



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

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

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TDD 608 266-4747  
FAX 608 266-8739  
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October 6, 2009

Juliaanne H. Warren  
5628 Lake Mendota Drive  
Madison, WI 53705

RE: Conditional Use approval to construct two accessory buildings on a waterfront property at 5628 Lake Mendota Drive

Dear Ms. Warren:

At its October 5 2009, meeting, the Plan Commission, meeting in regular session, approved your application for a conditional use to construct two accessory buildings on a waterfront property at 5628 Lake Mendota Drive, 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 Division, at 261-9688 if you have questions regarding the following three (3) items:**

1. It is understood that the applicant shall relocate any private utilities that are located under the proposed buildings.
2. Provide additional drainage information on the site including drainage arrows, first floor elevations of the new buildings and downspout locations. If necessary swales or additional drainage measures may be required if the new buildings and landscaping have negative impacts to the existing drainage.
3. 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. All other levels (contours, elevations, etc) are not to be included with this file submittal. Email file transmissions are preferred. The digital CAD file shall be to scale and represent final construction. Any changes or additions to the location of the building, sidewalks, parking/pavement during construction will require a new CAD file. 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 include the site address in this transmittal.

**Please contact Pat Anderson, Assistant Zoning Administrator, at 266-5978 if you have any questions regarding the following three (3) items:**

4. Pursuant to section 28.04 (5) (b) 3. Where a detached garage is located fifty (50) feet or more from the rear line of the required front yard, it may be located a minimum of three (3) feet from a side lot line. The final site plan shall show dimensions of the building and their setbacks from the property lines. Remove line of 40' setback on site plan. Please be advised that the road side setback is 30'. The lake side setback is determined by the average setback of the five (5) developed lots to each side of the proposed developed lot. If the intent is to establish this setback it shall comply with section 28.04 (19) (b) 1. And be a part of the final site plans.

5. Lake front development shall comply with City of Madison General Ordinances Section 28.04 (19) The cutting of trees and shrubbery shall be limited in the strip of land 35' inland from the normal waterline. Provide a landscape plan to show landscape elements to be removed and show a detailed plan showing sizes and number of landscape elements to be added to the site. In addition, not more than 30% of the frontage of the lot shall be cleared of trees and shrubbery. (Note: Within the waterfront setback requirements tree and shrub cutting shall be limited to consideration of the effect on water quality, protection and scenic beauty, erosion control and reduction of the effluents and nutrients from the shoreland.)
6. Accessory buildings shall meet all building code requirements and shall not be used for human habitation pursuant to City of Madison General Ordinances Section 28.04 (19) (b) 7.

**Please contact my office at 267-1150, if you have any questions regarding the following item:**

7. Submit a plan showing existing grades on the site. The applicant's final sign-off plans shall include dimensioned elevation drawings for all sides of the building that label the finished-grade elevations at the building corners for approval by staff.

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

1. Please revise your plans per the above 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 these departments for their approval prior to sign off.
2. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility. City Engineering staff will review plans for compliance. Please note, this property is not in a Wellhead Protection District.
3. 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.
4. 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 the conditional use approval, 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: Janet Dailey, City Engineering Division  
 Pat Anderson, Asst. Zoning Administrator

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (Firchow)	<input checked="" type="checkbox"/>	Engineering Mapping Sec.
<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 Coord. (R&R)
<input type="checkbox"/>	Fire Department	<input type="checkbox"/>	Other: Metro Transit