

## PLANNING DIVISION STAFF REPORT

July 7, 2025

PREPARED FOR THE PLAN COMMISSION



**Project Address:** 2438-2462 Atwood Avenue and 226 Corry Street  
**Application Type:** Conditional Use  
**Legistar File ID #** [88555](#)  
**Prepared By:** Chris Wells, Planning Division  
Report includes comments from other City agencies, as noted.  
**Reviewed By:** Kevin Firchow, Planning Division

### Summary

**Applicant & Contact:** Bradley R Servin; ADCI; 5100 Eastpark Boulevard, Suite 310; Madison, WI 53704

**Property Owner:** St Bernard Parish; 2438 Atwood Avenue; Madison, WI 53704

**Requested Actions:** Consideration of a conditional use in the Traditional Residential-Varied 1 (TR-V1) District for a cemetery; and consideration of a conditional use in the TR-V1 District for a building exceeding 10,000 square feet of area, all to allow construction of a crypt addition to Saint Bernard of Clairvaux Cathedral at 2438-2462 Atwood Avenue and 226 Corry Street.

**Proposal Summary:** The applicant is seeking approval to construct a roughly 900-square-foot addition, which will contain a crypt, on the west side of the Cathedral.

**Applicable Regulations & Standards** Table 28C-1 in Section 28.032(1) of the Zoning Code identifies both *Cemeteries* and *Buildings or Structures Exceeding 10,000 Square-Feet in Floor Area* as conditional uses in the Traditional Residential-Varied 1 (TR-V1) District. The Supplemental Regulations section, MGO Section 28.151, has additional requirements for *Buildings or Structures Exceeding 10,000 sq. ft. in Floor Area*.

**Review Required By:** Landmarks Commission (the building is a Designated Madison Landmark) and Plan Commission

**Summary Recommendations:** The Planning Division recommends that the Plan Commission find the standards met and approve the conditional use requests in the TR-V1 (Traditional Residential-Varied 1) District for a cemetery and for a building exceeding 10,000 square feet of area, all to allow construction of a crypt addition to Saint Bernard of Clairvaux Cathedral at 2438-2462 Atwood Avenue and 226 Corry Street. This recommendation is subject to input at the public hearing and the conditions from reviewing agencies beginning on **page 5** of this report.

### Background Information

**Parcel Location:** A 189,100 sq. ft. (4.24-acre) parcel located to the northwest of the intersection of Atwood Avenue and Corry Street; Alder District 15 (Martinez-Rutherford); Transit-Oriented Development (TOD) Overlay District; Madison Metropolitan School District.

**Existing Conditions and Land Use:** The subject site is developed with the Cathedral of St Bernard of Clairvaux located at the southeast corner of the roughly triangular-shaped site. The church rectory is located to the west of the Cathedral and connected via an enclosed walkway. The parish office, a separate building, is located at the west corner of the site. A surface parking lot occupies the northern half of the site. The parcel is zoned TR-V1 (Traditional Residential-Varied 1) District.

### Surrounding Land Uses and Zoning:

**Northwest:** The Capital City State Trail and community garden plots on a parcel zoned TR-V1 (Traditional Residential-Varied 1) District;

**South:** Across Atwood Avenue are single-story office/commercial buildings and two-story, mixed-use building with ground floor commercial and residential unit above, all zoned Traditional Shopping Street (TSS) District;

**West:** A three-story, four-unit dwelling zoned TR-V1 and a Dane County Juvenile Shelter, zoned TSS; and

**East:** Across Corry Street are single-family residences and 2-units in the TR-V1 District; a 5-unit in the TR-V2 (Traditional Residential-Varied 2) District, and a two-story mixed-use building in the TSS District.

**Adopted Land Use Plans:** The 2023 [Comprehensive Plan](#) recommends the subject site and the adjacent sites to the west for Special Institutional (SI) uses. The plan describes the district as being used “*primarily to identify current or recommended locations for grade schools, colleges, the UW-Madison campus, and relatively large places of assembly and worship.*”

The 2000 [Schenk-Atwood-Starkweather-Worthington Park Neighborhood Plan](#) does not provide specific recommendations regarding the subject site.

**Zoning Summary:** The site is zoned TR-V1 (Traditional Residential-Varied 1 District):

Requirements	Required	Proposed
Lot Area (sq. ft.)	6,000 sq. ft.	189,098 sq. ft.
Lot Width	50'	>50'
Front Yard Setback	20'	Existing front yard setback
Max. Front Yard Setback: TOD	20'	Existing front yard setback
Side Yard Setback	5'	Existing side yard setback
Rear Yard Setback	Equal to building height but at least 30'	Existing rear yard setback
Maximum Lot Coverage	65%	TBD (See Comment #2)
Maximum Building Height	35'	Existing building
Maximum Building Coverage	50%	<50%

Requirements	Required	Proposed
Number Parking Stalls	Not required: TOD	213 existing stalls
Electric Vehicle Stalls	Not required	Existing EV stalls
Accessible Stalls	Yes	Existing accessible stalls
Loading	Not required	None
Number Bike Parking Stalls	Place of worship: 1 per 50 seats or 75 lineal feet of seating area or 1 per 350 feet of floor area in main worship space Cemetery, mausoleum: As determined by ZA	44 existing stalls
Landscaping and Screening	Not required	Existing landscaping (See Comment #3)
Lighting	Not required	Existing lighting
Building Form and Design	Not required	Existing building

Other Critical Zoning Items	
Yes:	Historic District (Designated City Landmark), Barrier Free (ILHR 69), Utility Easements, TOD Overlay
No:	Urban Design; Floodplain, Landmarks, Waterfront Development, Adjacent to Park, Wellhead Protection
Prepared by: Jenny Kirchgatter, Assistant Zoning Administrator	

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

**Public Utilities and Services:** The site is served by a full range of urban services, including Metro Transit which operates daily all-day rapid transit service along Atwood Avenue near this property – with trips at least every 30 minutes (every 15 minutes or less during the day on weekdays).

## Related Approvals

As the Cathedral is a Designated Madison Landmark, Staff note that the crypt addition proposal was granted a Certificate of Appropriateness from the Landmarks Commission on March 10, 2025 (Legistar File ID [86668](#)).

## Project Description

The applicant is seeking approval to construct a roughly 900-square-foot (30-foot by 30-foot) addition, which would contain a crypt, off the west side of the Cathedral, within the enclosed exterior courtyard located between the Cathedral and Rectory. It will be solely accessed from the auxiliary rooms located to the west of the nave (these rooms are not part of the original historic church structure). As stated in the submitted materials, the proposed addition *“will have a copper standing seam metal roof, copper half-round gutters and round copper downspouts to match the original church. The stone will be a full depth natural veneer stone to match the new Porte Cochere [which will be constructed on the north side of the Cathedral].”* Three large gothic-shaped, stained-glass windows will occupy the crypt’s western façade.

City historic records note that the church was constructed in 1926 and designed by JJ Flad in the Late Gothic Revival style and designated a landmark in 1981. The church has been undergoing remodeling as part of its transition to serving as the cathedral for Madison.

As for the architectural design, the March 10, 2025 Landmarks Staff report notes, *“The addition appears to be in keeping with the architectural character of the historic building, and is proposing to use materials to match those approved for the porte cochere and on the rest of the building as it is being rehabilitated. The addition uses a similar architectural vocabulary, but in a much-simplified form.”*

## Analysis

Table 28C-1 in Section 28.032(1) of the Zoning Code identifies both *Cemeteries* and *Buildings or Structures Exceeding 10,000 Square-Feet in Floor Area* as conditional uses in the Traditional Residential-Varied 1 (TR-V1) District. The Supplemental Regulations section, MGO Section 28.151, has additional requirements for *Buildings or Structures Exceeding 10,000 sq. ft. in Floor Area*.

### **Plan Consistency**

The 2023 [Comprehensive Plan](#) recommends the subject site and the adjacent sites to the west for Special Institutional (SI) uses. The plan describes the district as being used “primarily to identify current or recommended locations for grade schools, colleges, the UW-Madison campus, and relatively large places of assembly and worship.”

The 2000 [Schenk-Atwood-Starkweather-Worthington Park Neighborhood Plan](#) does not provide specific recommendations regarding the subject site.

Staff believe the proposed addition and uses are consistent with the plan recommendations described above.

### **Conditional Use Standards**

The Plan Commission may not approve an application for a conditional use unless it can find that all of the standards found in Section 28.183(6)(a), Approval Standards for Conditional Uses, are met. That section states: “The City Plan Commission shall not approve a conditional use without due consideration of the recommendations in the City of Madison Comprehensive Plan and any applicable, neighborhood, neighborhood development, or special area plan, including design guidelines adopted as supplements to these plans. No application for a conditional use shall be granted by the Plan Commission unless it finds that all of the [standards for approval in Section 28.183(6) are met].”

Staff believes that the Plan Commission can find the conditional use standards met for the proposed requests. Staff believe that, due to the modest size of the addition and its location in an internal courtyard, the proposal will not result in negative impacts to the surroundings. Regardless, Staff note that the Plan Commission retains continuing jurisdiction over conditional uses, meaning that should complaints be filed, the Plan Commission could take further action on a Conditional Use as allowed in MGO §28.183(9)(d).

### **Supplemental Regulations**

Per MGO Section 28.151, *Buildings or Structures Exceeding 10,000 sq. ft. in Floor Area* are subject to the following Supplemental Regulations:

- a) In any residential district, building floor area, bulk, height and massing may be limited as part of the conditional use approval in order to ensure compatibility with surrounding uses.
- b) In any residential district, an appropriate transition area between the use and adjacent property may be required, using landscaping, screening, and other site improvements consistent with the character of the neighborhood.

Again, due to the modest size of the addition and location in an internal courtyard, Staff believe these supplemental regulations can be found met.

### **Public Comment**

At the time of report writing, staff has not received any comments on the proposed request.

## Conclusion

The Planning Division believes that the proposed uses are consistent with the adopted plan recommendations. Staff believes that, due to the modest size of the addition and its location in an internal courtyard, the proposal will not result in negative impacts to the surroundings. Therefore, Staff believes that the Plan Commission can find the conditional use standards met for the proposed requests.

## Recommendation

**Planning Division Recommendation** (Contact Chris Wells, [cwells@cityofmadison.com](mailto:cwells@cityofmadison.com) or (608) 261-9135)

The Planning Division recommends that the Plan Commission find the standards met and approve the conditional use requests in the TR-V1 (Traditional Residential-Varied 1) District for a cemetery and for a building exceeding 10,000 square feet of area, all to allow construction of a crypt addition to Saint Bernard of Clairvaux Cathedral at 2438-2462 Atwood Avenue and 226 Corry Street. This recommendation is subject to input at the public hearing and the conditions from reviewing agencies below:

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

**City Engineering Division** (Contact Brenda Stanley, (608) 261-9127)

1. Current plan shows less than 4,000 sf disturbed area. If plans are not revised, no Erosion Control or Storm Water Management Permits will be required.

**Zoning Administrator** (Contact Jenny Kirchgatter, (608) 266-4429)

2. Provide a calculation and plan detail for lot coverage with the final submittal. The lot coverage maximum is 65%. Lot coverage is defined as the total area of all buildings, measured at grade, all accessory structures including 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. If the existing site currently exceeds 65% maximum lot coverage, proposed site improvements may not further increase lot coverage above the maximum.
3. Verify whether any existing landscaping will be displaced due to the building addition. Any displaced landscaping elements must be replaced on the site and shown on a revised landscape plan.
4. 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.

**Metro Transit** (Contact Tim Sobota, (608) 261-4289)

5. Metro Transit operates daily all-day rapid transit service along Atwood Avenue near this property – with trips at least every 30 minutes (every 15 minutes or less during the day on weekdays).

6. Metro Transit would initially estimate the following counts of potentially eligible trips towards US Green Building Council/LEED Quality Access to Transit points: 67 Weekday & 34 Weekend. Please contact Metro Transit if additional analysis would be of interest.

The following agencies reviewed the request and recommended no conditions of approval: Engineering-Mapping, Traffic Engineering, Parking, Fire Department, Parks Division, Water Utility and Forestry.