



PLANNING DIVISION STAFF REPORT

May 20, 2019

PREPARED FOR THE PLAN COMMISSION

Project Address: 309 Clyde Gallagher Avenue (6th Aldermanic District - Ald. Rummel)
Application Type: Conditional Use
Legistar File ID #: [55457](#)
Prepared By: Sydney Prusak, Planning Division
Report Includes Comments from other City Agencies, as noted
Reviewed By: Kevin Firchow, AICP, Principal Planner

Summary

Applicant & Contact: Rodney Tapp; Meridian Group, Inc.; P.O. Box 620800; Middleton, WI 53562-0800

Property Owner: Future Madison Eastpointe, LLC; P.O. Box 620800; Middleton, WI 53562-0800

Requested Action: Approval of a Conditional Use to allow a management office for an existing residential building complex at 309 Clyde Gallagher Avenue.

Proposal Summary: The applicant proposes to formally establish an on-site management office for the existing Eastpointe Residential Building Complex. No exterior changes are proposed.

Applicable Regulations & Standards: This proposal is subject to the Approval Standards for Conditional Uses, MGO §28.183(6)), as MGO §28.032 lists *management office, restaurant, limited retail, recreation facilities within multi-family building* as a conditional use in the SR-V2 (Suburban Residential – Varied 2) Zoning District.

Review Required By: Plan Commission (PC) and Urban Design Commission (UDC). The UDC Secretary reviewed this request on behalf of the UDC.

Summary Recommendation: The Planning Division recommends that the Plan Commission find that the Conditional Use Standards are met and **approve** the request to allow a management office for an existing residential building complex at 309 Clyde Gallagher Avenue. 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 171,327-square-foot (3.93-acre) property is bounded by Darbo Drive to the north, Rosemary Avenue to the east, Worthington Avenue to the south, and Clyde Gallagher Avenue to the west. It is located within Aldermanic District 6 (Ald. Rummel) as well as the Madison Metropolitan School District.

Existing Conditions and Land Use: The property is currently developed as a residential building complex, which includes 16 residential buildings for a total of 78 dwelling units. The management office is located within a two-bedroom apartment in an eight-unit building. The property is zoned Suburban Residential – Varied 2 (SR-V2).

Surrounding Land Use and Zoning:

North: The Salvation Army of Dane County, zoned Commercial Corridor – Transitional (CC-T);

East: Worthington Park, zoned Suburban Residential – Varied 2 (SR-V2);

South: Single and multi-family homes, zoned Traditional Residential - Varied 1 (TR-V1) and Traditional Residential – Consistent 4 (TR-C4); and

West: Starkweather Creek, with single and two-family homes, zoned TR-C4 beyond.

Adopted Land Use Plan: The [Comprehensive Plan \(2018\)](#) recommends Low Medium Residential (LMR) for the subject site, which is defined as seven to 30 dwelling units per acre (du/ac). The [Darbo-Worthington-Starkweather Neighborhood Plan \(2017\)](#) recommends affordable rental housing, add service coordinator, add green space, and add broadband access for the entire building complex.

Zoning Summary: The property is in the Suburban Residential – Varied 2 (SR-V2) District

Requirements	Required	Proposed
Lot Area (sq. ft.)	144,000 sq. ft.	171,624 sq. ft.
Lot Width	60'	244'
Front Yard Setback	25'	Existing no change
Side Yard Setback	10'	Existing no change
Rear Yard Setback	30'	Existing no change
Usable Open Space	500 sq. ft. per dwelling unit	Existing no change
Maximum Lot Coverage	60%	Existing no change
Maximum Building Height	4 stories/52 feet	Existing no change

Other Critical Zoning Items:	Urban Design (Residential Building Complex)
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Table Prepared 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, Analysis, and Conclusion

The applicant, Meridian Group, Inc., proposes to formally establish an on-site management office for an existing residential building complex. The 3.93-acre property has been operating as a residential building complex, with an accessory management office, since 1995. According to the applicant, a first-floor two-bedroom unit within an eight-unit building in the complex is used as a management office to meet with tenants, sign paperwork, process applications, collect rents, submit maintenance requests, meet with members of the neighborhood resource team, and other general office activities. City Building Inspection was recently made aware of this operation, which requires a conditional use in the Suburban Residential – Varied 2 (SR-V2) Zoning District. Since a conditional use approval was never granted, this application is intended to bring the property into compliance with Zoning Code requirements. According to the letter of intent, the hours of operation for the office are Monday through Friday 7:30 AM to 4:00 PM. The applicant is not requesting any changes in operation and wishes to continue as a legal conditional use.

In regards to the approval standards, the Plan Commission shall not approve a conditional use without due consideration of the City’s adopted plan recommendations, design guidelines, and finding that all of the conditional use standards of MGO §28.183(6) are met.

Staff believes that this proposal is compatible with both the [Comprehensive Plan \(2018\)](#), which recommends Low Medium Residential (LMR) for the subject site, which is defined as seven to 30 dwelling units per acre (du/ac) and the [Darbo-Worthington-Starkweather Neighborhood Plan \(2017\)](#), which recommends affordable rental housing, a service coordinator, green space, and broadband access for the entire building complex. Since this unit has been used as a management office since the complex was established, this request will not eliminate any residential units on site. Furthermore, the management office serves tenants of the complex, which is a complementary use for the residential recommendations.

Given that this office has been operating for two decades, staff does not believe that this conditional use will result in new impacts or diminish the uses, values, and enjoyment of other property in the neighborhood; nor will it impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

In conclusion, the Planning Division believes that the Conditional Use Standards can be found met. At the time of report writing, staff did not receive any public comment on this proposal.

Recommendation

Planning Division Recommendation (Contact Sydney Prusak, (608) 243-0554)

The Planning Division recommends that the Plan Commission find that the Conditional Use Standards are met and **approve** the request to allow a management office for an existing residential building complex on a property zoned Suburban Residential – Varied 2 (SR-V2). 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

Engineering Division - Mapping Section (Contact Jeff Quamme, (608) 266-4097)

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| <ol style="list-style-type: none">1. The site plan shall reflect a proper street address of the property reflected by official City of Madison Assessor’s and Engineering Division records. The correct address is 309 Clyde Gallagher Avenue #1. |
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Fire Department (Contact Bill Sullivan, (608) 261-9658)

2. MFD recommends the installation of a fire sprinkler system in all remodeled areas of the building.