



Department of Planning & Community & Economic Development

Planning Division

Katherine Cornwell, Director

Madison Municipal Building, Suite LL-100

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November 11, 2014

Chuck Hammer
1429 Vilas Avenue
Madison, Wisconsin 53711

RE: Approval of a conditional use to allow construction of an accessory dwelling unit at 1429 Vilas Avenue.

Dear Mr. Hammer;

At its November 10, 2014 meeting, the Plan Commission found the standards met and **approved** your conditional use for 1429 Vilas Avenue. The conditions of approval in the following sections shall be satisfied prior to issuance of building permits for the project.

Please contact Janet Schmidt of the City Engineering Division at 261-9688 if you have questions regarding the following eight (8) items:

1. The applicant is strongly recommended to draft and record a private sanitary sewer lateral easement for the lateral crossing property benefitting 1427 Vilas Avenue.
2. A wooden fence and concrete block retaining wall currently encroach into the Campbell Street right of way. The applicant shall remove the improvements from the right of way or make an application with required fees to the City's Office of Real Estate Services for a privilege in streets permit administered by that agency. An approval of the conditional use does not constitute or guarantee approval of any encroachments within a public right of way.
3. The site plan shall show the boundary of the parcel. In particular, the location of the right of ways of Vilas Avenue and Campbell Street shall be shown correctly. The width of the lot shown on the south line of the site plan is incorrect. The width of record is 52.5 feet.
4. The accessory dwelling unit shall have a separate address of 401 Campbell Street.
5. The site plan shall identify lot and block numbers of recorded Certified Survey Map or plat.
6. The site plan shall reflect a proper street address of the property as reflected by official City Assessor's and Engineering Division records.

7. The site plan shall include a full and complete legal description of the site or property subject 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).

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

9. The proposed accessory building shall meet all building codes as well as the Supplemental Regulations in Section 28.151 MGO for accessory dwelling units.
10. The number of occupants of the accessory dwelling unit shall not exceed one (1) family or two (2) unrelated individuals.
11. Provide connection to street frontage by a paved walkway on final plans.

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

12. Note: All operating private wells shall be identified and permitted and any unused private wells shall be abandoned by the Madison Water Utility in accordance with MGO Section 13.21.

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

13. The Madison Fire Department does not object to this proposal provided the project complies with all applicable fire codes and ordinances. The Madison Fire Department recommends the installation of a residential fire sprinkler system for the ADU in accordance with NFPA 13D and SPS 382.40(3)(e).

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

14. Park impact fees (comprised of the Park Development Impact Fee per MGO Sec. 20.08(2) and the Parkland Impact Fee in lieu of land dedication per MGO Sec. 16.23(8)(f) and 20.08(6)) will be required for all new residential development. The developer must select a method for payment of park fees before signoff on the conditional use. This development is within the Vilas-Brittingham park impact fee district (SI27). Please reference ID# 14147 when contacting Parks Division staff about this project. Note: Accessory dwelling units are charged at the single- and two-family dwelling unit rate, which for 2014 is a total of \$3,858.27.
15. Approval of plans 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.

Please contact my office at 261-9658 if you have any questions regarding the following two (2) items:

16. The site plan shall be revised to show the record boundaries of the property. The setback dimensions on the final plan shall be revised to reflect the correct property lines.
17. Based on available City records, it appears that the parking pad adjacent to the garage access from Campbell Street is located in the public right of way. As a result, the final site plan shall not include a label for the parking pad, as it is not a legal off-street parking stall.

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 **nine (9) 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 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: