

## PLANNING DIVISION STAFF REPORT

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AUGUST 17, 2016 URBAN DESIGN COMMISSION

AUGUST 29, 2016 PLAN COMMISSION



**Project Address:** 219-223 W. Gilman Street

**Application Type:** Demolition Permit

**Legistar File ID #** [43578](#)

**Prepared By:** Timothy M. Parks, Planning Division  
Report includes comments from other City agencies, as noted.

### Summary

**Applicant & Property Owner:** Rabbi Menachem Mendel Matusof, Chabad Lubavitch, Inc.; 223 W. Gilman Street; Madison.

**Contact:** Hamid Noughani, Assemblage Architects; 7433 Elmwood Avenue; Middleton.

**Requested Action:** Approval of a demolition permit to allow a two-family residence at 219 W. Gilman Street to be demolished for an addition to a place of worship/ student center at 223 W. Gilman Street.

**Proposal Summary:** The applicant, Chabad House, currently operates a student-oriented place of worship with private residence in a converted two-story, two-family residence at 223 W. Gilman Street. The applicant proposes to demolish an adjacent two-story, two-family residence at 219 W. Gilman to allow construction of an addition to the center. The addition will include a guest suite for visiting scholars and a second apartment (an existing apartment for the rabbi and his family exists on the second floor of 223 W. Gilman currently). The project is scheduled to commence as soon as all regulatory approvals have been granted, with completion of the project anticipated in August 2017.

**Applicable Regulations & Standards:** Table 28E-2 of Section 28.072(1) identifies places of worship, community service organizations, and multi-family dwellings in mixed-use buildings as permitted uses in the UMX (Urban Mixed-Use) zoning district. Section 28.185 provides the process and standards for the approval of demolition and removal permits. Section 28.076(4)b of the Zoning Code states that all new buildings and additions that are less than 20,000 square feet and are not approved [as a minor alteration by the Director of the Department of Planning and Community and Economic Development], as well as all major exterior alterations to any building shall be approved by the Urban Design Commission based on the design standards in Sec. 28.071(3) and the Downtown Urban Design Guidelines.

**Review Required By:** Urban Design Commission and Plan Commission.

**Summary Recommendations:** The Planning Division recommends that the Urban Design Commission find the proposed addition to 223 W. Gilman Street consistent with the design standards in Sec. 28.071(3) of the Zoning Code and the Downtown Urban Design Guidelines and **approve** the project following input at its public meeting.

If the Plan Commission can find the standards met, it should **approve** a demolition permit for 219 W. Gilman Street to allow construction of an addition to place of worship and student center at 223 W. Gilman Street following approval by the Urban Design Commission and subject to input at the public hearing and the conditions from reviewing agencies beginning on page 7 of this report.

## Background Information

**Parcel Location:** The subject site is comprised of two parcels totaling 9,504 square feet (0.22 acres); Aldermanic District 4 (Verveer); Mansion Hill National Register Historic District; Madison Metropolitan School District.

**Existing Conditions and Land Use:** The larger of the two existing parcels, 223 W. Gilman, is developed with a two-story converted residence that includes a first floor synagogue with a residence for the rabbi on the second floor. The second parcel, 219 W. Gilman, is developed with a two-story two-family residence that is currently unoccupied. Both sites are zoned UMX (Urban Mixed-Use District).

**Surrounding Land Uses and Zoning:**

North: Wisconsin Lutheran Center, zoned PD; multi-family residences in converted buildings along W. Gilman Street, zoned DR-2 (Downtown Residential-2 District)

South: HopCat facing W. Gorham Street and multi-tenant mixed-use buildings facing State Street, zoned DC (Downtown Core District);

West: Three-unit residence, zoned UMX (Urban Mixed-Use District); Lisa Link Peace Park, zoned DC;

East: City of Madison Buckeye Parking Lot, zoned UMX.

**Adopted Land Use Plan:** The Comprehensive Plan identifies the subject site and other properties along the south side of W. Gilman Street west of the Buckeye Parking Lot in the “State Street” downtown mixed-use sub-district, which encourages mixed-use buildings containing a mix of office, service, dining, entertainment, etc. uses on the first floor and residential uses on upper floors.

The 2012 Downtown Plan includes the subject site and adjacent properties located on both sides of W. Gilman Street west of the Buckeye Lot in the “State Street” District. The Plan recommends that the subject site and properties to the west be developed with Downtown Mixed-Uses, including properties fronting onto both sides of State Street, with up to six-story buildings recommended for the site and adjacent properties. The Plan seeks to maintain and enhance the “unique,” “vibrant,” “special,” and “intimate” character of the State Street District as the City’s “premier” destination for shopping, dining, culture and entertainment by reinforcing the pedestrian-scale of the district and “human-scale” developments that promote synergy and interaction (Objective 4.2).

**Zoning Summary:** The subject property is zoned UMX (Urban Mixed-Use District):

Requirements	Required	Proposed
Lot Area	3,000 sq. ft.	9,504 sq. ft.
Lot Width	30'	73'
Minimum Front Yard	Non-residential or mixed-use bldg: 0'	Adequate (See conditions)
Maximum Front Yard	10'	N/A
Side Yard	0'	Adequate (See conditions)
Rear Yard	10'	Adequate
Stepback	N/A per Downtown Stepback Map	---
Maximum Lot Coverage	90%	Less than 90% (see Conditions)
Usable Open Space	10 sq. ft. per bedroom (100 sq. ft.)	Adequate
Minimum Building Height	2 stories	Will comply

Requirements	Required	Proposed
Maximum Building Height	5 stories per Downtown Height Map	2 stories
Building Form	Civic or Institutional Building	(See conditions)
Automobile Parking	None – Central Area	2
Accessible Parking	Yes	None (See conditions)
Bicycle Parking	<b>Place of worship:</b> 1 per 50 seats or 75 feet of seating area or 1 per 350 sq. ft. of in main worship space (TBD) <b>Multi-family dwelling:</b> 1 per unit up to two-bedrooms, half space per additional bedroom (5); 1 guest space per 10 units (0) (Total TBD)	None (See conditions)
Loading	0	0
<b>Other Critical Zoning Items</b>		
Yes:	Urban Design (UMX zoning), Utility Easements, Barrier Free	
No:	Wellhead Protection, Floodplain, Landmarks, Waterfront Development	
<i>Prepared by: Jenny Kirchgatter, Asst. Zoning Administrator</i>		

**Environmental Corridor Status:** The property is not located within a mapped environmental corridor.

**Public Utilities and Services:** The site is served by a full range of urban services, including seven-day Metro Transit nearby on State and W. Gorham streets.

### Previous Approval

On November 3, 2008, the Plan Commission approved a conditional use to allow an apartment building/ lodging house located at 223 W. Gilman Street to be converted into a synagogue with second floor dwelling unit.

### Project Description

The applicant and property owner, Chabad House, Inc., is requesting Plan Commission approval of a demolition permit to allow a two-story, two-family residence at 219 W. Gilman Street to be razed to accommodate construction of an addition to their existing two-story synagogue and student center at 223 W. Gilman Street. Both properties are zoned UMX (Urban Mixed-Use District), which requires that the proposed addition be approved by the Urban Design Commission prior to Plan Commission review. The approximately 9,500 square-foot subject site is also located in the Mansion Hill National Register Historic District. However, the two parcels are not located in the nearby Mansion Hill Local Historic District, which begins east of the subject site on the other side of the City’s Buckeye Parking Lot, which forms the easterly boundary of the property.

According to City records, the two-family dwelling at 219 W. Gilman was constructed circa 1884, and contains six bedrooms and two bathrooms in the approximately 2,050 gross square-foot structure. The wood-sided, gable-roofed residence contains a full front porch that wraps around the westerly side of the first floor. Information submitted by the applicant suggests that an addition was built at the rear of the residence shortly after initial construction. A detailed report on the architectural history of the building as well as its current condition and value within the Mansion Hill National Register Historic District is included with the Plan Commission’s materials. Photos of the interior and exterior of the residence proposed for demolition are also included.

Following demolition of 219 W. Gilman Street, the applicant proposes to construct a two-story addition off the easterly side wall of 223 W. Gilman. The first floor of the addition will primarily feature a 2,200 square-foot hall for dining, worship and events, with seating for approximately 125 as shown on the first floor plan. The first floor of the expanded building will also include office and library space for the rabbi, and kitchen facilities related to the "main hall." The addition will be set back 15 feet from the front wall of 223, with a large patio that the hall will open onto proposed in the setback. The patio will be raised a few feet above the grade of the sidewalk similar to the existing main entrance to the facility.

As noted in the preceding section, the second floor of 223 W. Gilman currently houses a residence used by the rabbi's family per the 2008 approval. The second floor of the proposed addition calls for a two-room guest suite to be built at the front of the addition and a four-bedroom, 1,400 square-foot apartment to be constructed at the rear. The proposed guest suite, which the letter of intent indicates will be used for visiting guests and scholars, will be accessed from the same front stairwell that leads up to the rabbi's residence, while the apartment will be accessed from a stair at the rear of the property. Floorplans submitted with the project indicate that a basement will be constructed under the proposed addition, which will be used for storage and mechanical equipment.

In total, the expanded Chabad House proposes an approximately 5,000 square-foot student center (although the letter of intent is somewhat vague on the final floor area for that component), two apartments (including the existing), and the guest suite. Parking for two automobiles is proposed at the rear of the expanded building, which will be used as private parking for the rabbi. Access to the parking will be provided by a 7-foot, 10-inch wide driveway along the easterly side line of the site; the proposed driveway will also serve as a relocated rear access for the restaurant-tavern that abuts the southerly rear line of the site, which is currently provided by an easement between 219 and 223 W. Gilman Street.

The proposed addition will feature a modern architectural design and will be clad in brick intended to contrast slightly with the brick on the existing Tudor-styled building. The first floor of the addition will feature tall windows with transoms above, with transom windows also proposed above the patio doors that will open toward W. Gilman Street. A flat roof is proposed, which is intended to contrast with the gable roof of the existing 223 building.

## Analysis

In order for the request to demolish 219 W. Gilman Street to be approved, the Plan Commission is required to find that both the requested demolition and the proposed use are compatible with the purpose of Demolition or Removal section of the Zoning Code, Section 28.185, and with the intent and purpose for the zoning district in which the property is located, which is the UMX (Urban Mixed-Use) district in this case. Per Section 28.076 of the Zoning Code, the UMX district is intended to "provide opportunities for high-density residential and office uses in combination with limited retail and service uses designed to serve the immediate surroundings." The proposed use following demolition or removal should be compatible with adopted neighborhood plans and the Comprehensive Plan. The Commission shall consider and may give decisive weight to any relevant facts, including but not limited to the effects the proposed demolition and proposed use of the subject property would have on the normal and orderly development and improvement of surrounding properties; and the reasonableness of efforts to relocate the building, including but not limited to the costs of relocation and the structural soundness of the building.

The statement of purpose for the demolition section declares that it is “a matter of public policy that the good maintenance and rehabilitation of existing buildings, the preservation of safe and sanitary housing available at reasonable prices, and the careful consideration and planning of changes in the urban landscape are a public necessity and are required in the interest of the health, prosperity, safety, and welfare of the people. The purpose of this section is to aid in the implementation of adopted City plans, protect neighborhood character, preserve historic buildings, encourage the reuse and/or relocation of existing buildings, discourage buildings falling into a state of severe disrepair from lack of maintenance by the owner, encourage compliance with building and minimum housing codes, and allow the property owner to have a decision on approval or disapproval of the proposed use of the property before he or she takes the irrevocable step of demolishing or moving his or her existing building or buildings.”

As noted in the Background Information section of this report, the subject site and adjacent properties located on both sides of W. Gilman Street west of the Buckeye Lot are included in the “State Street” District of the Downtown Plan, with properties to the northeast of the site on the other side of the Buckeye Lot located in the “Mansion Hill” District. The subject site and properties to the west and south are recommended for development with Downtown Mixed-Uses consistent with the uses present along State Street. In general, the Downtown Plan seeks to maintain and enhance the “unique,” “vibrant,” “special,” and “intimate” character of the State Street District as the City’s “premier” destination for shopping, dining, culture and entertainment by reinforcing the pedestrian-scale of the district and “human-scale” developments that promote synergy and interaction. A maximum building height of six stories is recommended for the subject site and adjacent parking lot. The zoning of the site to UMX with the zoning map that took effect on January 2, 2013 is consistent with the land uses envisioned for the western half of the subject block; previously, the subject site and an adjacent three-family dwelling at 225 W. Gilman Street were zoned R6–General Residence zoning under the 1966 Zoning Code.

In reviewing the proposed addition to Chabad House, the Planning Division generally believes that the building meets the bulk requirements for the UMX zoning district and the design standards in Section 28.071(3) for the Downtown and Urban zoning districts. The project also appears to be generally consistent with many of the general land use and bulk recommendations applicable to the site in the Downtown Plan, and with the Downtown Urban Design Guidelines adopted to supplement the design standards in the Zoning Code.

Notwithstanding the question of whether a contributing building in the Mansion Hill National Register Historic District should be razed to allow the proposed addition, Planning staff believes that the expanded Chabad House is well designed, and that the proposed building respects the character of the existing Tudor-influenced building at 223 W. Gilman, which is consistent with a recommendation in the Downtown Plan that new structures in historic districts not attempt to replicate historic buildings (page 85).

However, demolition of the two-family residence at 219 W. Gilman Street could be seen as contrary to other goals and objectives stated in the Downtown Plan, which places considerable emphasis on the preservation of historic resources within the downtown area. As noted in the Plan as well as in the application materials, both 219 and 223 are contributing structures in the Mansion Hill National Register Historic District, and the demolition of one, even for the purpose of preserving and expanding another, should be carefully considered by the Plan Commission.

As noted previously, the subject parcels and adjacent three-family dwelling at 225 W. Gilman are located in the Mansion Hill National Register Historic District but are not located in the Mansion Hill Local Historic District. The edge of the Mansion Hill Local Historic District is approximately the same as the “Mansion Hill” District in the Downtown Plan, although they are not coterminous, nor are the boundaries of the local historic district and the National Register Historic District. Despite this geographic nuance, the Downtown Plan generally emphasizes

preservation, rehabilitation, and adaptive reuse of older buildings, and preservation of character in both the State Street and Mansion Hill planning districts. Particular emphasis is given to the preservation of contributing structures like 219 and 223 W. Gilman Street (more flexibility is afforded for the redevelopment of non-contributing structures in a manner consistent with the scale and character of surrounding properties). In general, a “contributing structure” is a building, structure, or object that adds to the historical integrity or architectural qualities that make the National Register Historic District significant.

The detailed report on the architectural history and condition of 219 W. Gilman Street submitted in support of the demolition request by the applicant asserts that “...this property currently retains minimal interior and few essential exterior physical features defining its identity and integrity” and that the “overall architectural integrity of the property is low.” It further contends that the building has “some foundation and basement structural issues related to deterioration of structural elements and modifications to structural systems,” which the report suggests “are in generally fair condition...” and that the roof, 25 percent of siding, 75 percent of trim, and most of the windows require replacement due to degradation of the exterior due to deferred maintenance, while “significant improvements” to the insulation, mechanical, electrical, and plumbing are needed.

Finally, in reviewing a demolition or removal request, 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 submitted by the Landmarks Commission. At the request of Ald. Mike Verveer, District 4, the Landmarks Commission reviewed the request at its July 18, 2016 meeting and recommended to the Plan Commission that the building at 219 W. Gilman has historic value based on its status as a contributing structure in the Mansion Hill National Register Historic District. A [summary](#) of the Landmarks Commission discussion of the Chabad House project is included in the Plan Commission materials for this project.

## Conclusion

Plan Commission approval of a demolition permit is requested to allow a two-story, two-family residence at 219 W. Gilman Street to be razed to accommodate construction of an addition to an existing synagogue and student center at 223 W. Gilman Street following Urban Design Commission approval of the proposed addition based on the design standards in Sec. 28.071(3) of the Zoning Code and the [Downtown Urban Design Guidelines](#).

The building to be demolished is a contributing structure in the Mansion Hill National Register Historic District but is not located in the Mansion Hill Local Historic District and is therefore not subject to the City’s Landmark Ordinance, MGO Chapter 41. The Plan Commission should carefully consider the proposed demolition of this building in light of the emphasis placed on preserving historic resources in the downtown by the [Downtown Plan](#), particularly landmarks and contributing structures in historic districts. It should also weigh the condition of the building to be razed and the project’s general consistency with the bulk requirements in the UMX zoning district, the design standards in the Zoning Code for the Downtown and Urban zoning districts, many of the general land use and bulk recommendations applicable to the site in the [Downtown Plan](#), and the [Downtown Urban Design Guidelines](#) adopted to supplement the design standards in the Zoning Code. Although the project proposes demolition of one contributing structure, it preserves and expands another in a manner that staff feels is well designed and respectful of the scale and character of the existing building.

## Recommendation

### Planning Division Recommendations (Contact Timothy M. Parks, 261-9632)

The Planning Division recommends that the Urban Design Commission find the proposed addition to 223 W. Gilman Street consistent with the design standards in Sec. 28.071(3) of the Zoning Code and the Downtown Urban Design Guidelines and **approve** the project following input at its public meeting.

If the Plan Commission can find the standards met, it should **approve** a demolition permit for 219 W. Gilman Street to allow construction of an addition to place of worship and student center at 223 W. Gilman Street following approval by the Urban Design Commission and subject to input at the public hearing and the following conditions:

**Recommended Conditions of Approval:** Major/Non-Standard Conditions are Shaded

### Planning Division

1. Prior to issuance of demolition or building permits, the applicant shall revise the final plans to clearly depict the existing limits of 223 W. Gilman Street and define and label the square-footages of all existing and new spaces. These shall include, but not be limited to, the square-footage of the existing and proposed basement; guest suite; and each apartment, as well as the approximate square-footage of the patio proposed in front of the addition and adjacent to the main entrance (for potential occupancy purposes).
2. The final plans shall be revised to clarify the height of the building by floor and at roof heights compared to the elevation of W. Gilman Street.
3. All of the building materials on both the existing and proposed portions of the building shall be labeled, and shall be consistent with the material palette in Table 28E-1 in Section 28.071(3)(f) of the Zoning Code.

### City Engineering Division (Contact Tim Troester, 267-1995)

4. The applicant proposes to connect to existing private (owned by the Parks Department) storm sewer to drain their site. An agreement must be reached with the Parks Department to allow this connection.
5. Prior to approval, the owner or owner's representative shall obtain a permit to plug each existing sanitary sewer lateral that serves a building that is proposed for demolition. For each lateral to be plugged the owner shall complete a sewer lateral plugging application and pay the applicable permit fees. NOTE: As of January 1, 2013 new plugging procedures and permit fees are in effect.
6. Storm sewer to serve this development has been designed and constructed. The site plans shall be revised to identify the location of this storm sewer and to show connection of an internal drainage system to the existing public storm sewer.
7. The applicant shall replace all sidewalk and curb and gutter that abuts the property that 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.

8. The applicant shall complete work on exposed aggregate sidewalk in accordance with specifications provided by the city. The City shall approve the stone used for the exposed aggregate. The Construction Engineer shall be notified prior to beginning construction. Any work that does not match the adjacent work or which the City Construction Engineer finds is unacceptable shall be removed and replaced.
9. All work in the public right of way shall be performed by a City-licensed contractor.
10. All damage to the pavement on W. Gilman Street adjacent to this development shall be restored in accordance with the City's Pavement Patching Criteria.

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

11. This property is subject to an easement per Document No. 1847238 for emergency vehicular and pedestrian egress in favor of 222 W. Gorham Street through the middle of this site. The plan proposes to move this access further to the northeast along the northeast side of the site. The owner shall amend/restate this document and coordinate with the owner of 22 W. Gorham Street to provide the required access rights required and necessary for 222 W. Gorham Street. The document shall be executed and recorded at the Dane County Register of Deeds prior to final site plan sign off.
  12. This property appears to be subject to a leased area for a trash enclosure in the southeast corner of the site in favor of 222 W. Gorham Street per Memorandum of Lease recorded as Document No. 3158415. This trash enclosure is also subject to an access easement over City of Madison parking facility lands adjacent and to the northeast of this site. Applicant shall provide documentation addressing how this enclosure is being addressed. Coordination regarding the access easement over City lands will be required due to any site changes impacting this access to the trash enclosure. Any required documents shall be recorded at the Dane County Register of Deeds prior to final site plan sign off.
  13. This site is comprised of two separate tax parcels. With the proposed addition spanning both tax parcels, the applicant shall contact the City Assessor's Office and request a combine of the two parcels into one tax parcel. This request shall be completed prior to final site plan sign off. Note, the official combine is unable to occur until the 2017 tax year due to the current status of the exempt parcel and the taxable parcel. However, the request needs to be submitted at this time.
  14. The plan proposes a private storm sewer over the property located at 225 W. Gilman Street. The applicant shall provide a copy of a Private Storm Sewer Easement/Agreement recorded at the Dane County Register of Deeds allowing this pipe to cross the adjacent property prior to final site plan sign off.
  15. The storm sewer on this site is proposed to connect to a private storm sewer structure located on City of Madison Park lands. The private storm sewer is subject to an agreement per Document No. 5054350. If all parties approve this connection, the document shall be amended/restated by City of Madison Real Estate staff to address this change and prior to recording at the Register of Deeds prior to final site plan sign off.
16. Change the address on the title sheet to 223 West Gilman Street when submitting final plans.
  17. The remodeled building and addition will require additional suite and apartment addresses. Submit a PDF of all floor plans to [lzenchenko@cityofmadison.com](mailto:lzenchenko@cityofmadison.com) so that a preliminary interior addressing plan can be



developed prior to plans being submitted for permit review. If there are any changes pertaining to the location of a unit, the deletion or addition of a unit, or to the location of the entrance into any unit, (before, during, or after construction) the addresses may need to be changed. The interior address plan is subject to the review and approval of the Fire Marshal.

**Traffic Engineering Division** (Contact Eric Halvorson, 266-6527)

18. The applicant shall submit one contiguous plan for approval. The plan drawing 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 2 feet of vehicle overhang; drive aisle dimensions; semitrailer movement and vehicle routes; dimensions of radii; and percent of slope.
19. All parking facility design shall conform to the standards in MGO Section 10.08(6).
20. 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.

**Fire Department** (Contact Bill Sullivan, 261-9658)

21. Provide a site plan that shall clearly identify the location of all fire lanes at the site plan verification stage.
22. The project will require the installation of a fire alarm and a fire sprinkler system. Ensure contractors submit fire protection drawings prior to starting fire protection system work.

**Water Utility** (Contact Adam Wiederhoeft, 266-9121)

23. The Water Utility shall be notified to remove the water meter(s) prior to demolition. All operating private wells shall be identified and permitted by the Madison Water Utility and any unused private wells shall be abandoned in accordance with MGO Section 13.21.

**Parks Division** (Contact Janet Schmidt, 261-9688)

24. The applicant is proposing to connect to a private storm sewer located within Madison Park lands. The private storm sewer easement, Document No. 5054350, grants easement rights to 506 State Street, LLC. The applicant shall be required to contact the beneficiary of the easement and obtain permission to amend the existing easement with the City of Madison to allow for connection to the system. If permission is not granted the applicant shall not be allowed to convey water to this private storm sewer easement. The proposed private storm sewer connection also crosses 225 W. Gilman Street and will require a separate easement agreement with that property prior to the approval of the zoning application. If the property at 225 W. Gilman Street also contributes to the existing private storm sewer then the existing easement agreement may be required to be amended to benefit the property at 225 W. Gilman Street as well.

25. Prior to the approval to modify the existing private storm sewer easement agreement, the Applicant shall provide stormwater flow calculations that verify that the existing private storm sewer will be able to handle the additional run off being conveyed from this site.
26. No work will be allowed on City of Madison park property without approval by the Board of Park Commissioners. Approval by the Board of Park Commissioners is required prior to modifications of any existing easement agreements.
27. All proposed street tree removals within the right of way shall be reviewed by City Forestry. Please submit an existing inventory of trees (location, species, & DBH) and a tree removal plan (in PDF format) to Brian Meiller – bmeiller@cityofmadison.com or 266-4816. Approval and permitting of street tree removals shall be obtained from the City Forester and/or the Board of Public Works prior to the approval of the site plan.
28. Additional street trees are needed for this project. All street tree planting locations and tree species within the right of way shall be determined by City Forestry. Please submit a site plan (in PDF format) to Brian Meiller – bmeiller@cityofmadison.com or 266-4816. Tree planting specifications can be found in Section 209 of City of Madison Standard Specifications for Public Works Construction.

29. 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 Construction. Any tree removals that are required for construction after the development plan is approved will require at least a 72-hour waiting period before a tree removal permit can be issued by Forestry, to notify the Alder of the change in the tree plan.

**Zoning Administrator** (Contact Jenny Kirchgatter, 266-4429)

30. Submit a detailed site plan including building dimensions and building distances from all lot lines. Clearly label and dimension site features including parking stalls, bicycle parking stalls, utilities, and courtyard features. Label paved areas with types of paving or materials and grass or landscaped areas.

31. 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 (608-266-4682). Section 28.185(10) requires that 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.

32. 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 5 feet, pervious pavement, green roofs and decks.

33. Parking requirements for persons with disabilities must comply with Section 28.141(4)(e). Final plans shall show the required van accessible stall. A van accessible stall is a minimum of 8 feet wide with an 8-foot wide striped access aisle.
34. Provide the minimum required number of bicycle parking spaces distributed as both Short-Term and Long-Term bicycle parking for the residential dwelling units and place of worship and community center, as required per Sections 28.141(4) and 28.141(11). A minimum of five resident bicycle parking spaces are required. A minimum of 90% of the resident stalls shall be designed as long-term parking. 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. A minimum number of short-term bicycle stalls shall be required for the place of worship and community center equal to 1 bicycle stall per 50 seats or 75 lineal feet of seating area or 1 per 350 square feet of floor area in the main worship space. Identify and dimension the bicycle stalls, including the access aisles, on the final plans. Provide a detail of the bicycle rack design.
35. Submit a landscape plan and landscape worksheet including existing and proposed landscaping.
36. Show the trash enclosure area on the site plan. All developments, except single-family and two-family developments, shall provide a refuse disposal area. Such area shall be screened on four sides (including a gate for access) by a solid, commercial-grade wood fence, wall, or equivalent material with a minimum height of 6 feet and not greater than 8 feet. Submit a detail of the trash enclosure.
37. Exterior lighting provided shall be in accordance with MGO Section 10.085. Provide an exterior lighting plan and fixture cut sheets with the final plan submittal.
38. Submit a rooftop plan showing the location of any proposed rooftop mechanical equipment and screening. All rooftop equipment shall be screened from view from adjacent streets and public rights-of-way per Sections 28.071(3)(h) and 28.142(9)(d). Screens shall be of durable, permanent materials that are compatible with the primary building materials.
39. Clearly identify and provide a key for the existing and proposed building materials and colors on the building elevations. Show the proposed second floor balconies consistently between the floor plans and elevations. Provide the overall building height and height of each story on the elevations.
40. Per Section 28.186(4)(b) of the Zoning Code, 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 for this project/ site.

**Metro Transit** (Contact Tim Sobota, 261-4289)

This agency reviewed the request and has recommended no conditions of approval.