



Department of Planning & Community & Economic Development

Planning Division

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June 15, 2015

Brian Munson
Vandewalle & Associates
120 E. Lakeside Street
Madison, WI 53715

RE: Approval of a conditional use and demolition permit for the purpose of razing an existing two-story mixed-use building and construction of a new mixed-use building containing approximately 8,740 square feet of commercial space, 3,000 square feet of flex space, and 367 apartments at **510 University Avenue and 435 W. Gilman Street.**

Dear Mr. Munson:

At its June 8, 2015 meeting, the Plan Commission found the standards met and **approved** your requested demolition permit and conditional use requests at 510 University Avenue and 435 West Gilman Street. This approval is subject to the conditions of approval in the following sections, which shall be satisfied prior to issuance of any City permits related to the project.

Please contact Janet Schmidt of the City Engineering Division at 261-9688 if you have questions regarding the following thirty (30) items:

1. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD) prior to issuance of any building permits. When the recorded CSM image is available from the ROD, the City Assessor's Office can then create the new Address-Parcel-Owner data in the property database on which the permits will be issued.
2. The proposed site plan for the redevelopment of this property modifies the joint driveway configuration between this property and the property located at 420 W. Gorham Street. The proposed plan also provides for a proposed common access aisle to the property to the northwest of this property located at 425 W. Gilman Street. New access agreements and/or modifications to existing access easement/agreements of record shall be drafted, executed and recorded prior to building permit issuance.
3. The base address for the apartments is 434 W Gorham Street. There will be additional street addresses for the retail spaces and for the townhomes to be determined with the creation of the addressing plan.
4. The applicant shall be required to connect to the City sanitary sewer located at the intersection of W. Gorham Street and N. Bassett Street. The majority of the sanitary wastewater flow will need to

be directed to this structure. The W. Gilman Street sanitary sewer is a local sewer main that is 8-inch in diameter versus the 12-inch diameter sewer on University Avenue and the 12-inch diameter main on N. Bassett Street.

5. The construction of this building will require removal and replacement of sidewalk, curb and gutter and possibly other parts of the City's infrastructure. The applicant shall enter into a City / Developer agreement for the improvements required for this development. The applicant shall be required to provide deposits to cover City labor and materials and surety to cover the cost of construction. The applicant shall meet with the City Engineer to schedule the development of the plans and the agreement. The City Engineer will not sign off on this project without the agreement executed by the developer. The developer shall sign the Developer's Acknowledgement prior to the City Engineer signing off on this project.
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. In accordance with 10.34 MGO – Street Numbers: Submit a PDF of each floor plan to Lori Zenchenko in Engineering Mapping (Lzenchenko@cityofmadison.com) so that an interior addressing plan can be developed. If there are any changes pertaining to the location of a unit, the deletion or addition of a unit, or to the location of the entrance into any unit, (before, during or after construction) the addresses may need to be changed. The interior address plan is subject to the review and approval of the Fire Marshal.
8. The approval of this development does not include the approval of the changes to roadways, sidewalks or utilities. The applicant shall obtain separate approval by the Board of Public Works and the Common Council for the restoration of the public right of way including any changes requested by developer. The City Engineer shall complete the final plans for the restoration with input from the developer. The curb location, grades, tree locations, tree species, lighting modifications and other items required to facilitate the development or restore the right of way shall be reviewed by the City Engineer, City Traffic Engineer, and City Forester.
9. The applicant shall provide the City Engineer with a survey indicating the grade of the existing sidewalk and street. The applicant shall hire a Professional Engineer to set the grade of the building entrances adjacent to the public right of way. The applicant shall provide the City Engineer the proposed grade of the building entrances. The City Engineer shall approve the grade of the entrances prior to signing off on this development.
10. The applicant shall replace all sidewalk and curb and gutter abutting the property, which is damaged by the construction, or any sidewalk and curb and gutter that the City Engineer determines needs to be replaced because it is not at a desirable grade regardless of whether the condition existed prior to beginning construction.
11. The applicant shall obtain a privilege in streets agreement for any encroachments inside the public right of way. The approval of this development does not constitute or guarantee approval of the encroachments.

12. The applicant shall provide the City Engineer with the proposed earth retention system to accommodate the restoration. The earth retention system must be stamped by a Professional Engineer. The City Engineer may reject or require modifications to the retention system.
13. The applicant shall complete work on exposed aggregate sidewalk in accordance with specifications provided by the city. The stone used for the exposed aggregate shall be approved by the City. The Construction Engineer shall be notified prior to beginning construction. Any work that does not match the adjacent work or which the City Construction Engineer finds is unacceptable shall be removed and replaced.
14. All work in the public right of way shall be performed by a City-licensed contractor.
15. All street tree locations and tree species within the right of way shall be reviewed and approved by City Forestry. Please submit a tree planting plan (in PDF format) to Dean Kahl, of the City Parks Department dkahl@cityofmadison.com or 266-4816. Approval and permitting of any tree removal or replacement shall be obtained from the City Forester and/or the Board of Public Works prior to the approval of the site plan
16. All damage to the pavement on W. Gorham Street, University Avenue and W. Gilman Street adjacent to this development shall be restored in accordance with the City's Pavement Patching Criteria.
17. This project falls in the Rock River TMDL Zone and is subject to increased erosion control enforcement as authorized by Resolution 14-00043 passed by the Common Council on January 21, 2014. The project will be expected to meet a higher standard of erosion control than the minimum standards set by the Wisconsin Department Natural Resources (WDNR).
18. The plan set shall be revised to show a proposed private internal drainage system on the site. This information shall include the depths and locations of structures and the type of pipe to be used.
19. This project will require a concrete management plan as part of the erosion control plan to be reviewed and approved by the City Engineer's Office
20. This site appears to disturb over 1 acre of land and requires a permit from the Wisconsin Department of Natural Resources (WDNR) for stormwater management and erosion control. The City of Madison has been required by the WDNR to review projects for compliance with NR216 and NR-151; however a separate permit submittal is still required to the WDNR for this work. The City of Madison cannot issue our permit until concurrence is obtained from the WDNR via their Water Resources Application for Project Permits (WRAPP) or Notice of Intent Permit (NOI) permit process.
21. Prior to approval, this project shall comply with MGO Section 37 regarding stormwater management. Specifically, this development is required to: Reduce TSS by 80% (control the 5 micron particle) off of newly developed areas compared to no controls, and; complete an erosion control plan and complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website as required by Chapter 37 MGO.
22. 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.

23. The applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the City Engineering Division (Mapping Section). The digital CAD file shall be to scale and represent final construction. The CAD file shall be in a designated coordinate system (preferably Dane County WISCRS, US Ft). The single CAD file submittal can be either AutoCAD (dwg) Version 2013 or older, MicroStation (dgn) V8i Select Series 3 or older, or Universal (dxf) format and shall contain the only the following data, each on a separate layer name/level number: building footprints; internal walkway areas; internal site parking areas; other miscellaneous impervious areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.); right-of-way lines (public and private); plat name and lot lines (metes & bounds parcel lines if unplatted); platted lot numbers (noted "unplatted lands" if not platted); lot/plat property dimensions; and street names. All other levels (contours, elevations, etc) are not to be included with this file submittal. The CAD file will only be required prior to final plan review so that multiple files do not need to be supplied or reviewed. E-mail CAD file transmissions are preferred to lzenchenko@cityofmadison.com. The party responsible for the CAD file email transmission shall include the project site address in the email subject line. Any changes or additions to the location of the building, private utilities, sidewalks, parking/pavement during construction will require a new CAD file transmittal.
24. The applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the City Engineering Division (Storm/Sanitary Section). The digital CAD file shall be to scale and represent final construction. The CAD file shall be in a designated coordinate system (preferably Dane County WISCRS, US Ft). The single CAD file submittal can be either AutoCAD (dwg) Version 2013 or older, MicroStation (dgn) V8i Select Series 3 or older, or Universal (dxf) format and shall contain the only the following data, each on a separate layer name/level number. The digital copies shall be drawn to scale and represent final construction including: building footprints; internal walkway areas; internal site parking areas; other miscellaneous impervious areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.); right-of-way lines (public and private); plat name and lot lines (metes & bounds parcel lines if unplatted); platted lot numbers (noted "unplatted lands" if not platted); lot/plat property dimensions; street names; private on-site sanitary sewer utilities (including all connections to public sanitary); private on-site storm sewer utilities (including all connections to public storm). The CAD file will only be required prior to final plan review so that multiple files do not need to be supplied or reviewed. E-mail CAD file transmissions are preferred to: jbendict@cityofmadison.com or ttroester@cityofmadison.com . The party responsible for the CAD file e-mail transmission shall include the project site address in the email subject line. Any changes or additions to the location of the building, private utilities, sidewalks, parking/pavement during construction will require a new CAD file transmittal.
25. 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).
26. This project appears to require construction dewatering. A dewatering plan shall be submitted to City Engineering as part of the Erosion Control Permit.

27. This project appears to require permanent dewatering. A permit to connect to the public stormwater system shall be required from City Engineering. Additionally, a permit for non-storm discharge to the storm sewer system from the City/County Health Department shall be required.
28. All outstanding Madison Metropolitan Sewerage District (MMSD) 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.
29. 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.
30. Prior to final approval of the demolition permit, the owner shall obtain a permit to plug each existing sanitary sewer and/ or storm sewer lateral that serves a building that is proposed for demolition. Prior to approval, the owner or owner's representative shall obtain a permit to plug each existing lateral that serves a building which is proposed for demolition. For each lateral to be plugged, the owner shall complete a sewer lateral plugging application and pay the applicable permit fees. Note: New plugging procedures and permit fees are in effect as of January 1, 2013.

Please contact Eric Halvorson of the Traffic Engineering Division at 266-6527 if you have any questions regarding the following fifteen (15) items:

31. The City of Madison Traffic Engineering Division has fiber optic communications in the right of way at this location. These facilities are crucial to City of Madison Operations and methods above and beyond normal construction methods shall be used to protect this infrastructure from damage.
32. City of Madison radio systems are microwave directional line of sight to remote towers citywide. The building elevation will need to be reviewed by the Traffic Engineer Division to accommodate the microwave sight and building. The applicant shall submit grading plans and elevations if the building exceeds four stories prior to sign-off to be reviewed and approved by Dave Nachreiner, (266-4899) Traffic Engineering Shop, 1120 Sayle Street. The applicant shall return one signed approved building elevation copy to the City of Madison Traffic Engineering office with final plans for sign off.
33. This site presents difficult constructability issues; access to neighboring sites must be maintained at all times, covered sidewalks will be constructed and maintained as soon as possible and little to no access to the public right of way on University Avenue or W. Gorham Street will be granted for construction purposes.
34. The applicant shall provide a short-term loading zone on the ground level parking to be signed and noted on the plan. This stall shall be so located as to make deliveries intuitive and convenient.
35. The applicant shall submit for review a waste removal plan. This shall include vehicular turning movements.
36. The applicant shall submit for review a residential moving plan. This plan will include all parking regulations near the site as well as how a new resident may apply to receive city issued "No Parking" signs and meter hoods.

37. The applicant shall submit for review a commercial delivery plan. This shall include vehicular turning movements, estimated size of delivery vehicles and on-site location of loading zone of appropriate size (generally 10' x 35').
38. Per MGO Section 10.08, drive aisles are required to be a minimum of 20 feet wide. Modify the drive aisle off W. Gorham Street to be in compliance.
39. The submitted plan does not show the dimensions for the underground parking. Typically parking stalls are 9' x 18' with a 24-foot backup free of all obstructions, including but not limited to structural columns. Parking lot dimensions are per MGO and must be met before sign-off on the final plans.
40. The applicant shall build a 16-foot wide terrace (8 feet) and sidewalk (8 feet) along the University Avenue and W. Gorham Street. They may be granted an exception to this width where the terrace may be narrowed through the radius of the curve to be reviewed by the City Traffic Engineer. The applicant shall dedicate the required right of way to accommodate the new terrace and sidewalk dimension prior to final project sign-off.
41. The project proposes 162 off-street auto parking spaces to be provided for the development, which has 348 residential units. A condition of approval shall be that no residential parking permits shall be issued for 510 University Avenue and 435 W. Gilman Street. In addition, the applicant shall inform all tenants of this requirement in their apartment leases. In addition, the applicant shall submit for 510 University Avenue and 435 W. Gilman Street a copy of the lease noting the above condition with the final plans for this project.
42. The applicant shall submit one contiguous plan for approval. The plan drawing 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.
43. 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.
44. 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.
45. All parking facility design shall conform to standards in MGO Section 10.08(6).

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

46. Per MGO Section 13.21, all wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility.

Please contact Bill Sullivan of the Madison Fire Department at 261-9658 if you have any questions regarding the following two (2) items:

47. The plan currently proposes openings in walls located less than 3 feet from property lines, which is prohibited by the state building code, IBC 705.8. The Madison Fire Department opposes this project moving forward with these known building code issues.
48. The proposed fire lanes do not comply with the following:
 - a.) The site plans shall clearly identify the location of all fire lanes.
 - b.) Fire lanes shall be unobstructed; there are obstructions shown on the fire lane, remove all obstructions. Examples of obstructions, including but not limited to: parking stalls, loading zones, changes in elevation, power poles, trees, bushes, fences or posts.

Please contact Tim Sobota of the Metro Transit at 261-4289 if you have any questions regarding the following four (4) items:

49. In coordination with public works improvements, the applicant shall maintain or replace the concrete passenger boarding pad at the existing Metro bus stop on the north side of W. Gorham Street, east of N. Bassett Street (#0428). The concrete pad shall occupy the full distance of the terrace, measure a minimum of 10 feet in width parallel to the street, and lie flush between the sidewalk and the top of curb. A continuous concrete terrace would also be suitable.
50. The applicant shall install and maintain a bench or other seating amenity in the adjacent property landscape plan, ideally taking advantage of any building overhang or canopy to provide the seating amenity some shelter from the elements.
51. The applicant shall maintain and protect access to the existing bus stop zone for both pedestrians and transit vehicles at all times during project construction.
52. The applicant shall include the location of these transit amenities on the final documents filed with their permit application so that Metro Transit may review and approve the design.
53. Conceptual Bus Rapid Transit (BRT) design studies have identified the existing bus stop zone area as a potential BRT station location. Sample BRT station design guidelines indicate at least 12 feet of available right-of-way being typical for the dimension measured from the face of curb across the station platform to the back of a public sidewalk. A minimum of eight feet is shown for just the BRT station infrastructure, measured from the face of curb to the rear point of a passenger shelter structure. City Engineering staff may coordinate right of way alignments in this area to accommodate any potential future need for BRT infrastructure.

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

54. 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 development. This development is within the Vilas-Brittingham park impact fee district (SI27). Please reference ID# 15108 when contacting Parks Division staff about this project. [Note: 2015 Park Impact Fees are now in effect.
55. Additional street trees are needed for this project. All street tree planting locations and trees species with the right of way shall be reviewed by City Forestry. Please submit a site plan (in PDF format) to Dean Kahl – dkahl@cityofmadison.com or 266-4816. Approval and permitting of tree planting shall be obtained from the City Forester and/or the Board of Public Works prior to the approval of the site plan. Tree planting specifications can be found in Section 209 of City of Madison Standard Specifications for Public Works Construction.

Please contact Matt Tucker, Zoning Administrator at 266-4429 if you have questions regarding the following eleven (11) items.

56. Sec. 28.185 (7)(a)5. requires that if a demolition or removal permit is approved, it shall not be issued until the reuse and recycling plan is approved by the Recycling Coordinator, Mr. George Dreckmann. (608-267-2626).
57. Sec. 28.185 (10) Every person who is required to submit a reuse and recycling plan pursuant to Sec. 28.185(7) (a) 5. shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition.
58. Section 28.185 (9)(a) A demolition or removal permit is valid for one (1) year from the date of the Plan Commission approval.
59. With the final plans, submit a fully dimensioned site plan showing the building distance from the property lines. Clearly identify canopy and building projections and their relationship to property lines.
60. Provide an exhibit and detailed calculation of the lot coverage as defined in section 28.211. The maximum lot coverage is 90%. Note that lot coverage is the total area of all buildings, measured at grade and all paved areas as a percentage of the total area of the lot, with the exceptions of sidewalks or paved paths no wider than five (5) feet, pervious pavement, green roofs and decks.
61. Provide an exhibit and detailed calculation of the Useable Open Space with the final plans per section 28.140. Usable open space may take the form of at-grade open space, porches, balconies, roof decks, green roofs or other above-ground amenities.
62. Per Sec. 28.141(11), required bicycle parking shall comply with short and long-term bike parking requirements for both residential and non-residential uses, to be clearly identified and dimensioned on the final plan sets. Up to 25% of bike parking may be structured parking, vertical parking or wall

mount perking, provided there is a 5 foot access aisle for wall mount parking. Provide a detail of the proposed bike facilities, including non-structured and structured or wall mounted bike racks and bike storage lockers.

63. Provide a rooftop plan with the final plan submittal. Per section 28.071(3)(h), all rooftop equipment shall be screened from view from adjacent streets and public rights-of-way within an enclosure. The enclosure shall be set back a distance of one and one-half (1 ½) times its height from any primary façade fronting a public street.
64. Provide the overall height of the building and mechanical equipment relative to the Capitol View Height limitation. The overall height of the building, including all mechanical equipment projections, shall not exceed the Capitol View Preservation limitation, 187.2' City Datum, per section 28.134(3).
65. If outdoor lighting is provided, it must comply with City of Madison General Ordinances Section 10.085 outdoor lighting standards. Final plan sets shall include a lighting plan and lighting fixture cut-sheets.
66. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances prior to sign installations.

Please contact my office at 261-9632 if you have any questions about the following seven (7) items:

67. The percent of glass shall be clearly defined on all elevations. Per Section 28.071(3)(e) of the Zoning Code, upper story openings on all building shall comprise a minimum of 15% of the facade area per story. Glass on all windows and doors shall be clear or slightly tinted, allowing views into and out of the interior; spandrel glass may only be used on service areas on the building.
68. The final plans shall note the height of the project in City datum. All portions of the building shall observe the Capitol View Preservation limits of 187.2 feet, City datum, including the rooftop mechanical enclosure, elevator towers and stair towers.
69. A site plan prepared by a civil engineer shall be submitted for final approval prior to issuance of building permits for the project. The scaled site plan required shall clearly identify the boundaries of the property; depict and dimension existing improvements in the right of way from the centerline of the abutting streets (pavement, curb, sidewalks, terraces, utility poles, etc.); provide the dimensions of the project from the property lines to the first floor walls (upper floors that project above may be dashed); and identify adjacent buildings and dimension shared driveways, fences, etc. that will remain.
70. No utility or HVAC pedestals or penetrations, including HVAC wall packs for units, and gas meters or electric meters for buildings/ units shall be permitted without specific approval by the Urban Design Commission and Plan Commission.
71. The rooftop volleyball court shall be removed. Staff does not believe that the court can be enclosed to ensure that balls or participants will remain safely on the roof without the use of structural elements that will exceed what may be placed on the roof of the maximum 12-story tall building.

72. The plans for the new development shall be revised prior to final approval and issuance of building permits as follows:
- a.) The project data in the letter of intent and project table (page 32) shall be revised to be consistent with the approved plans, including the number of auto, bike and moped stalls proposed.
 - b.) The section drawings shall be labeled directionally.
73. That the applicant submit a detailed management plan for the property for approval by the Planning Division that includes the following:
- a.) Move-in/move-out plan, including the details on any furnishings to be provided in each unit. This plan shall provide assurances that the usability of public streets surrounding the property will be maintained.
 - b.) Parking management plan, including an example lease with language pertaining to the amount of automobile and moped parking on the site, and any fees involved to lease a parking stall. This information shall be provided to all tenants, and shall include notice to all tenants that mopeds may not be stored in areas on the property except for in designated moped stalls.
 - c.) Trash and snow management.
 - d.) Management of and access to common spaces, including indoor amenities, outdoor terraces and pools.
 - e.) Security plan, to be reviewed by Planning Division staff in coordination with staff from the Madison Police Department.
 - f.) The days and hours of operation when building management staff will be on-site.
 - g.) The guest policy for the residential portions of the building, including policies for overnight stays and use of building amenities (pools, fitness facility, etc.).

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

The applicant is also required to satisfy the Urban Design Commission conditions of approval prior to the final staff approval of the project and the issuance of permits. Please contact Al Martin, Urban Design Commission Secretary, at 267-8740 if you have any questions about those conditions.

No interior, exterior or structural demolition or wrecking activities or remodeling activities (including material reclamation activities by the applicant or a third party) shall commence nor any wrecking or building permits be issued until the applicant has met all of the conditions of approval stated in this letter.

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

1. Please now follow the procedures listed below for obtaining permits for your project:
2. After the plans have been revised per the above conditions, please file ten (12) 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.
3. 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.
4. Provide a reuse/recycling plan, to be reviewed and approved by the City Recycling Coordinator prior to a demolition permit being issued. Section 28.185(10) of the Zoning Ordinance requires the submittal of documentation demonstrating compliance with the approved reuse and recycling plan. Please note, the owner must submit documentation of recycling and reuse within 60 days of completion of demolition.
5. Approval of the 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.
6. 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 you may be of any further assistance, please do not hesitate to contact my office at 261-9632.

Sincerely,

Timothy M. Parks
Planner

cc: Janet Schmidt, City Engineering Division
Eric Halvorson, Traffic Engineering Division
Pat Anderson, Asst. Zoning Administrator
Kay Rutledge, Parks Division
Tim Sobota, Metro Transit
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 demolition permit.

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. (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 checked="" type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input checked="" type="checkbox"/>	Other: Metro Transit