



Department of Planning & Development  
**Planning Unit**

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

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June 20, 2006

Mark Schmidt  
Knapp Schmidt Architects, LLC  
2040 Winnebago Street  
Madison, WI 53704

SUBJECT: 2040 Winnebago Street

Dear Mr. Schmidt:

The Plan Commission, at its June 5, 2006 meeting, determined that the ordinance standards could be met subject to the conditions below for a conditional use for the conversion of space in the existing building located at 2040 Winnebago Street into two apartments.

In order to receive final approval of your proposal, the following conditions must be met:

**The conditional use approval is subject to the action of the Zoning Board of Appeals action on the required zoning variances.**

**Please contact John Leach, City Traffic Engineering, at 266-4761 if you have questions regarding the following seven items:**

1. 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'.
2. The applicant shall show the dimensions for existing parking stalls' items B, C, and E, and for ninety-degree angle parking with nine (9) foot wide stalls and backing up, according to Figures II "Medium and Large Vehicles" parking design standards in Section 10.08(6)(b). When parking lot plans are submitted for approval, the surface parking area shall be redesigned to make stalls nine (9) feet in width and nineteen (19) to eighteen (18) feet in length that shall not encroach into the right-of-way or onto the public sidewalk. Decks, aisles, ramps, columns, offices or work areas are to be excluded from these rectangular areas, when designing parking areas.
3. The applicant shall prevent encroachment with parking stalls onto public sidewalk, which shall be noted on the face of the revised plans.

4. Per ordinance, the small car stalls shall not exceed 25% of the total number of Medium and Large Vehicle 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," when plans are submitted for approval.
5. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.
6. 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 Janet Gebert, City Engineering, at 261-9688 if you have questions regarding the following two items:**

7. 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.
8. 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.

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

9. The plan sheets, letter of intent and any associated documents shall be consistent in their content.
10. Provide 6 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: Bike stalls shall be a minimum dimension of 6' x 2' with a 5' access area. Structures that require a user-supplied locking device shall be designed to accommodate U-shaped locking devices.

**Please contact Si Widstrand, City Parks Division, at 266-4711 if you have questions regarding the following item:**

11. Total Park Fees for two added units = \$3,484.32, which shall be paid prior to sign-off on the conditional use. Fee in lieu of dedication = \$1,218/unit. Park Development Fee = \$524.16/unit.

**Please contact John Lippitt, Madison Fire Department, at 266-4484 if you have questions regarding the following item:**

12. All portions of the exterior walls of newly constructed buildings and places of employment and open storage of combustible materials shall be within 500 feet of at least TWO fire hydrants. Distances are measured along the path traveled by the fire truck as the hose lays off the truck. See MGO 34.20 for additional information.

Approval of this proposal 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 trees shown in the street rights-of-way shall not be shown on the sign-off plan or construction plans unless they have previously been approved by the City Forester. If these are existing trees or species and locations that have been approved by the Forester, they shall be so labeled on plans.

Please follow the procedures listed below to receive your conditional use approval.

1. Please revise plans per the above conditions and submit twelve (12) sets of the final site plans (including drainage and landscaping plans) to the Zoning Administrator. The final plans are reviewed and approved by Traffic Engineering, Fire Department, City Engineering, and Zoning. Any of these agencies may call you to request additional information or to resolve problems.
2. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting cover sheet approval.
3. No alteration of this proposal shall be permitted unless approved by the City 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 Plan Commission approval unless the use is commenced, construction is under way, or a valid building permit is issued and construction commenced within six months of the date of issuance of the building permit. See Section 28.12(11)(h)(3), Madison General Ordinances. The Plan Commission shall retain jurisdiction over this matter for the purpose of resolving complaints against this approved conditional use.

**IF YOU HAVE ANY QUESTIONS REGARDING OBTAINING YOUR BUILDING PERMIT OR OCCUPANCY PERMIT, PLEASE CALL KATHY VOECK OF THE CITY ZONING STAFF AT 266-4551.**

Sincerely,

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

**Bill Roberts**

Planning & Development

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Applicant

cc: Zoning Administrator  
City Engineering  
Traffic Engineering

Zoning City Engineering Traffic Engineering UDC (AI) Planning Parks CED Metro Transit
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