



WOODLAND MONTESSORI SCHOOL

1124 Colby Street • Madison, Wisconsin 53715
(608) 256-8076

June 18, 2013

Letter of Intent for Minor Alteration to Existing Conditional Use

City of Madison Department of Planning and Development
Madison Municipal Building, Suite LL100
Madison, WI 53703

Dear Sir or Madam-

Woodland Montessori School ("WMS") is filing this application to request approval of a minor alteration to our existing conditional use permit for the removal of the parking space in the rear of the Toddler House located at 114 Van Deusen Street. This request for approval is for the following reasons:

1. The space has never been used for parking
2. If the space was used for parking, the shared easement would be regularly used by vehicles which would further increase tensions between the Toddler House and the adjacent property.
3. The parking space area could be officially claimed for increased play space.

This request to eliminate the parking space at the rear of the Toddler House was originally identified as a potential change in a site inspection report by Matt Tucker:

"When touring the exterior of the site, I did notice what appeared to be a site plan conflict at the rear of the Toddler House facility. The two required parking spaces (one accessible) and driveway approved on the 1999 Conditional Use alteration site plan are installed, but access is blocked because of the growth of a tree on the neighboring property (Mr. Lofton's property). Due to this physical impediment, this parking area is not accessible by automobile through the driveway access across Mr. Lofton and his neighbor's property to Home Court, and therefore the parking area is not being used. The area is paved, the required accessible parking sign is installed, and it appears the physical impediment of the tree is the only feature preventing this area from being used for parking purposes. The area appears to be used for some outdoor activity associated with the Toddler House and the owners indicated the shared driveway has the approved gate, and is used periodically for foot traffic/pedestrian access. No activity was taking place in the parking area during my visit.

These types of problems are common with Conditional Uses as they evolve through the years and in these cases the problems are typically addressed through Official Notice of Violation. It is very rare that a site plan-related conflict such as this would result in staff requesting the Plan Commission remedy the problem under the Continuing Jurisdiction section in the ordinance. These types of problems are usually resolved by correcting the conflict or by the approval of a minor alteration to the approved Conditional Use. In this case, during the discussion of the use of this area, the property owners indicated:

- They do not need or want this parking,
- The parking area was installed because of the requirement to add parking with the 1999 approval,
- They recognize the parking creates a conflict with neighboring single-family properties that allow cross-access.

The property owners have indicated a desire to remove the parking from the approved site plan and construct more screening to mitigate any adverse impact the play area may have on the neighboring property. They indicated a willingness to modify the approved site plan and apply for the appropriate approvals, including a public hearing before the Plan Commission on the Alterati8on to the Conditional Use if necessary...Please note, regardless of the action of the Plan Commission, Zoning staff will be following-up with the property owner regarding the parking area site plan problem to the rear of the Toddler House property"

In order to manage the challenges created by living adjacent to a toddler facility, WMS has agreed to fund and install a screening fence to dampen sound and provide a visual barrier between the properties.

Woodland Montessori School also has a transportation plan in place to mitigate adverse impacts on parking in the neighborhood. Woodland staggers child pick up times to decrease parking congestion as well as publishes a family directory to encourage car pooling. Woodland has numerous families who bike to school and utilize the school's bike rack. Woodland also sponsors a team for the 2013 National Bike Challenge, an initiative that encourages people to bike for transportation.

If you have any questions or need further information, don't hesitate to call me (608) 256-8076 or email me at: director@woodland-montessori.org. Thank you for considering Woodland's request.

Sincerely,

A handwritten signature in black ink, appearing to read 'Erin R. Trondson', written over a horizontal line.

Erin R. Trondson
Head of School
Woodland Montessori School