



PREPARED FOR THE PLAN COMMISSION

Project Address: 2802 International Lane
Application Type: Conditional Use
Legistar File ID # [43789](#)
Prepared By: Timothy M. Parks, Planning Division
Report includes comments from other City agencies, as noted.

Summary

Applicant: Kevin Silkey, The Richardson School; 175 S. Barker Road; Brookfield.

Property Owner & Contact: John Schaefer, 2802 International, LLC; 639 W. Main Street #103; DeForest.

Requested Action: Approval of a conditional use to allow an existing office building at 2802 International Lane to be converted into a private school.

Proposal Summary: The applicant proposes to convert an existing two-story, 24,228 square-foot office building into a private therapeutic day school to serve children with disabilities. Conversion of the building and occupancy will commence as soon as all regulatory approvals have been granted, with completion anticipated in October 2016.

Applicable Regulations & Standards: Table 28F-1 in Section 28.082(1) of the Zoning Code identifies public and private schools as conditional uses in the SE (Suburban Employment) zoning district subject to Supplementary Regulations in Section 28.151, which require that a facility established after the effective date of the Zoning Code within a predominantly residential or mixed-use area shall have vehicular access to a collector or higher classification street; and where the use is conditional, 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. Section 28.183 provides the process and standards for the approval of conditional use permits.

Review Required By: Plan Commission

Summary Recommendation: The Planning Division recommends that the Plan Commission find the standards met and **approve** a conditional use to allow an existing office building at 2802 International Lane to be converted into a private school subject to input at the public hearing and the conditions from reviewing agencies beginning on page 3 of this report.

Background Information

Parcel Location: The subject site is an approximately 2.97-acre parcel located on the west side of International Lane, approximately 500 feet south of Darwin Road; Aldermanic District 12 (Palm); Madison Metropolitan School District.

Existing Conditions and Land Use: The subject site is developed with a two-story office building containing 24,228 square feet of floor area and a surface parking, zoned SE (Suburban Employment District).

Surrounding Land Use and Zoning: The subject site is generally surrounded by a variety of one- to three-story multi-tenant office buildings located in the Truax Air Park West development along International Lane and south of Darwin Road and Dane County Regional Airport, which are zoned SE (Suburban Employment District).

Adopted Land Use Plans: The subject site and surrounding properties in the Truax Air Park West development are recommended for Employment uses in the Comprehensive Plan.

Zoning Summary: The site is zoned SE (Suburban Employment District):

Requirements	Required	Proposed
Lot Area	20,000 sq. ft.	129,454 sq. ft.
Lot Width	65'	388.4'
Front Yard	N/A	Adequate, existing
Side Yards	Greater of 15' or 20% building height	Adequate, existing
Rear Yard	30'	Adequate, existing
Maximum Lot Coverage	75%	Adequate, existing
Maximum Building Height	5 stories, 68 feet	2 stories, existing
Auto Parking: Schools, public and private	1 space per classroom plus 1 space per 3 students of legal driving age based on max. number of students attending classes at any one time (10)	91 (existing per Zoning)
Bike Parking	1 per 5 students	10 (see conditions)
Loading	0	0
Building Forms	Free-Standing Commercial Building	Existing, complies with requirements
Other Critical Zoning Items		
Yes:	Utility Easements, Barrier Free	
No:	Urban Design Wellhead Protection, Landmarks, Waterfront Development, Adj. to Park, Wetlands, Floodplain	
<i>Prepared by: Jenny Kirchgatter, Assistant Zoning Administrator</i>		

Environmental Corridor Status: The subject 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 service along International Lane.

Project Description, Analysis and Conclusion

The applicant is requesting approval of a conditional use to allow an existing two-story, 24,228 square-foot office building located at 2802 International Lane to be converted into a private therapeutic day school to serve children with disabilities. "The Richardson School" will have a capacity of 40-60 students with developmental or neurological disabilities and emotional, behavioral or mental health disorders. The interior spaces of the office building will be reconfigured into ten classrooms, with a cafeteria and an approximately 3,000 square-foot gym proposed on the second floor. A staff of 30-40 is expected when the school reaches full capacity. School hours will be Monday through from 9:00 AM to 2:45 PM year round. The layout of the proposed school is shown on the floorplans submitted with the application; no changes to the building exterior, building footprint or site plan are proposed. The site is characterized by mature landscaping along all four property lines.

Transportation to and from the school is the responsibility of the referring school district. The applicant indicates that students may arrive by school bus, private transportation companies, and parent drop off, but that the students do not drive. An existing drive lane located parallel to the northern wall of the building will serve as a drop-off and pick-up lane for the school, with parking for 85-91 vehicles to be provided in the existing parking lot located primarily north of the building. The applicant indicates that food service will be provided by a contracted caterer that will utilize a standard delivery van and deliver after student arrival to limit interference with student drop-off.

The Planning Division believes that the Plan Commission can find that the conditional use standards and supplemental regulations are met with the proposal to convert the existing office building into a school. Staff believes that the conditional uses should have little or no impact on the uses, values and enjoyment or normal and orderly development of surrounding properties, which are overwhelmingly commercial and non-residential in character. Furthermore, staff believes that adequate access roads, parking, and internal circulation exist to serve the proposed school, and that the proposed use should have little or no impact on traffic flow on nearby streets.

Recommendation

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

The Planning Division recommends that the Plan Commission find the standards met and **approve** a conditional use to allow an existing office building at 2802 International Lane to be converted into a private school subject to input at the public hearing and the following conditions:

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

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

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

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

1. The site plan shall be revised to show the 25-foot wide Public Storm Water Drainage Easement centered on the southwesterly line of this site.

Fire Department (Contact Bill Sullivan, 261-9658)

2. The Madison Fire Department does not object to this proposal provided the project complies with all applicable fire codes and ordinances. The project proposes a change of use; provide fire sprinklers and a fire alarm system as prescribed by the International Existing Building Code.

Zoning Administrator (Contact Jenny Kirchgatter, 266-4429)

3. Bicycle parking for the private school shall comply with the requirements of Sections 28.141(4)(g) and 28.141 (11). Provide a minimum of 12 short-term bicycle parking stalls (one space per five students) located in a convenient and visible area on a paved or impervious surface. Bicycle parking shall be located at least as close as the closest non-accessible automobile parking and within 100 feet of a principal entrance. Show the

dimensions of the bicycle stalls on the final plans. Note: A bicycle stall is a minimum 2 feet by 6 feet with a 5-foot wide access area. Provide a detail of the proposed bike rack.

4. Submit a detail of the trash enclosure. The trash enclosure 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 six (6) feet and not greater than eight (8) feet.

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

5. 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.
6. All parking facility design shall conform to the standards in MGO Section 10.08(6).

Metro Transit (Contact Tim Sobota, 261-4289)

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

Parks Division (Contact Janet Schmidt, 261-9688)

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

Water Utility (Contact Adam Wiederhoeft, 266-9121)

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