



Project Address: 1615 Summit Avenue
Application Type: Conditional Use
Legistar File ID # [30333](#)
Prepared By: Heather Stouder, AICP, Planning Division
Report Includes Comments from other City Agencies, as noted

Summary

Applicant/Owner: Thomas and Heidi Notbohm; Buckingham Summit, LLC; 641 Piper Dr., Madison, WI, 53711

Requested Action: The applicant requests approval of a conditional use to convert a multi-family building into a single-family residence with a bed and breakfast establishment.

Proposal Summary: The applicant proposes the conversion of a three-unit multifamily building into a single-family home with a bed and breakfast establishment.

Applicable Regulations & Standards: This proposal is subject to the standards for conditional uses (MGO Section 28.183(6)).

Review Required By: Plan Commission (PC)

Summary Recommendation: The Planning Division recommends that the Plan Commission find that the conditional use standards are met and **approve** the request at 1615 Summit 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 subject property is located on the southeast corner of Summit Avenue and Lathrop Street in the Traditional Residential – Varied 1 (TR-V1) District; University Heights Local Historic District; Aldermanic District 5 (Bidar-Sielaff); Madison Metropolitan School District.

Existing Conditions and Land Use: The 6,300 square foot property has a three-unit multi-family building, constructed in 1911. The building has a total livable area of 3,870 square feet and six bedrooms.

Surrounding Land Use and Zoning:

North and West: Across Lathrop Street and Summit Avenue, single-family homes in the TR-C2 (Traditional Residential – Consistent 2) District

South: A two-unit building in the TR-V1 (Traditional Residential – Varied 1) District

East: A lodging house in the TR-U1 (Traditional Residential – Urban 1) District

Adopted Land Use Plan: The Comprehensive Plan (2006) recommends Low Density Residential uses for this property.

Zoning Summary: 1615 Summit Avenue is in the TR-V1 (Traditional Residential – Varied 1) District.

Dimensional Requirements	Required	Proposed
Lot Area	3,000 sq ft	6,278.4 sq ft
Lot Width	30'	60'
Front Yard Setback	20'	17' existing
Side Yard Setback	6'	16.46' RS, 13.63' LS
Rear Yard	Lesser of 25% lot depth or 25'	36.5'
Maximum Lot Coverage	2 stories/35'	existing
Maximum Height	70%	Less than 70%
Usable Open Space	500 sq ft	adequate

Site Design		
Number parking stalls	3 (1 per dwelling unit + 1 per two bedrooms in Bed & Breakfast)	4
Accessible stalls	1	1
Bike parking	2	6
Landscaping	No	Yes
Lighting	Yes	No
Building forms	Yes	Meets building forms requirements
Other Critical Zoning Items: University Heights Historic District		

Table Prepared by Patrick Anderson, 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, including Metro Transit route 3, which runs along Breese Terrace one block to the east.

Project Description

The applicant proposes interior remodeling work to convert an existing three-unit apartment building into a single-family home and bed and breakfast establishment with three guest rooms to accommodate up to six total guests. The existing surface parking area in the rear yard will be reconfigured to accommodate a new accessible parking stall, and will have a total of four stalls.

Analysis and Conclusion

Staff believes that this is an excellent proposed reuse of an existing three-unit building within the University Heights Local Historic District. The proposal can meet all zoning requirements, including location, size, and operational parameters for the bed and breakfast establishment. Staff believes that despite the frequent turnover of guests, the new use will positively impact the immediate surroundings through on-site management by the property owner, who will reside in the building. Staff recommends the inclusion of a 6-foot solid fence along the rear (eastern) property line, so as to separate the surface parking area from the adjacent lodging house.

Conclusion

Staff believes that the conditional use standards can be met, and recommends that the Plan Commission approve the request, subject to input at the public hearing and comments from reviewing agencies.

Recommendation

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

The Planning Division recommends that the Plan Commission find that the conditional use standards are met and **approve** the requested conversion to a single-family home with a bed and breakfast establishment at 1615 Summit Avenue. 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

Planning Division (Contact Heather Stouder, 266-5974)

1. Final plans submitted for staff review and approval shall include a 6 to 8 foot solid fence along the rear property line.

City Engineering Division (Contact Janet Dailey, 261-9688)

2. The applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the Engineering Program Specialist in the Engineering Division (Lori Zenchenko). The digital CAD file shall be to scale and represent final construction. The single CAD file submittal can be either AutoCAD (dwg) Version 2001 or older, MicroStation (dgn) Version J or older, or Universal (dxf) format and contain only the following data, each on a separate layer name/level number:
 - 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) All Underlying Lot lines or parcel lines if unplatted
 - g) Lot numbers or the words "unplatted"
 - h) Lot/Plat dimensions
 - i) Street names

All other levels (contours, elevations, etc) are not to be included with this file submittal.

NOTE: Email file transmissions preferred lzenchenko@cityofmadison.com. Include the site address in the subject line of this transmittal. Any changes or additions to the location of the building, sidewalks, parking/pavement during construction will require a new CAD file (POLICY and MGO 37.09(2) & 37.05(4)).

3. 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) Lot lines and right-of-way lines
- e) Street names
- f) Stormwater Management Facilities
- g) Detail drawings associated with Stormwater Management Facilities (including if applicable planting plans)

Zoning Administrator (Contact Pat Anderson, 266-5978)

4. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with MGO Chapter 31, Sign Codes. Signage permits are issued by the Zoning section of the Department of Planning and Community and Economic Development.
5. Bike parking shall comply with MGO Section 28.141 and Table 28I-3 (General Regulations). Provide two bike parking stalls in a safe and convenient location on an impervious surface to be shown on final plan. NOTE: A bike-parking stall is two feet by six feet with a five-foot access area. Structures that require a user-supplied locking device shall be designed to accommodate U-shaped locking devices.
6. Pursuant to Section 28.14(4)(3) Parking Requirements for Persons with Disabilities, the provisions contained in Wis. Stat 101.12, 346.56 and any related Wisconsin Administrative Code sections are hereby adopted by reference and made applicable to all parking facilities whenever constructed.
7. Lighting is required for this proposal, and must meet City of Madison Lighting requirements.

Fire Department (Contact Bill Sullivan, 261-9658)

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| <ol style="list-style-type: none">8. Madison Fire Department recommends the installation of a residential fire sprinkler system in accordance with NFPA 13D and SPS 382.40(3)(e). Additional information is available at the Home Fire Sprinkler Coalition website: http://www.homefiresprinkler.org/Consumer/ConsHome.html9. Smoke alarms shall be provided in accordance with MGO 34.907(1). |
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Traffic Engineering Division (Contact Eric Halvorson, 266-6572)

10. The applicant shall show the parking stall dimensions, including parking angle degree, in accordance with City of Madison parking stall standard one-size-fits-all dimensions.

Parks Division (Contact Kay Rutledge, 266-4714)

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

Water Utility (Contact Dennis Cawley, 261-9243)

This agency did not submit a response to this request.

Metro Transit (Contact Tim Sobota, 261-4289)

This agency did not submit a response to this request.