

PLANNING DIVISION STAFF REPORT

August 24, 2015



PREPARED FOR THE PLAN COMMISSION

Project Address: 665 East Washington Avenue (District 6 – Ald. Rummel)
Application Type: Conditional Use
Legistar File ID # [38158](#)
Prepared By: Kevin Firchow, AICP, Planning Division
Report Includes Comments from other City Agencies, as noted
Reviewed By: Jay Wendt, Principal Planner

Summary

Applicant: Curt Brink; 701 East Washington Avenue; Madison, WI 53703

Contact: Ken Saiki; Ken Saiki Design, Inc; 303 South Paterson Street; Madison, WI 53703

Property Owner: MG&E; 623 Railroad Street; Madison, WI 53703

Requested Action: The applicant requests approval of a Conditional Use to establish a private parking facility.

Proposal Summary: The applicant proposes to convert a vacant property into a 28-stall surface parking lot.

Applicable Regulations & Standards: This proposal is subject to the standards for Conditional Uses [MGO Section 28.183(6)]. The new parking lot is also subject to the standards for Urban Design District 8 [MGO Section 33.24(15)].

Review Required By: Urban Design Commission and Plan Commission

Summary Recommendation: The Planning Division recommends that the Plan Commission find that the conditional use standards met and **approve** the request to establish a private parking facility at 665 East Washington Avenue. This recommendation is subject to input at the public hearing and the conditions recommended by the reviewing agencies.

Background Information

Parcel Location: The 11,550 square foot subject property is located on the southwest corner of the intersection of East Washington Avenue and South Blount Street. The project is within Aldermanic District 6 (Ald. Rummel) and within the limits of the Madison Metropolitan School District.

Existing Conditions and Land Use: The subject site is not developed.

Surrounding Land Use and Zoning:

North: Automobile dealership, zoned TE (Traditional Residential District);

South: Madison Gas and Electric Facility, zoned TE;

East: Restaurant & concert facility, zoned TE; and

West: Surface parking lot, zoned TE.

Adopted Land Use Plan: The Comprehensive Plan recommends employment uses for the subject site and surrounding area.

Zoning Summary: The property is zoned TE (Traditional Employment) District.

	Required	Proposed
Lot Area (sq. ft.)	6,000 sq. ft.	11,550 sq. ft.
Lot Width	50'	70'
Front Yard Setback	None	15'
Side Yard Setback	N/A for parking lot	TBD
Rear Yard Setback	N/A for parking lot	TBD
Maximum Lot Coverage	85%	Less than 85%
Number Parking Stalls	Determined by Zoning Administrator	28 stalls
Accessible Stalls	No	No
Loading	No	No
Number Bike Parking Stalls	No	No
Landscaping	Yes	Yes
Lighting	Yes	Yes
Other Critical Zoning Items	Urban Design District 8, Utility Easements, Wellhead Protection District 24	

Table Prepared by Jenny Kirchgatter, Assistant Zoning Administrator

Environmental Corridor Status: The subject site is not located in a mapped environmental corridor.

Public Utilities and Services: This property is served by a full range of urban services.

Project Description, Analysis, and Conclusion

The applicant requests conditional use approval to develop a vacant corner property into a 28-stall surface parking lot. This is considered a “private parking facility” which is a conditional use in the TE (Traditional Employment) zoning district. The site is also within Urban Design District (UDD) 8. This proposal is subject to the approval standards for conditional uses and UDD 8.

The subject property is roughly 70 by 165 feet in area and is undeveloped. It is currently seeded in grass.

The applicant is the owner of the nearby facility featuring the High Noon Saloon and the Brass Ring. The lot would serve tenants and patrons of that building and the applicant has entered into agreements with the property owner, Madison Gas and Electric.

The proposed parking lot includes a 15-foot setback along the East Washington Avenue frontage, planted with four canopy trees and smaller understory juniper and spirea plantings. A 10-foot setback is proposed along the South Blount Street frontage planted with a combination of spirea and a prairie seeding area. Two canopy trees are proposed along this frontage. The lot also includes planted tree islands every twelve stalls, as required by the Zoning Code. Access to the site will occur from the alley immediately to the south that also serves the existing parking area adjacent to the site. The letter of intent states the property will be illuminated with four solar powered parking lights.

The Planning Division believes the applicable standards can be met. Staff does not anticipate that converting the subject vacant property into a landscaped parking lot will negatively impact surrounding properties nor will the proposed improvements impact the normal and orderly development of surrounding properties. Staff also believes that the project complies with the standards for Urban Design District 8, noting that the Urban Design Commission granted initial approval of this request at its August 12, 2015 meeting.

At the time of report writing, the Planning Division was not aware of public comments on this request. As noted in the application, the proposal is supported by the Preservation and Development committee of the Marquette Neighborhood Association.

Recommendation

Planning Division Recommendation (Contact Kevin Firchow, 267-1150)

The Planning Division recommends that the Plan Commission find that the conditional use standards met and **approve** the request to establish a private parking facility at 665 East Washington Avenue. This recommendation is subject to input at the public hearing and the conditions recommended by the reviewing agencies.

Recommended Conditions of Approval Major/Non-Standard Conditions are Shaded

City Engineering Division (Contact Janet Schmidt, 261-9688)

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| <ol style="list-style-type: none">1. This site is being considered previously developed and as such a redevelopment site for the purposes of complying with the stormwater management requirements. |
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2. The applicant shall close all abandoned driveways by replacing the curb in front of the driveways and restoring the terrace with grass. (POLICY)
 3. This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in the ROCK RIVER TMDL ZONE and by Resolution 14-00043 passed by the City of Madison Common Council on 1/21/2014. You will be expected to meet a higher standard of erosion control than the minimum standards set by the WDNR.
 4. 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 5.0 tons per acre per year.
 5. For Commercial sites < 1 acre in disturbance the City of Madison is an approved agent of the Department of Commerce and WDNR. As this project is on a site with disturbance area less than one (1) acres, and contains a commercial building, the City of Madison is authorized to review infiltration, stormwater management, and erosion control on behalf of the Department of Commerce. No separate submittal to Commerce or the WDNR is required. (NOTIFICATION)
 6. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to Reduce TSS by 80% off of the proposed development when compared with the existing site.

7. The Applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the 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:

- 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) Plat name and lot lines (metes & bounds parcel lines if unplatted)
- g) Platted lot numbers (noted "unplatted lands" if not platted)
- h) Lot/Plat property dimensions
- i) Street names
- j) Private on-site sanitary sewer utilities (including all connections to public sanitary)
- k) 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.

8. 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).

9. The applicant shall submit prior to plan sign-off, electronic copies of any Stormwater Management Files Including: a) SLAMM DAT files, b) RECARGA files, c) TR-55/HYDROCAD/Etc...d) Sediment loading calculations. If calculations are done by hand or are not available electronically the hand copies or printed output shall be scanned to a PDF file and provided. (POLICY and MGO 37.09(2))

10. The applicant shall obtain a Street Excavation permit for the installation of utilities required to serve this project. The Applicant shall pay the permit fee, inspection fee and street degradation fee as applicable and shall comply with all the conditions of the permit. (MGO 10.05(6)) This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.

11. All outstanding Madison Metropolitan Sewerage District (MMSD) are due and payable prior Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Janet Schmidt (608-261-9688) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff. (MGO 16.23(9)(d)(4))

Traffic Engineering Division (Contact Eric Halvorson, 266-6572)

12. Per MGO 10.08(6)(a)6 The applicant shall design the lot to prevent encroachment onto adjacent land areas. This is typically accomplished with poured concrete six inch (6") minimum height curbing.
13. The existing driveway approach on South Blount Street which is to be abandoned shall be removed and replaced with curb and gutter and noted on the plan.
14. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings 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.
15. 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.
16. 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.
17. All parking facility design shall conform to MGO standards, as set in section 10.08(6).

Zoning Administrator (Contact Jenny Kirchgatter, 266-4429)

18. Provide a calculation for lot coverage. The maximum lot coverage is 85%. Lot coverage is the total area of all paved areas as a percentage of the total area of the lot with the exception of sidewalks or paved paths no wider than five (5) feet.
19. With the final plans, submit the landscape plan and landscape worksheet stamped by the registered landscape architect. Landscape plans for zoning lots greater than 10,000 square feet in size must be prepared by a registered landscape architect.
20. Show that the landscape islands contain a minimum of 75% vegetative cover and mulched with shredded bark, chipped wood or other organic material installed at a minimum depth of two (2) inches.
21. Submit the lighting photometric plan and lighting fixture cut-sheets with the final plan sets.

Fire Department (Contact Bill Sullivan, 261-9658)

This agency submitted a report with no recommended conditions of approval.

Water Utility (Contact Dennis Cawley, 261-9243)

22. This property is located in wellhead protection district WP-24. This proposed use is allowed in this district. Any proposed changes in use shall be approved by the Water Utility General Manager or his designee. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility. The Water Utility will not need to sign off the final plans, and will not need a copy of the approved plans.

Parks Division (Contact Kay Rutledge, 266-4714)

This agency did not submit comments for this request.

Metro Transit (Contact Tim Sobota, 261-4289)

This agency did not submit comments for this request.