



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 608 266-8739
PH 608 266-4635

September 16, 2008

Thomas Miller
The Alexander Company, Inc.
145 East Badger Road
Madison, WI 53703

RE: Approval of a conditional use permit to convert a lodging house into an apartment building with lodging rooms at 222 Langdon Street.

Dear Mr. Miller:

The Plan Commission, meeting in regular session on September 15, 2008 determined that the ordinance standards could be met and **conditionally approved** your client's request for a conditional use to allow the conversion of an existing lodging house into an apartment building with lodging rooms at 222 Langdon Street. In order to receive final approval for the conditional use permit, the following conditions must be met:

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

1. In accordance with 10.34 MGO regarding street numbers, the applicant will submit a PDF of each floor plan to Lori Zenchenko (Lzenchenko@cityofmadison.com) so that a preliminary interior addressing plan can be developed. If there are any changes pertaining to the location of a unit, the deletion or addition of a unit, or to the location of the entrance into any unit (before, during, or after construction), the addresses may need to be changed. The interior address plan is subject to the review and approval of the Fire Marshal.
2. The applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the Engineering Program Specialist in the Engineering Division (Lori Zenchenko). The digital CAD file shall be to scale and represent final construction. The single CAD file submittal can be either AutoCAD (.dwg) Version 2001 or older, Microstation (.dgn) Version J or older, or Universal (.dxf) format and contain only the following data, each on a separate layer name/level number:
 - a) Building footprints
 - b) Internal walkway access
 - c) Internal site parking areas
 - d) Other miscellaneous impervious areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.)
 - e) Right-of-way lines (public and private)
 - f) All underlying lot lines or parcel lines if unplatted
 - g) Lot numbers or the words "unplatted"
 - h) Lot/Plat dimensions
 - i) Street names

All other levels (contours, elevations, etc.) are not to be included with this file submittal.

Note: Email file transmissions are preferred: lzenchenko@cityofmadison.com. Include the site address in the subject line of this transmittal. Any changes or additions to the location of the building, sidewalks, or parking/pavement during construction will require a new CAD file.

3. Any damage to the pavement on Lake Lawn Place will require restoration in accordance with the Patching Criteria.
4. All work in the public right-of-way shall be performed by a City licensed contractor.
5. The applicant shall obtain a Street Excavation permit for the installation of utilities required to serve this project. The applicant shall pay the permit fee, inspection fee and street degradation fee as applicable and shall comply with all the conditions of the permit. This permit application is available on line at: <http://www.cityofmadison.com/engineering/permits.cfm>

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

6. As is consistent with other projects in the area, no residential parking permits will be issued for 222 Langdon Street. The applicant shall inform all tenants of this in the apartment leases, and shall provide a copy of the lease for 222 Langdon Street noting the above condition when submitting plans for City approval.
7. The applicant should provide moped parking spaces and access in an outside area for visitors and an inside area for tenants. Moped standard parking spaces recommend 4 ft. width and 6 ft. length with a 6 ft. access aisle.
8. When the applicant submits final plans for approval, the applicant shall show the following:
 - a) Items in the terrace as existing (e.g. signs and street light poles)
 - b) Types of surfaces
 - c) Existing property lines and addresses
 - d) One contiguous plan showing all easements, pavement markings, building placement, and stalls
 - e) Adjacent driveway approaches to lots on either side and across the street
 - f) Signage
 - g) Percent of slope
 - h) Vehicle routes
 - i) Dimensions of radii, aisles, driveways, and stalls including the two (2) feet overhang; and
 - j) A scaled drawing at 1" = 20'
9. All directional and regulatory signage and pavement markings shall be shown and noted on the plan.
10. The applicant shall post a deposit and reimburse the City for all costs associated with any modifications to Traffic Signals, Street Lighting, Signing and Pavement Marking, and conduit and handholes, including labor, engineering, and materials for both temporary and permanent installations.
11. Public signing and marking related to the development, for which the developer shall be financially responsible, may be required by the City Traffic Engineer

Please contact Pat Anderson, Assistant Zoning Administrator at 266-4551 if you have any questions about the following seven (7) items:

12. The applicant shall provide ten (10) bike parking stalls in a safe and convenient location on an impervious surface to be shown on the final plan. The racks may be shall be securely anchored to the ground or building to prevent removal from the location. Note: a bike parking stall is two feet by six feet with a five-foot access area.
13. Obtain a Certificate of Occupancy for the change of use from lodging rooms to apartments. This certificate is not transferable to another location of another holder. The facility shall pass the inspection of the Director of the Inspections Unit and the Fire Prevention Division.
14. With the final plans, the applicant shall provide a detailed landscape plan to be approved by Zoning and Planning Division staff. The landscape plan will show the species and size of proposed landscape elements and a landscape worksheet demonstrating that the plan meets landscaping point requirements and required tree ordinances.
15. Meet all applicable State accessibility requirements, including but not limited to:
 - a) Provide a minimum of one accessible stall striped per State requirements. A minimum of one stall shall be a van accessible stall eight feet wide with an eight-foot striped out area adjacent. A five-foot accessible route and an 11-foot wide stall are required.
 - b) Show signage at the head of the stalls. Accessible signs shall be a minimum of 60 inches between the bottom of the sign and the ground.
 - c) Show the accessible path from the stalls to the building. The stalls shall be as near the accessible entrance as possible. Show ramps, curbs, or wheel stops where required.
16. The applicant shall clearly show the qualifying usable open space areas on final plans (not shown on plans submitted with the application). The property must include 1,820 square feet of usable open space or obtain a variance from the City's Zoning Board of Appeals. The applicant may work with planning and zoning staff to identify these areas.
17. The applicant shall provide a detail drawing for the proposed dumpster enclosure, including materials for the screening fence and gate.
18. The applicant shall provide a revised letter of intent consistent with the plans submitted, including the floor area ratio and the correct breakdown of rooms by type of occupancy.

Please contact Scott Strassburg, New Construction Inspector with the Fire Department, at 261-9843 if you have any questions about the following item:

19. All fire and life safety codes shall be complied with for any change in use.

Please contact Si Widstrand, Parks Division, at 266-4714 if you have any questions about the following item:

20. For park fee purposes, the new use is equivalent to 23 units. The applicant shall pay \$2,837.19 for park dedication and development fees in conjunction with the creation of the three additional units. The applicant shall select a payment method for park fees prior to sign-off for the conditional use.

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

1. Please revise your plans per the above conditions 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 the City Engineering Division 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 the conditional use permit.
3. 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 conditional use permit, please contact the Zoning Administrator at 266-4551. If you have any questions or if I may be of any further assistance, please do not hesitate to contact my office at 266-5974.

Sincerely,

Heather Stouder, AICP
Planner

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

Signature of Applicant

cc: Pat Anderson, Assistant Zoning Administrator
Janet Dailey, City Engineer's Office
John Leach, Traffic Engineering

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Division (H. Stouder)	<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:
<input checked="" type="checkbox"/>	Engineering Mapping	<input type="checkbox"/>	Other: