

PLANNING DIVISION STAFF REPORT

September 18, 2023



PREPARED FOR THE PLAN COMMISSION

Project Address: 2417 Hoard Street (12th Alder District - Alder Burris)
Application Type: Demolition Permit
Legistar File ID # [79323](#)
Prepared By: Colin Punt, Planning Division
Report Includes Comments from other City Agencies, as noted
Reviewed By: Kevin Firchow, AICP, Principal Planner

Summary

Applicant: Greta Drammeh; Geode Abode, LLC; 6014 Galley Ct; Madison, WI 53705

Requested Action: Approval of a demolition permit for a single-family residence at 2417 Hoard Street.

Proposal Summary: The applicant proposes to demolish a one-story, single-family residence at 2417 Hoard Street. Upon demolition, the applicant intends to construct a new four-unit 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 2417 Hoard Street. This recommendation is subject to input at the public hearing and the conditions recommended by the reviewing agencies.

Background Information

Parcel Location: The 5,808 -square foot property is located on the southeast side of Hoard Street between North Sixth Street and North Seventh Street. It is located within Alder District 12 (Alder Burris) and the Madison Metropolitan School District.

Existing Conditions and Land Use: The property is zoned Traditional Residential - Consistent 4 (TR-C4) District and is developed with a one-story, 1,148-square-foot single-family residence constructed in 1937. The site also includes a 1.5-stall detached garage.

Surrounding Land Use and Zoning:

Northeast: Four-unit apartment zoned TR-C4 (Traditional Residential - Consistent 4 district);

Southeast: One- and two-family residences zoned TR-C4;

Southwest: Single-family residences zoned TR-C4; and

Northwest: Across Hoard Street, one- and two-family residences zoned TR-C4.

Adopted Land Use Plan: The [Comprehensive Plan](#) (2018) recommends Low Residential (LR) for the subject site. The [Emerson East-Eken Park-Yahara Neighborhood Plan](#) (2016) does not have specific land use recommendations for the subject site.

Zoning Summary: The property is in the Traditional Residential - Consistent 4 (TR-C4) District

Requirements	Required: Single-family detached	Required: Multi-family (3-4 units)	Proposed
Lot Area (sq. ft.)	4,000 sq. ft.	6,000 sq. ft.	5,808 sq. ft.
Lot Width	40'	40'	44.0'
Front Yard Setback	20'	20'	TBD
Max. Front Yard Setback	30' or up to 20% greater than block average	20'	TBD
Side Yard Setback	One-story: 5' Two-story: 6' Lot width <50': 10% lot width	6' Lot width <50': 10% lot width	TBD
Rear Yard Setback	Lesser of 30% lot depth or 30'	Lesser of 30% lot depth or 30'	TBD
Usable Open Space: TOD	Not required	Not required	TBD
Maximum Lot Coverage	65%	65%	TBD
Minimum Building Height	None	2 stories	TBD
Maximum Building Height	2 stories/ 35'	2 stories/ 35'	TBD

Other Critical Zoning Items	Utility Easements, TOD Overlay
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Prepared by Jenny Kirchgatter, 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 owner applicant is requesting approval to demolish a one-story single-family residence at 2417 Hoard Street. According to the letter of intent, the house is unsalvageable and unsafe. Large portions of ceiling have collapsed, and the submitted [demolition photos](#) show areas of mold and rotted floor and ceiling trusses. Planning Division Staff has not inspected the building, but the provided photos demonstrate significant issues. Following demolition, the applicant intends to construct a four-unit residence sharing a driveway with the existing building at 2421 Hoard Street. The proposed future use is a permitted use in this zoning district and is not before the Plan Commission.

Compliance with Adopted Plans

The [Comprehensive Plan](#) (2018) recommends Low Residential (LR) for the subject site. LR areas are predominantly made up of single-family and two-family structures, generally at densities less than 15 dwelling units per acre. The [Emerson East-Eken Park-Yahara Neighborhood Plan](#) (2016) does not have specific land use recommendations for the subject site beyond continued residential use.

Demolition Permit Standards

At its October 5, 2021 meeting, the Common Council adopted Ordinance 21-00065 (ID [67074](#)) to revise the standards and process for demolition and removal permits in Section 28.185 of the Zoning Code to remove

consideration of proposed future use as a factor in approving demolition requests. In order to approve a demolition request under the revised standards, the Plan Commission shall consider the seven approval standards in §28.185(9)(c) M.G.O. when making a determination regarding demolition requests. The factors include a finding 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.

Planning staff also makes note of Standard 4, *"That the Plan Commission has received and considered 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 August 28, 2023 meeting, the Landmarks Commission found that the existing building at 2417 Hoard Street has no known historic value.

Planning Division staff believe all other standards of approval can be met or are not applicable to this request.

At the time of report writing, staff is not aware of public comment regarding this proposal.

Recommendation

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

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 2417 Hoard 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

Zoning (Contact Jenny Kirchgatter, 266-4429)

1. Section 28.185(9)(b) requires that every applicant for a demolition or removal approval that requires approval by the Plan Commission is required to get a Reuse and Recycling Plan approved by the City Recycling Coordinator, Bryan Johnson at streets@cityofmadison.com prior to receiving a raze permit. Every person who is required to submit a reuse and recycling plan pursuant to Section 28.185(9)(b) shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition. A demolition or removal permit is valid for two (2) years from the date of the Plan Commission approval.
2. Approval of the demolition permit will require the removal of all structures including the single-family residence, accessory garage, and driveway. The driveway apron shall be removed and replaced with curb and gutter as per City of Madison Engineering and Traffic Engineering requirements. During demolition and prior to curb and gutter, barriers shall be installed across the driveway to prevent the parking of vehicles. Disturbed areas shall be graded and seeded or sod planted to minimize erosion.

Engineering Division (Brenda Stanley, 261-9127)

3. The new development at this site shall not discharge any water to the rear of the lot. All water runoff shall be directed to the public ROW.
4. 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))

Engineering Division – Mapping Section (Jule Smith, 264-9276)

5. A demolition plan detailing all items to be removed shall be provided along with provided existing conditions. Existing utilities and those to be plugged or capped need to be shown on the plan, along with all of the required removals as cited in the land use application.

Forestry Section (Contact Brad Hofmann, 267-4908)

6. An existing inventory of street trees located within the right of way shall be included on the site, demo, utility, landscape, grading, fire aerial apparatus and street tree plan sets. The inventory shall include the following: location, size (diameter at 4 1/2 feet), and species of existing street trees. The inventory should also note if a street tree is proposed to be removed and the reason for removal.
7. All proposed street tree removals within the right of way shall be reviewed by City Forestry before the Plan Commission meeting. Street tree removals require approval and a tree removal permit issued by City Forestry. Any street tree removals requested after the development plan is approved by the Plan Commission or the Board of Public Works and City Forestry will require a minimum of a 72-hour review period which shall include the notification of the Alderperson within whose district is affected by the street tree removal(s) prior to a tree removal permit being issued. Add as a note on the street tree plan set.
8. Contractor shall take precautions during construction to not disfigure, scar, or impair the health of any street tree. Contractor shall operate equipment in a manner as to not damage the branches of the street tree(s). This may require using smaller equipment and loading and unloading materials in a designated space away from trees on the construction site. Any damage or injury to existing street trees (either above or below ground) shall be reported immediately to City Forestry at (608) 266-4816. Penalties and remediation shall be required. Add as a note on the site, grading, utility, demolition, and street tree plan set.
9. As defined by the Section 107.13 of City of Madison Standard Specifications for Public Works Construction: No excavation is permitted within 5 feet of the trunk of the street tree or when cutting roots over 3 inches in diameter. If excavation is necessary, the Contractor shall contact Madison City Forestry at (608) 266-4816 prior to excavation. City of Madison Forestry personnel shall assess the impact to the tree and to its root system prior to work commencing. Tree protection specifications can be found on the following website: <https://www.cityofmadison.com/business/pw/specs.cfm> Add as a note on the site, grading, utility, demolition and street tree plan sets.
10. Section 107.13(g) of City of Madison Standard Specifications for Public Works Construction (website: <https://www.cityofmadison.com/business/pw/specs.cfm>) addresses soil compaction near street trees and shall be followed by Contractor. The storage of parked vehicles, construction equipment, building materials, refuse, excavated spoils or dumping of poisonous materials on or around trees and roots within five (5) feet of the tree or within the protection zone is prohibited. Add as a note on both the site and street tree plan sets.
11. On this project, street tree protection zone fencing is required. The fencing shall be erected before the demolition, grading or construction begins. The fence shall include the entire width of terrace and, extend at least 5 feet on both sides of the outside edge of the tree trunk. Do not remove the fencing to allow for deliveries or equipment access through the tree protection zone. Add as a note on both the site and street tree plan sets.

12. Street tree pruning shall be coordinated with City Forestry at a minimum of two weeks prior to the start of construction for this project. Contact City Forestry at (608)266-4816. All pruning shall follow the American National Standards Institute (ANSI) A300 - Part 1 Standards for pruning. Add as a note on both the site and street plan sets.

Water Utility (Contact Jeff Belshaw, 261-9835)

13. 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.

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

The Planning Division, Traffic Engineering Division, Fire Department, Parks Division, and Metro Transit have reviewed this request and have recommended no conditions of approval.