



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

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

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August 24, 2010

Todd Menzel  
Menzel Enterprises, Inc.,  
868 Progress Way  
Sun Prairie, WI 53590

RE: Approval of a conditional use for an automobile storage yard in the M1 (Limited Manufacturing) District.

Dear Mr. Menzel:

The Plan Commission, meeting in regular session on August 23, 2010 determined that the ordinance standards could be met and **approved** your request for a conditional use at 710 Ruskin Street. In order to receive final approval for the conditional use, the following conditions must be met:

**Please contact my office at 266-5974 with questions about the following four (4) items:**

1. Between hours of 10:00pm and 6:00am, towed vehicles shall be temporarily placed near the building just south of the storage yard, so as to minimize the effects of noise and lights on nearby residential properties to the west
2. The applicant shall provide details on the screening proposed along the western property line for staff review and approval when final plans are submitted. The screening shall be opaque, and approximately six feet tall.
3. Any individual vehicle may remain in the automobile storage yard for a maximum of 61 days.
4. The applicant shall submit a management plan for staff review and approval with regard to the inspection of vehicles for leaks and the containment of leaking fluids.

**Please contact Janet Dailey, City Engineering, at 261-9688 with questions about the following three (3) items:**

5. "Ruskin Street" is currently incorrectly labeled on this plan. The public right-of-way for Ruskin Street ends coterminous with the easterly prolongation of the south property line of this site. For clarification reasons, remove the Ruskin Street label from the private ingress-egress lease area and place within the public right-of-way portion to the south.
6. 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 7.5-tons per acre per year.
7. The applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the Engineering Program Specialist in the Engineering Division (Lori Zenchenko). The digital CAD file shall be to scale and represent final construction. The single CAD file submittal can be either AutoCAD (dwg) Version 2001 or older, MicroStation (dgn) Version J or older, or Universal (dxf) format and contain only the following data, each on a separate layer name/level number:

- a) Building Footprints
- b) Internal Walkway Areas
- c) Internal Site Parking Areas
- d) Other Miscellaneous Impervious Areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.)
- e) Right-of-Way lines (public and private)
- f) All Underlying Lot lines or parcel lines if unplatted
- g) Lot numbers or the words "unplatted"
- h) Lot/Plat dimensions
- i) Street names

All other levels (contours, elevations, etc) are not to be included with this file submittal.

NOTE: Email file transmissions preferred [addressing@cityofmadison.com](mailto:addressing@cityofmadison.com). Include the site address in the subject line of this transmittal. Any changes or additions to the location of the building, sidewalks, parking/pavement during construction will require a new CAD file (POLICY and MGO 37.09(2) & 37.05(4)).

**Please contact John Leach, Traffic Engineering, at 267-8755 with questions about the following three (3) items:**

- 8. When the applicant submits final plans of one contiguous plan 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 property lines, addresses, 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, vehicle routes, dimensions of radii, aisles, driveways, stalls including the two (2) feet overhang, and a scaled drawing at 1" = 20'.
- 9. The applicant shall prevent encroachment onto adjacent land areas with barriers of some type or provide a copy of the easement, which shall be noted on the face of the revised plans.
- 10. 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 Pat Anderson, Zoning, at 266-5978 with questions about the following three (3) items:**

- 11. Submitted plans show a graveled or paved area west of the fenced in area, south of the building addressed 714 Ruskin. The ordinance requires this area to be paved and striped, if being used for parking. If the area is being used for storage, it must be enclosed with fencing and delineated as storage on the site plan. This area also appears to encroach into the railroad right of way.
- 12. Bike parking shall comply with MGO Section 28.11. Provide an additional two bike parking stalls in a safe and convenient location on an impervious surface for the storage yard. Lockable enclosed lockers or racks or equivalent structures in and upon which the bicycle may be locked by the user shall be securely anchored to the ground or building to prevent the lockers or racks from being removed from the location.

NOTE: A bike-parking stall is two feet by six feet with a five-foot access area.

- 13. Zoning staff recently visited the site, and notes that the site layout, parking, and some aspects of outdoor storage do not appear consistent with approved plans on-file. No Official Notice has been prepared in this regard to date. The owner of the site is aware of the issues and will be working with staff to resolve any outstanding issues. Site compliance will be addressed as part of Conditional Use signoff.

**Please Contact Bill Sullivan, Madison Fire Department, at 261-9658 with questions about the following item:**

- 14. The Madison Fire Department does not object to this proposal, provided the project complies with all applicable fire codes and ordinances. As per the previously approved plan on-file for this site, all three fire hydrants shown on the property shall be installed.

**Please contact Dennis Cawley, Water Utility, at 261-9243 with questions about the following item:**

15. This property is not in a Wellhead Protection District. All wells on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility.

**Please contact Jeff Ekola, Real Estate, at 261-4289 with questions about the following item:**

16. The property owner shall remove paving improvements from the railroad right-of-way unless the property owner can demonstrate that he has license/lease from the railroad company (Union Pacific) granting the right to have the paving/driveway in the railroad right-of-way.

**Please now follow the procedures listed below for obtaining your conditional use permit:**

1. Please revise your plans per the above and submit **nine (9) copies** of a complete plan set to the Zoning Administrator for final staff review and comment.
2. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting the conditional use permit.
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.

If you have any questions regarding obtaining your conditional use permit, please contact the Zoning Administrator at 266-4551. If I may be of any further assistance, please do not hesitate to contact my office at 266-5974.

Sincerely,

Heather Stouder, AICP  
Planner

cc: Pat Anderson, Assistant Zoning Administrator  
Janet Dailey, City Engineering  
John Leach, Traffic Engineering  
Bill Sullivan, Fire Department  
Jeff Ekola, Real Estate

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

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Signature of Property Owner*

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Division (H. Stouder)	<input type="checkbox"/>	Recycling Coordinator (R & R)
<input checked="" type="checkbox"/>	Zoning Administrator	<input checked="" type="checkbox"/>	Fire Department
<input checked="" type="checkbox"/>	City Engineering	<input type="checkbox"/>	Urban Design Commission
<input checked="" type="checkbox"/>	Traffic Engineering	<input checked="" type="checkbox"/>	Real Estate:
<input checked="" type="checkbox"/>	Engineering Mapping	<input type="checkbox"/>	Other: