

## PLANNING DIVISION STAFF REPORT

July 28, 2014

PREPARED FOR THE PLAN COMMISSION



**Project Address:** 1325 Greenway Cross  
**Application Type:** Conditional Use  
**Legistar File ID #:** [33910](#)  
**Prepared By:** Heather Stouder, AICP, Planning Division  
Report Includes Comments from other City Agencies, as noted

### Summary

**Applicant/Contact:** Larry Barton, Strang, Inc.; 6411 Mineral Point Road, Madison, WI, 53705

**Property Owner:** Ryan Palmer, 1325GC, LLC; 1018 Hackberry Lane, Madison, WI 53713

**Requested Action:** Approval of a conditional use for the conversion of existing interior space in a multi-tenant building for use as a reception hall in the IL (Industrial-Light) District.

**Proposal Summary:** The applicant proposes to reconfigure the interior of a multi-tenant commercial building such that two tenant spaces are combined as a gathering space for private events. No exterior changes are proposed.

**Applicable Regulations & Standards:** This proposal is subject to the standards for conditional uses (MGO Section 28.183(6)).

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

**Summary Recommendation:** The Planning Division recommends that the Plan Commission find that the conditional use standards can be met and **approve** the request for a conditional use at 1325 Greenway Cross. 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:** 1325 Greenway Cross is located on the southeast corner of Greenway Cross and Index Road (which becomes Applegate Road just to the north); Aldermanic District 14 (Strasser); IL (Industrial-Light) District; Madison Metropolitan School District.

**Existing Conditions and Land Use:** The 1.6 acre property is developed with a 22,000 square foot multi-tenant commercial building with an asphalt surface parking lot in front and on both sides. The space on the other side of the building is currently occupied by Greenway Crossing Montessori School.

#### **Surrounding Land Use and Zoning:**

North: Across Greenway Cross to the north, undeveloped land planned for industrial use in the IL District. Further to the north, automobile sales in the IL and CC-T (Commercial Corridor-Transitional) Districts.

East: Used automobile sales and auto repair in the IL District.

South: Light industrial and storage buildings in the Town of Madison.

West: Across Index Road to the west, auto retail store and warehouse building in the CC (Commercial Center) District.

**Adopted Land Use Plan:** The Comprehensive Plan (2006) recommends Industrial uses for this property. There is no more detailed neighborhood plan for this area.

**Zoning Summary:** This property is in the IL (Industrial-Light) District.

Dimensional Requirements	Required	Proposed
Lot Area	20,000 sq. ft.	68,588 sq. ft.
Lot width	75'	175.14'
Front yard	0'	55' +
Side yards	15'	22'+- RS 55'+- LS
Rear yard	30'	Adequate
Maximum Lot Coverage	75%	Less than 75%
Site Design	Required	Proposed
Number parking stalls	Office – 1 per 400 sq. ft. (9) Reception hall–15% of capacity (36) Day Care – 1 per 15 clients (10) Total = <u>55</u>	68 existing
Accessible stalls	Yes	Yes
Loading	No	No
Number bicycle parking stalls	Office – 1 per 2,000 sq. ft. (2) Reception Hall – 5% of capacity (12) Day Care –1 per 5 employees (3) Total = <u>17</u> (15 shall be surface, 2 can be structured)	11 surface
Landscaping	No site changes	No
Lighting	No site changes	No
<b>Other critical zoning items:</b> 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 Metro Transit Route 40, which runs along Greenway Cross with limited service, and many routes running along Fish Hatchery Road.

## Project Description, Analysis, and Conclusion

The applicant proposes interior renovations and the combining of two spaces in an existing multi-tenant commercial building to accommodate a 5,307 square foot reception hall, which is a conditional use in the IL District. No changes are proposed to the exterior of the building or site. The facility will primarily be utilized on evenings and weekends, which is opposite and complementary to the Montessori School located in the adjacent tenant space, and also the usage of many of the surrounding properties. The 68-stall existing parking lot and nearby on-street parking should be available during the times the reception hall is in use for the proposed 260-person capacity.

The applicant has requested a reduction in the required number of bicycle stalls, noting that bicycle usage will likely be low due to the fact that there are no showers at the facility. While this may be the case, Zoning staff has noted that 17 bicycle stalls will be required for the mix of uses at the site. People living relatively close to the

facility may indeed bike there or use a combination of biking and transit to get to the site, and bicycles should be well-accommodated.

### **Conditional Use Standards**

Staff believes that the proposal can meet the conditional use standards as summarized below:

1. *The establishment, maintenance, or operation of the conditional use will not be detrimental to or endanger the public health, safety, or general welfare.*

Staff believes that this standard can be met.

2. *The City is able to provide municipal services to the property where the conditional use is proposed, given due consideration of the cost of providing these services.*

Staff believes that this standard can be met.

3. *The uses, values, and enjoyment of other property in the neighborhood for purposes already established will not be substantially impaired or diminished in any foreseeable manner.*

Staff believes that this standard can be met. The use of the space as a reception hall will generally occur at opposite times as the school in the same building, and should not have an impact on surrounding properties.

4. *The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.*

Staff believes that this standard can be met.

5. *Adequate utilities, access roads, drainage, parking supply, internal circulation improvements, including but not limited to vehicular, pedestrian, bicycle, public transit, and other necessary site improvements have been or are being provided.*

Staff believes that this standard can be met, so long as conditions of approval related to transit, pedestrian access, and bike parking are fully addressed.

6. *Measures, which may include transportation demand management (TDM) and participation in a transportation management association have been or will be taken to provide adequate ingress and egress, including all off-site improvements, so designed as to minimize traffic congestion and to ensure public safety and adequate traffic flow, both on-site and on the public streets.*

Staff believes that this standard can be met.

7. *The conditional use conforms to all applicable regulations of the district in which it is located.*

Staff believes that this standard can be met.

[Standards 8-15 do not apply to this request]

## Recommendation

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

The Planning Division recommends that the Plan Commission find that the conditional use standards can be met and **approve** the request for a conditional use at 1325 Greenway Cross. 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**

Major/Non-Standard Conditions are Shaded

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

1. The address of 1325 Greenway Cross STE 105 will be inactivated as the space will be reconfigured and added to 1325 Greenway Cross STE 102.
2. The Applicant shall execute a waiver of their right to notice and hearings on the assessments for the installation of sidewalk along Greenway Cross in accordance with Section 66.0703(7)(b) Wisconsin Statutes and Section 4.09 of the MGO. (MGO 16.23(9)(d)(6).
3. The Applicant shall close all abandoned driveways by replacing the curb in front of the driveways and restoring the terrace with grass. (POLICY).
4. 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).
5. All damage to the pavement on Greenway Cross , 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).
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
- g) Detail drawings associated with Stormwater Management Facilities (including if applicable planting plans)

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

7. Bicycle parking shall comply with City of Madison General Ordinances Table 28I-3 (General Regulations). Provide 17 bicycle parking stalls for said uses. Bicycle parking design and location shall comply with Sec. 28.141 (11) of the City of Madison General Ordinances, 90% of all bicycle parking shall be designed as short-term parking. Provide details on final plans, a bicycle parking stall is two feet by six feet with a five-foot access area. Provide detail of bicycle rack.

8. The day care center is a Conditional Use in the IL district, but no Conditional Use approval exists for this use. Obtain a certificate of occupancy for the nonconforming use per sec. 28.195.

**Traffic Engineering** (Contact Eric Halvorson, 266-6527)

9. 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.
10. 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.
11. 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.
12. All parking facility design shall conform to MGO standards, as set in section 10.08(6).

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

13. The applicant is indicating their intent to classify the space as an A-3 Assembly occupancy. In order to be classified as an A-3 Assembly, the following conditionals shall apply:
- a) The occupant load has been calculated to be 275-person based on square footage. The maximum capacity shall be posted.
  - b) All table and chair arrangements shall provide the minimum aisle widths and arrangements as required by IBC 1017.4. In addition, main aisles shall be maintained from meeting room 100 and kitchen 102 to all (3) exits.
  - c) The serving of alcohol and food is not permitted.
  - d) The community hall shall be illuminate at not less than 1 foot candle at the floor when occupied.

If compliance with the above conditions is not met, the space would be classified as an A-2 Assembly which will require the installation of an automatic fire sprinkler system.

**Water Utility** (Contact Dennis Cawley, 266-4651)

14. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility.