



## PREPARED FOR THE PLAN COMMISSION

**Project Address:** 4016 Mineral Point Road  
**Application Type:** Demolition Permit  
**Legistar File ID #** [37358](#)  
**Prepared By:** Timothy M. Parks, Planning Division  
Report includes comments from other City agencies, as noted.

## Summary

**Applicant & Property Owner:** City of Madison; representative: Captain Jay Lengfeld, Police Department.

**Requested Action:** Approval of a demolition permit to allow a single-family residence located at 4016 Mineral Point Road to be demolished to accommodate the future construction of a police station.

**Proposal Summary:** The City of Madison is requesting approval to demolish the former parsonage at 4016 Mineral Point Road adjacent to the former Mount Olive Lutheran Church at 4018 Mineral Point Road to accommodate the future construction of the Madison Police Department's planned Midtown Station. The demolition of the adjacent church was approved by the Plan Commission on August 25, 2014. Both the church and residence will be demolished and the site of the former buildings will be graded and seeded pending approval of plans for the new station, which is anticipated to commence construction in 2016 pending budget approvals.

**Applicable Regulations & Standards:** Table 28C-1 of Section 28.032(1) identifies public safety or service facilities as permitted uses in all Residential zonings districts. Section 33.24(4)(d) of the Urban Design Commission ordinance requires the Urban Design Commission to approve the plans for all buildings to built or expanded by the City of Madison and certain other governmental entities, including the future plans for the police station. Section 28.185 provides the process and standards for the approval of demolition and removal permits.

**Review Required By:** Plan Commission

**Summary Recommendation:** The Planning Division recommends that the Plan Commission find the standards met and **approve** a demolition permit to allow the demolition of a single-family residence at 4016 Mineral Point Road to accommodate future construction of a police station subject to input at the public hearing and the conditions from reviewing agencies beginning on page 4 of this report.

## Background Information

**Parcel Location:** The subject site is a 0.38-acre (16,340 square-foot) parcel located at the southeastern corner of the Cottage Grove Road-Sprecher Road intersection; Aldermanic District 16 (DeMarb); Madison Metropolitan School District.

**Existing Conditions and Land Use:** Single-family residence, zoned TR-C1 (Traditional Residential–Consistent 1).

**Surrounding Land Use and Zoning:** The subject site is primarily surrounded by single-family twin residences in the Sunset Village and Westmorland neighborhoods in the TR-C1 (Traditional Residential–Consistent 1) and TR-C2 (Traditional Residential–Consistent 2) zoning districts. Other institutional uses near the subject site in addition to the former Mount Olive Lutheran Church include Bethany Methodist Church located immediately

east of the site, and Our Lady Queen of Peace Church located one block to the west on the south side of Mineral Point Road. Both churches are zoned TR-C1.

**Adopted Land Use Plan:** The Comprehensive Plan recommends that the subject site and surrounding properties be developed with Low-Density Residential uses.

The site and surrounding properties north of Mineral Point Road are also located within the boundaries of the 2014 Hoyt Park Area Joint Neighborhood Plan, which provides a series of land use, infrastructure, housing and neighborhood design recommendations for the area of the City generally bounded by University Avenue on the north, Midvale Boulevard on the west, Mineral Point Road on the south, and Franklin Avenue on the east. Among the goals and recommendations in the adopted Hoyt Park Area plan are the strengthening of existing neighborhoods through the maintenance and renovation of the housing stock; promotion of home ownership; and preservation of the quaint, well-kept, mostly single-family character of the neighborhood.

The subject site and adjacent Bethany Methodist Church are recommended for future institutional uses on the Plan's Future Land Use Map, with a map note that the Mount Olive site is recommended to continue as an institutional land use, or alternatively, for redevelopment with medium-density residential uses (16-25 units per acre) with design types compatible with the surrounding neighborhood. The site is identified as Focus Area N of the plan, identified as the "Mineral Point Road Institutional Campus", which includes detailed recommendations for the future use of the property that are summarized in the 'Analysis and Conclusion' section of this report.

**Zoning Summary:** The subject property is zoned TR-C1 (Traditional Residential–Consistent 1 District):

| Requirements                              | Required for Nonresidential Building   | Proposed                    |
|---|--|-----------------------------|
| Lot Area                                  | 6,000 sq. ft.  | 7,894 sq. ft. (existing)    |
| Lot Width                                 | 50'  | 77.4' on Mineral Point Road |
| Minimum Front Yard                        | 20'  | To be determined            |
| Maximum Front Yard                        | 20% of block avg. not more than 30'  | To be determined            |
| Side Yard                                 | 10'  | To be determined            |
| Rear Yard                                 | 30% of lot depth but at least 35'  | To be determined            |
| Maximum Lot Coverage                      | 65%  | To be determined            |
| Usable Open Space                         | N/A  | ---                         |
| Maximum Building Height                   | Equal to bldg. height not less than 35'  | To be determined            |
| Maximum Building Coverage                 | 50%  | To be determined            |
| Building Form                             | Civic or Institutional Building (future)   | To be determined            |
| Automobile Parking                        | To be determined   | To be determined            |
| Accessible Parking                        | To be determined   | To be determined            |
| Bicycle Parking                           | To be determined   | To be determined            |
| Loading                                   | 0  | To be determined            |
|   |  |                             |
| Other Critical Zoning Items               |  |                             |
| Yes:                                      | Urban Design (future Public Building), Utility Easements                         |                             |
| No:                                       | Wellhead Protection, Floodplain, Landmarks, Waterfront Development, Barrier Free |                             |
| Prepared by: Tim Parks, Planning Division |  |                             |

**Environmental Corridor Status:** The property is not located within a mapped environmental corridor (Map D9).

**Public Utilities and Services:** The site is served by a full range of urban services, including seven-day Metro Transit service.

## Project Description

On October 1, 2013, the Common Council adopted Resolution 13-00759 (ID 31639), authorizing the execution of a Purchase and Sale Agreement between the City of Madison and Mount Olive Lutheran Church for the purchase of the adjacent church property at 4018 Mineral Point Road at Westmoreland Boulevard for the future Midtown station. The City acquired the former church in March 2014, and the Plan Commission approved its demolition on August 25, 2014.

On November 18, 2014, the Common Council adopted Resolution 14-00791 (ID 35835) to acquire the former parsonage at 4016 Mineral Point Road adjacent to the church from Mount Olive Lutheran Church to increase the land available for the Midtown Precinct project. The one-story single-family residence, which was constructed in 1957, contains approximately 1,120 square feet of floor area according to City records, with 2 bedrooms, 1.5 baths, and an attached one-car garage. Due to a burst water pipe that preceded the City's closing on the property in January 2015, the home suffered significant water damage that will render relocation of the building to another property infeasible. Photos of the house are included with the application, which show the recent condition of the building.

Demolition of the building is scheduled to begin later this year pending final capital budget approval of the Midtown station project. Until then, the building will be secured and the property maintained regularly by City maintenance staff until demolition commences. Prior to issuance of wrecking permits and commencement of demolition activities, the Police Department and Fire Department may use the building for training activities. However, no demolition by fire is proposed.

## Analysis and Conclusion

The Zoning Code requires Plan Commission approval prior to the demolition of any structure that has been used at any time as a single-family or multiple-family residence, is a landmark, or is located in a Historic District or Neighborhood Conservation District regardless of condition or reason.

The Planning Division believes that the Commission can find the standards for approval met to allow the single-family residence to be demolished. Plans for the future police station have not been developed at this time, and construction of the new facility is not anticipated before 2016. As such, staff believes that the demolition permit should be reviewed as not having a definitive proposed use per Section 28.185(2) of the Zoning Code, which requires detailed plans for a proposed use, including site, grading and landscaping plans, floorplans, and building elevations and materials that are not currently available for the future police station. In reviewing an application to raze a non-residential building with no proposed use, the Plan Commission is required to find that the use, bulk, and design requirements of the existing zoning district designation are adequate to ensure that development will conform to existing adopted City plans. Public safety or service facilities such as police stations are permitted uses in all Residential zonings districts subject to approval by the Urban Design Commission as public buildings per Section 33.24(4)(d) of the Urban Design Commission ordinance.

The site and surrounding properties north of Mineral Point Road are located within the boundaries of the Hoyt Park Area Joint Neighborhood Plan, which includes a number of specific land use and design recommendations for the former Mount Olive properties in Focus Area N (Mineral Point Road Institutional Campus) – including for the former church parsonage. Focus Area N includes recommendations that call for the subject site to maintain

a residential-scaled institutional campus or to redevelop as “appropriately scaled infill residential.” Reuse of the site may include special institutional uses; places of assembly and worship; schools; day care centers; residential uses such as single-family homes of a scale comparable to surrounding homes and duplexes, townhouses and small apartment buildings; and office uses in the existing building or neighborhood scale multi-family residential. Residential alternatives for the site that include a wider range of housing types may be allowed to extend into the medium-density range of 16-25 units per acre.

The Plan recommends a maximum height of 2 stories, with a minimum 35-foot building setback from adjoining single-family lots to the north of the district for institutional uses. The mass and scale of new buildings on the subject site should fit neighborhood character and the area dedicated to surface parking should be reduced to increase open space opportunities. The Plan recommends that a traffic impact assessment be completed for any new use other than a church or single-family residential development.

In closing, staff believes that the existing TR-C1 zoning will adequately guide the reuse of the site with the future Midtown police station following demolition of the subject residence and adjacent church. The proposed use of the two properties as a police station represents an institutional use consistent with the recommendations of the Hoyt Park Area Joint Neighborhood Plan, and the existing zoning regulations should adequately limit the bulk of any building constructed on this site and adjacent church property in a manner consistent with the design provisions noted above. Amy Scanlon, the City’s preservation planner, informally reviewed the proposed demolition and found that the residence had no known historic value.

## Recommendation

### Planning Division Recommendation (Contact Timothy M. Parks, 261-9632)

The Planning Division recommends that the Plan Commission find the standards met and **approve** a demolition permit to allow demolition of a single-family residence at 4016 Mineral Point Road to accommodate future construction of a police station subject to input at the public hearing and the following conditions:

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

1. The address of 4016 Mineral Point Road will be retired with the demolition of the house.
2. The future site development for the Midtown Police Station will require a future Certified Survey Map to combine this property with 4018 Mineral Point Road and to dissolve the underlying lot lines prior to issuance of building permits. The applicant shall be aware that as part of any redevelopment, additional right of way for Mineral Point Road between this parcel and Westmorland Boulevard may be required.
3. The applicant shall close all abandoned driveways by replacing the curb in front of the driveways and restoring the terrace with grass.
4. The applicant shall submit, prior to plan sign-off, digital PDF files to the City Engineering Division. The digital copies shall be to scale, shall have a scale bar on the plan set, and shall contain the following items: building footprints; internal walkway areas; internal site parking areas; lot lines and right-of-way lines; street names, stormwater management facilities and; detail drawings associated with stormwater management facilities (including if applicable planting plans).

5. Prior to final approval of the demolition permit, the owner shall obtain a permit to plug each existing sanitary sewer and/ or storm sewer lateral that serves a building that is proposed for demolition. Prior to approval, the owner or owner's representative shall obtain a permit to plug each existing 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.

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

6. 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 2 feet of vehicle overhang; drive aisle dimensions; semitrailer movement and vehicle routes; dimensions of radii; and percent of slope.
7. All parking facility design shall conform to the standards in MGO Section 10.08(6).

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

8. Provide a reuse/recycling plan, to be reviewed and approved by the City's Recycling Coordinator, George Dreckmann, prior to a demolition permit being issued. MGO Section 28.185(7)(a)5 of the Zoning Ordinance requires the submittal of documentation demonstrating compliance with the approved reuse and recycling plan. Please note, the owner must submit documentation of recycling and reuse within 60 days of completion of demolition.
9. Approval of the demolition permit will require the removal of all structures including the driveway landscaped and seeded to minimize erosion, remove driveway and apron and replace with curb and gutter as per City Engineering and Traffic Engineering requirements. During demolition and prior to curb and gutter, installation of barriers shall be installed across the driveway to prevent the parking of vehicles.

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

10. Please consider allowing the Madison Fire Department to conduct training sequences prior to demolition. Contact Lt. Scott Bavary of the MFD Training Division to discuss this possibility at 576-0600.

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

11. The Madison Water Utility shall be notified to remove the water meter prior to demolition. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility in accordance with MGO Section 13.21.

**Parks Division** (Contact Kay Rutledge, 266-4714)

This agency did not provide comments for this request.

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

This agency did not provide comments for this request.