



# Madison Parks Division

210 Martin Luther King, Jr. Blvd., Room 104  
Madison, WI 53703  
608-266-4711 • [cityofmadison.com/parks](http://cityofmadison.com/parks)



January 29, 2020

Department of Planning and Community & Economic Development  
215 Martin Luther King Jr. Blvd, Room LL-100  
Madison, WI 53701-2985

## **RD: Zoning Map Amendment Request for 330 and 342 E. Lakeside St.**

### **Letter of Intent**

The City of Madison Parks Division is requesting a zoning map amendment for 330 and 342 E. Lakeside Street. The properties were acquired for the expansion of Olin Park in 2019 and are currently zoned Suburban Employment (SE). Per the terms of the property sale, Parks is required to rezone the parcels from SE to Parks and Recreation (PR).

The Parks Division is also requesting conditional use approval for the existing building located at 330 E. Lakeside Street. Parks initially intended to demolish the 43,879 sf building, but after further evaluation, it was determined that adaptive reuse of the facility would have significant benefits to City. The Parks Division plans to relocate the majority of Parks staff currently working in the City County Building (CCB) to the building. In addition to being the new home for Parks administrative and community services, Parks also intends to lease the west wing of the facility to a community-partner organization who provides public programming that is consistent with the Parks Division's mission. The prospective tenant provides adult and youth recreational programming that will be a community asset for area neighborhoods and the greater south side. We are unable to announce our future tenant at this time, but hope to do so in the coming weeks. In addition to the Parks services and recreational programming components, a future goal of the project is to provide reservable community space in the building for public gatherings and events. Buildout of the community spaces is not part of the current renovation program due to budgetary limitations, but the Parks Division is committed to this long-term goal for the facility.

The Parks Division's business hours for the Olin Park facility will be 8:00am – 4:30pm, Mon-Fri, with potential extended hours as needed for evening meetings and events. Ranger staff will also access the building beyond standard hours, with shifts ending after 10pm park closures. Approximately 25-30 fulltime Parks employees will work at the building. Our prospective tent's business hours are anticipated to be 7:30am-5:30pm, Mon-Fri, with recreational programming occurring from 7am-9pm, Mon- Sun.

Renovations to the facility and site improvements are required prior to Parks use. In particular, the existing parking lot grades near the east building entrance exceed ADA minimum standards for accessible parking. The building also lacks an interior accessible route from the east

entrance to the first floor lobby. As part of the current renovation project, the building's aging MEP systems are also being replaced with modern, energy efficient equipment to meet the City's sustainability goals. Included in the zoning amendment application are plans identifying the proposed renovation improvements necessary to provide a safe, accessible and sustainable facility. The renovation project is scheduled for review by the Urban Design Commission on March 2021. Construction is anticipated to begin in the fall of 2021, with substantial completion by early June 2022.

If you have any questions about this project, please contact Mike Sturm of my staff at [msturm@cityofmadison.com](mailto:msturm@cityofmadison.com) or direct at (608) 267-4921.

Sincerely,



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Eric Knepp  
Parks Superintendent