



Department of Planning & Community & Economic Development
Planning Division

Website: www.cityofmadison.com

Madison Municipal Building
215 Martin Luther King, Jr. Boulevard
P.O. Box 2985
Madison, Wisconsin 53701-2985
TDD 608 266-4747
FAX 608 267-8739
PH 608 266-4635

July 8, 2008

Gary Brink
Gary Brink and Associates
8401 Excelsior Drive
Madison, WI 53717

RE: Approval of a conditional use to convert a former fraternity house into a three-unit apartment building at 615 N. Lake Street.

Dear Mr. Brink:

The Plan Commission, meeting in regular session on July 7, 2008, determined that the ordinance standards could be met and **approved** your client's request for a conditional use to convert a former fraternity house into a three-unit apartment building at 615 N. Lake Street, subject to the conditions below. In order to receive final approval of the conditional use and for the conditional use to be in effect, the following conditions must be met and this letter signed and returned to the Zoning Administrator:

Please contact Janet Dailey, City Engineering, at 261-9688 if you have questions regarding the following five (5) items. Note that condition 19 is from the Water Utility, and will be reviewed by Engineering staff.

1. The following are the Engineering-Mapping approved addresses that shall be used for this site:

1st Floor = 615 N. Lake St. #101
2nd Floor = 615 N. Lake St. #201
3rd Floor = 615 N. Lake St. #301
2. The new walk and H.C. lift shall be located so that they do not extend in to the right-of-way.
3. The applicant shall replace all sidewalk and curb and gutter which abuts the property which is damaged by the construction or any sidewalk and curb and gutter which 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.
4. All work in the public right-of-way shall be performed by a City licensed contractor.
5. The applicant shall submit, prior to plan sign-off, digital CAD files to the Land Records Coordinator in the Engineering Division (Lori Zenchenko) lzenchenko@cityofmadison.com. The digital copies shall be drawn to scale and represent final construction, including each of the following on a separate layer name/level num: building footprints, internal walkway areas, internal site parking areas, lot lines/ numbers/ dimensions, street names, and other miscellaneous impervious areas. The single CAD file submittal can be either AutoCAD (dwg) Version 2001 or older, MicroStation (dgn) Version J or older, or Universal (dxf) format. Email file transmissions preferred. Please include the site address in this transmittal.

Please contact John Leach, Traffic Engineering, at 267-8755 if you have questions regarding the following item:

6. A condition of approval shall be that no residential parking permits will be issued for 615 North Lake Street, this would be consistent with other projects in the area. In addition, the applicant shall inform all tenants in the apartment leases. The applicant shall submit for 615 North Lake Street a copy of the lease noting the above condition in the lease when submitting plans for City approval.

Please contact Patrick Anderson, Assistant Zoning Administrator, at 266-5978 if you have questions regarding the following six (6) items:

7. Obtain a Certificate of Occupancy for the conversion to three units, once approved.
8. Occupancy of the dwelling units is restricted to the maximum allowed per the City's family definition. In the R-6 District, a family is defined as an individual, or two or more persons related by blood, marriage or legal adoption, plus 4 unrelated or in other words 5 unrelated persons would be the maximum occupancy allowed.
9. Meet all applicable State accessible requirements, including but not limited to:
 - a. Show signage at the head of the stalls.
 - b. Show the accessible path from the stalls to the building
10. Proposed bike parking occupies an area identified as open space. Clearly show bike parking as separated form open space area. Provide six (6) bike parking stalls in a safe and convenient location on an impervious surface, to be shown on the final plan. The bike racks shall be securely anchored to the ground or building to prevent the racks from moving. NOTE: A bike-parking stall is two feet by six feet with a five-foot access area.
11. Parking areas shall be paved, unless "central area back yard parking standards" can be met. See zoning staff for these criteria.
12. Useable open space areas are not shown on the plan. The property must provide 980 sq. ft. of useable open space, or obtain a variance from the City's Zoning Board of appeals. Useable open space areas must be shown on final submitted plans.

Please contact Si Widstrand, Parks Development Manager, at 266-4714 if you have questions about City park fee requirements.

Please now follow the procedures listed below for obtaining your conditional use:

1. Please revise your plans per the above and submit *six (6) 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.
2. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility. City Engineering staff will review plans for compliance. Please note, this property is not in a Wellhead Protection District.
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 demolition permit.

If you have any questions regarding obtaining the conditional use approval, please contact the Zoning Administrator at 266-4551. If you have any questions or if you may be of any further assistance, please do not hesitate to contact my office at 267-1150.

Sincerely,

Kevin Firchow, AICP
Planner

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

Signature of Applicant

cc: Janet Dailey, Engineering Division
John Leach, Traffic Engineering
Patrick Anderson, Ast. Zoning Administrator
Si Widstrand, Parks

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Division (Firchow)	<input type="checkbox"/>	Recycling Coordinator (R & R)
<input checked="" type="checkbox"/>	Zoning Administrator	<input type="checkbox"/>	Fire Department
<input checked="" type="checkbox"/>	City Engineering	<input type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Other: