



Department of Planning & Community & Economic Development

Planning Division

Katherine Cornwell, Director

Madison Municipal Building, Suite LL-100

215 Martin Luther King, Jr. Boulevard

P.O. Box 2985

Madison, Wisconsin 53701-2985

Phone: (608) 266-4635

Fax (608) 267-8739

www.cityofmadison.com

May 19, 2015

Jose Medina
6332 Alison Lane
Madison, WI 53711

RE: Approval of a conditional use to allow limited production and processing and outdoor storage in an existing commercial building in CC (Commercial Center) Zoning at **2121 North Stoughton Road**

Dear Mr. Medina:

At its May 18, 2015 meeting, the Plan Commission, meeting in regular session, approved your client's conditional use request to allow limited production and processing and outdoor storage in an existing commercial building in CC (Commercial Center) Zoning at 2121 North Stoughton Road. In order to receive final approval of the conditional use and for permits to be issued, the following conditions must be met.

Please contact Janet Schmidt, Engineering Division at 261-9688 if you have questions regarding the following 10 items:

1. The site plan shall show and note the 35' wide common access right of way over the west side of the site per Document No. 992750.
2. The site plan shall show and note the 40' wide Easement for Ingress and Egress over the parcel to the south per Document No.'s 1012687 and 1927650.
3. A portion of the east side of this site was conveyed to the Wisconsin Dept. of Transportation by Warranty Deed Doc No. 4636529 for Bartillon Drive. The site plan shall be revised to reflect this conveyance of approximately 8 feet in width.
4. The site plan shall be revised to accurately reflect the actual site conditions.
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 of Madison Assessor's and Engineering Division records.
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 demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. The erosion control plan shall include Universal Soil

Loss Equation (USLE) computations for the construction period. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year.

9. For Commercial sites < 1 acre in disturbance the City of Madison is an approved agent of the Department of Commerce and WDNR. As this project is on a site with disturbance area less than one (1) acres, and contains a commercial building, the City of Madison is authorized to review infiltration, stormwater management, and erosion control on behalf of the Department of Commerce. No separate submittal to Commerce or the WDNR is required. (NOTIFICATION)
10. The applicant shall submit, prior to plan sign-off, digital PDF files to the Engineering Division (Jeff Benedict or Tim Troester). The digital copies shall be to scale, and shall have a scale bar on the plan set. (POLICY and MGO 37.09(2)) PDF submittals shall contain the following information:
 - a) Building footprints.
 - b) Internal walkway areas.
 - c) Internal site parking areas.
 - d) Lot lines and right-of-way lines.
 - e) Street names.
 - f) Stormwater Management Facilities.
 - g) Detail drawings associated with Stormwater Management Facilities (including if applicable planting plans).

Please contact Eric Halvorson, Traffic Engineering Division at 266-6527 if you have questions regarding the following six (6) items:

11. Insufficient dimensions to properly review this plan; it appears the parking adjacent North Stoughton Road does not have an adequate backup / drive aisle. The applicant shall revise the plan to demonstrate MGO 10.08 compliant parking dimensions or remove the parking.
12. The applicant shall be responsible for securing all proper permits and approvals from any municipality or government unit having jurisdiction with the project. In particular, the applicant shall contact David Kreitzmann, Wisconsin Department of Transportation (608-516-6497), with site plans sets for review and approval. The applicant shall return a set of site plans or letter with WDOT-approved copies to the City of Madison Traffic Engineering Division.
13. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be scaled to 1" = 20' and include the following, when applicable: existing and proposed property lines; parcel addresses; all easements; pavement markings; signing; building placement; items in the terrace such as signs, street light poles, hydrants; surface types such as asphalt, concrete, grass, sidewalk; driveway approaches, including those adjacent to and across street from the project lot location; parking stall dimensions, including two (2) feet of vehicle overhang; drive aisle dimensions; semitrailer movement and vehicle routes; dimensions of radii; and percent of slope.
14. The developer shall post a security deposit prior to the start of development. In the event that modifications need to be made to any City owned and/or maintained traffic signals, street lighting, signing, pavement marking and conduit/handholes, the Developer shall reimburse the City for all associated costs including engineering, labor and materials for both temporary and permanent installations.

15. The City Traffic Engineer may require public signing and marking related to the development; the Developer shall be financially responsible for such signing and marking.
16. All parking facility design shall conform to MGO standards, as set in section 10.08(6).

Please contact Matt Tucker, Zoning Administrator at 266-4569 if you have questions regarding the following four (4) items:

17. Provide a detailed final site plan, based upon a survey or subdivision plat, which accurately shows all parking, buildings, storage areas, paved areas and green space on-site. All parking spaces, access aisles and building setbacks shall be shown on the final plan.
18. Provide final details reflecting a complaint lot coverage condition. Note: current development exceeds lot coverage requirements, but said non-conforming may be maintained at its current level but not increased.
19. Provide information of existing tenants in building, so parking, bike parking and loading requirements may be calculated.
20. Clearly identify the outdoor storage area and associated screening on the final site plan. Note: Outdoor storage shall comply with supplemental regulations per Sec 28.151.

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

21. Refer to IFC 315.4 for outside storage limitations. These limitations would be in addition to any zoning regulations.

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

22. That the site plan submitted for final sign-off clearly labels the location of the screening fence and pavement type (including areas of gravel or concrete). Other improvements described in the letter of intent including the retaining wall and loading zones should also be clearly depicted and drawn to scale for final review by City Agencies.

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 your conditional use:

1. Please revise your plans per the above conditions and submit nine (9) copies of a complete, fully dimensioned and scaled 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. The final site plan shall be accompanied by 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 the Zoning staff to the City department staff listed above for their final approval.

2. This property is not in a wellhead protection district. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility. The Water Utility will not need to sign off the final plans, and will not need a copy of the approved plans.
3. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting conditional use approval.
4. The approval is valid for one (1) year from the date of the Plan Commission approval. During this time, the applicant must either lawfully commence the use or obtain a building permit and begin erecting the building. If the applicant obtains a valid building permit, construction must commence within six (6) months of the date of issuance. The building permit shall not be renewed unless construction has commenced as is being diligently prosecuted.
5. No alteration of a conditional use shall be permitted unless approved by the Plan Commission provided, however, the Zoning Administrator may issue permits for 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 City Plan Commission and the conditional use approval standards.
6. The Plan Commission retains continuing jurisdiction over all conditional uses for the purpose of resolving complaints against all previously approved conditional uses.

If you have any questions regarding obtaining your conditional use or building permits, please contact the Zoning Administrator at 266-4551. If you have any questions or if I may be of any further assistance, please do not hesitate to contact my office at 267-1150.

Sincerely,

Kevin Firchow, AICP
Planner

cc: Janet Schmidt, City Engineering Division
Bill Sullivan, Fire Department
Matt Tucker, Zoning Administrator
Eric Halvorson, Traffic Engineering Div.

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

Signature of Applicant

Signature of Property Owner (if not the applicant)

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 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: