



City of Madison

Proposed Conditional Use

Location
310 North Butler Street

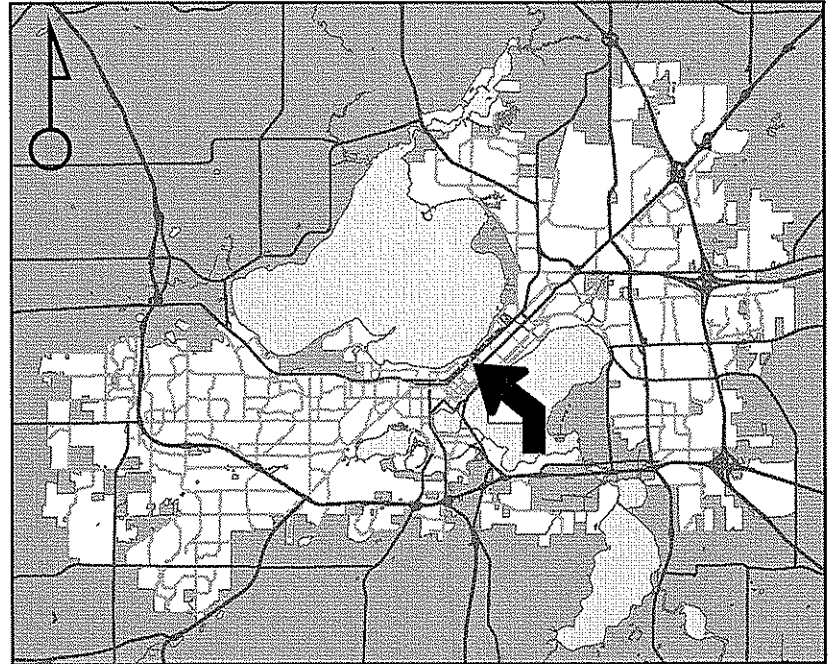
Project Name
Glover Apartment Conversion

Applicant
Richard Glover

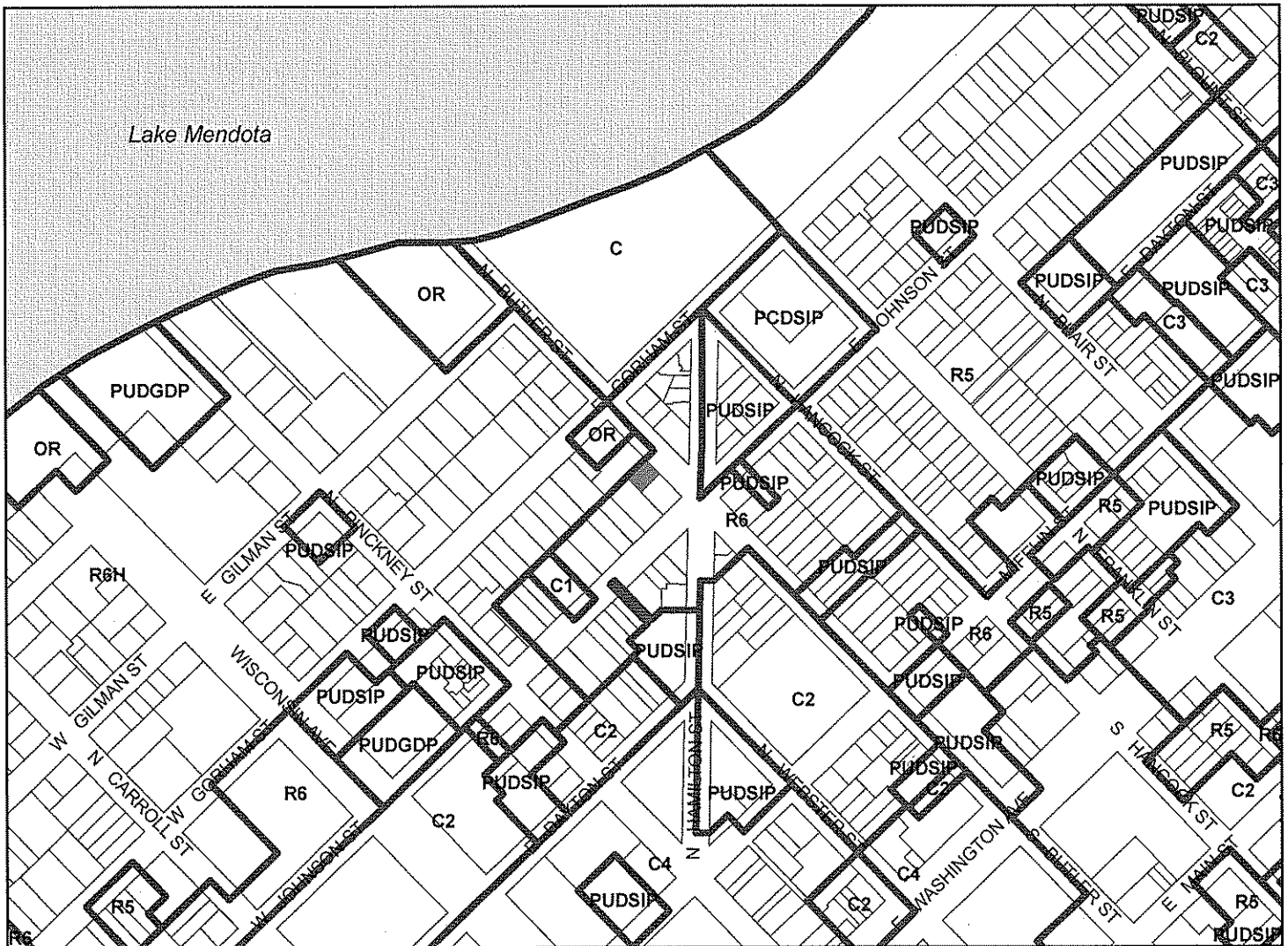
Existing Use
4-Unit Apartment Building

Proposed Use
Convert 5 Lodging Rooms Into
2 Additional Apartment Units

Public Hearing Date
Plan Commission
16 November 2009



For Questions Contact: Heather Stouder at: 266-5974 or hstouder@cityofmadison.com or City Planning at 266-4635



Scale : 1" = 400'

City of Madison, Planning Division : RPJ : Date : 03 November 2009





LAND USE APPLICATION Madison Plan Commission

215 Martin Luther King Jr. Blvd; Room LL-100
PO Box 2985; Madison, Wisconsin 53701-2985
Phone: 608.266.4635 | Facsimile: 608.267.8739

- The following information is required for all applications for Plan Commission review except subdivisions or land divisions, which should be filed with the Subdivision Application.
- Before filing your application, please review the information regarding the **LOBBYING ORDINANCE** on the first page.
- Please read all pages of the application completely and fill in all required fields.
- This application form may also be completed online at www.cityofmadison.com/planning/plan.html
- All Land Use Applications should be filed directly with the Zoning Administrator.

FOR OFFICE USE ONLY:	
Amt. Paid	\$550.00 Receipt No. 104630
Date Received	10/14/09
Received By	JK
Parcel No.	070919406272
Aldermanic District	2 Bridget Maniaci
GQ	OK
Zoning District	R6
For Complete Submittal	
Application	Letter of Intent <input checked="" type="checkbox"/>
IDUP	Legal Descript. <input checked="" type="checkbox"/>
Plan Sets	Zoning Text <input checked="" type="checkbox"/>
Alder Notification	Waiver <input checked="" type="checkbox"/>
Nbrhd. Assn Not.	Waiver <input type="checkbox"/>
Date Sign Issued	10/14/09

1. **Project Address:** 310 North Butler Street **Project Area in Acres:** _____

Project Title (if any): _____

2. **This is an application for:**

Zoning Map Amendment (check the appropriate box(es) in only one of the columns below)		
<input type="checkbox"/> Rezoning to a Non-PUD or PCD Zoning Dist.: Existing Zoning: _____ to _____ Proposed Zoning (ex: R1, R2T, C3): _____	<input type="checkbox"/> Rezoning to or Amendment of a PUD or PCD District: <input type="checkbox"/> Ex. Zoning: _____ to PUD/PCD-GDP <input type="checkbox"/> Ex. Zoning: _____ to PUD/PCD-SIP <input type="checkbox"/> Amended Gen. Dev. <input type="checkbox"/> Amended Spec. Imp. Plan	
<input checked="" type="checkbox"/> Conditional Use	<input type="checkbox"/> Demolition Permit	<input type="checkbox"/> Other Requests (Specify): _____

3. **Applicant, Agent & Property Owner Information:**

Applicant's Name: Richard Glover Company: 310 North Butler, LLC
 Street Address: 310 North Butler Street City/State: Madison, WI Zip: 53703
 Telephone: (608) 215-7571 Fax: (608) 233-2881 Email: rmglover@gmail.com

Project Contact Person: Richard Glover Company: 310 North Butler, LLC
 Street Address: 3806 Hillcrest Drive City/State: Madison, WI Zip: 53705
 Telephone: (608) 215-7571 Fax: (608) 233-2881 Email: rmglover@gmail.com

Property Owner (if not applicant): _____
 Street Address: _____ City/State: _____ Zip: _____

4. **Project Information:**

Provide a brief description of the project and all proposed uses of the site: _____

Conditional use approval for the previously unpermitted conversion of four 2nd floor sleeping rooms into 2 apartment units

Development Schedule: Commencement Work is already complete five Completion _____

5. Required Submittals:

Plans submitted as follows below and depicts all lot lines; existing, altered, demolished or proposed buildings; parking areas and driveways; sidewalks; location of any new signs; existing and proposed utility locations; building elevations and floor plans; landscaping, and a development schedule describing pertinent project details:

- **7 copies** of a full-sized plan set drawn to a scale of one inch equals 20 feet (collated and folded)
- **7 copies** of the plan set reduced to fit onto 11 inch by 17 inch paper (collated, stapled and folded)
- **1 copy** of the plan set reduced to fit onto 8 1/2 inch by 11 inch paper

Letter of Intent (12 copies): describing this application in detail including, but not limited to: existing conditions and uses of the property; development schedule for the project; names of persons involved (contractor, architect, landscaper, business manager, etc.); types of businesses; number of employees; hours of operation; square footage or acreage of the site; number of dwelling units; sale or rental price range for dwelling units; gross square footage of building(s); number of parking stalls, etc.

Legal Description of Property: Lot(s) of record or metes and bounds description prepared by a land surveyor. For any application for rezoning, the description must be submitted as an electronic word document via CD or e-mail. For applications proposing rezoning to more than one district, a separate description of each district shall be submitted.

Filing Fee: \$ 500 See the fee schedule on the application cover page. Make checks payable to: *City Treasurer*.

Electronic Submittal: All applicants are required to submit copies of all items submitted in hard copy with their application (including this application form, the letter of intent, complete plan sets and elevations, etc.) as Adobe Acrobat PDF files on a non-returnable CD to be included with their application materials, or in an e-mail sent to pcapplications@cityofmadison.com. The e-mail shall include the name of the project and applicant. Applicants unable to provide the materials electronically should contact the Planning Division at (608) 266-4635 for assistance.

In Addition, The Following Items May Also Be Required With Your Application:

- For any applications proposing demolition or removal of existing buildings, the following items are required:
 - Prior to the filing of an application, the applicant or his/her agent is required to notify a list of interested persons registered with the City **30 or 60 days prior to filing** their application using the online notification tool found at: <https://www.cityofmadison.com/developmentCenter/demolitionNotification/>
 - A photo array (6-12 photos) of the **interior and exterior** of the building(s) to be demolished or removed. A written assessment of the condition of the building(s) to be demolished or removed is highly recommended.
 - Note: A Reuse and Recycling Plan approved by the City's Recycling Coordinator is required prior to issuance of wrecking permits and the start of construction.
- Zoning Text (12 copies):** must accompany Planned Community or Planned Unit Development (PCD/PUD) submittals.

6. Applicant Declarations:

Conformance with adopted City plans: Applications shall be in accordance with all adopted City of Madison plans:
→ The site is located within the limits of _____ Plan, which recommends: _____ for this property.

Pre-application Notification: Section 28.12 of the Zoning Code requires that the applicant notify the district alder and any nearby neighborhood & business associations in writing no later than **30** days prior to filing this request:
→ List below the Alderperson, Neighborhood Association(s), Business Association(s) AND dates you sent the notices:

BRIDGET MANIACI, 10/3, AGREED TO WAIVE NOTICE.
NOTE: If the alder has granted a waiver to this requirement, please attach any such correspondence to this form.

Pre-application Meeting with staff: Prior to preparation of this application, the applicant is required to discuss the proposed development and review process with Zoning and Planning Division staff; note staff persons and date.

Planning Staff: HEATHER STOWERS Date: 10/7/09 Zoning Staff: MATT TUCKER Date: 10/7/09

Check here if this project will be receiving a public subsidy. If so, indicate type in your Letter of Intent.

The signer attests that this form is accurately completed and all required materials are submitted:

Printed Name RICHARD GLOVER, 310 N. BUTLER, LLC Date 10/14/09

Signature [Signature] Relation to Property Owner _____

Authorizing Signature of Property Owner [Signature] Date 10/14/09

310 North Butler St.
Madison, WI

I purchase the property at 310 North Butler Street in 2005 as a rental property. I have an interest in historic buildings and I wanted a property in the downtown historic district. This converted house, located near the Capitol Square and James Madison Park was available. The house was in very bad condition and sadly neglected. My intent was, and still is to upgrade the building's condition overall and restore the exterior. The house is fundamentally sound and very well built, but needs a tremendous amount of work. I am confident that it will be well worth the time and effort, and will be a handsome example of turn of the century architecture when it's finished.

Current use

Currently the building is a 4 unit apartment building with a total of 3,685 square feet. There is a 3 bedroom apartment on the first floor, a 3 bedroom apartment on the 3rd floor and 2 one bedroom apartments on the second floor. There is also a single car garage currently used for construction staging, but it will be rented when the work is complete.

When I purchased the building in 2005 the rear apartment on the second floor was used as a 2 bedroom unit. This unit was changed to the one bedroom unit in 2007 decreasing the overall density in the building.

History of improvements / changes

At some point in the building's life the single family house was converted into a first floor living space with the 5 bedrooms on the 2nd floor converted to sleeping rooms. In the 1970s the 3rd floor attic space was converted to a 3 unit apartment. (See attached documents showing history of past use; Exhibits 1 & 2)

Tallard Properties was the most recent owner of the building. They converted the five, 2nd floor single rooms into 2 apartment units. Unfortunately, this work was done without zoning or conditional use approval, and was done without permit. We were told by Tallard that no permit had been taken out, but that the work fully complied with current codes.

Current status

The City of Madison Building Inspection Unit cited the un-permitted work in a report to us, which also included a list of required repairs. They have requested that we obtain the proper approvals for the work already completed. We were informed by Planning and Zoning that we should obtain a conditional use permit.

At the time of this application most of the code correction work requested by Building Inspection has been completed. We are also continuing to work on our long range plan for the property. By the end of the year we will have completed the following: existing window restoration, all new storm windows, front foyer restoration, add new direct vent hot water heaters, boiler control upgrade and add appropriate bicycle parking. All of this work will be completed before the end of 2009.

The building is managed by Madison Property Management. All of the maintenance and construction upgrades are done by my business, 310 North Butler, LLC. Currently all of the units are rented. Three of the units are occupied by students and one by a young professional couple. The units are typically rented by upper classmen or graduate students from UW, and just recently by young professionals just out of school.

Long Range Plan

Over the next two years we will restore the building's exterior siding and trim, insulate the walls and roof, replace the garage roof and the roof over the front porch, rebuild the front entry steps, install a privacy fence on the back and side yard and complete a modest landscaping plan.

We will continue to make interior upgrades to correct damage that has been done throughout the rental life of the house. This work will include remodeling the 3rd floor attic apartment at some point. All of the interior work, however, is not on a specific time table.

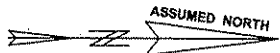
Our goal is to maintain a well managed and maintained building that has special appeal because of its location and historic value. The building is basically very sound but has been very sadly neglected, and will take a significant investment of time and money to reclaim it. But, we have a particular interest in the historic fabric of the City and are willing to make that investment. We want to be a significant part of Madison's beautiful urban landscape.

Thank you for your consideration of our conditional use application.

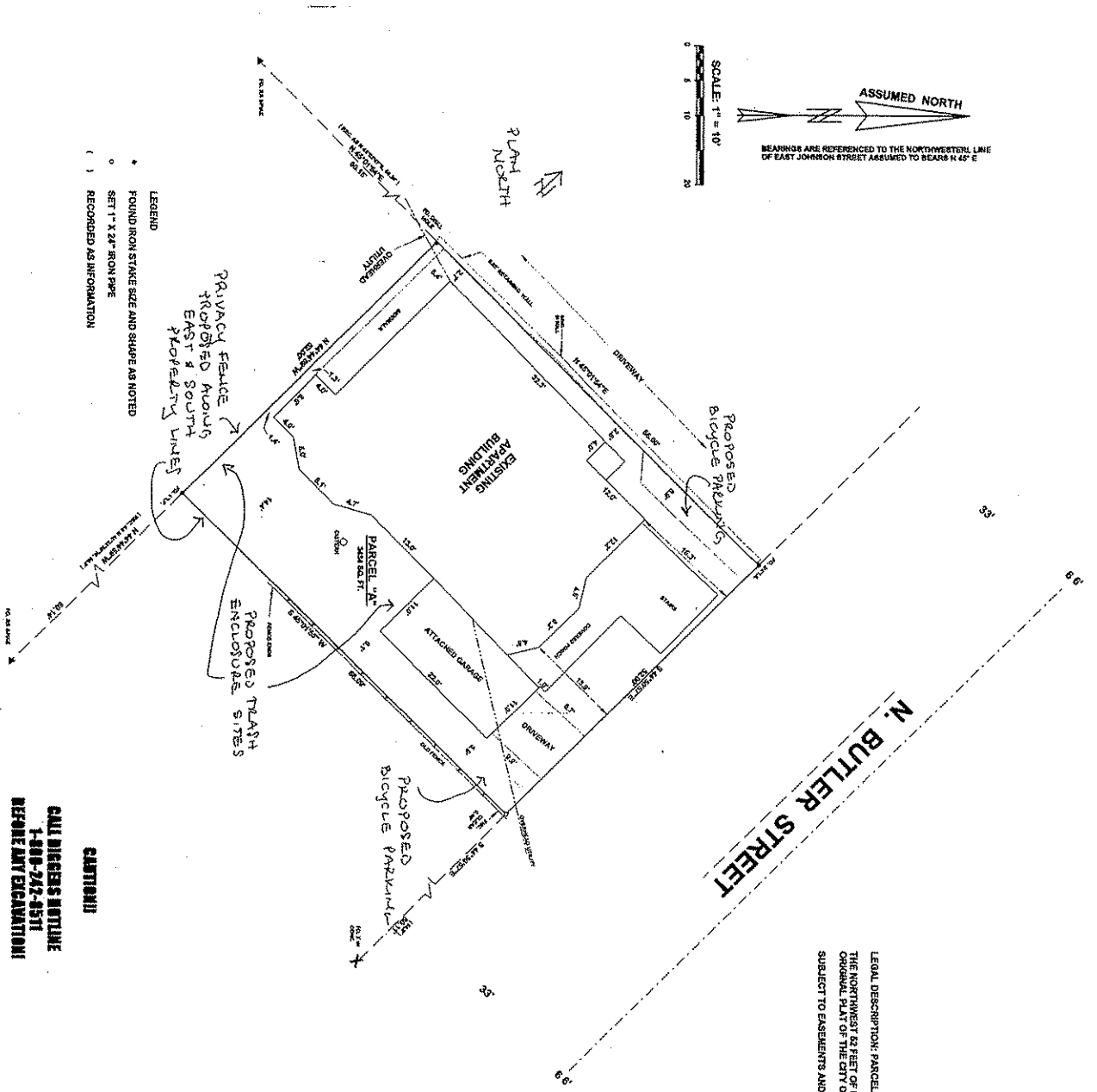
Richard Glover

310 North Butler, LLC

SCALE: 1" = 10'



BEARINGS ARE REFERENCED TO THE NORTHWESTERN LINE OF EAST JOHNSON STREET ASSUMED TO BEAR S 45° E



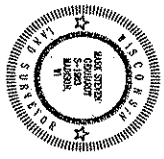
- LEGEND
- FOUND IRON STAKE SIZE AND SHAPE AS NOTED
 - SET 1" X 24" IRON PIPE
 - () RECORDED AS INFORMATION

CAUTION!
 CALL DIGGERS NOTLINE
 1-800-242-8571
 BEFORE ANY EXCAVATION!

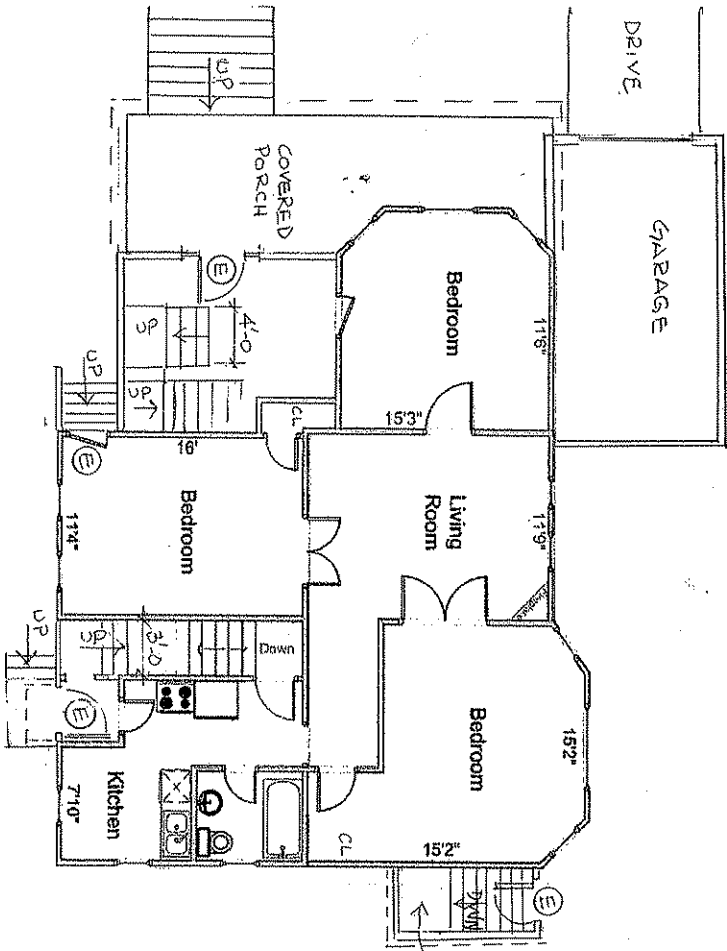
LEGAL DESCRIPTION: PARCEL "A" PER WARRANTY DEED DOC. NO. 411425 THE NORTHWEST 32 FEET OF LOT TEN (10), BLOCK WAINWRIGHT (97), ORDINAL PLAT OF THE CITY OF MADISON, DANE COUNTY, WISCONSIN. SUBJECT TO EASEMENTS AND AGREEMENTS RECORDED AND UNRECORDED.

SURVEYOR'S CERTIFICATE:
 I, Mark Steven Giffardt, Wisconsin Land Surveyor S-1833, do hereby certify that the foregoing plat is a true and correct plat in accordance with the descriptions and instructions furnished by the persons who caused this survey to be made and that this plat is a correct and accurate representation of said survey.
 Date: October 6, 2009
 Mark Steven Giffardt
 Wisconsin Land Surveyor, S-1833

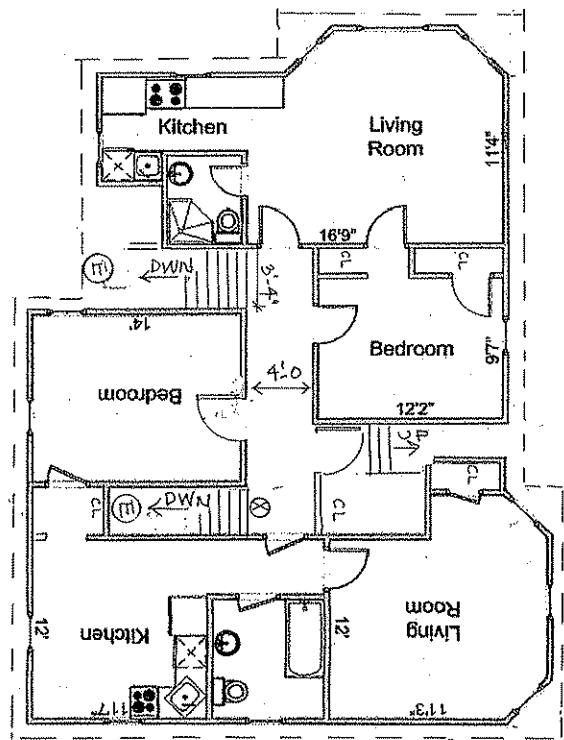
PREPARED FOR:
 110 NORTH BUTLER, LLC
 1886 CREST DRIVE
 MADISON, WI 53705



BADGER SURVEYING AND MAPPING SERVICE, LLC	
DATE: OCT 6, 2009	PROJECT: M. S. GERRARDT
BY: [Signature]	CHECKED: M.S.G.
PLAT OF SURVEY	
9G - 103	



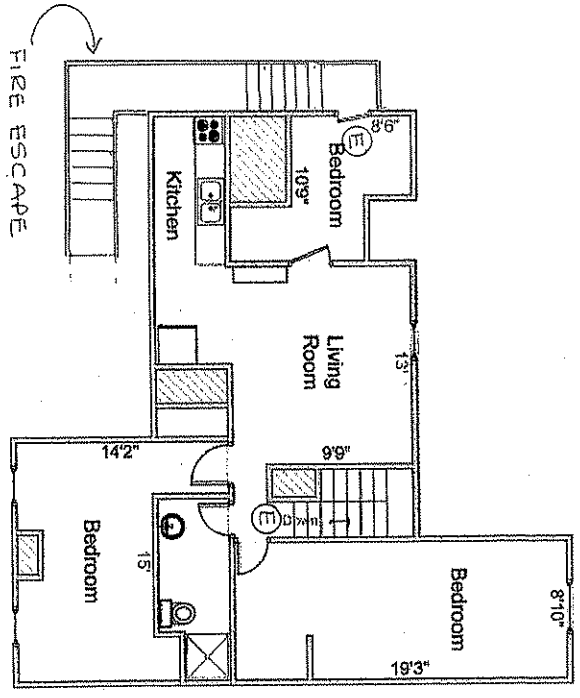
- ⓔ MEANS OF BUILDING EGRESS
- ⊗ EXIT SIGN



1/8" = 1'-0"
RMS

310 NORTH BUTLER

SHT
A1

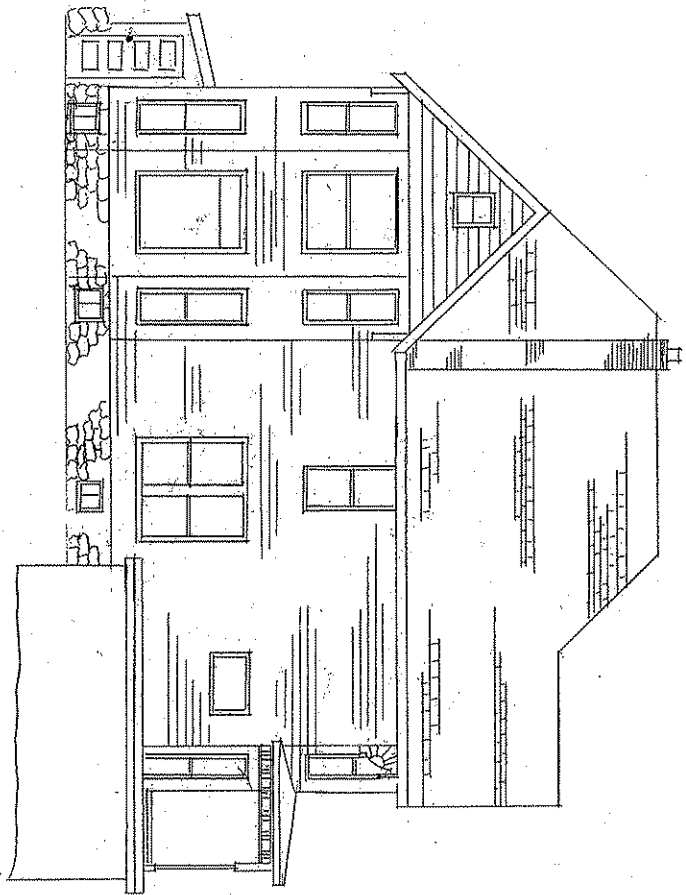


3RD FLOOR
 ↑ N

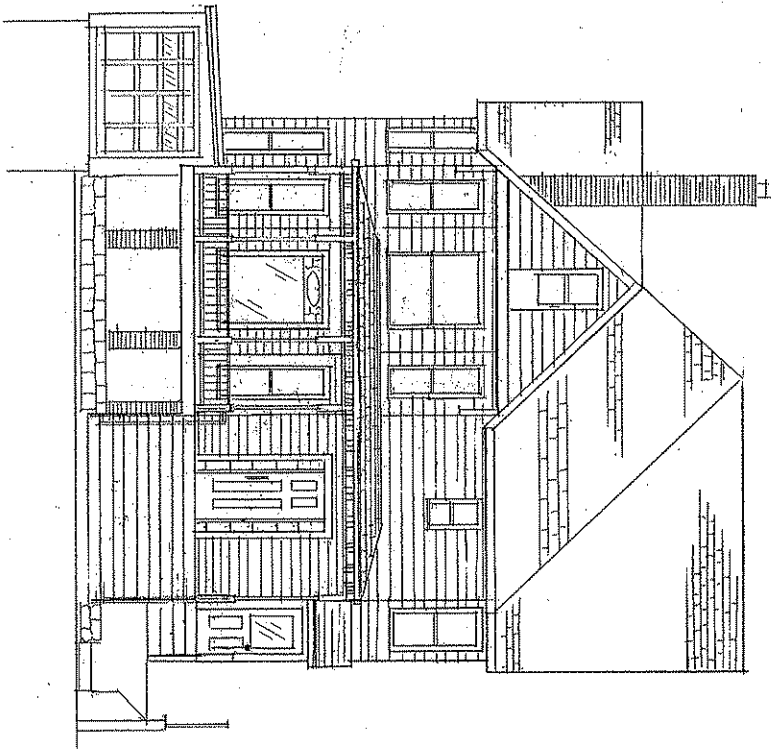
ⓔ MEANS OF BUILDING EGRESS

310 NORTH BUTLER
 1/8" = 1'-0"
 RMG

SHT
 A2



SOUTH ELEVATION

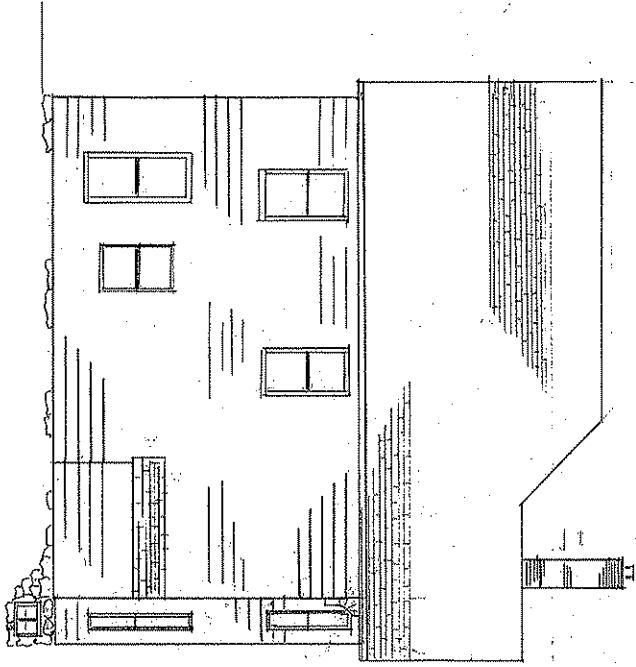


EAST ELEVATION

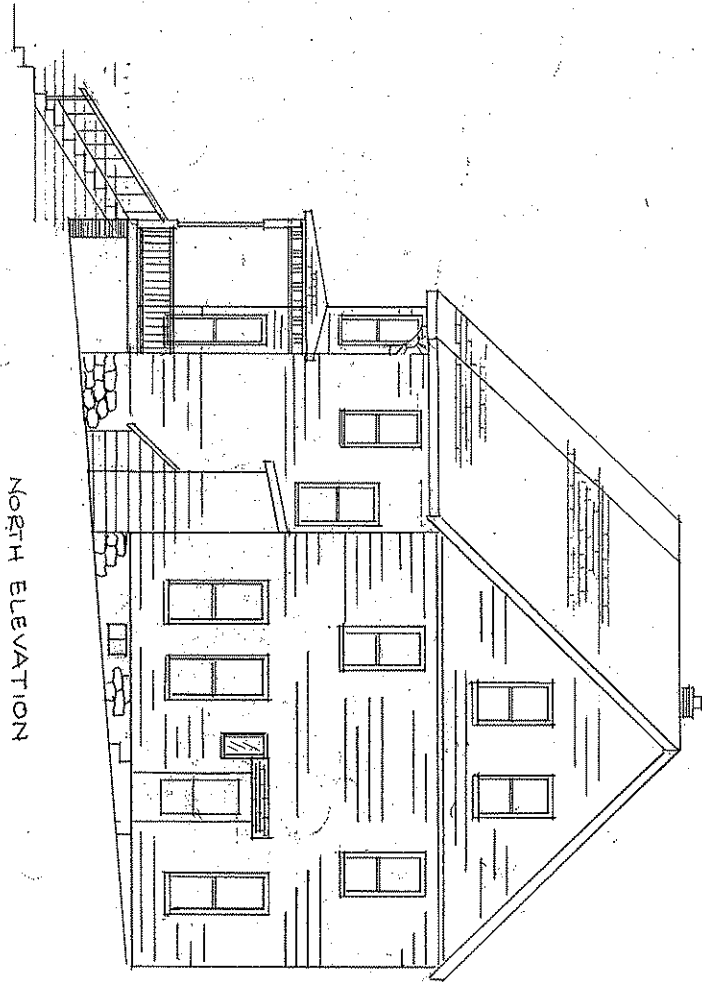
NOTES: FOR CLARITY FIRE ESCAPE
IS NOT SHOWN — SEE PHOTOS

310 NORTH BUTYER ST.
SCALE: 1/8" = 1'-0"
RMS A3

WEST ELEVATION



NORTH ELEVATION



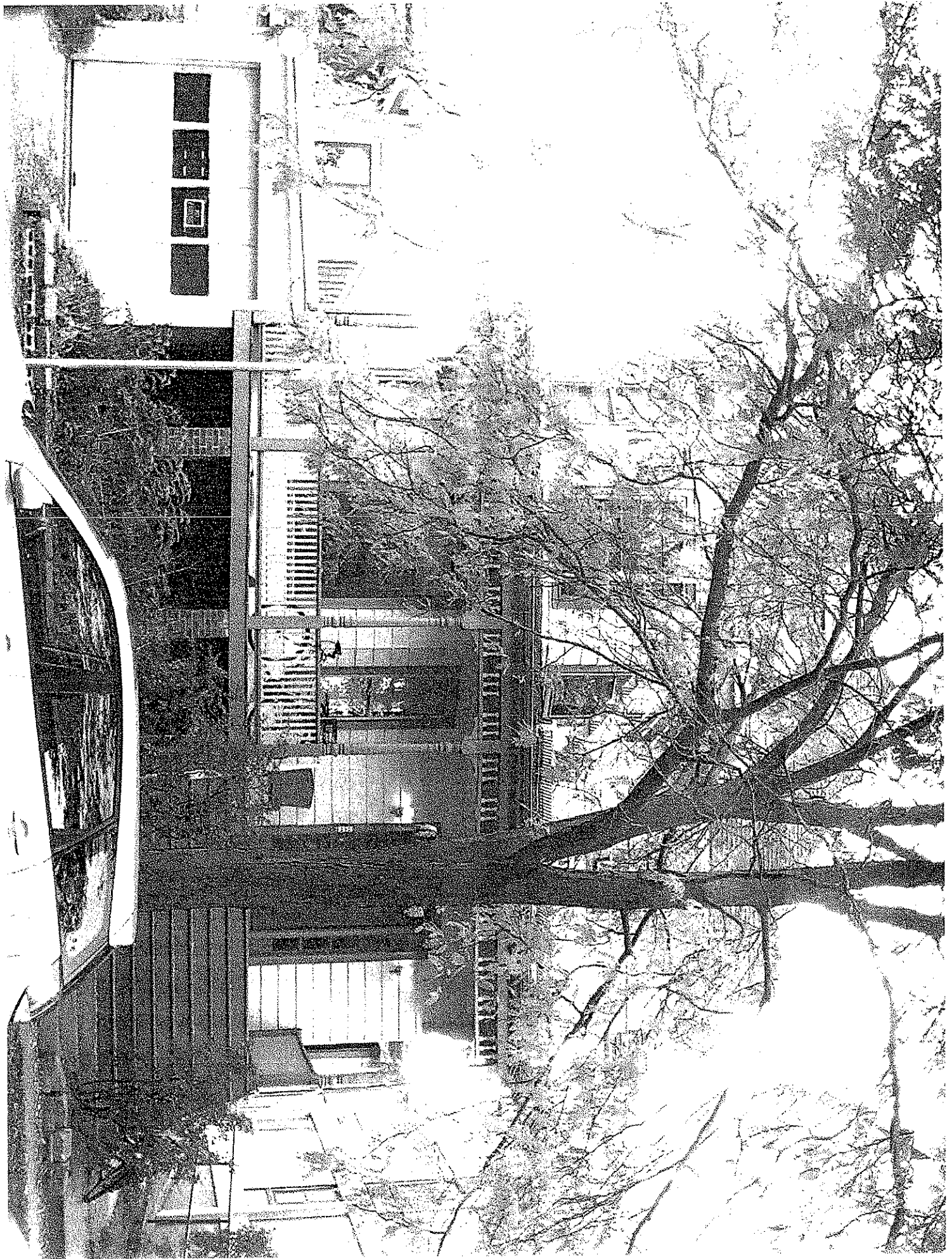
NOTE: FIRE ESCAPE NOT SHOWN

310 NORTH BUTLER ST
SCALE 1/8" = 1'-0"

RMG A4

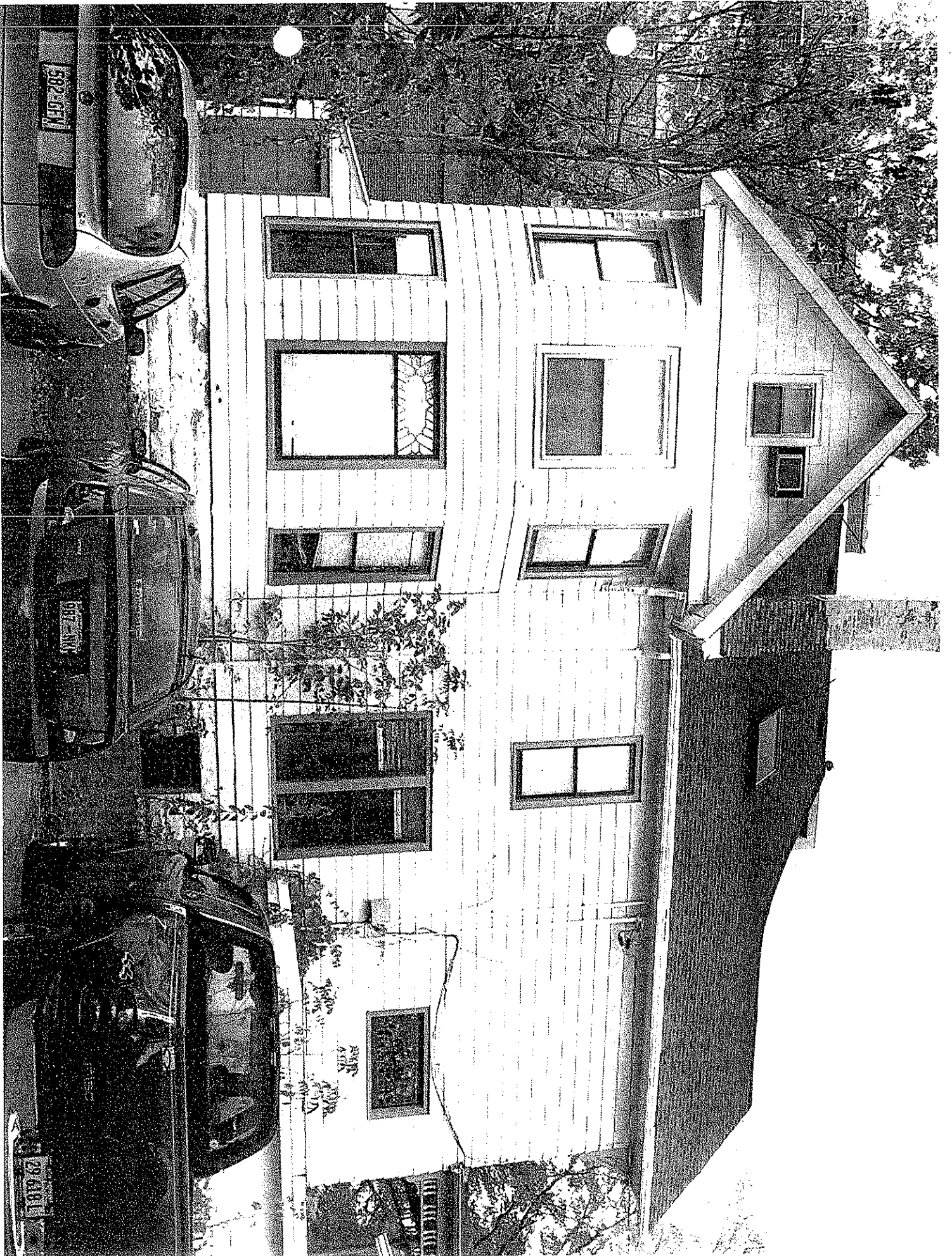


310 NORTH BUTLER, PHOTO TAKEN 1/2/2006



EAST ELEVATION

10/10/2009



SOUTH ELEVATION

10/10/2009



NORTH ELEVATION

10/10/2009



WEST ELEVATION

10/10/2009

310

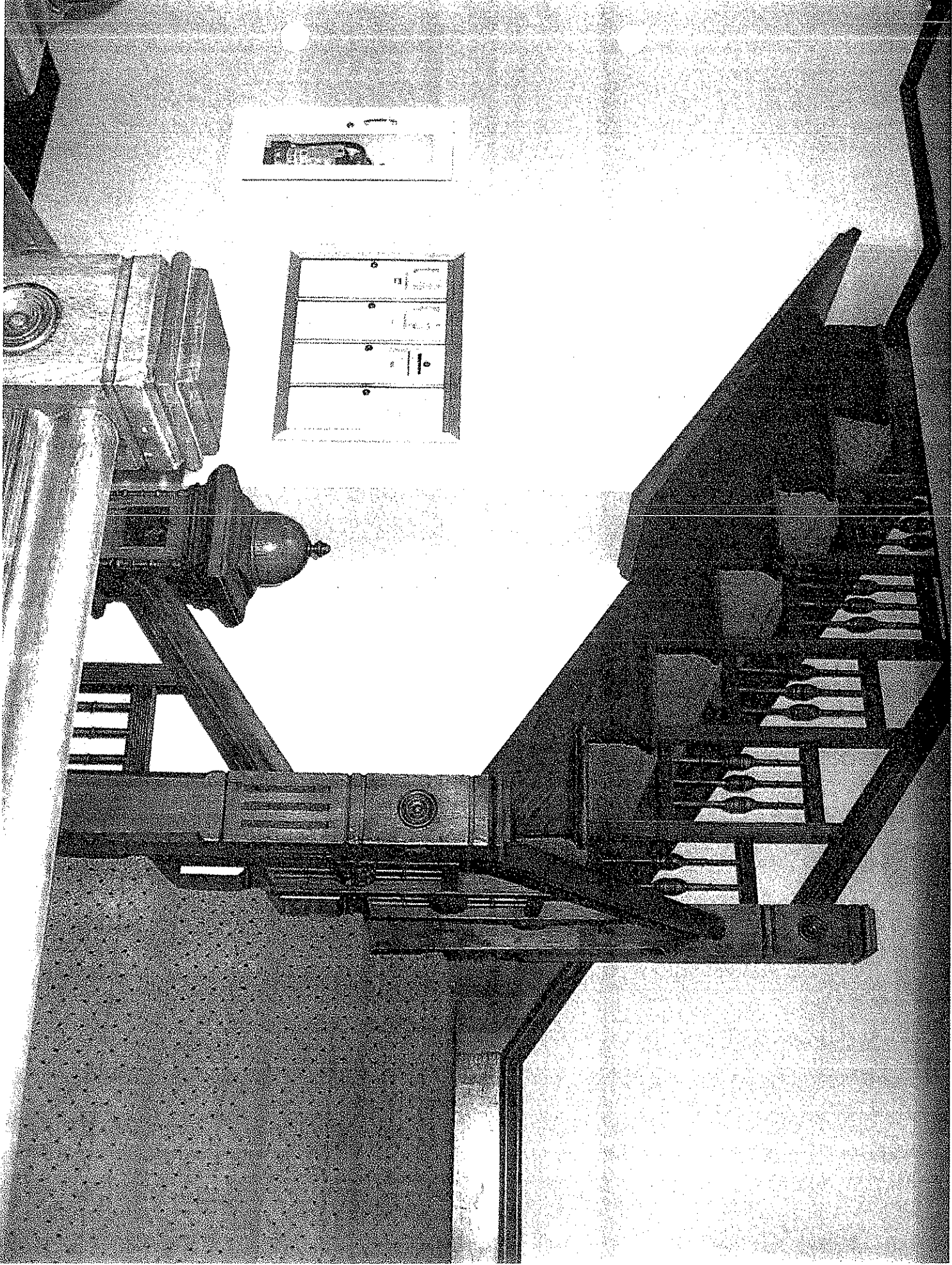


10/10/2009

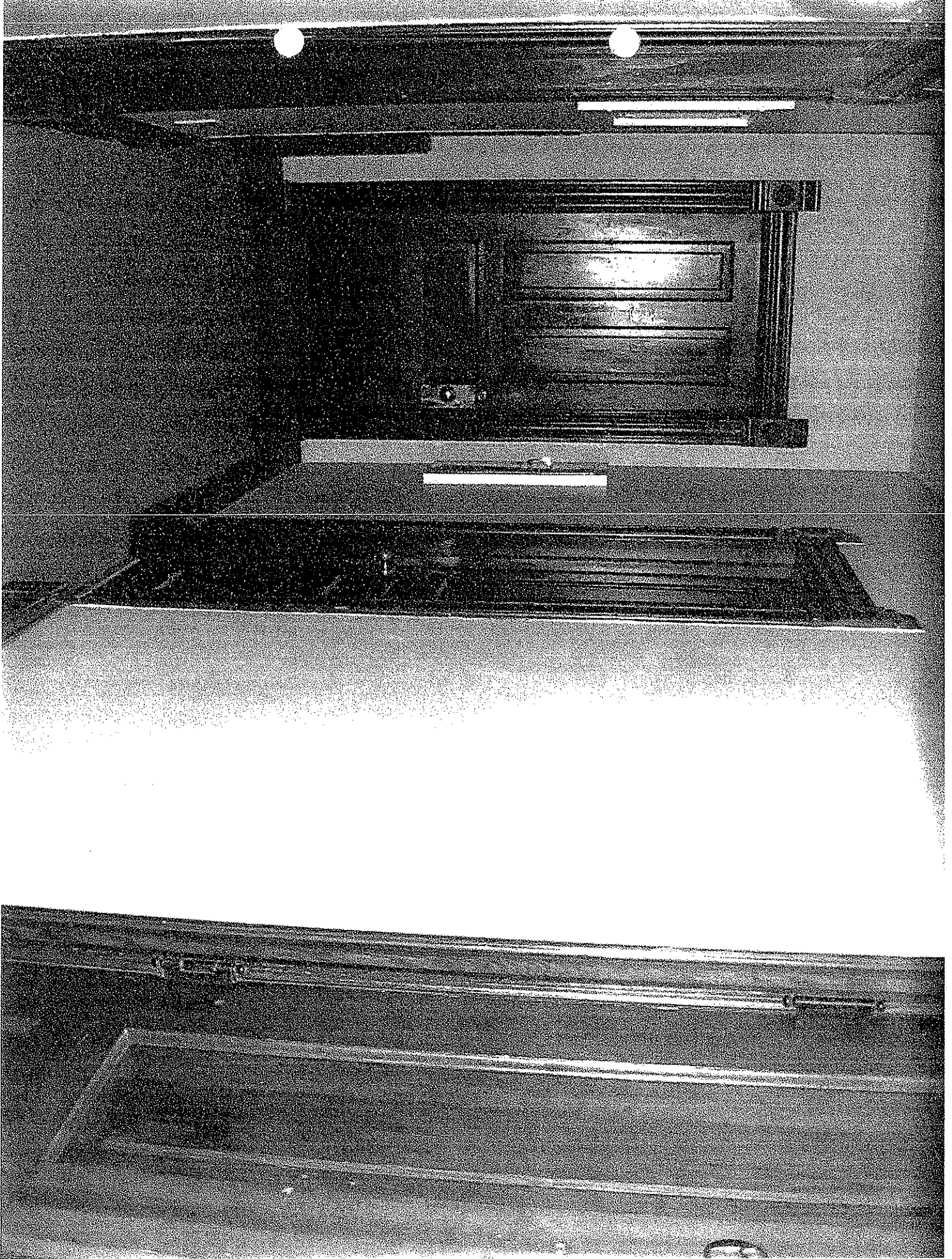
8



10/10/2009 8



10/10/2009



10/10/2009