



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

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

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June 18, 2013

Jim Coons  
Coons Construction of Verona  
1827 Locust Drive  
Verona, WI 53543

RE: Approval of a demolition permit and conditional use at **5328 Lake Mendota Drive** to raze an existing residence to allow the construction of a new residence on a lakefront lot

At its June 17, 2013 meeting, the Plan Commission, meeting in regular session, approved your client's request for a demolition permit and conditional use to raze an existing residence to allow the construction of a new residence on a lakefront lot at 5328 Lake Mendota Drive. In order to receive final approval of the demolition and conditional use and for permits to be issued, the following conditions must be met:

**Please contact Janet Dailey, City Engineering Division, at 261-9688 if you have questions regarding the following six (6) items.**

1. This property appears to be connected to MMSD sanitary sewer in Lake Mendota Drive. A temporary sewer plug permit shall be taken out with the City prior to approval of the demolition permit. In addition, the contractor performing the work shall contact Ray Schneider of MMSD at 347-3628 to inspect plugging of the lateral.
2. Prior to approval, confirm existing sanitary sewer connection. Revise plans to show proposed sanitary sewer connection. Reuse of sewer connection reliant upon 5324 Lake Mendota Drive, shall not be permitted.
3. 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. (POLICY)
4. 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, and g) detail drawings associated with stormwater management facilities (including if applicable planting plans).
5. Prior to approval, the owner or owner's representative shall obtain a permit to plug each existing sanitary sewer 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: As of January 1, 2013 new plugging procedures and permit fees go into effect. The new procedures and revised fee schedule is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))

6. 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. (POLICY)

**Please contact Eric Halvorson, Traffic Engineering Division, at 266-6572 if you have questions regarding the following three (3) items.**

7. When the applicant submits 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 two (2) feet overhang, and a scaled drawing at 1" = 20'. Contact City Traffic Engineering if you have questions.
8. 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.
9. Public signing and marking related to the development may be required by the City Traffic Engineer for which the developer shall be financially responsible.

**Please contact Patrick Anderson, Zoning at 266-5978 if you have questions regarding the following eleven (11) items.**

10. The overall height of the building is within the maximum allowed in the zoning code, however, plans represent a building that qualifies as a three-story building, where a maximum of two stories is allowed. Final plans must be modified, for the building to qualify as a two-story building, which can be accomplished by removal of the loft space or modification to this space to have it function as a clear story or ceiling above the 2nd floor.
11. The submitted site plan does not provide the setbacks of the proposed building to the property lines, including the OHWM of lake Mendota. When measured, the proposed building does not provide the minimum 20' front yard setback. There is space to shift the building to toward the lake, which will result in compliance with the 20' front yard setback. A complete site plan, including all distances between the proposed structure and the property lines (including OHWM) is required prior to final sign-off. NOTE: Zoning variances may be required, but this cannot be determined with the submitted plans.
12. 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).
13. 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.
14. Show location of regulatory floodplain on final submitted plan.

15. State setbacks and State building requirements including but not limited to a soils engineering report. Contact Fred Rehbein (608-267-8688) with the building permit review staff regarding these requirements.
16. Provide surveyors verification pursuant to Section 28.138(4)(a)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 principal buildings on the (2) adjoining lots, provided that the setbacks of those buildings are within (20) feet of one another. For all zoning lots, the principal building setback shall be not less than the existing development pattern. Setbacks are 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.
17. Section 28.138 (3)(a) provide the development plan shall show a complete inventory of shoreline vegetation in any area proposed for building, filling, grading or excavating. In addition, the development plan shall indicate those trees and shrubbery which will be removed as a result of the proposed development. The cutting of trees and shrubbery shall be limited in the strip thirty-five (35) feet inland from the normal waterline. On any zoning lot not more than thirty percent (30%) of the frontage shall be cleared of trees and shrubbery. Within the waterfront setback requirements tree and shrub cutting shall be limited by consideration of the effect on water quality, protection and scenic beauty, erosion control and reduction of the effluents and nutrients from the shoreland.
18. Pursuant to section 28.141 (9)(b)1. Within a front yard setback or street side yard setback, including the extension of the side yard setback into the rear yard setback (see Figures I8 and I9). The driveway must lead only from a street to the nearest garage or to a parking area located in compliance with Subsection (8)(c) above. Maximum driveway width is the width of the garage entrance or parking area, up to a maximum of twenty two (22) feet. Final plans shall dimension driveway at the right of way no wider than 22 feet. The submitted plan reflects a driveway wider than 22' at the property line.
19. It appears that the applicant has requested the Plan Commission to waive the attached garage setback as part of the Conditional Use process pursuant to section 28.031 (3).
20. As part of final sign-off, provide documentation of the existing detached accessory structure, including floor plans and photographs or elevation drawings of all sides of the exterior of the building, for documentation of this Conditional Use.

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

21. Madison Fire Department recommends the installation of a residential fire sprinkler system in accordance with NFPA 13D and SPS 382.40(3)(e). Additional information is available at the Home Fire Sprinkler Coalition website: <http://www.homefiresprinkler.org/Consumer/ConsHome.html>
22. Please consider allowing Madison Fire Dept. to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities (608) 246-4587.

**Please contact my office at 267-1150 if you have questions regarding the following two items.**

23. That the applicant provides more grading information that clearly depicts any proposed changes to site grading. Any changes shall be approved by staff.
24. That the plans submitted for final site plan include all height and setback dimensions, showing compliance with the Zoning Code. Elevation drawings shall also label the finished grade elevation at the building corners. This information shall be provided for staff approval.

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

**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:**

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 operating private wells shall be identified and permitted by the Water Utility in accordance with Madison General Ordinance 13.21. All unused private wells shall be abandoned in accordance with Madison General Ordinance 13.21. The Water Utility will not need to sign off the final plans, and not need a copy of the approved plans.
3. A reuse and recycling plan approved by the Recycling Coordinator is required by ordinance prior to the issuance of a wrecking permit. The reuse and recycling plan shall be submitted along with the resubmittal of site plans for forwarding to the Recycling Coordinator.
4. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting demolition permit approval.
5. 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.

6. Any alteration in plans for a proposed alternative use shall require Plan Commission approval, except for minor alterations. 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, demolition 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 Dailey, City Engineering Division  
Eric Halvorson, Traffic Engineering Division  
Bill Sullivan, Fire Department  
Patrick Anderson, Zoning

I hereby acknowledge that I understand and will comply with the above conditions of approval for this demolition permit and 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 checked="" type="checkbox"/>	Traffic Engineering	<input checked="" type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input type="checkbox"/>	Other: