



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

November 7, 2007

Daniel Knoethe
1128 Water Street
Sauk City, Wisconsin 53583

RE: Approval of a request to rezone a nonconforming commercial/ residential building located at 34 & 36 S. Fair Oaks Avenue from R4 (General Residence District) to C1 (Limited Commercial District) (Vanparavong property).

Dear Mr. Knoethe:

At its November 6, 2007 meeting, the Common Council **conditionally approved** your client's application to rezone property located at 34 & 36 S. Fair Oaks Avenue from R4 to C1. The following conditions of approval shall be satisfied prior to final approval and the issuance of any permits related to this property:

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

1. Better locate and dimension proposed loading space area.
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. 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. Submittal of a PDF format final site plan set is acceptable if electronic CAD file is not available.
3. A City licensed contractor shall perform all work in the public right of way.

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

4. Obtain a certificate of occupancy prior to occupying the commercial tenant space.
5. Provide **two** 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.

- 6. Meet with staff to resolve issues surrounding the existing detached garage and loading space before a permit or certificate of occupancy will be issued for the structure.

Please contact my office at 261-9632 if you have questions regarding the following item:

- 7. That the applicant work with Planning Division and Zoning staff on the final site plan for the property to accurately depict any modifications proposed to the site required to bring it into compliance with Madison General Ordinances.

Approval of this project 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.

After Common Council approval and after the plans have been changed per the above conditions, please file **five (5) sets** of the revised, complete site plans and any other documentation requested herein with the Zoning Administrator, Room LL-100, Madison Municipal Building, 215 Martin Luther King, Jr. Boulevard. The sets of final revised plans or documents will be circulated by the Zoning staff to the City department staff listed above for their signature of final approval. **Building permits and/or a Certificate of Occupancy for the first floor commercial space will not be issued until this process has been completed.**

If you have any questions regarding final approval of this plan or obtaining permits, please call Matt Tucker, Zoning Administrator, at 266-4551. If I may be of any further assistance, please do not hesitate to contact me at 261-9632.

Sincerely,

Timothy M. Parks
Planner

cc: Matt Tucker, Zoning Administrator
Janet Dailey, City Engineering

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Division (T. Parks)	<input type="checkbox"/>	Madison Water Utility
<input checked="" type="checkbox"/>	Zoning Administrator	<input type="checkbox"/>	Parks Division
<input checked="" type="checkbox"/>	City Engineering	<input type="checkbox"/>	Urban Design Commission
<input type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Recycling Coordinator
<input type="checkbox"/>	Fire Department	<input type="checkbox"/>	Metro Transit
<input type="checkbox"/>	CDBG Office	<input type="checkbox"/>	Other: