeff Heinecke, Forestry Section  
Jeff Belshaw, Water Utility  
Bryan Johnson, Recycling Coordinator

<b>LNDUSE-2021-00034</b>			
<b>For Official Use Only, Re: Final Plan Routing</b>			
<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 checked="" type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input checked="" type="checkbox"/>	Water Utility
<input type="checkbox"/>	Metro Transit	<input checked="" type="checkbox"/>	Other: Forestry