



Department of Planning & Community & Economic Development

Planning Division

Katherine Cornwell, Director

Madison Municipal Building, Suite LL-100

215 Martin Luther King, Jr. Boulevard

P.O. Box 2985

Madison, Wisconsin 53701-2985

Phone: (608) 266-4635

Fax (608) 267-8739

www.cityofmadison.com

February 26, 2015

Heather Marley
733 Copeland Street
Madison, WI 53711

RE: Approval of a demolition permit to allow the demolition of a single-family home for the purpose of constructing a new single-family home at **733 Copeland Street**.

Dear Ms. Marley:

At its February 23, 2015 meeting, the Plan Commission, meeting in regular session, approved your request for a demolition permit to allow the demolition of a single-family home for the purpose of constructing a new single-family home at 733 Copeland Street. In order to receive final approval of the demolition permit and for permits to be issued, the following conditions must be met:

Please contact Janet Schmidt of the City Engineering Division at 261-9688 if you have questions regarding the following eight (8) items.

1. The applicant shall be required to provide a drainage plan for the site that shows no additional drainage, beyond what currently exists, being directed toward downstream properties. The drainage plan may also show that the new drainage is being directed to the public right of way. This plan will be reviewed and approved by City Engineering prior to release of the building permit.
2. 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.
3. All work in the public right-of-way shall be performed by a City licensed contractor.
4. All damage to the pavement on Copeland Street, 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>
5. 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.

6. 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).
7. All proposed and existing utilities including gas, electric, phone, steam, chilled water, etc shall be shown on the plan.
8. 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>.

Please contact Patrick Anderson, Assistant Zoning Administrator at 266-5978 if you have questions regarding the following five (5) items:

9. 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).
10. 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.
11. Section 28.185(9) (a) A demolition or removal permit is valid for one (1) year from the date of the Plan Commission approval.
12. Section 28.134 (1)(b) Provide revised elevations detailing the average height of all building facades, for each façade, height is measured from the midpoint of the existing grade to the highest point on the roof of the building or structure. Note: a minimum of 50% of the basement wall area must be beneath grade at the front for the basement area to not count as a story.
13. Section 28.140 Provide calculations for the minimum useable open space of 750 sq. ft. to be called out on final plans.

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

14. 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>
15. Please consider allowing Madison Fire Dept. to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities: Lt Scott Bavery (608) 576-0600.

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

16. Existing street trees shall be protected. Please include the following note on the site plan:
Contractor shall install tree protection fencing in the area between the curb and sidewalk and extend it at least 5 feet from both sides of the tree along the length of the terrace. No excavation is permitted within 5 feet of the outside edge of a tree trunk. If excavation within 5 feet of any tree is necessary, contractor shall contact City Forestry (266-4816) prior to excavation to assess the impact to the tree and root system. Tree pruning shall be coordinated with City Forestry. Tree protection specifications can be found in section 107.13 of City of Madison Standard Specifications for Public Works Construction -
<http://www.cityofmadison.com/business/pw/documents/StdSpecs/2013/Part1.pdf>.
17. Please reference ID# 15109 when contacting Parks about this project.

Please contact my office at 267-115 if you have questions regarding the following two (2) items:

18. That the applicant provides a landscape and grading plan that provides a more gradual transition from the front property line to the front of the building. These details shall be approved by staff and shall be consistent with drainage information required to be approved by City Engineering.
19. That prior to final sign-off and any excavating in this area, the applicant shall obtain all necessary approvals under Wis. Stat. 157.70 from the Wisconsin State Historical Society, and provide the City with proof of all such approvals.

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 for obtaining your demolition permit:

1. Please revise your plans per the above conditions and submit eleven (11) 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. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility. City Engineering staff will review plans for compliance. Please note, this property is not in a Wellhead Protection District. The Madison Water Utility shall be notified to remove the water meter prior to demolition.

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 demolition or removal permit is valid for one (1) year from the date of the Plan Commission. 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 demolition approval standards.

If you have any questions regarding obtaining your 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 Schmidt, City Engineering Division
Eric Halvorson, Traffic Engineering Division
Bill Sullivan, Fire Department
Kay Rutledge, Parks Division
Matt Tucker, Zoning

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			
☒	Planning Div. (Firchow)	☒	Engineering Mapping Sec.
☒	Zoning Administrator	☒	Parks Division
☒	City Engineering	☐	Urban Design Commission
☒	Traffic Engineering	☒	Recycling Coord. (R&R)
☒	Fire Department	☒	Other: METRO