



Project Addresses: 223 W Gilman Street
Application Type: Demolition Permit
Legistar File ID # [84451](#)
Prepared By: Timothy M. Parks, Planning Division
Report includes comments from other City agencies, as noted
Reviewed By: Kevin Firchow, Planning Division

Summary

Applicant & Property Owner: Mendel Matusof, Rohr Family Chabad House at the University of Wisconsin, Inc.; 223 W Gilman Street; Madison.

Contact: Hamid Noughani, Assemblage Architects; 7433 Elmwood Avenue; Middleton.

Requested Action: Consideration of a demolition permit to demolish of a three-family dwelling at 225 W Gilman Street.

Proposal Summary: The applicant, Rohr Chabad House, currently operates a two-story, approximately 5,000 square-foot mixed-use building containing a student-oriented place of worship, community center, and apartments at 223 W Gilman Street. They are requesting to raze a 2.5-story three-family residence at 225 W Gilman Street to allow construction of an addition to the adjacent Chabad facility. The application materials do not contain an estimated commencement or completion date for the demolition.

Applicable Regulations & Standards: Table 28E-2 of Section 28.072(1) identifies places of worship, community service organizations, and multi-family dwellings in mixed-use buildings as permitted uses in the UMX (Urban Mixed-Use) zoning district. Section 28.076(4)b of the Zoning Code states that all new buildings and additions that are less than 20,000 square feet and are not approved [as a minor alteration by the Director of the Department of Planning and Community and Economic Development], as well as all major exterior alterations to any building, shall be approved by the Urban Design Commission based on the design standards in Sec. 28.071(3) (if applicable) and the Downtown Urban Design Guidelines. New buildings and additions greater than 20,000 square feet or that have more than four stories in the UMX district require conditional use approval. Section 28.185 provides the process and standards for the approval of demolition and removal permits.

Note: At the time the land use application for 225 W Gilman Street was filed, Planning staff believed that a conditional use was required to allow construction of the addition to the Rohr Chabad House mixed-use building at 223 W Gilman. However, the Zoning Administrator subsequently determined that the proposed addition and resulting building will be below the threshold where conditional use approval is required. If the demolition permit is approved, any future addition will require review by City agencies using the procedure for permitted use site plan reviews in Section 28.186 of the Zoning Code and approval by the Urban Design Commission as noted above. Additionally, approval and recording of a one-lot Certified Survey Map will be required to combine the 223 and 225 W Gilman Street parcels prior to issuance of building permits.

Review Required By: Plan Commission (Demolition) and Urban Design Commission (Future Addition).

Summary Recommendation: If the Plan Commission can find that the standards for demolition permits are met, the Planning Division recommends that it **approve** demolition of the three-family dwelling at 225 W Gilman Street subject to input at the public hearing and the conditions from reviewing agencies beginning on **page 6**.

Background Information

Parcel Location: The subject site is a 3,960 square-foot parcel located on the southeasterly side of W Gilman Street between State and N Henry Streets; Alder District 2 (Bennett); Mansion Hill National Register Historic District; Madison Metropolitan School District.

Existing Conditions and Land Use: The subject parcel is developed with a 2.5-story three-family dwelling constructed in 1910 per City records. The existing Chabad House at 223 W Gilman Street is a two-story building on a 9,654 square-foot (0.22-acre) parcel. Both parcels are zoned UMX (Urban Mixed-Use District).

Surrounding Land Uses and Zoning:

- North: Wisconsin Lutheran Center, zoned PD; multi-family residences in converted buildings along W Gilman Street, zoned DR-2 (Downtown Residential–2 District)
- South: Red Rock Saloon facing W Gorham Street and two-story mixed-use buildings facing State Street, zoned DC (Downtown Core District);
- West: Lisa Link Peace Park, zoned DC;
- East: Existing Rohr Chabad House; City of Madison Buckeye Parking Lot, zoned UMX (Urban Mixed-Use District).

Adopted Land Use Plan: The 2023 Comprehensive Plan identifies the subject site and other properties along W Gilman Street west of the Buckeye Parking Lot in the Downtown Mixed-Use (DMU) district. DMU is recommended for areas of the downtown that are outside the core of the downtown, but are still appropriate for intensive mixed-use development. DMU areas are generally more focused on residential, retail, and service uses than Downtown Core (DC) areas, but may also include some government and employment uses. The Comprehensive Plan defers to the 2012 Downtown Plan for details on heights, mix of uses, ground floor uses, design, and other considerations that must be addressed for development within this category.

The Downtown Plan includes the subject site and adjacent properties located on both sides of W Gilman Street west of the Buckeye Lot in the “State Street” District. The Plan recommends that the subject site and properties to the west be developed with Downtown Mixed-Uses, including properties fronting onto both sides of State Street, with up to six-story buildings recommended for the site and adjacent properties. The Plan seeks to maintain and enhance the “unique,” “vibrant,” “special,” and “intimate” character of the State Street District as the City’s “premier” destination for shopping, dining, culture and entertainment by reinforcing the pedestrian-scale of the district and “human-scale” developments that promote synergy and interaction (Objective 4.2).

Zoning Summary: The property is zoned UMX (Urban Mixed-Use District). Future development of the site following demolition will be reviewed for conformance with this district at the time of permitting.

Other Critical Zoning Items	
Yes:	Urban Design (UMX District), Barrier Free, Utility Easements
No:	Wellhead Protection, Waterfront Development, Wetlands, Floodplain, Landmarks, Adjacent to Park
Prepared by: Jenny Kirchgatter, Assistant Zoning Administrator	

Environmental Corridor Status: The 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 nearby on State and W Gorham streets.

Previous Approvals

On November 3, 2008, the Plan Commission approved a conditional use to allow an apartment building/ lodging house located at 223 W. Gilman Street to be converted into a synagogue with second floor dwelling unit.

On August 29, 2016, the Plan Commission approved a demolition permit to demolish a two-family residence at 219 W Gilman Street to allow construction of an addition to a place of worship/ student center at 223 W Gilman Street.

Project Description

The applicant and property owner, Rohr Family Chabad House at the University of Wisconsin, Inc., is requesting approval of a demolition permit to demolish a 2.5-story, three-family residence at 225 W Gilman Street. The subject site is a 3,960 square-foot parcel in UMX zoning. The subject site and adjacent Rohr Chabad House are located in the Mansion Hill National Register Historic District. However, the two parcels are not located in the nearby Mansion Hill Local Historic District, which begins on the other side of the City's Buckeye Parking Lot, which abuts the existing Rohr Chabad House property.

According to City records, the three-family dwelling at 225 W Gilman Street was constructed in 1910, while the City's preservation file and application materials suggest that the building was constructed in 1898. The building contains 11 bedrooms, three bathrooms, and approximately 3,700 square feet of living space per City records. The Queen Anne-style building is considered a contributing structure to the Mansion Hill National Register Historic District. A detailed report on the current condition of the building and its suitability for relocation or reuse as part of the addition to the Rohr Chabad House is included in the letter of intent. Photos of the interior and exterior of the residence proposed for demolition are also included.

Following demolition, the applicant has submitted plans to construct a three-story addition to the southwesterly side of the Rohr Chabad House building, which are attached for reference. At the time of submittal, it was thought that the addition would require conditional use approval by the Plan Commission due to the expanded building being larger than 20,000 square feet in area. However, the Zoning Administrator has determined that the enlarged building will remain below the threshold for conditional use approval. **As a result, only the demolition of 225 W Gilman is before the Plan Commission.** If the demolition permit is approved, the addition will require review by City agencies using the procedure for permitted use site plan reviews in Section 28.186 of the Zoning Code and approval by the Urban Design Commission. Approval and recording of a Certified Survey Map will also be required to combine the 223 and 225 W Gilman Street parcels into one lot prior to issuance of building permits.

Analysis

In order to approve a demolition request, the Plan Commission shall consider the factors and information specified in Section 28.185(9)(c) 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 for demolition approval in subsection (c) and staff review are as follows:

1. *The applicant has included information related to any efforts to relocate the building, including but not limited to assessing the costs of relocation, the impact of relocation on city terrace trees, and the structural soundness of the building.*

Regarding standard 1, the applicant has indicated that relocation of the building is not feasible due to the condition of the building. The letter of intent notes that relocation of the residence would require demolition of its historically significant stone foundation and removal and replacement of asbestos building materials.

2. *The applicant has received a Certificate of Appropriateness from the Landmarks Commission under MGO Sections. 41.09(1)(c) and 41.12(3), if applicable.*

This standard does not apply, as the building is not a local landmark and is not located in a local historic district.

3. *The applicant has received an approved reuse and recycling plan from the City Recycling Coordinator.*

The applicant will be required to have a reuse and recycling plan approved as a condition of approval if the demolition is approved.

4. *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 July 1, 2024 meeting, the Landmarks Commission voted to recommend to the Plan Commission that the building has historic value due to its status as a contributing resource to the Mansion Hill National Register Historic District. The motion passed by voice vote/other. A full report of the Landmarks Commission's discussion on the proposed demolition is attached to ID [81161](#).

5. *The Plan Commission has received and considered the report of the City Forester regarding the impact a proposed building relocation could have on City terrace trees, if applicable.*

This standard does not apply; the applicant is not proposing to relocate the building from the site.

6. *The Plan Commission shall consider the condition of the building or buildings proposed for demolition or removal. In order to find this standard met, the Plan Commission may consider a report of the Madison Fire Department, Police Department, and/or Building Inspection Division regarding the proposed demolition, including whether any evidence of a potential fire hazard, unlawful use of the property, public nuisance, or other public health and safety concern supports demolition or removal.*

As noted earlier in this report, the applicant has provided information with their demolition request on the condition of the building for the Plan Commission's consideration. The information provided includes photos of the existing buildings as well as a report on the condition of the buildings provided by the architecture firm preparing the plans for the addition to the Rohr Chabad House. The information submitted suggest that the building has various deficiencies, including structural and foundation issues, mold and water infiltration, and the presence of asbestos in the building materials. While the Zoning Code notes that the condition of a building to be razed shall be considered, it does not specify that a certain

structural condition or level of disrepair is necessary in order to approve a demolition. Planning Division staff has not received any comments from the Building Inspection, Fire, or Police departments/divisions on the existing building.

7. *The Plan Commission shall consider the factors and information specified in items 1—6 and find that the proposed demolition or removal is consistent with the statement of purpose of this section and with the health, prosperity, safety, and welfare of the City of Madison.*

The statement of purpose in Section 28.185 states, in part:

“The purpose of this section is therefore to ensure the preservation of historic buildings, encourage applicants to strongly consider relocating rather than demolishing existing buildings, aid in the implementation of adopted City plans, maximize the reuse or recycling of materials resulting from a demolition, protect the public from potentially unsafe structures and public nuisances...”

As noted in the Background Information section of this report, the subject site and adjacent properties located on both sides of W Gilman Street west of the Buckeye Lot are included in the “State Street” District of the Downtown Plan, with properties to the northeast of the site on the other side of the Buckeye Lot located in the “Mansion Hill” District. The subject site and properties to the west and south are recommended for development with Downtown Mixed-Uses consistent with the uses present along State Street. In general, the Downtown Plan seeks to maintain and enhance the “unique,” “vibrant,” “special,” and “intimate” character of the State Street District as the City’s “premier” destination for shopping, dining, culture and entertainment by reinforcing the pedestrian-scale of the district and “human-scale” developments that promote synergy and interaction. A maximum building height of six stories is recommended for the subject site.

However, demolition of the three-family residence at 225 W Gilman Street could be seen as contrary to other goals and objectives stated in the Downtown Plan, which places considerable emphasis on the preservation of historic resources within the downtown area. The Downtown Plan generally emphasizes preservation, rehabilitation, and adaptive reuse of “sound” older buildings, and preservation of character in both the State Street and Mansion Hill planning districts, with the latter planning area and local historic district located northeast of the site further up W Gillman Street near N Henry Street. As noted previously, the subject parcel is located in the Mansion Hill National Register Historic District and is considered a contributing structure. In general, a “contributing structure” is a building, structure, or object that adds to the historical integrity or architectural qualities that make the National Register Historic District significant. Particular emphasis is given to the preservation of contributing structures in the Downtown Plan, while more flexibility is afforded for the redevelopment of non-contributing structures in a manner consistent with the scale and character of surrounding properties.

Conclusion

The Landmarks Commission has recommended to the Plan Commission that the three-family residence has historic value as a contributing structure in the Mansion Hill National Register Historic District. However, the applicant has provided information that questions the condition or “soundness” of the building, as outlined in the letter of intent and photos provided with their application. The Plan Commission should carefully consider the information provided and the recommendation in the Downtown Plan to preserve and reuse “sound older buildings” when determining whether the demolition permits standards in the Zoning Code are met. Ultimately, the Plan Commission is the deciding body on the demolition request and staff does not believe that the Commission is precluded from approving the requested demolition should it find the applicable standards are

met. Since adoption of the revised demolition standards, there have been instances in which the Plan Commission has both approved and denied demolition requests that were found to have historic value by the Landmarks Commission.

At time of writing this report, staff is unaware of any written comments from the public regarding the proposed demolition.

In approving a demolition permit, the Plan Commission may stipulate conditions and restrictions on the proposed building demolition as deemed necessary to promote the public health, safety and general welfare of the community, and to secure compliance with the standards of approval. The proposed conditions for this demolition may be found in the 'Recommendation' section of the report, which follows. [Note: Some of the conditions in the following section were submitted by reviewing agencies when the request was being reviewed as a conditional use for the addition to the adjacent mixed-use building. They are included in this report for informational purposes. Staff will work with the applicant to determine which of those conditions will need to be met to allow the building at 225 W Gilman to be razed if the demolition permit is approved.]

Recommendation

Planning Division Recommendation (Contact Timothy M. Parks, (608) 261-9632)

If the Plan Commission can find that the standards for demolition permits are met, the Planning Division recommends that it **approve** demolition of the three-family dwelling at 225 W Gilman Street subject to input at the public hearing and the conditions from reviewing agencies that follow.

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

City Engineering Division (Contact Tim Troester, (608) 267-1995)

1. The applicant shows connecting to storm sewer that is not within their property. They shall provide documentation that they have this right and that there is a shared maintenance agreement recorded between the parties.
2. Obtain a Permit to Excavate in the Right-of-Way for completing the improvements in the public right of way.
3. Prepare sidewalk plan and profile drawing for City Engineer approval prior to site plan sign-off, to be used for submission for Permit To Excavate In Right-of-Way.
4. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to City Engineering Division sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder ((608) 261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff.
5. 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.
6. An Erosion Control Permit is required for this project.

7. Revise the site plan to show all existing public sanitary sewer facilities in the project area as well as the size, invert elevation, and alignment of the proposed service.
8. This project will disturb 4,000 square feet or more of land area and require an Erosion Control Permit. Submit an Erosion Control Permit Application (with USLE calculations and associated fee) to Megan Eberhardt (west) at meberhardt@cityofmadison.com, or Daniel Olivares (east) at daolivares@cityofmadison.com, for approval.

City Engineering Division – Mapping Section (Contact Jeff Quamme, (608) 266-4097)

9. The second floor and accessible roof area cantilever over the portion of the joint driveway easement per Document Nos. 222003, 681240 and 681241. The Joint Driveway Easement shall be amended and the document recorded that acknowledges and sets terms and conditions permitting the structure to encroach over the easement area.
10. The proposed private storm sewer under the rear of this proposed development connects to an inlet on adjacent Lot 1 of CSM 13653. There are not any rights of record for this connection. Provide a draft of the easement agreement allowing the connection on the adjacent lands and also an amendment to the Private Storm Sewer Easement and Agreement per Document No. 5054350 to allow the discharge of the storm water and connection to the storm pipe crossing City of Madison parklands.
11. The proposed new building addition crosses an underlying platted lot line connecting to the existing building on the lot to the northeast. Prepare a Certified Survey Map (CSM) and submit to the Planning Division to dissolve underlying lot lines to comply with fire codes, City Ordinances and City Policies. The CSM shall be approved by the City, recorded with the Dane County Register of Deeds and new Tax Parcel information available prior to issuance of a building permit or early start permit.
12. Provide an executed written or recorded agreement with the adjacent owner of the property to the southwest allowing for the proposed demolition and reconstruction of pavement beyond the limits of this site over adjacent Lot 1 CSM 13653.
13. Revise the existing 9-foot wide driveway easement per Document No 681241 to read "Existing 9' Wide Driveway Easement per Document No 222003, corrected by Document Nos 681240 & 681241."
14. Submit a site plan and a complete building floorplan in PDF format to Lori Zenchenko (lzenchenko@cityofmadison.com) that includes a floorplan of each floor level on a separate sheet/page for the development of a complete interior addressing plan. Also, include a unit matrix for apartment buildings. The Addressing Plan for the entire project shall be finalized and approved by Engineering (with consultation and consent from the Fire Marshal if needed) PRIOR to the submittal of the final site plans with Zoning. The final approved Addressing Plan shall be included in said Site Plan Verification application materials or a revised plan shall provided for additional review and approval by Engineering.

Per MGO Section 34.505, a full copy of the approved addressing plan shall be kept at the building site at all times during construction until final inspection by the Madison Fire Department. For any changes pertaining to the location, deletion or addition of a unit, or to the location of a unit entrance, (before, during, or after construction), a revised Address Plan shall be resubmitted to Lori Zenchenko to review addresses that may need to be changed and/or reapproved.

Traffic Engineering Division (Contact Luke Peters, (608) 266-6543)

15. Note: The Traffic Engineering Division has significant concerns with the proposed layout of the underground parking [in the addition plans]. It doesn't appear that adequate backup space is available. The applicant shall work with Traffic Engineering to resolve the parking design issues. The current design substantially deviates from MGO Section 10.08. Backup movements appear to be difficult or impossible with the current setup. Substantial changes to building design may be required.
16. In the event that the applicant resolves their parking layout Traffic Engineering will require a detailed plan for the car elevator.
17. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be to engineering scale and include the following, when applicable: existing and proposed property lines; parcel addresses; all easements; vision triangles; 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 two (2) feet of vehicle overhang; drive aisle dimensions; semitrailer movement and vehicle routes; dimensions of radii; and percent of slope.
18. The developer shall post a security deposit prior to the start of development. In the event that modifications need to be made to any City owned and/or maintained traffic signals, street lighting, signing, pavement marking and conduit/handholes, the developer shall reimburse the City for all associated costs including engineering, labor and materials for both temporary and permanent installations.
19. The City Traffic Engineer may require public signing and marking related to the development; the developer shall be financially responsible for such signing and marking.
20. All bicycle parking adjacent pedestrian walkways shall have a two (2)-foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.
21. "Stop" signs shall be installed at a height of seven (7) feet from the bottom of the sign at all Class III driveway approaches, including existing driveways, behind the property line and noted on the plan. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.
22. The applicant shall show the dimensions for the proposed Class III driveway including the width of the drive entrance, width of the flares, and width of the curb cut
23. The applicant shall submit for review a waste removal plan, which shall include vehicular turning movements.
24. The applicant shall submit for review a commercial delivery plan, which shall include times, vehicle size, use of loading zones and all related turning movements.
25. The applicant shall adhere to all vision triangle requirements as set in MGO Section 27.05 (No visual obstructions between the heights of 30 inches and 10 feet at a distance of 25 feet behind the property line at streets and 10 feet at driveways.). Alteration necessary to achieve compliance may include but are not limited to; substitution to transparent materials, removing sections of the structure and modifying or removing

landscaping elements. If applicant believes public safety can be maintained they shall apply for a reduction of MGO Section 27.05(2)(bb) - Vision Clearance Triangles at Intersections Corners. Approval or denial of the reduction shall be the determination of the City Traffic Engineer.

26. The applicant shall provide a clearly defined five-foot walkway clear of all obstructions to assist citizens with disabilities, especially those who use a wheel chair or are visually impaired. Obstructions include but are not limited to tree grates, planters, benches, parked vehicle overhang, signage and doors that swing outward into walkway.

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

27. Provide a calculation and plan detail for lot coverage with the final submittal. The lot coverage maximum is 90%. 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.

28. Verify the height of the rear yard deck above the adjacent grade. Uncovered decks elevated over three (3) feet above the adjacent ground level may encroach a maximum of six (6) feet into the ten (10) foot rear yard setback.

29. Section 28.185(9) 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) shall submit documents showing compliance with the plan within 60 days of completion of demolition. A demolition or removal permit is valid for two (2) years from the date of the Plan Commission.

30. On the site plan and roof plans, show the front yard setback distance measured from the cantilevered roof to the front property line. The front yard setback is 0 if the distance between the curb and property line is equal to or greater than 15 feet. A no-build easement may be used to achieve the 15-foot distance. If the distance between the curb and property line is less than 15 feet, the front yard setback is 5 feet.

31. Parking requirements for persons with disabilities must comply with Section 28.141(4)(e). Final plans shall show the required van accessible stall. A van accessible stall is a minimum of 8 feet wide with an 8-foot-wide striped access aisle. Show the required signage at the head of the stall.

32. Provide electric vehicle ready stalls per Section 28.141(8)(e) Electric Vehicle Charging Station Requirements. A minimum of 10% of the parking stalls (1 stall) must be electric vehicle ready. Identify the location of the electric vehicle ready stall on the plans.

33. Bicycle parking for Rohr Chabad House shall comply with the requirements of Sections 28.141(4)(g) and 28.141(11). For the place of worship, provide a minimum of 1 bicycle stall per 50 seats or 75 lineal feet of seating area or 1 bicycle stall per 350 feet of floor area in the main worship space. The bicycle parking stalls shall be located in a convenient and visible area on a paved or pervious surface within one hundred (100) feet of a principal entrance. Note: A bicycle stall is a minimum of two (2) feet by six (6) feet with a five (5) foot wide access area. Provide a detail of the proposed bike rack.

34. Submit the landscape plan for the entire site at 223-225 W Gilman Street. Show the previously approved landscape plantings as well as the proposed landscape plantings. The landscape plan and landscape worksheet shall be stamped by the registered landscape architect. Per Section 28.142(3) Landscape Plan and Design Standards, landscape plans for zoning lots greater than 10,000 square feet in size must be prepared by a registered landscape architect.
35. Provide details of the proposed rooftop garden.
36. Provide details demonstrating compliance with bird-safe glass requirements Section 28.129. Identify which glass areas will be treated and provide a detail of the specific treatment product that will be used.
37. Verify whether new site lighting will be installed. New parking lot lighting must comply with MGO Section 29.36 outdoor lighting standards. If parking lot site lighting is provided, submit a lighting photometric plan and fixture cut sheets with the final plan submittal.
38. 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.
39. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with MGO Chapter 31 Sign Codes and Section 33.24 Urban Design Commission ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.

Fire Department (Contact Matt Hamilton, (608) 266-4457)

40. Ensure building construction complies with fire separation distance from property line to building and appropriate fire resistance ratings are used. Reference IBC Chapter 6.

Parks Division (Contact Ann Freiwald, (608) 243-2848)

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

Water Utility (Contact Jeff Belshaw, (608) 261-9835)

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| 41. The site already has an existing 6-inch water service. Consider using this instead of installing a new one. |
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42. 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 Avenue. 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.

Forestry Section (Contact Bradley Hofmann, (608) 267-4908)

43. 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.
44. 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 who's 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.
45. City Forestry will issue a street tree removal permit for one 2-inch diameter Kentucky Coffeetree due to driveway installation along W Gilman Street frontage. The contractor shall contact City Forestry at (608)266-4816 to obtain permit. Add as a note on both the demolition and street tree plan set.
46. The contractor shall take precautions during construction to not disfigure, scar, or impair the health of any street tree. The 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.
47. 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.
48. Section 107.13(g) of *City of Madison Standard Specifications for Public Works Construction* 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.
49. 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.
50. 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.

51. Tree grates are the property of the City of Madison. The Contractor shall contact City Forestry at (608) 266-4816 to schedule delivery of salvaged tree grates to City Forestry facility. Add as a note on the demolition and street tree plan set.

Parking Division (Contact Trent W. Schultz, (608) 246-5806)

52. The proposed development includes the removal of on-street metered stalls. Per City policy, the applicant shall be financially responsible for any on-street stall removals as a result of their development. Please note that the developer will be required to compensate the Parking Division for the present value of the revenue from metered stalls, currently \$44,331.10 per metered stall removed. Contact Bill Putnam (wputnam@cityofmadison.com) with the Parking Division to obtain approval for the removal of existing metered stalls.
53. The agency reviewed this project and determined a Transportation Demand Management (TDM) Plan is not required. The current use of the property is in part a place of worship, with the proposed expansion considered part of the place of worship use. Place of worship uses are currently exempt from the TDM Ordinance, MGO Section 16.03.