



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

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

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P.O. Box 2985  
Madison, Wisconsin 53701-2985  
TDD 608 266-4747  
FAX 608 266-8739  
PH 608 266-4635

November 7, 2013

James McFadden  
McFadden & Company  
380 W. Washington Avenue  
Madison, Wisconsin 53703

RE: Approval of an alteration to an existing conditional use-residential building complex to allow a former indoor pool to be converted into 3 additional dwelling units in an apartment building at 1316 Hooker Avenue (Fish Hook Properties, LLC).

Dear Mr. McFadden;

At its November 4, 2013 meeting, the Plan Commission found the standards met and **approved** your client's conditional use alteration for 1316 Hooker Avenue. The following conditions of approval shall be satisfied prior to the issuance of demolition and building permits for this project:

**Please contact Janet Dailey of the City Engineering Division at 261-9688 if you have questions regarding the following ten (10) items:**

1. A complete site plan shall be submitted that contains all requirements listed on the Parking Lot/ Site Plan Approval Checklist as provided by the Department of Planning and Community and Economic Development. The property boundaries and easements of record shall also be shown.
2. The conversion of the Pool Room area noted as Common Element on the Maple View Condominium Plat to individual units along with the addition of balconies as Limited Common Elements will require an Addendum to the Condominium Plat and Amendment to the Condominium Declaration as per Chapter 703 of Wisconsin Statutes. A recorded copy of the plat Addendum and Declaration Amendment is required prior to building permit issuance. The Addendum and Amendment are required to be submitted to the Department of Planning for review and approval prior to recording at the Register of Deeds.
3. A public water main transects this condominium plat within the vacated Hooker Avenue area. The water main was in place at the time of vacation of the right of way in 1977 as Resolution 32006, File 4600-158. The resolution did not contain specific language retaining a Public Water Main Easement. To better memorialize the public water main and the need for maintenance and replacement of all related facilities, the applicant shall contact Dennis Cawley of the Water Utility ([dcawley@madisonwater.org](mailto:dcawley@madisonwater.org) or 261-9243) and Jeff Quamme of City Engineering Mapping ([jrquamme@cityofmadison.com](mailto:jrquamme@cityofmadison.com) or 266-4097) to coordinate the creation and recording of a Permanent Limited Easement for Public Water Main.

4. Building 5 (1316 Hooker Avenue) condominium units will require all new addresses for the individual units. The addition of the 3 lower level units will necessitate the change of all 8 of the existing 1316 Hooker Avenue units.
5. We show 1505 Steensland Drive as a three-unit complex. Sheet S1 labels it as a duplex.
6. The site plan shall identify lot and block numbers of any recorded Certified Survey Map or plat.
7. The site plan shall include a full and complete legal description of the site or property being subjected to this application.
8. The applicant shall submit, prior to plan sign-off, digital PDF files to the City Engineering Division. The digital copies shall be to scale, shall have a scale bar on the plan set, and shall contain the following items: building footprints; internal walkway areas; internal site parking areas; lot lines and right-of-way lines; street names, stormwater management facilities and; detail drawings associated with stormwater management facilities (including if applicable planting plans).
9. The applicant shall obtain all necessary sewer connection permits and sewer plugging permits prior to any utility work.
10. All outstanding Madison Metropolitan Sewerage District (MMSD) and City of Madison sanitary sewer connection charges are due and payable prior City Engineering Division sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Janet Dailey (261-9688) to obtain the final MMSD billing a minimum of 2 working days prior to requesting City Engineering Division signoff.

**Please contact Eric Halvorson of the Traffic Engineering Division at 266-6527 if you have questions regarding the following five (5) items:**

11. When the applicant shall submit 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 and proposed 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, semitrailer movements and vehicle routes, dimensions of radii, aisles, driveways, stalls including the 2 feet overhang, and a scaled drawing at 1" = 20'. Contact City Traffic Engineering if you have questions.
12. The developer 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.
13. Public signing and marking related to the development may be required by the City Traffic Engineer for which the developer shall be financially responsible.
14. All parking facility design shall conform to MGO standards as set in Section 10.08(6).
15. All 'small vehicle' parking shall be clearly identified and properly controlled for use by only such vehicles.

**Please contact Pat Anderson, Assistant Zoning Administrator, at 266-5978 if you have questions regarding the following seven (7) items:**

16. The applicant is requesting a setback reduction for this project, as permitted in the supplemental regulations for a residential building complex when "equivalent open spaces are provided." The required front yard setback is 20 feet where the plans for the entrance canopy and front balconies propose a front yard setback of 13'-2" at it closest point.
17. The subject property is shown on CSM 2762. The submitted plans show an encroachment onto the property to the south of 1310 Hooker Avenue. The property to the south, outlot #1 of CSM 8441 does not show an easement for this encroachment. The driveway must be redesigned to be contained entirely within the zoning lot or an easement must be granted to allow the encroachment onto Outlot 1 of CSM 8441.
18. Exterior lighting provided shall be in accordance with MGO Section 10.085. Provide an exterior lighting plan and fixture cut sheets with the final plan submittal.
19. Provide 37 bike parking stalls for the existing three buildings on Hooker Avenue, including 3 guest stalls. Bike parking shall be located in a safe and convenient location on an impervious surface subject to MGO Section 28.141(11) and shall be shown on the final plans. A minimum of 90% of the required bike parking stalls shall be designed as long term stalls, with the remaining 10% as short-term bike parking. Work with Zoning staff to resolve bike parking requirements for the development.
20. Pursuant to MGO Section 28.142(3) Landscape Plan and Design Standards: Landscape plans for zoning lots greater than 10,000 square feet in size must be prepared by a registered landscape architect.
21. Parking requirements for persons with disabilities must comply with MGO Section 28.141(4)(e). Final plans shall show the required accessible stalls, including van accessible stalls.
22. The project, including the existing dwelling units, requires 14,000 square feet of useable open space (UOS). Submitted plans do not clearly identify the required and qualifying UOS on the site. Identify qualifying UOS on final plans. Note: Balconies and elevated decks do not qualify as UOS. If the UOS behind the homes on Steensland Dr. is to be counted toward the requirement, provide evidence that the residents of the buildings on Hooker Ave have rights-of-use to this area, as a common element of the condominium.

**Please contact Bill Sullivan of the Madison Fire Department at 261-9658 if you have any questions regarding the following item:**

23. An automatic sprinkler system is required throughout the proposed ground floor.

**Please contact Dennis Cawley of the Madison Water Utility at 261-9243 if you have any questions regarding the following item:**

24. All operating private wells shall be identified and permitted and all unused private wells shall be abandoned by the Water Utility in accordance with MGO Section 13.21.

**Please contact Kay Rutledge of the Parks Division at 266-4714 if you have any questions regarding the following two (2) items:**

25. The developer shall pay approximately \$7,060.20 for park dedication and development fees for the 3 additional multi-family units proposed to replace the pool area. The developer must select a method for payment of park fees before signoff on the conditional use. This development is within the Warner park impact fee district (SI21). Please reference ID# 13156 when contacting Parks Division staff about this project.

Fees in lieu of parkland dedication in 2013 are \$1,708.00 per multi-family unit and \$2,684.00 per single- and two-family unit. Park development fees in 2013 are \$645.40 per multi-family unit and \$1,003.96 per single- and two-family unit, for a combined impact fee of \$2,353.40 per multi-family unit and \$3,687.96 per single- and two-family unit. Park impact fees are adjusted on January 1 of each calendar year, and the park impact fees due at the time of building permit issuance may be higher than the amounts stated above to reflect these annual adjustments.

26. Approval of plans for this for 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.

**Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.**

**Please now follow the procedures listed below for obtaining permits for your project:**

1. After the plans have been revised per the above conditions, please file **ten (10) sets** of complete, fully dimensioned, and to-scale plans, the appropriate site plan review application and fee pursuant to Section 28.206 of the Zoning Code, 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 Zoning staff to the City department staff listed above for their final approval.
2. This letter shall be signed by the applicant and property owner (if not the applicant) to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting building permit approval.
3. 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. No alteration of a conditional use shall be permitted unless approved by the Plan Commission provided, however, the Zoning Administrator following consideration by the alderperson of the district, may approve minor alterations or additions which are approved by the Director of Planning and Community and Economic Development and are compatible with the concept approved by the Plan Commission and the conditional use standards. This approval shall become null and void one (1) 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 6 months of the issuance of said building permit. Where the plans have not been altered from the Plan Commission's approval, and the conditional use has expired, the Director of Planning and Community and Economic Development may, after consultation with the Alderperson of the District, approve an extension for up to 24 months from the expiration date. 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 building permits, 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 261-9632.

Sincerely,

Timothy M. Parks  
Planner

cc: Janet Dailey, City Engineering Division  
Eric Halvorson, Traffic Engineering Division  
Pat Anderson, Asst. Zoning Administrator  
Kay Rutledge, Parks Division  
Dennis Cawley, Madison Water Utility  
Bill Sullivan, Madison Fire Department

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

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Signature of Property Owner  
(If Not Applicant)*

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (T. Parks)	<input checked="" type="checkbox"/>	Engineering Mapping Sec.
<input checked="" type="checkbox"/>	Zoning Administrator	<input checked="" type="checkbox"/>	Parks Division
<input checked="" type="checkbox"/>	City Engineering	<input checked="" type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input type="checkbox"/>	Other: