

PLANNING DIVISION STAFF REPORT

January 10, 2022



PREPARED FOR THE PLAN COMMISSION

Project Address: 1713 Monroe Street (13th Aldermanic District - Alder Evers)
Application Type: Demolition Permit
Legistar File ID # [68439](#)
Prepared By: Colin Punt, Planning Division
Report Includes Comments from other City Agencies, as noted
Reviewed By: Kevin Firchow, AICP, Principal Planner

Summary

Applicant: Rabbi Avremel Matusof; Chabad; 1909 Regent St; Madison, WI 53726

Contact: Hamid Noughani; Assemblage Architects; 7433 Elmwood Ave; Madison, WI 53562

Requested Action: Approval of a demolition permit for a three-unit residence at 1713 Monroe Street.

Proposal Summary: The applicant proposes to demolish a one-story, three-unit residence at 1713 Monroe Street. Upon demolition, the applicant intends to construct a religious community building, which is a permitted use and not before the Plan Commission.

Applicable Regulations & Standards: This proposal is subject to the standards for demolition permits [MGO Section 28.185(7)].

Review Required By: Plan Commission

Summary Recommendation: The Planning Division recommends that the Plan Commission find that the demolition standards are met and **approve** the request to demolish a three-unit residence at 1713 Monroe Street. This recommendation is subject to input at the public hearing and the conditions recommended by the reviewing agencies.

Background Information

Parcel Location: The 7,136-square foot property is located on the southeast side of Monroe Street between Grant Street and Garfield Street. It is located within Aldermanic District 13 (Alder Evers) as well as the Madison Metropolitan School District.

Existing Conditions and Land Use: The property is zoned Traditional Shopping Street (TSS) District and is developed with a two-story, 2,908-square-foot three-unit residence built in 1880. There is also a two-stall detached garage to the rear of the primary building access by a driveway on Monroe Street.

Surrounding Land Use and Zoning:

Northeast: One-story multi-tenant commercial building, zoned TSS (Traditional Shopping Street district);

Southeast: One-, two- and three-unit residences, zoned TR-C4 (Traditional Residential-Consistent 4 district); and

Southwest: Two-story mixed-use building zoned TSS; and

Northwest: Across Monroe Street, a four-story mixed-use building zoned PD (Planned Development district).

Adopted Land Use Plan: The [Comprehensive Plan](#) (2018) recommends Neighborhood Mixed Use (NMU) for the subject site. The [Monroe Street Commercial District Plan](#) (2007) recommends maintaining and meeting the future needs of the businesses located on this block. The [Brittingham-Vilas Neighborhood Plan](#) (1989) does not have specific recommendations for this site.

Zoning Summary: The property is in the Traditional Shopping Street (TSS) District

Requirements	Required	Proposed
Front Yard Setback	0' or 5'	5.99'
Side Yard Setback: Other cases	None unless needed for access	1.45' northeast side yard 1.45' southwest side yard
Rear Yard Setback	The lesser of 20% of lot depth or 20'	20.13'
Maximum Lot Coverage	85%	TBD
Maximum Building Height	3 stories/ 40'	TBD

Site Design	Required	Proposed
Number Parking Stalls	No minimum required	None
Accessible Stalls	Not required	None
Loading	Not required	None
Number Bike Parking Stalls	Place of worship: 1 per 50 seats or 75 lineal feet of seating area or 1 per 350 feet of floor area in main worship space	TBD
Landscaping and Screening	Yes	TBD
Lighting	Yes	TBD
Building Forms	Yes	TBD

Other Critical Zoning Items	Barrier Free (ILHR 69), Utility Easements
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Prepared by Jacob Moskowitz, 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, Project Analysis, and Conclusion

The owner applicant is requesting approval to demolish a two-story three-unit residence at 1713 Monroe Street and construct a new two-story Jewish center. According to the letter of intent and [demolition photos](#), the existing structure is dated, with some deferred maintenance, though staff is not aware of any significant structural issues based on the submitted materials. Following demolition, the applicant intends to construct a two-story Chabad Jewish Center that serves the area Jewish community with education programs, worship, and related social activities. If approved, the applicant intends to begin demolition in April 2022, with occupancy anticipated in April 2023. Under the recently approved demolition standards, this future use is not before the Plan Commission.

Compliance with Adopted Plans

The [Comprehensive Plan](#) (2018) recommends Neighborhood Mixed Use (NMU) for the subject site. The NMU category includes relatively small existing and planned Activity Centers that include residential uses, as well as retail, restaurant, service, institutional, and civic uses primarily serving nearby residents. The [Monroe Street Commercial District Plan](#) (2007) recommends maintaining and meeting the future needs of the businesses located

on this block. The Monroe Street plan also has a number of recommended design guidelines, specifically regarding to how the structure addresses Monroe Street. The [Brittingham-Vilas Neighborhood Plan](#) (1989) does not have specific recommendations for this site.

Demolition Permit Standards

At its October 5, 2021 meeting, the Common Council revised the City of Madison's demolition permits ordinance section to remove consideration of proposed future use for demolition applications. In order to approve a demolition request, the Plan Commission must consider the factors and information specified in §28.185(9)(c) MGO and find that the proposed demolition or removal is consistent with the statement of purpose of the demolition permits section and with the health, prosperity, safety, and welfare of the City of Madison. The standards state that the Plan Commission shall consider the report of the City's historic preservation planner regarding the historic value of the property as well as any report that may be submitted by the Landmarks Commission. At its December 13, 2021 meeting, the Landmarks Commission found that the existing building at 1713 Monroe Street has no known historic value.

The Planning Division believes that the standards for Demolition Permits can be met.

At the time of report writing, staff has received one public comment regarding this proposal, which is included with the materials for this request.

Recommendation

Planning Division Recommendation (Contact Colin Punt, 243-0455)

The Planning Division recommends that the Plan Commission find that the demolition standards are met and **approve** the request to demolish a three-unit residence at 1713 Monroe Street. 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

Items not directly related to the demolition permit are reference items for future permitted use site plan review

Zoning (Contact Jenny Kirchgatter, 266-4429)

1. Section 28.185(9) requires that every applicant for a demolition or removal approval that requires approval by the Plan Commission is required to get a Reuse and Recycling Plan approved by the City Recycling Coordinator, Bryan Johnson at streets@cityofmadison.com prior to receiving a raze permit. Every person who is required to submit a reuse and recycling plan pursuant to Section 28.185(9) shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition. A demolition or removal permit is valid for one (1) year from the date of the Plan Commission.
2. Following approval of the demolition, a permitted use site plan review will be required for the proposed place of worship.

Engineering Division (Tim Troester, 267-1995)

3. Obtain a permit to Excavate in the Right-of-Way for completing the improvements in the public Right-of-Way. The permit application is available on the City Engineering Division website at <http://www.cityofmadison.com/engineering/Permits.cfm>.

4. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder (608-261-9250) 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))
5. Obtain a permanent sewer plug permit for each existing sanitary sewer lateral serving a property that is not to be reused and a temporary sewer plug permit for each sewer lateral that is to be reused by the development. The procedures and fee schedule is available online at
6. <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))
7. An Erosion Control Permit is required for this project. See Storm comments for permit specific details and requirements.
8. This site appears to disturb less than one (1) acre of land. No submittal to the WDNR, CARPC or Department of Safety and Professional Services (DSPS) is required as the City of Madison Building Inspection Department is an approved agent for DSPS.
9. Revise the site plan 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)
10. Revise plan to show the location of all rain gutter down spout discharge locations. No discharge to the sidewalk on Monroe Street shall be allowed. (POLICY)
11. This project will disturb 4,000 sf or more of land area and require an Erosion Control Permit. Submit the Erosion Control Permit Application (with USLE calculations and associated fee) to Megan Eberhardt (west) at meberhardt@cityofmadison.com, or Daniel Olivares (east) at daolivares@cityofmadison.com, for approval. The permit application can be found on City Engineering's website at <http://www.cityofmadison.com/engineering/Permits.cfm>.
12. This project will disturb 4,000 sf or more of land area and require an Erosion Control Permit. Submit the Erosion Control Permit Application (with USLE calculations and associated fee) to Megan Eberhardt (west) at meberhardt@cityofmadison.com, or Daniel Olivares (east) at daolivares@cityofmadison.com, for approval. The permit application can be found on City Engineering's website at <http://www.cityofmadison.com/engineering/Permits.cfm>.
This project will disturb 20,000 sf or more of land area and require an Erosion Control Plan. Please submit an 11" x 17" copy of an erosion control plan (pdf electronic copy preferred) to Megan Eberhardt (west) at meberhardt@cityofmadison.com, or Daniel Olivares (east) at daolivares@cityofmadison.com, for approval. Demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. Include Universal Soil Loss Equation (USLE) computations for the construction period with the erosion control plan. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year. The WDNR provided workbook to compute USLE rates can be found online at <https://dnr.wi.gov/topic/stormwater/publications.html>
This project will require a concrete management plan and a construction dewatering plan as part of the erosion control plan to be reviewed and approved by the City Engineer's Office. If contaminated soil or groundwater conditions exist on or adjacent to this project additional WDNR, Public Health, and/or City Engineering approvals may be required prior to the issuance of the required Erosion Control Permit. (POLICY)
This project appears to require fire system testing that can result in significant amounts of water to be discharged to the project grade. The Contractor shall coordinate this testing with the erosion control measures

and notify City Engineering 608-266-4751 prior to completing the test to document that appropriate measures have been taken to prevent erosion as a result of this testing.

Complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website - as required by Chapter 37 of the Madison General Ordinances.

13. Submit, prior to plan sign-off but after all revisions have been completed, a digital CAD file (single file) to the Engineering Division that is to scale and represents final construction with any private storm and sanitary sewer utilities.
14. Submit, prior to plan sign-off but after all revisions have been completed, digital PDF files to the Engineering Division. Email PDF file transmissions are preferred to: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West).

Engineering Division – Mapping Section (Lori Zenchenko, 266-5952)

15. The address of 1713 Monroe St will be retired and archived with the demolition of the building. The address of the proposed new building is 1711 Monroe St. The site plan shall reflect a proper street address of the property as reflected by official City of Madison Assessor's and Engineering Division records.

Traffic Engineering Division (Sean Malloy, 266-5987)

16. All existing driveway approaches on which are to be abandoned shall be removed and replaced with curb and gutter and noted on the plan.

Fire Department (Contact William Sullivan, 261-9658)

17. Provide fire apparatus access as required by IFC 503 2021 edition, MGO 34.503.
18. Please consider allowing Madison Fire Dept. to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities: Division Chief Jeff Larson at jtlarson@cityofmadison.com or (608) 2665946.
19. The Madison Fire Department does not object to this proposal provided the project complies with all applicable fire codes and ordinances. Building details were limited; therefore, MFD is unable to make any assessments of compliance with the building and fire codes.

Forestry Section (Contact Brad Hofmann, 267-4908)

20. Contractor shall take precautions during construction to not disfigure, scar, or impair the health of any street tree. Contractor shall operate equipment in a manner as to not damage the branches of the street tree(s). This may require using smaller equipment and loading and unloading materials in a designated space away from trees on the construction site. Any damage or injury to existing street trees (either above or below ground) shall be reported immediately to City Forestry at 266-4816. Penalties and remediation shall be required. Add as a note on the plan set.
21. As defined by the Section 107.13 of City of Madison Standard Specifications for Public Works Construction: No excavation is permitted within 5 feet of the trunk of the street tree or when cutting roots over 3 inches in diameter. If excavation is necessary, the Contractor shall contact Madison City Forestry (266-4816) prior to excavation. City of Madison Forestry personnel shall assess the impact to the tree and to its root system prior

to work commencing. Tree protection specifications can be found on the following website: <https://www.cityofmadison.com/business/pw/specs.cfm> Add as a note on the plan set.

22. On this project, street tree protection zone fencing is required. The fencing shall be erected before the demolition, grading or construction begins. The fence shall include the entire width of terrace and, extend at least 5 feet on both sides of the outside edge of the tree trunk. Do not remove the fencing to allow for deliveries or equipment access through the tree protection zone. Add as a note on the plan set.
23. Street tree pruning shall be coordinated with Madison Forestry at a minimum of two weeks prior to the start of construction for this project. All pruning shall follow the American National Standards Institute (ANSI) A300 - Part 1 Standards for pruning. Add as a note on the plan set.
24. Soil Section 107.13(g) of City of Madison Standard Specifications for Public Works Construction addresses soil compaction near street trees and shall be followed by Contractor. The storage of parked vehicles, construction equipment, building materials, refuse, excavated spoils or dumping of poisonous materials on or around trees and roots within five (5) feet of the tree or within the protection zone is prohibited. Add as a note on the plan set.
25. An existing inventory of street trees located within the right of way shall be included on the landscape, site, demo, and utility plans. The inventory shall include the following: location, size (diameter at 4 1/2 feet), and species of existing street trees. The inventory should also note if a street tree is proposed to be removed and the reason for removal.

Water Utility (Contact Jeff Belshaw, 261-9835)

26. A private well may have served this parcel prior to the municipal water service connection. Any remaining unused/unpermitted private wells existing on this parcel must be properly abandoned according to Wisconsin Administrative Code NR 812 and Madison General Ordinance 13.21 prior to the demolition of the property. Please contact water utility staff at (608) 266-4654 to schedule an on-site private well survey prior to demolition, otherwise for additional information regarding well abandonment procedures and potential well abandonment reimbursement programs.

27. Update Utility plan to show proposed water service.

The Planning Division, Parks Division, and Metro Transit have reviewed this request and have recommended no conditions of approval.