



Department of Planning & Development
Planning Unit

Website: www.cityofmadison.com

Madison Municipal Building
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October 11, 2005

Dan Kohls
5900 Monona Drive, Suite 300
Madison, WI 53716

SUBJECT: 451 West Washington Avenue

Dear Mr. Kohls:

The Plan Commission, at its October 10, 2005 meeting, determined that the ordinance standards could be met subject to the conditions below for a conditional use for the conversion of a single-unit dwelling to a 2-flat apartment located at 451 West Washington Avenue.

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

PLEASE CONTACT KATHY VOECK, THE ASSISTANT ZONING ADMINISTRATOR AT 266-4551 IF YOU HAVE QUESTIONS REGARDING THE FOLLOWING THREE ITEMS:

1. Meet applicable building codes.
2. Obtain a Certificate of Occupancy for the conversion to two units, once approved.
3. Parking areas shall be paved, unless "central area backyard parking standards" can be met. See Zoning staff for this criteria.

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 three (3) sets of the final site plans (including drainage and landscaping plans) to the Zoning Administrator. The final plans are reviewed and approved by 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.

Peter Olson
Planning & Development

Applicant

cc: Zoning Administrator
City Engineering
Traffic Engineering

Zoning
