



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

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

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July 13, 2010

Tom Haver  
Haver Design & Construction  
212 S Baldwin St  
Madison, WI 53703

RE: Approval to construct an addition to a single-family residence on a waterfront parcel at 2612 Waunona Way

Dear Mr. Haver:

At its July 12, 2010 meeting, the Plan Commission, meeting in regular session, approved your client's conditional use request for a major alteration to an existing single-family residence on a waterfront parcel at 2612 Waunona Way, subject to the conditions below. In order to receive final approval of the conditional use and for the conditional use to be in effect, the following conditions must be met and this letter signed and returned to the Zoning Administrator:

**Please contact Janet Dailey, City Engineering Division, at 261-9688 if you have questions regarding the following two (2) items:**

1. The plan set shall be revised to show more information on proposed drainage for the site. This shall be accomplished by using spot elevations and drainage arrows or through the use of proposed contours. It is necessary to show the location of drainage leaving the site to the public right-of-way. It may be necessary to provide information off the site to fully meet this requirement.
2. The site plan shall be revised to show all existing public sanitary sewer facilities in the project area as well as the size, invert elevation, and alignment of the proposed service.

**Please contact Pat Anderson, Assistant Zoning Administrator, at 266-5978 if you have any questions regarding the following ten (10) items. Please note, the Plan Commission clarified condition 9, as noted below.**

3. Provide surveyors verification pursuant to section 28.04(19)(b)1. establishing the existing development pattern, setback from the normal high water mark. For purposes of this section, the existing development pattern shall mean the average setback of the five (5) developed zoning lots to each side of the proposed development lot. For all zoning lots, the principal building setback shall be not less than the existing development pattern.
4. Please work with zoning staff to establish said setback, which is measured to the principal building on the lot which includes all decks three feet or more above the normal grade. Survey shall be submitted with plans for final sign off, showing an accurate existing development pattern prior to a building permit being issued.
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. The submitted plans do not include a vegetation inventory of trees and shrubs, however, it does not appear that of vegetation within the waterfront area will be removed.
7. Show designated flood plain area on the site plan, as depicted on the City' official Floodplain Zoning maps (FEMA Floodplain maps). Any construction within a flood plain shall meet flood proofing protection measures and such design shall be certified by a registered professional engineer or architect per 28.04(20)(b) of the Madison General Ordinances.
8. The Zoning Board of Appeals on May 13, 2010 approved a variance of 4' 5" as per the plans submitted. The proposed addition to be setback 6'1" to the right side lot line.
9. Provide the required vegetation inventory of trees and shrubs. [As a clarifying note, please discuss the specific ordinance requirements with zoning staff for compliance with this condition and its relationship to condition 5, above. The original condition recommended by Zoning noted the submitted plans do not include a vegetation inventory of trees and shrubs, though it does not appear that of vegetation within the waterfront area will be removed.]
10. Show designated flood plain area on the site plan, as depicted on the City' official Floodplain Zoning maps (FEMA Floodplain maps). Any construction within a flood plain shall meet flood proofing protection measures and such design shall be certified by a registered professional engineer or architect per 28.04(20)(b) of the Madison General Ordinances.

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

11. That the applicant provides the following labels and clarifications on the plans submitted for final sign-off, for the approval of Planning Division staff.
  - a. Show the full extent of the subject property and label the ordinary high water mark.
  - b. Show the location of the existing detached garage (and any other accessory buildings) on the site plan.
  - c. Label the primary exterior building materials on the elevation drawings.
  - d. Label the building height dimensions and the existing and finished-grade elevations at the building corners on the elevation drawings.

**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. 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.
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. 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 demolition permit.

4. 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 not need a copy of the approved plans.

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

cc: Janet Dailey, City Engineering Division  
Pat Anderson, Asst. Zoning Administrator

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