



Department of Planning & Community & Economic Development  
**Planning Division**

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

August 7, 2007

Arlan Kay  
Architecture Network  
116 E. Dayton Street  
Madison, WI 53703

RE: Approval of a conditional use for an outdoor seating area and wall mural at 109 Cottage Grove Road.

Dear Mr. Kay:

The Plan Commission, meeting in regular session on August 6, 2007 determined that the ordinance standards could be met and **approved** your client's request for a conditional use for an outdoor seating area and wall mural, subject to the conditions below. In order to receive final approval of the conditional use, the following conditions must be met:

**Please contact Janet Dailey, City Engineering, at 261-9688 if you have questions regarding the following item:**

1. All work in the public right-of-way shall be performed by a City licensed contractor.
2. 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](mailto:lzenchenko@cityofmadison.com). The digital copies shall be drawn to scale and represent final construction, including: building footprints, internal walkway areas, internal site parking areas, lot lines/ numbers/ dimensions, street names, and other miscellaneous impervious areas. Email file transmissions preferred. Please include the site address in this transmittal. The single CAD file submittal can be either AutoCAD (dwg) Version 2001 or older, MicroStation (dgn) Version J or older, or Universal (dxf) format.

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

3. 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), adjacent driveway approaches to lots on either side and across the street, signage, percent of slope, vehicle routes, dimensions of radii, aisles, driveways, stalls including the two (2) feet overhang, and a scaled drawing at 1" = 20'. When site plans are submitted for approval, the developer shall provide recorded copies of the joint driveway ingress/egress and easements.
4. The applicant shall design the surface parking areas for stalls and backing up according to Figures II of the ordinance using the 9' or wider stalls. The applicant will need to show the dimensions for proposed degree parking stalls' items B,C, and E, according to Figures II "Medium and Large Vehicles" parking design standards in Section 10.08(6)(b)2.

**Please contact Matt Tucker, the Zoning Administrator, at 266-4551 if you have questions regarding the following six items:**

5. The project does not provide the required number of off-street stalls required for the land use. Parking stalls will be removed to construct the outside eating area. Provide parking stalls per Section 28.11, and documentation of the reciprocal parking agreement with the neighboring property. Site plan approval will be required, and approval of a parking reduction request (11 Stalls) will be required.
6. Provide two (2) 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.
7. Provide a detailed landscape plan. Show species and sizes of landscape elements. 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.)
8. Lighting is not required. However, if it is provided, it must comply with City of Madison outdoor lighting standards. (See parking lot packet). Lighting will be limited to .10 watts per square foot.
9. The mural may be a picture, illustration or abstract expression containing no commercial message, applied directly to and made integral with the wall. A sign permit is not required, however, copy may not be changed from the submitted design without prior approval.
10. Contact the City Clerk regarding the "change of license premise" to your liquor license.

**Please contact Scott Strassburg, Madison Fire Department, at 261-9843 if you have questions about the following items:**

11. Per the International Fire Code Chapter 10 and MGO Section 34:
  - a.) Applicant shall submit approved capacity with the site plan and post the capacity of the outside dining area in accordance International Fire Code 2006 edition;
  - b.) Proposed deck, patio or fenced in area shall not be located at, adjacent or obstruct the required exits from the building;
  - c.) Provide and maintain exits from the deck, patio or fenced in area in accordance with the International Fire Code 2006 edition;
  - d.) Submit a seating plan for the proposed deck, patio or fenced in area space.

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

1. Please revise your plans per the above and submit *seven (7) 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. 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.
3. 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.

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 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.

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*Signature of Applicant*

cc: Matt Tucker, Zoning Administrator  
Scott Strassburg, Madison Fire Department  
John Leach, Traffic Engineering  
Janet Dailey, Engineering Division

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Division (Firchow)	<input type="checkbox"/>	Recycling Coordinator
<input checked="" type="checkbox"/>	Zoning Administrator	<input checked="" 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: