



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, Director

Madison Municipal Building, Suite 017
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Madison, Wisconsin 53703
Phone: (608) 266-4635
www.cityofmadison.com

****BY E-MAIL ONLY****

August 10, 2021

Sam Liedtke
Jane Street Holdings, LLC
815 Oakland Avenue
Madison, Wisconsin 53711

RE: Consideration of a demolition permit to demolish two single-family residences and a two-family residence at 3570, 3574, and 3578 E Washington Avenue with no proposed use (ID 66119; LNDUSE-2021-00065).

Dear Sam,

At its August 9, 2021 meeting, the Plan Commission found the standards met and **approved** your demolition permit for 3570, 3574, and 3578 E Washington Avenue. The conditions of approval in the following sections shall be satisfied prior to issuance of permits for the project.

Please contact Brenda Stanley of the City Engineering Division at 261-9127 if you have questions regarding the following three (3) items:

1. Obtain a Street Terrace permit for the proposed work (installation of the driveway apron, landscaping, etc.).
2. Close all abandoned driveways by replacing the curb in front of the driveways and restoring the terrace with grass.
3. 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.

Please contact Jeff Quamme of the City Engineering–Mapping Section at 266-4097 if you have any questions regarding the following three (3) items:

4. The applicant shall be aware that future redevelopment of this site may require amendment of the existing sanitary sewer easements to better set forth the terms and conditions for the existing sanitary sewer within this site for maintenance, repair, replacement and access to the facilities.
5. Provide a demolition plan showing the specific buildings, improvements and pavements to be demolished and removed. The plan shall include all pervious areas to remain including pavements and graveled areas within the properties.

6. The applicant shall be aware that future redevelopment of the lands within this demolition area may require a Certified Survey Map application to be completed and recorded with the Dane County Register of Deeds to dissolve underlying lot lines prior to issuance of future building permits for new construction.

Please contact Sean Malloy of the Traffic Engineering Division at 266-5987 if you have any questions regarding the following two (2) items:

7. All existing driveway approaches on which are to be abandoned shall be removed and replaced with curb and gutter and noted on the plan.
8. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be to engineering scale 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.

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

9. Approval of the demolition permit will require the removal of all structures including the principal buildings, accessory buildings, paved areas, and driveways. The driveway aprons shall be removed and replaced with curb and gutter as per City of Madison Engineering and Traffic Engineering requirements. During demolition and prior to curb and gutter, barriers shall be installed across the driveways to prevent the parking of vehicles. Disturbed areas shall be graded and seeded or sod planted to minimize erosion.
10. Submit a demolition plan clearly identifying the buildings, structures and paved areas to be demolished or removed.
11. Provide a reuse/recycling plan, to be reviewed and approved by the City's Recycling Coordinator, Bryan Johnson (266-4682), prior to a demolition permit being issued. MGO Section 28.185(7)(a)5 of the Zoning Ordinance requires the submittal of documentation demonstrating compliance with the approved reuse and recycling plan. Please note, the owner must submit documentation of recycling and reuse within 60 days of completion of demolition. A demolition or removal permit is valid for one (1) year from the date of the Plan Commission.

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

12. 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 un-abandoned 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 MGO Section 13.21 prior to the demolition of the property. Please contact Water Utility staff at 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.

13. The Madison Water Utility shall be notified to remove the water meter at least two (2) working days prior to demolition. Contact the Water Utility Meter Department at 266-4765 to schedule a meter removal appointment. The Madison Water Utility will be required to sign off as part of the approval review associated with this Land Use Application/Site Plan Review prior to the issuance of building permits for the proposed development.

Please contact Jeffrey Heinecke of the Forestry Section at 266-4890 if you have any questions regarding the following two (2) items:

14. On this project, street tree protection zone fencing is required. The fencing shall be erected before the demolition 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. Add as a note on the plan set.
15. An existing inventory of street trees located within the right of way shall be included on the landscape, site, demo, and utility plans. The inventory shall include the following: location, size (diameter at 4 1/2 feet), and species of existing street trees. The inventory should also note if a street tree is proposed to be removed and the reason for removal.

Demolition activities may not proceed until raze permits have been issued for the approved project. Permits will not 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. The applicant shall resubmit a PDF copy of the plan set and any other supporting materials that are necessary, as specified in this letter to Zoning@cityofmadison.com. (Note: A 20MB email limit applies and multiple transmittals may be required.). A check for the **site plan review fee** shall be mailed to the City of Madison Building Inspection Division; PO Box 2984; Madison, WI 53701-2984.
2. City Agencies who submitted conditions of approval will review your revised plans to verify that their conditions, along with any applicable requirements, have been satisfied. When the revised plans are submitted, the applicant will be emailed a hyperlink to a website to follow, in real time, which agencies have reviewed the revised documents, and signed off or need additional information.
3. 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]

4. A demolition or removal permit is valid for one (1) year from the date of the Plan Commission. Where the plans have not been altered since issuance of the demolition or removal permit and the permit 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 24 months from the expiration date.
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 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 approval standards.

If you have any questions regarding obtaining your building permits, 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) 261-9632 or tparks@cityofmadison.com.

Sincerely,



Timothy M. Parks
 Planner

cc: Brenda Stanley, City Engineering Division
 Jeff Quamme, City Engineering Division
 Sean Malloy, Traffic Engineering Division
 Matt Tucker, Building Inspection Division
 Jenny Kirchgatter, Asst. Zoning Administrator
 Jeff Belshaw, Madison Water Utility
 Jeffrey Heinecke, Forestry Section
 Bill Sullivan, Madison Fire Department
 Paul Ripp, Madison Fire Department

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

Signature of Applicant

*Signature of Property Owner
 (If Not Applicant)*

LNDUSE-2021-00065			
For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (T. Parks)	<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 checked="" type="checkbox"/>	Traffic Engineering	<input checked="" type="checkbox"/>	Recycling Coord. (R&R Plan)
<input checked="" type="checkbox"/>	Fire Department	<input type="checkbox"/>	Other:
<input checked="" type="checkbox"/>	Water Utility	<input type="checkbox"/>	Other: