

PLANNING DIVISION STAFF REPORT

January 10, 2022



PREPARED FOR THE PLAN COMMISSION

Project Address: 3340 Gregory Street (District 13 – Ald. Evers)
Application Type: Demolition Permit
Legistar File ID # [66117](#)
Prepared By: Colin Punt, Planning Division
Report Includes Comments from other City Agencies, as noted
Reviewed By: Kevin Firchow, AICP, Principal Planner

Summary

Applicant & Property Owner: Patrick Rank; 420 W Dayton St #1030; Madison, WI 53703

Requested Action: Approval of a demolition permit of a single-family residence at 3340 Gregory Street

Proposal Summary: The applicant proposes to demolish a one-story single-family residence at 3340 Gregory Street. Upon demolition, the applicant intends to construct a new one-story single-family residence, which is a permitted use and not before the Plan Commission.

Applicable Regulations & Standards: This proposal is subject to the standards for demolition permits [MGO Section 28.185(7)].

Review Required By: Plan Commission

Summary Recommendation: The Planning Division recommends that the Plan Commission find that the demolition standards are met and **approve** the request to demolish a single-family residence at 3340 Gregory Street. This recommendation is subject to input at the public hearing and the conditions recommended by the reviewing agencies.

Background Information

Parcel Location: The 5,265-square-foot property is located on the northwest side of Orchard Drive, approximately 100 feet northeast of Glenway Street. It is located within Aldermanic District 13 (Ald. Evers) as well as the Madison Metropolitan School District.

Existing Conditions and Land Use: The property is zoned Traditional Residential – Consistent 2 (TR-C2) District and is developed with a one-story, two-bedroom, one-bathroom, 761-square-foot single-family residence built in 1946. There is no garage currently on the site.

Surrounding Land Use and Zoning:

North: Single-family residences zoned Traditional Residential – Consistent 2 (TR-C2) District;

East: Single-family residences, zoned TR-C2;

South: Across Gregory Street, single-family residences, zoned TR-C2; and

West: Across Glenway Street, single-family residences, zoned TR-C2.

Adopted Land Use Plan: The [Comprehensive Plan](#) (2018) recommends Low Residential (LR) uses for the subject parcel. The [Monroe Street Commercial District Plan](#) (2007) does not have specific land use recommendations for the site.

Zoning Summary: The property is in the Traditional Residential – Consistent 2 (TR-C2) District

| Requirements | Required | Proposed |
|-------------------------|-----------------|--------------|
| Lot Area (sq. ft.) | 4,000 | 5,265 |
| Lot Width | 40 ft | 45 ft |
| Front Yard Setback | 20 ft | 20.66 ft |
| Max. Front Yard Setback | 30 ft | 20.66 ft |
| Side Yard Setback | 4.5 ft | 4.66, 10.25 |
| Rear Yard Setback | 30 ft | 55 ft |
| Usable Open Space | 750 sq ft | Unknown (4.) |
| Maximum Lot Coverage | 65% | 64% (5.) |
| Maximum Building Height | 2 stories/35 ft | 30 ft (6.) |

| | |
|------------------------------------|-------------------|
| Other Critical Zoning Items | Utility Easements |
|------------------------------------|-------------------|

Prepared by Jacob Moskowitz, 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.

Project Description, Project Analysis, and Conclusion

The applicant is requesting approval to demolish small one-story single-family residence at 3340 Gregory Street. According to the letter of intent and [demolition photos](#) provided by the applicant, the house is in poor condition and has not been maintained by the previous owner. There are stains on floors, walls, and cabinets, bathroom fixtures and floors are missing, and there is evidence of water damage and possibly mold in floors and walls. Paint and siding appear to also be in poor condition. If the demolition permit is approved, the applicant intends to construct a permitted-use two-story single-family residence with three bedrooms and three and one-half bedrooms, as well as a two-stall detached garage. Under the recently approved demolition standards, this future use is not before the Plan Commission.

Compliance with Adopted Plans

The [Comprehensive Plan](#) (2018) recommends Low Residential (LR) uses for the subject parcel, which is predominantly single-family and two-unit housing types. The [Monroe Street Commercial District Plan](#) (2007) does not have specific land use recommendations for the site. In considering the adopted plan recommendations, the Planning Division believes that the proposed use is generally consistent with the [Comprehensive Plan](#) and the [Monroe Street Commercial District Plan](#).

Demolition Permit Standards

At its October 5, 2021 meeting, the Common Council revised the City of Madison's demolition permits ordinance section to remove consideration of proposed future use for demolition applications. In order to approve a demolition request, the Plan Commission must consider the factors and information specified in §28.185(9)(c) MGO and find that the proposed demolition or removal is consistent with the statement of purpose of the demolition permits section and with the health, prosperity, safety, and welfare of the City of Madison. The standards state that 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 that may be submitted by the Landmarks Commission. At its December 13, 2021 meeting, the Landmarks Commission found that the existing building at 3340 Gregory Street has no known historic value, but did note that the property is located within the boundary of the Wingra Mound Group (DA-0154, BDA-0399) and will need to secure a Request to Disturb permit from the Wisconsin Historical Society before securing a building permit for any ground disturbing activities. Staff also recommended the applicant send notification to the Ho-Chunk National Tribal Historic Preservation Office.

The Planning Division believes that the standards for Demolition Permits can be met.

At the time of report writing, staff had not received any public comment on this proposal.

Recommendation

Planning Division Recommendation (Contact Colin Punt, 243-0455)

The Planning Division believes that the demolition standards can be found met and recommends that the Plan Commission **approve** the request to demolish a single-family residence and construct a new single-family residence at 3340 Gregory Street. This recommendation is subject to input at the public hearing and the conditions recommended by the reviewing agencies.

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

Items not directly related to the demolition permit are reference items for future permitted use site plan review

Planning Division (Contact Colin Punt, 243-0455)

1. The property is located within the boundary of the Wingra Mound Group (DA-0154, BDA-0399) and will need to secure a Request to Disturb permit from the Wisconsin Historical Society before securing a building permit for any ground disturbing activities. Staff also recommended the applicant send notification to the Ho-Chunk National Tribal Historic Preservation Office.

Zoning (Contact Jacob Moskowitz, 266-4560)

2. 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).
3. Section 28.185(10) Every person who is required to submit a reuse and recycling plan pursuant to Sec. 28.185(7)(a)5. shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition.
4. Section 28.185(9)(a) A demolition or removal permit is valid for one (1) year from the date of the Plan Commission.
5. Clearly show the useable open space areas on the final plans.
6. Show the driveway and 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 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 five (5) feet, pervious pavement,

green roofs and decks.

7. Show the elevation measurements for both the house and garage. The house is measured from the midpoint of grade to the peak of the roof on all 4 sides averaged together. The garage is measured from the front grade to the midpoint between the peak of the roof and the sidewall extended to the shingle.

Engineering Division (Contact Tim Troester, 267-1995)

8. Revise plan set to show more information on proposed drainage for the site. Use either spot elevations and drainage arrows or proposed contours to show the required drainage information. It is necessary to show the location of drainage leaving the site to the public right-of-way. It may be necessary to provide information off the site to fully meet this requirement. Provide lowest building opening elevation (doors, windows) to identify and modify any issues related to future drainage issues. (POLICY)
9. Obtain a permanent sewer plug permit for each existing sanitary sewer lateral serving a property that is not to be reused and a temporary sewer plug permit for each sewer lateral that is to be reused by the development. The procedures and fee schedule is available online at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))
10. Submit, prior to plan sign-off but after all revisions have been completed, a digital CAD file (single file) to the Engineering Division that is to scale and represents final construction with any private storm and sanitary sewer utilities.
11. Submit, prior to plan sign-off but after all revisions have been completed, digital PDF files to the Engineering Division. Email PDF file transmissions are preferred to: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West).

Engineering Division-Mapping Section (Contact Jeffrey Quamme, 266-4097)

12. The site plan shall be revised to label and denote the improvements to be demolished and removed.

Fire Department (Contact William Sullivan, 261-9658)

13. Please consider allowing Madison Fire Dept. to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities: Division Chief Paul Ripp at pripp@cityofmadison.com or (608)712-6277.
14. Madison Fire Department recommends the installation of a residential fire sprinkler system in accordance with NFPA 13D. Additional information is available at the Home Fire Sprinkler Coalition website: <https://homefiresprinkler.org/building-residential-fire-sprinklers>
15. An upgrade to include a fire sprinkler system shall be offered along with a cost estimate to the owner

Water Utility (Contact Jeff Belshaw, 261-9835)

16. If a new water service will be required, a Water Service Application Form and fees must be submitted before connecting to the existing water system. Provide at least two working days notice between the application submittal and the requested installation or inspection appointment. Application materials are available on the Water Utility's Plumbers & Contractors website (<http://www.cityofmadison.com/water/plumbers->

contractors), otherwise they may be obtained from the Water Utility Main Office at 119 E Olin Ave. A licensed plumber signature is required on all water service applications. For new or replacement services, the property owner or authorized agent is also required to sign the application. A Water Meter Application Form will subsequently be required to size & obtain a water meter establish a Water Utility customer account and/or establish a Water Utility fire service account. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.

17. If planning to use the existing water service, a Water Meter Application Form and fees must be submitted before connecting to the existing water lateral. Provide at least two working days notice between the application submittal and the scheduled lateral connection/extension. Application materials are available on the Water Utility's Plumbers & Contractors website (<http://www.cityofmadison.com/water/plumbers-contractors>), otherwise they may be obtained from the Water Utility Main Office at 119 E Olin Ave. A licensed plumber signature is required on all water service applications. For new or replacement services, the property owner or authorized agent is also required to sign the application. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.
18. The Madison Water Utility shall be notified to remove the water meter at least two working days prior to demolition. Contact the Water Utility Meter Department at (608) 266-4765 to schedule the meter removal appointment

The Traffic Engineering Division, Engineering Division Mapping Office, Parks Division, and Forestry Section have reviewed this request and have recommended no conditions of approval.