



**Project Address:** 2635 University Avenue  
**Application Type:** Demolition Permit  
**Legistar File ID #** [29563](#)  
**Prepared By:** Heather Stouder, AICP, Planning Division  
Report Includes Comments from other City Agencies, as noted

## Summary

**Applicant/Owner:** Tom Steinhauer; 2725 Marshall Ct.; Madison, WI 53705

**Contact:** William Simpson; FCM Corporation; 133 S. Butler St.; Madison, WI 53703

**Requested Action:** The applicant requests approval of a demolition permit in the TSS (Traditional Shopping Street) District.

**Proposal Summary:** The applicant proposes to demolish a small commercial building to allow for the construction of a two-story office building with a small surface parking area. If approved, construction would commence in May 2013 with completion scheduled for November 2013.

**Applicable Regulations & Standards:** This proposal is subject to the standards for demolition permits [M.G.O. Section 28.185].

**Review Required By:** Plan Commission (PC)

**Summary Recommendation:** The Planning Division recommends that the Plan Commission find that the demolition standards are met and **approve** the requested demolition and new building for 2635 University Avenue. This recommendation is subject to input at the public hearing and the conditions recommended by the Planning Division and other reviewing agencies.

## Background Information

**Parcel Location:** The subject property is located on the southeast corner of University Avenue and Farley Street in the TSS District, within Aldermanic District 5 (Bidar-Sielaff), and within the limits of the Madison Metropolitan School District.

**Existing Conditions and Land Use:** The subject site includes one 15,048 square foot (0.345-acre) parcel with a 1,310 square foot commercial building originally used as a service station, and most recently used as the "Scooter U" business.

### Surrounding Land Use and Zoning:

North: Across University Avenue and Campus Drive, UW Hospital and Clinics and the Veterans Administration Hospital in the Village of Shorewood

South: A four-unit apartment building in the TR-U1 (Traditional Residential – Urban 1) District

East: Mixed-use building with offices and six residential units in the TSS (Traditional Shopping Street) District

West: Across Farley Avenue to the west, a mixed use building with ground floor commercial uses and 23 dwelling units in the PD (Planned Development) District

**Adopted Land Use Plan:** The Comprehensive Plan (2006) recommends Community Mixed Use for this property.

**Zoning Summary:** 2635 University Avenue is in the TSS (Traditional Shopping Street) District

	Required	Proposed
Front Yard Setback	Maximum 25'	5'
Side Yard Setback	None unless needed for access	25' LS, 2' RS
Rear Yard	Lesser of 20% lot depth or 20 feet	61'
Maximum Lot Coverage	85%	84.8%
Maximum Height	3 stories / 40' (unless by cond. use)	3 stories
Number parking stalls	1 per 2 employees	24
Number bike parking stalls	1 per 2,000 sq. ft.	3
Landscaping	Yes	Yes
Lighting	Yes	Yes
Building forms	Yes	Meets standards
Other critical zoning items: Barrier free ILHR 69		

Table Prepared by Patrick Anderson, 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, including many Metro Transit routes.

## Project Description

The applicant proposes to demolish a small commercial building for construction of a 2-story, 9,435 square foot office building with 24 surface parking stalls in the TSS (Traditional Shopping Street) District.

### Building Proposed for Demolition

The 1,310 square-foot, one-story building located in the back of the property was originally constructed in 1954 as a gas station, and was remodeled most recently in 1997. It has most recently been utilized for Moped/Scooter Repair and Sales. Photos of the building are included within the applicant's plan sheets and can be viewed online at this link: [http://www.cityofmadison.com/planning/projects/reports/2635ua\\_photos.pdf](http://www.cityofmadison.com/planning/projects/reports/2635ua_photos.pdf)

## **Summary of Proposed Development**

Following demolition of the existing building and surface parking area, a two-story masonry office building will be constructed on the northern half of the property. The building will be set back from both University Avenue and Farley Street by five to six feet, and further set back at the corner to allow for adequate vision clearance. A 24-stall surface parking area with access from Farley Street is proposed behind the building.

The main street-facing entrance is located on the eastern end of the north facade, oriented to University Avenue. A second entrance, which leads to a common vestibule area, is oriented to the surface parking lot. The building exterior is comprised largely of modular brick, with stone veneer accents, precast stone banding, and transparent glass and aluminum windows.

The applicant, an optometrist, will occupy the first floor of the building, and is seeking clinic or office tenants for the second floor.

## **Analysis and Conclusion**

The proposed project is subject to the demolition approval standards in the recently adopted Zoning Code, and is otherwise a permitted use in the TSS District. The analysis begins with a summary of the adopted plan recommendations, as the specific approval standards reference these documents.

### **Conformance with Adopted Plans**

Staff believes that the proposal is consistent with the adopted plan recommendations. The Comprehensive Plan recommends "Community Mixed-Use" for the property, where office uses (as well as many other uses that could one day occupy the building) are among those recommended. The proposed building is well-oriented to University Avenue, with surface parking located behind the building, as per the Plan's general recommendations for Community Mixed-Use areas.

### **Demolition Standards**

This proposal is subject to the demolition standards of the Zoning Code, and staff believes these standards are met. In considering these standards, the Plan Commission must find that the proposed demolitions are both 1) consistent with the intent and purpose of the zoning district, and 2) that the proposed future use is compatible with the purpose of the demolition section of the ordinance. The proposed office use is consistent with the TSS District and compatible with surrounding uses.

The Landmarks Commission reviews all proposed demolitions, but was not required to make a formal recommendation on this proposal since none of the buildings are landmarks or adjacent to landmarks, nor is the site within a local historic district. In their October 1, 2012 review, the Landmarks Commission found that the building proposed for demolition had no historic value. The Preservation Planner noted no issues.

### **Design Considerations**

This proposal, developed in the TSS District, is subject to the Design Standards for Mixed-Use and Commercial Buildings, which cannot be waived, unless approved as a variance by the Zoning Board of Appeals. The project appears to comply with those standards, and is exemplary as a simple, well-designed, two-story commercial block building meeting requirements in the new zoning code.

Staff suggested that the applicant consider reorienting the floor plans so that the building could have a more prominent corner entrance. However, the grades on the site are not conducive to an accessible corner entrance, and the positioning of the entrance on the eastern portion of the northern facade was the most efficient way to meet the zoning requirements and serve the building.

In final plans submitted for staff review and approval, the proposal will need to provide a rooftop plan demonstrating that standards relating to the screening of rooftop equipment are met.

### **Public Input**

The applicant attended an April January 4, 2013 neighborhood meeting sponsored by Alder Bidar-Sielaff, where attendees expressed general support for the proposal, while sharing some concerns about increased traffic and parking issues associated with the project.

First, some participants questioned the adequacy of the proposed 24 parking stalls to serve the offices. (Staff notes that under the zoning code, this proposed building is not required to have a minimum number of parking stall due to its size of less than 25,000 square feet in the TSS District. However, it would just meet the 1 stall per 400 square feet of office space required in other zoning districts.)

The importance of the available on-street parking in the area was raised, and some expressed the hope that the proposal would not involve the removal of on-street parking. It appears that one on-street space may be lost due to the driveway relocation, as parking would not be permitted immediately north of the new driveway, due to potential interference with the intersection. However, this is the only viable location for the relocated driveway, and aside from the lost on-street parking stall, staff believes that the location of the driveway further away from the intersection is a positive aspect of the proposal.

Some attendees were concerned about the parking impacts associated with construction of the building. The applicant stressed that construction would take place between the hours of 7:00 am and 7:00 pm, and that contractors would be required to carpool to the site, and access the site from University Avenue, rather than through the residential neighborhood to the south.

Finally, other attendees mentioned that anything that the developer could do with regard to improving stormwater infiltration on the site would be positive.

### **Conclusion**

Staff believes that the proposal meets the demolition standards. It is consistent with both the recommendations of the Comprehensive Plan (2006), and the zoning requirements for the TSS District. Both the building itself and its initial use as an optometry clinic will be a positive and long-lasting addition to the University Avenue Corridor and Regent Street Neighborhood.

## Recommendation

Major/Non-Standard Conditions are Shaded

### **Planning Division Recommendation** (Contact Heather Stouder, 266-5974)

The Planning Division recommends that the Plan Commission find that the demolition standards are met and **approve** the demolition of the existing commercial building for construction of the proposed office building. This recommendation is subject to input at the public hearing and the conditions recommended by the Planning Division and other reviewing agencies.

### **Recommended Conditions of Approval**

1. Final plans submitted for staff review and signoff shall include sufficient information to determine that rooftop screening standards are met.

### **City Engineering Division** (Contact Janet Dailey, 261-9688)

2. The existing building on this site proposed to be razed crosses underlying platted lot lines. The proposed new building will cross the same underlying platted lot line. Current State building code and City enforcement requires the underlying platted lot line be dissolved by Certified Survey Map (CSM) prior to issuance of a building permit. A CSM will also better memorialize the existing property boundary and title which is a direct benefit to the property owner. Have a CSM prepared for submittal to City Planning. The CSM shall be approved by the City and recorded with the Dane County Register of Deeds prior to issuance of a building permit.
3. The address of the new proposed building is 519 Farley Ave. After the demolition, the 2635 University Ave address will be inactivated and no longer valid.
4. The proposed private storm sewer connection to the public storm sewer shall require a structure on the existing public main.
5. The Applicant and / or their Contractor shall contact Ray Schneider of the Madison Metropolitan Sewerage District at 347-3628 for inspection of the sanitary sewer lateral prior to the plugging of the lateral and demolition of the building.
6. The Applicant shall close all abandoned driveways by replacing the curb in front of the driveways and restoring the terrace with grass (POLICY).
7. 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).
8. 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).
9. All damage to the pavement on Farley Ave and University Ave, 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).

10. The plan set shall be revised to show a proposed private internal drainage system on the site. This information shall include the depths and locations of structures and the type of pipe to be used. POLICY AND MGO 10.29.
11. 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.
12. 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).
13. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to:
  - a) Reduce TSS off of the proposed development by 80% when compared with the existing site
  - b) Complete an erosion control plan and complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website – as required by MGO Chapter 37.
14. 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 [izenchenko@cityofmadison.com](mailto:izenchenko@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)).

15. 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 Management Facilities (including if applicable planting plans)
16. 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
17. 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)).
18. The applicant shall obtain all necessary sewer connection permits and sewer plugging permits prior to any utility work (MGO 10.05(6)) and MGO 35.02(4)(c)(2)). This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
19. 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)).
20. 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).

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

21. The University Avenue Corridor study is currently under way. Traffic Engineering recommends building be set back from Right of Way along University and Farley to preserve future pedestrian, bicycle, transit and motor vehicle transportation needs at the intersection.

22. Plans submitted for approval shall include a pedestrian warning sign in addition to a stop sign at driveway exit to Farley to address neighborhood pedestrian concerns.
23. When the applicant shall submit 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.
24. 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.
25. Public signing and marking related to the development may be required by the City Traffic Engineer for which the developer shall be financially responsible.

**Zoning Administrator** (Contact Pat Anderson, 266-5978)

26. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with MGO Chapter 31 Sign Codes prior to sign installations.
27. 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).
28. 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.
29. Subject to MGO Sec. 28.173(9)(b). Access and Entry. Buildings shall have a clearly defined, highly-visible customer entrance or entrances, marked by canopies, porticos, overhangs, arcades, facade recesses or projections, or similar features.
30. Combine the lots to legally make one lot via a Certified Survey Map. A property line cannot go through a building without a fire wall down the lot line pursuant to Section 705.1.1 of the International Building Code. CSM shall be approved before sign off of final plans.
31. Provide details of dumpster enclosure.
32. Bike parking shall comply with MGO Table 28I-3 (General Regulations). Provide three bike parking stalls in a safe and convenient location on an impervious surface to be shown on the final plan. NOTE: A bike-parking stall is two feet by six feet with a five-foot access area. Structures that require a user-supplied locking device shall be designed to accommodate U-shaped locking devices. Provide details of bike rack on final plan sets.
33. Section 28.076 (5) Alterations to Approved Designs. For buildings approved pursuant to (b) or (c) above, the Director of the Department of Planning, Community and Economic Development may approve minor alterations or additions if he/she determines that such alterations or additions are consistent with Sec. 28.071(3), if applicable, the Downtown Urban Design Guidelines, and the previously approved design.
34. Pursuant to Sec. 28.142 (3) Landscape Plan and Design Standards: Landscape plans for zoning lots greater than ten thousand (10,000) square feet in size must be prepared by a registered landscape architect.

**Fire Department** (Contact Bill Sullivan, 261-9658)

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| <ol style="list-style-type: none"><li>35. Group B ambulatory health care facilities are required to have an automatic fire sprinkler system per IBC 903.2.2.</li><li>36. Please consider allowing Madison Fire Dept. to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities (608) 246-4587.</li></ol> |
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**Parks Division** (Contact Kay Rutledge, 266-4714)

37. Additional street trees are needed for this project. All street tree planting locations and trees species with the right of way shall be reviewed by City Forestry. Please submit a tree planting plan (in PDF format) to Dean Kahl – [dkahl@cityofmadison.com](mailto:dkahl@cityofmadison.com) or 266-4816. Approval and permitting of tree planting shall be obtained from the City Forester and/or the Board of Public Works prior to the approval of the site plan. Tree planting specifications can be found in section 209 of *City of Madison Standard Specifications for Public Works Construction*. <http://www.cityofmadison.com/business/pw/documents/StdSpecs/2013/Part2.pdf>

Please reference ID # 13118 when contacting Parks about this project.



**Water Utility** (Contact Dennis Cawley, 261-9243)

38. The Madison Water Utility shall be notified to remove the water meter prior to demolition.
39. This property is in wellhead protection district WP-6. The applicant shall determine if any hazardous chemicals, as defined by the Environmental Protection Agency, are stored or used on this site. If such chemicals are identified the applicant shall provide a report on the magnitude and/or frequency of these chemicals, as well as a plan for the storage or containment of these chemicals.
40. 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.

**Metro Transit** (Contact Tim Sobota, 261-4289)

This agency did not submit a response to this request.