



PREPARED FOR THE URBAN DESIGN COMMISSION AND PLAN COMMISSION

Project Address: 718 Gilmore Street (13th Aldermanic District, Alder Eskrich)
Application Type: Planned Development Rezoning
Legistar File ID #: [39892](#)
Prepared By: Heather Stouder, AICP, Planning Division
Report Includes Comments from other City Agencies, as noted

Summary

Applicant / Property Owner: Mary Campbell; Wingra School; 718 Gilmore St., Madison, WI 53711

Project Contact: Jon Robelia; Eppstein Uhen Architects; 222 W. Washington Ave., Ste. 650, Madison, WI 53703

Requested Action: Approval of a rezoning from Planned Development (PD-SIP) to Amended Planned Development (PD-SIP) for an addition to a private school building.

Proposal Summary: The applicant proposed to construct a 3,200 square foot addition to the rear of the existing Wingra School building for offices, multipurpose space, storage, and circulation.

Applicable Regulations & Standards: This proposal is subject to the standards for rezoning (MGO Section 28.182) and for Planned Developments (MGO Section 28.098).

Review Required By: Urban Design Commission (UDC), Plan Commission (PC), Common Council (CC)

Summary Recommendation: Planning Division staff recommends that the Plan Commission find that the standards for approval for zoning map amendments and Planned Developments can be met for the subject property at 718 Gilmore Street, and forward the request to the Common Council with a recommendation to **approve** the requested rezoning. 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 west side of Gilmore Street between Cross Street and Monroe Street; Aldermanic District 13 (Eskrich); Madison Metropolitan School District.

Existing Conditions and Land Use: The 1.2-acre site is developed with Wingra School, a private school located in the middle of two separate City Park properties which make up Dudgeon School Park

Surrounding Land Use and Zoning:

North and South: Dudgeon School Park, in the PD (Planned Development) District

East: A place of worship and single-family homes in the Traditional Residential – Consistent 2 (TR-C2) District

West: Single-family homes in the Traditional Residential – Consistent 2 (TR-C2) District

Adopted Land Use Plan: The Comprehensive Plan (2006) recommends Special Institutional uses for this property and the parkland to the north and south.

Zoning Summary: This property as proposed would be within the PD-SIP (Planned Development Specific Implementation Plan) District.

Environmental Corridor Status: The subject site is not located in a mapped environmental corridor.

Public Utilities and Services: This property is served by Metro Transit routes running along Monroe Street.

Related Approvals

Urban Design Commission – The Urban Design Commission will review the requested amendment to the PD zoning in order to provide a recommendation to the Plan Commission, and will first consider the proposal formally on September 16, 2015.

Common Council – The Common Council will review the request on October 20, following recommendations by the UDC and Plan Commission.

Project Description, Analysis, and Conclusion

The applicant proposes a 3,200 square foot, one story addition to the north side (rear) of the Wingra School building. The addition would include administrative offices, a multi-purpose room, storage, and a bathroom. It would have a small second floor element in order to include an elevator and elevator lobby, connected with the existing building.

The driveway and parking area currently running behind the building between Western Avenue and Gilmore Street would be interrupted for automobiles by the addition, but a new sidewalk is proposed behind the addition to allow for an uninterrupted pedestrian pathway. A small surface lot with five off-street parking spaces is proposed with access from Gilmore Street, and the existing loading zone would remain with access from Western Avenue to a new trash enclosure area on the west side of the addition.

Exterior materials for the proposed addition include modular brick matching the existing building color as close as possible, and the roof edge is proposed as a metal in a color to match the limestone on the existing building.

Conclusion - Staff believes that the Planned Development standards can be met with this proposal. The 3,200 square foot addition is very similar to a Planned Development approved in 2007 that has since lapsed. The new interior spaces will be great for the overall functionality of the Wingra School building, and both the building addition and site changes have been well-designed to fit in well with the site and surrounding properties.

Recommendation

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

Planning Division staff recommends that the Plan Commission find that the standards for approval for zoning map amendments and Planned Developments can be met for the subject property at 718 Gilmore Street, and forward the request to the Common Council with a recommendation to **approve** the requested rezoning. 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 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).

2. 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).
3. All damage to the pavement on Gilmore Street, 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).
4. This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in the ROCK RIVER TMDL ZONE and by Resolution 14-00043 passed by the City of Madison Common Council on 1/21/2014. You will be expected to meet a higher standard of erosion control than the minimum standards set by the WDNR.
5. 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 5.0 tons per acre per year.
6. 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).
7. 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) Other Miscellaneous Impervious Areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.)
 - e) Right-of-Way lines (public and private)
 - f) Plat name and lot lines (metes & bounds parcel lines if unplatted)
 - g) Platted lot numbers (noted "unplatted lands" if not platted)
 - h) Lot/Plat property dimensions
 - i) Street names
 - j) Stormwater Management Facilities
 - k) Detail drawings associated with Stormwater Management Facilities (including if applicable planting plans)

Parks Division (Contact Kay Rutledge, 266-4816)

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| <ol style="list-style-type: none">8. Existing street trees shall be protected. Please include the following note on the site plan: Contractor shall install tree protection fencing in the area between the curb and sidewalk and extend it at least 5 feet from both sides of the tree along the length of the terrace. No excavation is permitted within 5 feet of the outside edge of a tree trunk. If excavation within 5 feet of any tree is necessary, contractor shall contact City Forestry (266-4816) prior to excavation to assess the impact to the tree and root system. Tree pruning shall be coordinated with City Forestry. Tree protection specifications can be found in section 107.13 of City of Madison Standard Specifications for Public Works. |
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9. Please note that this approval does not imply permission to perform work on Outlot 1 and 2 of CSM 12127, which have been dedicated to the public for park purposes. Any work within those properties will require separate approval through the Parks Division.

10. Please reference ID# 15144 when contacting Parks.

11. Approval of plans for this project does not include any approval to prune, remove or plant trees in the public right-of-way. Permission for such activities must be obtained from the City Forester, 266-4816.

Fire Department (Contact Bill Sullivan, 261-9658)

12. Incorporate aerial fire access equivalent to the approved site plan from 2008.

13. The Madison Fire Dept does not object to this project provided it complies with all applicable codes and conditions of the original zoning approval in 2008.

Water Utility (Contact Dennis Cawley, 266-4651)

14. This property is not located in a City of Madison Wellhead Protection District.

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

Traffic Engineering (Contact Eric Halvorson, 266-6527)

Comments will be provided to the Plan Commission when received.

Zoning Administrator (Contact Matt Tucker, 266-4569)

Comments will be provided to the Plan Commission when received.

The City of Madison Traffic Engineering Division reviewed the subject development and has the following comments:

MAJOR OR NON-STANDARD REVIEW COMMENTS

Comments are specific to the project, which may require additional work beyond a standard, more routine project.

1. Applicant shall submit for review a student drop off and pickup plan. This plan shall include the number of students, estimated modes of arrival by percentage, estimated arrival times and any requested passenger loading zones. Applicant shall note that given neighborhood concerns, it is unlikely any additional on street space will be provided for pickup and drop off or general loading for the school.
2. Wingra School has previously had issues regarding pick up and drop off at current student and staffing levels. The removal of the parking for the construction of the addition is likely to increase pressure on the already overburdened residential streets in the surrounding neighborhood. Traffic Engineering expects the removal of the existing on-site parking will increase staff parking in the surrounding neighborhood. Traffic Engineering is also concerned that the expansion of the administration offices will free up space for additional students and staff, further increasing the pressure on the streets. Traffic Engineering recommends that current student populations and staffing levels be capped at the current operating capacity to avoid further impacts on the neighborhood.

PEDESTRIAN AND BICYCLE TRANSPORTATION REVIEW COMMENTS

If you have any questions regarding the pedestrian and bicycle transportation comments below, please contact Scott Langer, City Traffic Engineering at 608-266-5987.

3. None

Parking Utility Comments

If you have any questions regarding the City Parking Utility comments below, please contact Bill Putman, Parking Utility at 608-266-6528.

4. None

GENERAL OR STANDARD REVIEW COMMENTS

5. 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.

6. 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.
7. 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.
8. All parking facility design shall conform to MGO standards, as set in section 10.08(6).

Please contact Eric Halvorson, City Traffic Engineering at 608-266-6527 if you have questions regarding the above items.

DCD:SAL:EPH