



PREPARED FOR THE PLAN COMMISSION

**Project Address:** 555 West Mifflin Street (District 4 – Ald. Verveer)  
**Application Type:** Demolition Permit  
**Legistar File ID #** [67672](#)  
**Prepared By:** Colin Punt, Planning Division  
Report Includes Comments from other City Agencies, as noted  
**Reviewed By:** Kevin Firchow, AICP, Principal Planner

**Summary**

**Applicant:** Jeremy Cynkar; Destree Design Architects; 222 W Washington Ave #310; Madison, WI 53703  
**Owner:** Bali Kaur & Gursharan Singh; 1818 Maplecrest Dr; Verona, WI 53595  
**Requested Action:** Approval of a demolition permit for a single-story commercial building at 555 West Mifflin Street.

**Proposal Summary:** The applicant proposes to demolish a one-story commercial at 555 West Mifflin Street and construct a new four-story apartment building.

**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 commercial building at 555 West Mifflin Street. This recommendation is subject to input at the public hearing and the conditions recommended by the reviewing agencies.

**Background Information**

**Parcel Location:** The 2,178-square-foot property is located at the eastern quadrant of the intersection of West Mifflin Street and North Bedford Street. It is located within Aldermanic District 4 (Ald. Verveer) as well as the Madison Metropolitan School District.

**Existing Conditions and Land Use:** The property is zoned Urban Mixed Use (UMX) District and is developed with a one-story, 1500-square foot commercial shop building built in 1947.

**Surrounding Land Use and Zoning:**

- Northwest:** Across West Mifflin Street, two- and three-unit residences zoned DR2 (Downtown Residential 2 District);
- Northeast:** Two- and three-unit residences zoned DR2;
- Southeast:** A Single-family residence, zoned PD (Planned Development District); and
- Southwest:** Across North Bedford Street, a U-Haul parking and storage lot with warehouse and office space zoned UMX (Urban Mixed Use District).

**Adopted Land Use Plan:** The [Comprehensive Plan](#) (2018) recommends Downtown Mixed Use (DMU) uses for the subject parcel. The [Downtown Plan](#) (2012) identifies the site as Downtown Mixed-Use, as well as identifying this immediate area as a potential redevelopment or infill area. The [Mifflandia Plan](#) (2019) recommends residential uses at this site.

**Zoning Summary:** The property is in the Urban Mixed Use (UMX) District

Requirements	Required	Proposed
Lot Area (sq. ft.)	3,000 sq. ft.	2,178 sq. ft.
Lot Width	30'	33.0'
Front Yard Setback	0' or 5' Residential buildings: 5'	5'
Max. Front Yard Setback	10'	5'
Side Yard Setback: Street Side Yard	0' or 5'	0' with no-build easement
Side Yard Setback: Interior Side Yard	0'	0'
Rear Yard Setback	10'	10'
Usable Open Space	10 sq. ft./ bedroom (70 sq. ft.)	Adequate
Maximum Lot Coverage	90%	Less than 90%
Minimum Building Height	2 stories	4 stories
Maximum Building Height: Downtown Height Map	6 stories	4 stories
Stepback: Downtown Stepback Map	Not required	None

Site Design	Required	Proposed
Number Parking Stalls	Not required: Central Area	None
Accessible Stalls	Not required	None
Loading	Not required	None
Number Bike Parking Stalls	Multi-family dwelling: 1 per unit up to 2-bedrooms, ½ space per add'l bedroom (6) 1 guest space per 10 units (1)	None
Landscaping and Screening	Yes	Yes
Lighting	None	None
Building Forms	Yes	Small multi-family building

<b>Other Critical Zoning Items</b>	Urban Design (UMX), Barrier Free (ILHR 69), Utility Easements
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*Prepared by Jenny Kirchgatter, 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, Analysis, and Conclusion

The applicant is requesting approval to demolish a small one-story commercial shop building at 555 West Mifflin Street to construct a four-story, six-unit apartment building. According to [demolition photos](#) provided by the applicant, the building appears to be in some degree of disrepair, but no specific structural issues have been noted. Planning staff have not inspected the building. If the demolition permit is approved, the applicant intends to build a permitted-use four-story, six-unit residential building.

### Adopted Plan Recommendations

The [Comprehensive Plan](#) (2018) recommends Downtown Mixed Use (DMU) uses for the subject parcel. The [Downtown Plan](#) (2012) and identifies the site as Downtown Mixed-Use, as well as identifying this immediate area as a potential redevelopment or infill area, specifically as an “underutilized site and/or obsolete building.” The [Mifflandia Plan](#) (2019) recommends residential uses at this site. The Mifflandia Plan also includes specific setback and stepback recommendations for these portions of West Mifflin Street and North Bedford Street.

### 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 September 20, 2021 meeting, the Landmarks Commission found that the existing building at 555 West Mifflin Street has no known historic value.

### Urban Design Commission

At its October 27, 2021 meeting, the Urban Design Commission reviewed the proposed use as development in a UMX district. The UDC granted final approval the future development.

### Conclusion

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

At the time of report writing, staff had not received any public comment on this proposal.

## Recommendation

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

The Planning Division believes that the demolition standards can be found met and recommends that the Plan Commission **approve** the request to demolish a commercial building at 555 West Mifflin 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(7)(a)5. requires that if a demolition or removal permit is approved, it shall not be issued until the reuse and recycling plan is approved by the Recycling Coordinator, Bryan Johnson at streets@cityofmadison.com. Every person who is required to submit a reuse and recycling plan pursuant to Section 28.185(7)(a)5. 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. Show the rear yard setback distance and the rear balcony dimensions on the site plan. The rear yard setback is a minimum of 10 feet. Balconies may project a maximum of 6 feet into the rear yard setback.
3. Show the N Bedford Street side yard setback distance on the site plan. The street side yard setback is 0' if the distance between the curb and property line is equal to or greater than 15'. A no-build easement may be used to achieve the 15' distance. Submit a copy of the recorded no-build easement.
4. Provide a calculation and plan detail for lot coverage with the final submittal. The lot coverage maximum is 90%. Lot coverage is defined as the total area of all buildings, measured at grade, all accessory structures including pools, patios, etc., and all paved areas as a percentage of the total area of the lot, with the following exceptions: sidewalks or paved paths no wider than five (5) feet, pervious pavement, green roofs and decks.
5. Provide calculations for the required useable open space, and clearly show the useable open space areas on the final plans. A minimum of 70 sq. ft. of useable open space is required. Usable open space may take the form of at-grade open space, porches, balconies, roof decks, green roofs or other above-ground amenities.
6. Bicycle parking for the residential dwelling units shall comply with the requirements of MGO Sections 28.141(4)(g) and 28.141(11) and shall be designated as short-term or long-term bicycle parking. A minimum of six (6) resident bicycle stalls are required plus a minimum of one (1) short-term guest stall. Up to twenty-five percent (25%) of bicycle parking may be structured parking, vertical parking or wall mount parking, provided there is a five (5) foot access aisle for wall mount parking. NOTE: A bicycle stall is a minimum of two (2) feet by six (6) feet with a five (5) foot wide access area. Submit a detail showing the model of bike rack to be installed.
7. Submit a detail of the proposed screening fence.
8. Per Section 28.186(4)(b), the property owner or operator is required to bring the property into compliance with all elements of the approved site plans by the date established by the Zoning Administrator as part of the site and building plan approval. Work with Zoning staff to establish a final site compliance date..

**Engineering Division** (Tim Troester, 267-1995)

9. Applicant shall submit a site utility plan to show where connections will be made to the City utilities.
10. All roof water discharge shall be directed to the storm sewer system - no discharge to the curb or sidewalk will be allowed.
11. 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))
12. 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 <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))

13. An Erosion Control Permit is required for this project. See Storm comments for permit specific details and requirements.
14. 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.
15. 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)
16. Revise plan to show the location of all rain gutter down spout discharge locations. (POLICY)
17. Revise plan set to show more information on proposed drainage for the site. Use either spot elevations and drainage arrows or proposed contours to show the required drainage information. It is necessary to show the location of drainage leaving the site to the public right-of-way. It may be necessary to provide information off the site to fully meet this requirement. Also show how water from the SE will be allowed to pass through the property to allow drainage to Bedford Street (POLICY).

**Engineering Division – Mapping Section** (Contact Jeffrey Quamme, 266-4097)

18. The Owner / Developer / Contractor are collectively responsible to obtain the necessary rights / easement / permission for any disturbance of adjacent lands in conjunction with the demolition of the existing building and foundation and the construction of the new building and foundation for this project prior to any demolition or construction activities.
19. The architectural site plan incorrectly shows the dwelling to the south has a wall along the property line. The plan shall be corrected to match the survey that shows the adjacent building over 2 feet south of the property line.
20. Show the full official street name of N Bedford St on all appropriate sheets.
21. The address of 555 W Mifflin St will be retired and archived with the demolition of the building. The proposed apartment building will have a base address of 557 W Mifflin 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.
22. The apartment numbers 1 - 6 are not valid for addressing purposes. Submit a site plan and complete building Floor Plan in PDF format to Lori Zenchenko (lzenchenko@cityofmadison.com) that includes a floor plan of each floor level on a separate sheet/page for the development of a complete interior addressing plan. The Addressing Plan for the entire project shall be finalized and approved by Engineering (with consultation and consent from the Fire Marshal if needed) PRIOR to the verification submittal stage of this LNDUSE with Zoning. The final approved Addressing Plan shall be included in said application. For any changes pertaining to the location, deletion or addition of a unit, or to the location of a unit entrance, (before, during, or after construction), a revised Address Plan shall be resubmitted to Lori Zenchenko to review addresses that may need to be changed and/or reapproved. For any changes, the final approved Addressing Plan shall be submitted by the applicant to Zoning to be attached to the final set of filed site plans.

**Traffic Engineering Division** (Contact Sean Malloy, 266-5987)

23. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be to engineering scale and include the following, when applicable: existing and proposed property lines; parcel addresses; all easements; vision triangles; 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.
24. 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.
25. 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.
26. All bicycle parking adjacent pedestrian walkways shall have a 2 foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.
27. Per Section MGO 12.138 (14), this project is not eligible for residential parking permits. It is recommended that this prohibition be noted in the leases for the residential units.
28. The applicant shall adhere to all vision triangle requirements as set in MGO 27.05 (No visual obstructions between the heights of 30 inches and 10 feet at a distance of 25 feet behind the property line at streets and 10 feet at driveways.). Alteration necessary to achieve compliance may include but are not limited to; substitution to transparent materials, removing sections of the structure and modifying or removing landscaping elements. If applicant believes public safety can be maintained they shall apply for a reduction of MGO 27.05(2)(bb) - Vision Clearance Triangles at Intersections Corners. Approval or denial of the reduction shall be the determination of the City Traffic Engineer.
29. 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)

30. Provide fire access in accordance with MGO 34 & the IFC.
31. Please consider allowing Madison Fire Dept. to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities: Division Chief Paul Ripp at pripp@cityofmadison.com or (608)712-6277.
32. Confirm all stories meet an exception to allow a single exit from the story per IBC Chapter 10.

**Forestry Section** (Contact Bradley Hoffman, 267-4908)

33. Planting Additional street trees are needed for this project. Tree planting specifications can be found in section 209 of City of Madison Standard Specifications for Public Works Construction - All street tree planting locations and tree species within the right of way shall be determined by City Forestry. A landscape plan (in PDF format) shall be submitted City Forestry for approval of planting locations and tree species. All available street tree planting locations shall be planted within the project boundaries. Add following note to plan: At least one week prior to street tree planting, Contractor shall contact City Forestry at (608) 266-4816 to schedule inspection and approval of nursery tree stock and review planting specifications with the landscaper.

**Water Utility** (Contact Jeff Belshaw, 261-9835)

34. Site utility plan is needed for review.

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