



Department of Planning & Development  
**Planning Unit**

Website: [www.cityofmadison.com](http://www.cityofmadison.com)

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November 8, 2005

Paul Cuta  
Engberg Anderson  
1 N. Pinckney Street  
Madison, Wisconsin 53703

RE: Approval of a demolition permit for an existing golf facility clubhouse, and an alteration to an existing conditional use to allow construction of a new clubhouse building to serve the golf facility, and approval of an outdoor eating area, all generally located at 5501 W. Beltline Highway.

Dear Mr. Cuta:

The Plan Commission, meeting in regular session on November 7, 2005, determined that the ordinance standards could be met and **approved** your request for a demolition permit and conditional use permit alteration to allow a golf clubhouse located at 5501 W. Beltline Highway to be razed and a new a new clubhouse building to be constructed with an outdoor eating area, subject to the conditions below. In order to receive final approval of the demolition permit, conditional use alterations and outdoor eating area, the following conditions must be met:

**Please contact Kathy Voeck, the Assistant Zoning Administrator, at 266-4551 if you have questions regarding the following five items:**

1. Meet all applicable State accessible requirements, including but not limited to:
  - a. Provide a minimum of seven (7) accessible stalls striped per State requirements. A minimum of one of the stalls shall be a van accessible stall eight feet wide with an eight-foot striped out area adjacent.
  - b. Show signage at the head of these stalls.
2. Provide 20 bike parking stalls in a safe and convenient location on an impervious surface to be shown on the final plan. The lockable enclosed lockers or racks or equivalent structures in or upon which the bicycle may be locked by the user shall be securely anchored to the ground or building to prevent the lockers or racks from being removed from the location. NOTE: A bike-parking stall is two feet by six feet with a five-foot access area. Structures that require a user-supplied locking device shall be designed to accommodate U-shaped locking devices.
3. Parking lot plans with greater than twenty (20) stalls, landscape plans must be stamped by a registered landscape architect. Provide a landscape worksheet with the final plans that shows that the landscaping provided meets the point and required tree ordinances. In order to count toward required points, the landscaping shall be within 15' and 20' of the parking lot depending on the type of landscape element. (Note: The required trees do not count toward the landscape point total.) Planting islands shall consist of at least 75% vegetative cover, including trees, shrubs, ground cover, and/or grass. Up to 25% of the island surface may be brick pavers, mulch or other non-vegetative cover. All plant materials in islands shall be protected from vehicles by concrete curbs.

4. Lighting is not required. However, if it is provided, it must comply with City of Madison outdoor lighting standards. (See Parking Lot packet available from the Zoning Administrator). Lighting will be limited to .08 watts per square foot.
5. The Plan Commission does not grant signage approvals. Signage must be reviewed for compliance with Chapter 31 of the Madison General Ordinances. The Zoning Section of the Department of Planning and Development must issue permits. This is also in an Urban Design District and needs UDC approval.

**Please contact Gary Dallmann, City Engineering, at 266-4751 if you have questions regarding the following nine items:**

6. New building must use a Schroeder Road address. There is no direct access to the West Beltline, per MGO 10.34; as a result, the address is no longer acceptable. "5501 Schroeder Road" may be used or a new address may be obtained from Lori Zenchenko, who can be reached at 266-5952.
7. CAD file needs to show entire site with lot dimensions.
8. Only cut in of [new landscaping] islands and new roof area; so no stormwater [management] required.
9. 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.
10. The Applicant shall close all abandoned driveways by replacing the curb in front of the driveways and restoring the terrace with grass.
11. The Applicant shall replace all sidewalk and curb and gutter which abuts the property that is damaged by the construction or any sidewalk and curb and gutter that the City Engineer determines needs to be replaced because it is not at a desirable grade regardless of whether the condition existed prior to beginning construction.
12. A City licensed contractor shall perform all work in the public right-of-way.
13. The applicant shall obtain all necessary sewer connection permits and sewer plugging permits prior to any utility work.
14. The Applicant shall submit, prior to plan sign-off, digital CAD files to the Land Records Coordinator in the Engineering Division (Lori Zenchenko). The digital copies shall be drawn to scale and represent final construction, including: building footprints, internal walkway areas, internal site parking areas, other miscellaneous impervious areas.

**Please contact John Leach, Traffic Engineering, at 267-8755 if you have questions about the following ten items:**

15. The applicant shall provide scaled drawing at 1" = 40' or larger on one contiguous plan sheet to include 5501 W. Beltline Highway, 902, 916, & 1002 S. Whitney Way showing all the facility's approved access, existing and proposed buildings, layouts of parking lots, loading areas, dumpster locations, trees, signs, semi trailer and vehicle movements, *ingress/egress easements* and approaches.
16. When site plans are submitted for approval, the developer shall provide a recorded copy of the reciprocal land agreement for passage over, upon, across and through the facilities and ingress and egress for each building,

loading and parking site in the facility. The applicant shall show on the contiguous plan all easements, when submitting for approval.

17. The applicant shall modify the site plans to install a five to six-foot wide sidewalk in front of the westerly parking spaces from the Schroeder Road public sidewalk to Vitense Golfland's entrance. This sidewalk will better align the drive aisle to the Schroeder Road driveway approach and reduce vehicle and pedestrian conflict ingress/egressing the site. In addition, the applicant should also consider additional measures, which would further enhance pedestrian pathways/linkage between the building entrances.
18. When the applicant submits final plans for approval, the applicant shall show the following: items in the terrace as existing (e.g., signs and street light poles), type of surfaces, existing property lines, addresses, one contiguous plan (showing all easements, all pavement markings, building placement, and stalls), driveway approaches to all lots in the facility, percent of slope, vehicle routes, dimensions of radii, aisles, driveways, stalls including the two (2) feet overhang, and a scaled drawing at 1" = 20'.
19. When site plans are submitted for approval, the developer shall provide recorded copies of the joint driveway ingress/egress and easements.
20. The applicant shall align the westerly drive aisle with the Schroeder Road driveway approach.
21. "Stop" signs shall be installed at a height of seven (7) feet at all driveway approaches. All signs at the approaches shall be installed behind the property line. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.
22. Per ordinance, the small car stalls shall not exceed 25% of the total number of medium and large vehicles and small vehicles stalls for the facility. The site plan shall show small car parking spaces identified and properly controlled with a sign "Small Cars Only" per each stall, when plans are submitted for approval.
23. The developer shall post a deposit or reimburse the City for all costs associated with any modifications to street lighting, signing and pavement marking including labor and materials for both temporary and permanent installations.
24. Public signing and marking related to the development may be required by the City Traffic Engineer for which the developer shall be financially responsible.

**Please contact John Lippitt, Madison Fire Department, at 261-9658 if you have questions about the following three items:**

25. Provide a fire lane that extends to within 150-feet of all exterior portions of the structure as required by Comm. 62.0509 and MGO 34.19.
26. Move hydrant #2 to entrance of parking lot. The location proposed is not located for effective use.
27. Provide fire apparatus access as required by Comm. 62.0509 and MGO 34.19, as follows:
  - a. The site plans shall clearly identify the location of all fire lanes, and including turn around leading back out of parking lot.
  - b. Provide a completed MFD "Fire Apparatus Access and Fire Hydrant Worksheet" with the site plan submittal.
  - c. Provide a minimum unobstructed width of 26-feet for at least 20-feet on each side of the fire hydrant.

Approval of this project does not include any approval to prune, remove or plant trees in the public right of way. Permission for such activities must be obtained from the City Forester, 266-4816.

The Madison Water Utility shall be notified to remove the water meter prior to demolition.

The site is located within an Urban Design District and has been granted final approval by the Urban Design Commission (UDC). Compliance with any UDC conditions of approval shall be included with the plans submitted for final approval as noted below.

**Please now follow the procedures listed below for obtaining your demolition permit and conditional use:**

1. A reuse and recycling plan approved by the Recycling Coordinator is required by ordinance prior to the issuance of wrecking permit.
2. Please revise your plans per the above and submit *eight (8) copies* of a complete 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.
3. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting demolition and/or building permit approval.
4. 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. This approval shall become null and void one year 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 months of the issuance of said building permit. 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 demolition or building permits, please contact the Zoning Administrator at 266-4551. If you have any questions or if may be of any further assistance, please do not hesitate to contact my office at 261-9632.

Sincerely,

Timothy M. Parks  
Planner

I hereby acknowledge that I understand and will comply with the above conditions of approval for this demolition permit and conditional use.
_____
<i>Signature of Applicant</i>

- cc: Kathy Voeck, Assistant Zoning Administrator  
John Leach, Traffic Engineering  
Gary Dallmann, City Engineer's Office  
John Lippitt, Madison Fire Department

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Unit (T. Parks)	<input type="checkbox"/>	Parks Division
<input checked="" type="checkbox"/>	Zoning Administrator	<input checked="" type="checkbox"/>	Fire Department
<input checked="" type="checkbox"/>	City Engineering	<input checked="" type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Other: