



Department of Planning & Community & Economic Development

## Planning Division

Katherine Cornwell, Director

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

March 14, 2014

Gerardo Jimenez  
Blackhawk Custom Homes  
4302 Keating Terrace  
Madison, WI 53711

RE: Approval of a demolition permit to deconstruct and relocate a single-family home for the construction of a new single-family home at 418 Critchell Terrace.

Dear Mr. Jimenez:

At its March 10, 2013 meeting, the Plan Commission found the standards met and **approved** your demolition request at 418 Critchell Terrace, subject to the conditions below. In order to receive final approval of the demolition, and for any necessary permits to be issued for your project, the following conditions shall be met:

**Please contact my office at 266-5974 if you have questions regarding the following two (2) items:**

1. The applicant shall continue efforts to secure a buyer to relocate the existing home, and shall submit a signed contract with said buyer as part of the reuse and recycling plan for the home, prior to receiving a demolition permit to deconstruct and remove the home from the property.
2. Final plans submitted for staff review and approval shall include elevations with exterior materials labeled.

**Please contact Janet Dailey of the City Engineering Division at 261-9688 if you have questions regarding the following eleven (11) items:**

3. A 30' Building Line is shown on this Lot (Lot 589, Sixth Addn. to Sunset Village). Covenants and Restrictions for this plat were recorded as Document 727590 and are also noted on the face of the plat. The restrictions included the 30' building set back requirement and refer to the front line setbacks as shown on the recorded plat. As per Document No. 727590 the covenants and restrictions per the document terminated on July 1, 1971.
4. The address of 418 Critchell Terrace is being retired with the demo/removal of the existing home. The new house is assigned an address of 420 Critchell Terrace.
5. The Applicant shall show more information on how the drainage will be handled by including proposed contours and spot elevations.
6. The site plan shall identify lot and block numbers of recorded Certified Survey Map or Plat.
7. 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.

8. The site plan shall include a full and complete legal description of the site or property being subjected to this application.
9. The Applicant shall replace all sidewalk and curb and gutter which abuts the property which is damaged by the construction or any sidewalk and curb and gutter which 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 (POLICY).
10. All work in the public right-of-way shall be performed by a City licensed contractor (MGO 16.23(9)(c)5 and MGO 23.01).
11. All damage to the pavement on Critchell Terrace, adjacent to this development shall be restored in accordance with the City of Madison's Pavement Patching Criteria. For additional information please see the following link: <http://www.cityofmadison.com/engineering/patchingCriteria.cfm> (POLICY).
12. 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 Mgmt Facilities (including if applicable planting plans)
13. 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)).

**Please contact Pat Anderson of the Zoning Office at 266-5978 if you have any questions regarding the following eleven (11) items Sdfds**

14. Section 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).
15. Section 28.185(10) Every person who is required to submit a reuse and recycling plan pursuant to Section 28.185(7)(a)5 shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition.
16. Section 28.185(9)a A demolition or removal permit is valid for one (1) year from the date of the Plan Commission approval.

**Please contact Bill Sullivan of the Madison Fire Department at 261-9658 if you have any questions about the following item:**

17. 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>

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18. Please consider allowing Madison Fire Department to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities: Lt Scott Bavery (608) 576-0600.

**Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency. No demolition or building permits shall 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 your demolition permit:**

1. Please revise the plans per the above conditions and file **five (5)** sets of complete, fully dimensioned, and to-scale plans, along with the appropriate site plan review application and fee pursuant to Section 28.206 of the Zoning Code. Also provide any other documentation requested herein with the Zoning Administrator, Room LL-100, Madison Municipal Building, 215 Martin Luther King, Jr. Boulevard.
2. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting 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.

If you have any questions regarding obtaining the demolition approval, 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 266-5974.

Sincerely,

Heather Stouder, AICP

Planner

cc: Janet Dailey, City Engineering Division  
Jeff Quamme, 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 demolition permit.

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

\_\_\_\_\_  
*Signature of Property Owner, if not Applicant*

For Official Use Only, Re: Final Plan Routing			
<input checked="" type="checkbox"/>	Planning Div. (H. Stouder)	<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 type="checkbox"/>	Recycling Coord. (R&R)
<input checked="" type="checkbox"/>	Fire Department	<input checked="" type="checkbox"/>	Metro Transit