



## Report to the Plan Commission

December 14, 2009

**Legistar I.D. #15028**  
**115 and 117 South Bassett Street**  
**Zoning Map Amendment (PUD)**

Report Prepared By:  
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Planning Division

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**Requested Action:** Approval to rezone 115 and 117 South Bassett Street from R6 (General Residence District) to PUD-GDP-SIP (Planned Unit Development-General Development Plan-Specific Implementation Plan) to allow the construction of a new six-unit building and additions and renovations to an existing single-family residence and a three-unit residence creating 12 total dwelling units.

**Applicable Regulations & Standards:** This project is subject to the standards for zoning map amendments and planned unit developments. Section 28.12 (9) provides the process for zoning map amendments. Section 28.07 (6) provides the requirements and framework for Planned Unit Developments.

**Summary Recommendation:** Subject to input at the public hearing, the Planning Division recommends that the Plan Commission **refer** this zoning map amendment, in order for the applicant to provide revisions to the proposal to address the concerns noted in this report. In the alternative, should the Commission find the proposed project is in conformance with the standards for approval of zoning map amendments and planned unit developments, the Planning Division recommends that the Plan Commission forward Zoning Map Amendment 3439, rezoning 115 and 117 South Bassett Street from R6 (General Residence District) to PUD-GDP-SIP (Planned Unit Development-General Development Plan-Specific Implementation Plan) to the Common Council with a recommendation of **approval**, subject input at the public hearing and the recommended conditions.

### **Background Information**

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**Applicant / Owner / Contact:** Brandon Cook; 430 W Dayton Street; Madison, WI 53701

**Proposal:** The applicant proposes to rezone the subject property to allow for the construction of a new six-unit building and additions and renovations to an existing single-family residence and a three-unit residence. The proposal would create a total of 12 dwelling units in the three buildings. The proposed phasing plan is discussed more fully in the body of this report.

**Parcel Location:** The subject property is located on the east side of Bassett Street, between Main and Doty Streets; Aldermanic District 4, Madison Metropolitan School District.

**Existing Conditions:** The subject property (which comprises two parcels) now include two residential buildings and a carport. 115 South Bassett is currently a single-family home and 117 South Bassett is currently a three-unit building.

**Surrounding Land Use and Zoning:** The surrounding area includes a mix of residential housing types, zoned R6 (General Residence District). Densities vary throughout the surrounding area. A 30-unit apartment building sits immediately to the north. To the south are smaller three and five unit residential buildings, fronting onto Doty Street. Four of these properties back up to the south side yard of the subject site. Two of these properties are zoned R6 and two are zoned PUD-SIP. The

properties on the opposite side of Bassett Street are primarily two-family residences, though there is one single-family home and one-three unit building.

**Adopted Land Use Plan:** The Comprehensive Plan includes this site within the Mifflin-Bassett Downtown Sub District. That plan recommends buildings be two to four stories in height and recommends residential densities up to 60 dwelling units per acre. A key issue in this sub-district is whether redevelopment is consistent with the predominant (two and three story scale) of buildings in the area. The Bassett Neighborhood Master Plan, adopted in 1997, includes this area within the "Bassett Residential District." The plan recommends "residential rehabilitation and new infill development in scale with the existing neighborhood. Improvements to residential streets, zero-lot line buildings and blocks dominated by rear parking lots will be necessary to create an environment that will attract owner occupants and long-term renters."

**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.

**Zoning Summary:** A summary zoning table for the revised submittal was not available prior to finalization of the Planning Division report.

## **Project Review**

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The applicant proposes to rezone the subject properties to a PUD (Planned Unit Development) to allow the construction of a new six-unit apartment building on the back portion of the property and renovations to an existing single-family residence (115 South Bassett Street) and a three-unit building (117 South Bassett Street) on the front portion of the property, increasing the overall number of dwelling units. In total, the 8,712 square foot (0.20 acre) site would include 12 dwelling units and 33 bedrooms within three buildings. This request is subject to the zoning map amendment and planned unit development approval standards.

### Project History

The applicant had originally received building permits to do foundation work on both existing buildings. Work was not done in compliance with permits, and the foundations were raised 18 inches in order to accommodate new basement dwelling units. This modification brought the site out of conformance with the property's R6 zoning, requiring approval of either a variance or rezoning. After being denied a variance by the Zoning Board of Appeals, the applicant proceeded with an initial Planned Unit Development request. The original request included only the renovations to the existing buildings and some site plan modifications. Both staff and the Urban Design Commission questioned whether the earlier submittal could meet the PUD approval standards. Since that time, the applicant hired the current project architects and developed the greatly expanded proposal now before the Plan Commission. Unlike the first submittal, the revised request includes the addition of a new apartment building behind the existing structures and provides further detail on site and renovation work across the subject properties. Staff note that the UDC recommended final approval of this proposal in November 2009.

### Existing Conditions

The subject site includes two properties, 115 and 117 South Bassett Street. The properties are currently occupied by a single-family and three-unit building. Driveways on each of the properties lead to a common rear-yard gravel parking area. A carport occupies a portion of the rear yard.

### Zoning Map Amendment Request

The applicant requests approval to rezone the properties from R6 (General Residence District) to PUD-GDP-SIP (Planned Unit Development-General Development Plan-Specific Implementation Plan). There are three primary components to this request:

- Convert 115 South Bassett Street from a one-unit into a two-unit building,
- Convert 117 South Bassett Street from a three-unit into a four-unit building, and
- Construct a new six-unit building at the rear of the property

The first component of this request is to convert the existing single-family residence at 115 South Bassett into a two-unit building. One unit would be a new two-bedroom basement apartment. The second unit is a five bedroom apartment on floors one and two. This conversion includes a rear second-story addition and the raising of the building's foundation (which was already started without required approvals and permits). The basement unit would be accessed through a new door located along an exposed basement wall between the existing buildings.

The second component of this request is to convert the three-unit building at 117 South Bassett Street into a four-unit building. The existing rear stairs will be removed and replaced with a new rear stair addition. One unit will be a three-bedroom basement apartment, also accessed through a new side door. The first floor unit includes two bedrooms, with access provided from both the front and rear doors. The second floor dwelling unit includes three bedrooms, also accessed from the front and rear doors. The third floor includes two bedrooms and is accessed from the rear stairway. An emergency third floor exist is located on the front of the house. This feature would remain.

The applicant also proposes some exterior improvements to the building facades. This includes new fiber cement siding, new and rehabilitated two-story wood porches with new railings and lattice framing beneath the porches. The applicant has indicated that some windows would be replaced, though this is not specified on the plans before the Plan Commission. New metal roofs would also be installed on both structures.

The third component of this request is the construction of a new six-unit apartment building at the rear of the property. This "L"-shaped, three-story structure has an estimated footprint of approximately 1,680 square feet and an estimated total building area of roughly 3,000 square feet. The design of this structure is contemporary in its character. Plans include a three-bedroom basement unit, a five-bedroom unit on the first floor and (2) two-bedroom units on both the second and third floors. The building includes a flat roof and is primarily clad in fiber cement siding.

In total, the project includes 33 bedrooms. (Please note, the title page of this submittal indicates 32 bedrooms.) Based on a site area of 0.20 acres and 12 proposed dwelling units, the entire proposed project has a density of 60 units per acre. Total unit count for the building includes:

**Summary of Bedroom Count by Dwelling Unit**

	<b>Total Dwelling Units</b>	<b>Total # of Bedrooms</b>
<b>“115 S Bassett” Building</b>		
2 Bedroom Unit(s)	1	2
5 Bedroom Unit(s)	1	5
<b>Sub Total</b>	<b>2</b>	<b>7</b>
<b>“117 S Bassett” Building</b>		
2 Bedroom Unit(s)	2	4
3 Bedroom Unit(s)	2	6
<b>Sub Total</b>	<b>4</b>	<b>10</b>
<b>“New” Building</b>		
2 Bedroom Unit(s)	4	8
3 Bedroom Unit(s)	1	3
5 Bedroom Unit(s)	1	5
<b>Sub Total</b>	<b>6</b>	<b>16</b>
<b>TOTAL</b>	<b>12</b>	<b>33</b>

Several site plan changes are also proposed. The existing carport at the rear of the property would be demolished and the driveway on the south side of the “117” building would be removed. A new sidewalk would be added between these buildings. This walk would step down to the exposed basement level entrances to the renovated structures. Pervious surface, including the planting of a “no-mow fescue” lawn would be provided along the Bassett Street frontage and around much of the new building. Based on the submitted plans, these pervious areas are estimated to cover approximately 1,200 square feet of area, equaling roughly 14% of the site area. The latest plans include 28 bike parking stalls and 6 exterior moped stalls with 16 of those stalls located within the new building. The site plans indicate there will be three vehicle parking stalls on site.

The project is proposed to be implemented in two phases. The first phase is to finish the foundations on both the “115” and “117” buildings and to reconfigure the structures to create the additional units described above. This phase will also include completing the exterior renovations to the “115” building. Work is anticipated to commence within 30 days of approval. The second phase would include the completion of the exterior to the “117” building, completion of the new apartment building, and completion of all the site landscaping. This work is proposed to begin within 180 days of the issuance of permits.

**Project Analysis**

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Planned Unit Developments are intended to promote improved environmental and aesthetic design by allowing for greater freedom, imagination, and flexibility compared to conventional zoning districts. Considering the general zoning map amendment standards, if the Plan Commission approves this proposal, it would need to make a finding that the adoption of this rezoning is in public interest and is not solely for the interest of the applicant. In making their recommendation to the Council, the Commission will also need to give due recognition of the adopted Comprehensive Plan. The Planned Unit Development approval criteria include the character and intensity of land use, economic impact, maintenance of open space, and the implementation schedule.

### Conformance with the Adopted Plans

The adopted plans contain fairly general recommendations regarding infill development and intensity for this area. Staff believe this proposal to generally be consistent with these recommendations, as noted below.

The Comprehensive Plan includes these properties within the Mifflin-Basset Downtown sub-district. That recommendation includes multi-unit residential development, up to 60 du/ac (dwelling units per acre). Building heights are recommended to be between two (2) and four (4) stories. With 60 du/ac, the proposal is at the top of the recommended density range for this area. The height of the new buildings and additions to the existing structures are consistent with the general plan recommendations.

The Bassett Neighborhood Master Plan, adopted in 1997, includes this area within the “Bassett Residential District.” The plan recommends “residential rehabilitation and new infill development in scale with the existing neighborhood. Improvements to residential streets, zero-lot line buildings and blocks dominated by rear parking lots will be necessary to create an environment that will attract owner occupants and long-term renters.”

Neither plan provides specific guidance to evaluate new rear yard apartment buildings. Therefore, the following considerations are also believed to be key in determining whether this proposal meets applicable approval standards.

### Design and Character Considerations

There are several considerations related to the design elements of this proposal. Considering the block’s varied context, staff believes the proposed building’s contemporary aesthetic could be complementary to the more historic structures to the south. Similarly, the proposed improvements to the existing facades should have a positive aesthetic impact. The applicant has received both initial and final approval from the Urban Design Commission and their reports are attached. However, staff are somewhat concerned by the bulk and massing of the new building and its compatibility with surrounding buildings, especially those to the south.

The character of the subject block varies. The Doty Street blockface, south of the subject site, consists primarily of smaller two and three-story frame residences. These structures are located close to the street and have a “traditional” historic residential character. The buildings on the subject site are generally in keeping with this character. In contrast, larger zero lot line apartment buildings are found on the northern portion of this block. Many of these buildings have large street setbacks with surface parking between the buildings and the street.

The proposed building features a very contemporary design, in contrast to the existing buildings at 115 and 117 South Bassett Street. While different in style, staff do not believe that the rear accessory building needs to be historic in character. The applicant indicates that the use of vertical fiber cement siding was selected to reflect the character of the smaller residential buildings, including the structures on site. Three variations of fiber cement siding will be used on the new building, as shown on the attached elevation drawings. Elevations also include a small amount of EIFS integrated within the facades.

The façade improvements on the existing buildings should provide an aesthetic improvement. New four-inch fiber cement siding would replace the existing wider siding, providing a more “historic” character. Replacement metal roofs will be installed on both structures. Other improvements include

new and rehabilitated wood porches with new railings and lattices. The applicant indicates some windows will be replaced, though this is not specified on the plans before the Plan Commission. Staff recommend that windows be replaced with historically appropriate models, and this information should be specified on the plans provided for staff approval. Staff believe that such detail relate to both the PUD standard for improved design and should further the neighborhood plan's goal to attract longer-term occupants into the Bassett Neighborhood.

In considering building bulk, staff do not have concerns over the additions to the existing structures. The primary concern is the mass and bulk of the proposed six-unit building. This structure would be located at the rear of the site, set roughly five feet from the adjacent properties. The building has a relatively large "L-shaped" footprint, covering roughly 20% of the site. The structure is 56 feet wide and spans nearly the entire width of both properties. With a height of three stories and a flat roof, the massing of the proposed apartment is more reflective of the larger apartment buildings found north of the subject site.

Staff note the proposed building is considerably larger than either of the Bassett Street-fronting structures. While this is not necessarily problematic, this creates additional mid-block building mass. This is not the predominant character along Doty Street, though there are some larger buildings that already visually "wall-off" the side and rear yards of other properties. (Please see the attached air photo and massing exhibits from the applicant for more information.) To date, the addition of mid-block mass near the subject site has been created on a lot-by-lot basis as opposed to a more coordinated design solution over a larger area. The proposed building, when added behind the existing residence at 117 South Bassett, would provide a largely uninterrupted building mass close to the rears of adjoining residences. At a minimum, staff believe the new building should have a greater side yard setback than the "117" building.

Staff have encouraged the applicant to increase the setbacks of the new building. The project architect indicated the current building could potentially be shifted by a foot, though staff doesn't believe such a change would have any noticeable impact on reducing the rear building's bulk. Staff recognize that reducing the size of the building would require some redesign of the building, however, staff believes these revisions would better align the project with the PUD's character and intensity standard.

Considering the somewhat differing opinions on building mass, staff recommend that the Plan Commission carefully consider staff's analysis along with the reports of the Urban Design Commission and testimony provided at the public hearing in making their recommendation.

### Density Considerations

At 60 dwelling units per acre, the project is at the upper end of the Comprehensive Plan's recommended density range. Staff question whether there is adequate space to accommodate bike, moped, and potentially motor vehicle parking to serve 33 bedrooms. These concerns are shared by the Bassett District of Capitol Neighborhoods, who is otherwise generally supportive of this proposal.

As a PUD, there are no set bike parking standards, though a frequently used measure for downtown and campus area projects is one bike parking stall per bedroom. The current proposal includes 28 stalls, with 16 of these located within the proposed building. That is beneath the one-per-bedroom measure. While stalls could possibly be added to the site, staff note that bike parking is already dispersed across the property. Staff are concerned that further open space or pervious surface may be lost to accommodate more bike parking. There are six scooter stalls proposed on site.

Traffic Engineering has repeated its frequently requested condition that no residential parking permits be provided to this development. Staff does not believe it is not reasonable to require on-site structured parking, as that would likely create additional building mass to the project. And while three small parking stalls are being provided, staff believe there may be a demand for additional parking considering the proposed number of bedrooms.

Considering the previously raised concern regarding the mass of the building, staff believe some consideration should also be given to reducing the number of dwelling units and bedrooms. Staff believe that a four-unit building would be substantially more in keeping with the character, scale, and mass of other buildings at the corner of Bassett and Doty Streets compared to the larger apartment character north of this site.

### Floor Plan Considerations

Staff request the following clarifications and modifications to the proposed floor plans. The quality of the units and finishes relate to both the PUD standard for improved design and are important considerations to reach neighborhood plan's goal to attract longer-term occupants into the Bassett Neighborhood.

The bedroom count needs to be clarified. As noted above, staff have identified 33 bedrooms, one more than listed on the applicant's title sheet. The discrepancy appears to be in the 117 South Bassett structure. The actual bedroom count should be clarified and staff recommend that all rooms, in each of the buildings, be clearly labeled.

In reviewing the plans for 117 South Bassett Street, staff believe the plan for the second floor has a somewhat unusual layout that could be improved upon. The "common" kitchen and living room areas are separated and on opposite sides of a long hallway. The applicant has indicated the plan reflects the current floor plan. Staff note, that with the rear stair addition, the former stairway provides some area to reconfigure this portion of the unit.

Similarly, the second floor plan for 115 South Bassett Street also includes an atypical layout. This is the second story of a two-story, five-bedroom unit. As submitted, the area includes a very small bathroom, small bedroom, and an unidentified common area. Staff believe it may be beneficial to increase both the size of the bedroom and bathroom.

Staff have two primary concerns with the floor plans for the new apartment building. The first concern is the orientation of the windows to the proposed three-bedroom basement unit. Windows are provided adjacent to covered voids in the building, labeled as "area ways" on the plans. The "area way" windows are provided for each of the bedrooms. The applicant indicates that these are functional windows that would provide required emergency egress. Staff question the actual amount of light these will provide. No such windows are found in the living and kitchen area. Staff question the overall desirability of this unit. Staff's other concern is the lack of detail on the potential roof-top patio. Based on elevation and perspective illustrations, it appears the proposal includes a roof top patio, enclosed by a 42 inch guard rail. Further details on this patio, including a rooftop plan are recommended. Further, any rooftop mechanical equipment and associated screening would need to be shown.

Finally, staff request clarification on the level of finishes being provided. The letter of intent states the building finishes will "make these properties nice for years to come." Staff request that additional information be provided, further detailing the finishes and amenities to be provided.

### Implementation, Phasing, and Financing Considerations

Applicants of Planned Unit Developments are required to provide proof of financing capability as part of the information reviewed for the approval of Specific Implementation Plans (Sec 28.07(6)(g)(3)(a)(x)) unless waived. Staff recommends that the applicant also submits an executed contract with a construction firm, providing assurances that the project will be completed once started, in a form acceptable to the Director of the Department of Planning and Community and Economic Development. This shall be approved prior to the sign-off and recording of the PUD and any permits being issued.

In regards to the project timing and implementation, staff recommend changes to the proposed phasing plan. The zoning code specifies that Planned Unit Developments shall include suitable assurances that each phase could be completed in a manner which would not result in an adverse effect upon the community as a result of termination at that point (Sec 28.07(6)(f)(4)). Staff does not believe the current phasing plan is consistent with this standard. In summary, the proposed first work phase includes the addition of new units in both the 115 and 117 South Bassett buildings. However, only the exterior renovations to the "115" building would be completed at that time. Staff believe it is critical that the proposed exterior changes to the "117" building are completed prior to the increase in units. A revised phasing plan should be provided per the recommended condition.

### Lot Combination

The proposed building would be subject to commercial building codes, and therefore, the building cannot be sited on top of a property line. Therefore, staff recommend a certified survey map be created and recorded combining the individual parcels into one parcel, if the project is approved.

### Comparison to 437-443 West Mifflin "Rear Apartment" PUD

Finally, staff have looked at a similar PUD zoning map amendment approved in the Bassett Neighborhood in 2006. That project included the addition of a four-unit, rear-yard building behind (2) two-family buildings. That site is 10,890 square feet (0.25 acres) in area and roughly 40 feet longer than the subject site. With eight total units, the project had a density of 32 du/ac. In contrast to the current proposal, that rear building had a rectangular shape with and had greater side yard setbacks than the structures along the frontage. This information is provided for the Plan Commission's reference, as this and all Planned Unit Developments should be evaluated upon a case-by-case basis.

### **Conclusion**

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The applicant requests Planned Unit Development (PUD) approval to renovate two existing structures and build a new "L-shaped" apartment building at the rear of an 8,712 square foot site. Staff understands the target market will be continue to be student housing, though the applicant indicates a desire to also attract additional "professional" residents. In total, there would be twelve dwelling units within the three buildings, creating 33 total bedrooms. The site density would be increased to 60 dwelling units per acre if approved.

The addition of the six-unit apartment building is arguably the most significant aspect of this request. The proposed building features a very contemporary design, somewhat in contrast to the existing buildings at 115 and 117 South Bassett Street. However, the character of the subject block varies greatly. Smaller "traditional" residential buildings line much of Doty Street, south of the subject site.



Larger multi-unit buildings surrounded by surface parking define much of the subject block, north of the project site. The Urban Design Commission (UDC) has recommended final approval of this proposal.

The addition of a rear yard apartment building is not a common development form in this part of the Bassett Neighborhood and adopted plans do not provide specific recommendations or policies guiding such development. A PUD allowing the construction of a smaller rear yard apartment building was approved at 437 West Mifflin Street in 2006, though there are some distinctions between that project and this submittal. Staff have closely evaluated this proposal for consistency with the surrounding context and believe that a small rear apartment building may be an appropriate development form at this site, when done in concert with the careful renovations to the existing buildings fronting Bassett Street. Such a proposal could accommodate some increased density (consistent with adopted plans) while maintaining the prevailing historic character to the south.

Staff believe a smaller building would better fit this site and better reflect the surrounding character and intensity. The proposed building is roughly the width of the entire site and is considerably larger than either of the Bassett Street-fronting structures. Of particular concern are the building's mass and its relationship to the adjoining residences along Doty Street which back up to the site. The proposed three-story building is five feet closer to the southern side property line than the smaller building at 117 South Bassett Street. Combined, these two buildings provide for a largely uninterrupted building mass, very close to the rears of adjoining residences. This "mid-block" building mass would also be highly visible through several Doty Street side yards.

A related size concern is the ability to locate the necessary bike parking and other site amenities to support a 33 bedroom project. This concern is shared by the Bassett District of Capitol Neighborhoods, who is otherwise generally supportive of this proposal. As a PUD, there are no set standards, though a frequently used measure for downtown and campus area projects is one bike parking stall per bedroom. The current proposal includes 28 stalls, with sixteen of these located within the new building. The outdoor stalls are already dispersed across the site and additional stalls are recommended. However, staff are concerned that further open space or pervious surface may be lost to accommodate more bike parking. Vehicle and scooter parking are other considerations.

Another consideration with this proposal is ensuring that the building renovations proposed for 115 and 117 South Bassett Street are consistent with the PUD's intent to "promote improved environmental and aesthetic design." The restoration of these facades and renovation of these buildings is an important factor in reviewing this proposal. Staff has identified some modifications and clarifications related to this aspect of the request.

This proposal has the potential to provide some aesthetic and environmental benefits, including the addition of some pervious surface and façade improvements to the existing structures. However, The Planning Division cannot definitively conclude that the Planned Unit Development standards relating to character and intensity are met, due to the bulk and mass of the new apartment building. Staff have encouraged the applicant to reduce the size of the new building and to increase its rear yard setbacks. Additionally, staff believe that a reduction in the number of dwelling units (or bedrooms) would allow for adequate bike parking without eliminating additional usable open space. Such changes would result in some redesign of the project, however, staff believes these revisions would better align the project with the applicable Planned Unit Development standards. Staff would support a recommendation of referral should the applicant be willing to revise the proposal.

Recognizing the recommendation of the Urban Design Commission and support of the neighborhood, the Plan Commission may find the current proposal meets the applicable rezoning and planned unit

development standards. If such a finding is made, staff recommend that the approval be subject to the conditions noted below.

## **Recommendations and Proposed Conditions of Approval**

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Major/Non-Standard Conditions are Shaded

### **Planning Division Recommendation** (Contact Kevin Firchow, 267-1150)

Subject to input at the public hearing, the Planning Division recommends that the Plan Commission **refer** this zoning map amendment, in order for the applicant to provide revisions to the proposal to address the concerns noted in this report.

In the alternative, should the Commission find the proposed project is in conformance with the standards for approval of zoning map amendments and planned unit developments, the Planning Division recommends that the Plan Commission forward Zoning Map Amendment 3439, rezoning 115 and 117 South Bassett Street from R6 (General Residence District) to PUD-GDP-SIP (Planned Unit Development-General Development Plan-Specific Implementation Plan) to the Common Council with a recommendation of **approval**, subject input at the public hearing and the recommended conditions.

1. That the applicant revises the phasing plans. Should this project proceed under two (or more) phases, all exterior renovations to 115 and 117 South Bassett Street shall be included in the first phase or in conjunction with any increase in dwelling units in these buildings. Plans submitted for sign-off should clearly identify the scope of work to be included in each phase and be subject to Planning Division staff approval. No occupancy permits shall be granted for each building until the work is completed in conformance with the approved plans.
2. Revised floor plans shall be submitted for approval by Planning Division staff. Plans should clearly label all rooms and clearly identify all doors and stairway access. The title sheet should be revised to reflect the total number of bedrooms. Additionally, modifications shall be made to the second floor plan for 117 South Bassett Street and the second floor of 115 South Bassett street, addressing the issues raised in this report. These plans shall be approved by Planning Division staff.
3. That bike parking is increased on site, with one bike parking stall provided for every bedroom. Locations shall be approved by the Planning Division staff. Bike and moped parking shall be clearly labeled on final plan sets.
4. That the applicant submit proof of financing and an executed contract with a construction firm, which provides assurances that the project will be completed once started, in a form acceptable to the Director of the Department of Planning and Community and Economic Development prior to the sign-off and recording of the PUD and any permits being issued.
5. That the applicant provides supplemental information on the proposed level of interior finishes and amenities for each unit, for approval by Planning Division staff.
6. That detailed roof plans are provided for approval by Planning Division staff providing further information on any roof top patio, mechanicals, and "green roof" planting information.

7. That the applicant records a certified survey map, combining these two parcels into one.
8. That the plans for the renovations to 115 and 117 South Bassett include the replacement of exterior windows. Details shall be provided on plans for approval by Planning Division staff.
9. That the plans for the renovations to 115 and 117 South Bassett provide further details on the wood porch, for approval by Planning Division staff.
10. If conditions of approval are not met, the zoning shall revert back to current zoning.

***The following conditions have been submitted by reviewing agencies:***

**City Engineering Division** (Contact Janet Dailey, 261-9688)

11. Prior to final plan sign-off, in accordance with 10.34 Madison General Ordinances – STREET NUMBERS: Submit a PDF of each floor plan to Engineering Mapping Lori Zenchenko (addressing@cityofmadison.com) and coordinate an addressing plan for the resultant site. If there are any changes pertaining to the location of a unit, the deletion or addition of a unit, or to the location of the entrance into any unit, (before, during or after construction) the addresses may need to be changed. The interior address plan is subject to the review and approval of the Fire Marshal.
12. Any damage to the Bassett Street pavement will require restoration in accordance with the City's Patching Criteria.
13. This site is creating new impervious area that is proposed to drain onto adjacent private property. This is not allowable. The applicant shall either provide a connection to the public storm sewer system or provide an easement across the down stream private property.
14. Plan includes utilizing a lateral that is located under a building on a separate property. A recorded ownership agreement and a recorded easement is necessary to do this. The ownership/maintenance agreement will detail how this lateral will be maintained and who will be responsible when the lateral breaks.
15. The Applicant shall replace all sidewalk and curb and gutter which abuts the property which is damaged by the construction or any sidewalk and curb and gutter which the City Engineer determines needs to be replaced because it is not at a desirable grade regardless of whether the condition existed prior to beginning construction. (POLICY)
16. All work in the public right-of-way shall be performed by a City licensed contractor. (MGO 16.23(9)(c)5 and MGO 23.01)
17. The site plans shall be revised to show the location of all rain gutter down spout discharges. (POLICY)
18. The plan set shall be revised to show a proposed private internal drainage system on the site. This information shall include the depths and locations of structures and the type of pipe to be used. POLICY AND MGO 10.29

19. The applicant shall demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. The erosion control plan shall include Universal Soil Loss Equation (USLE) computations for the construction period. Measures shall be implemented in order to maintain a soil loss rate below 7.5-tons per acre per year.
20. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to complete an erosion control plan and complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website – as required by Chapter 37 of the Madison General Ordinances.
21. The Applicant shall submit, prior to plan sign-off, a digital CAD file (single file) to the Engineering Program Specialist in the Engineering Division (Lori Zenchenko). The digital CAD file shall be to scale and represent final construction. The single CAD file submittal can be either AutoCAD (dwg) Version 2001 or older, MicroStation (dgn) Version J or older, or Universal (dxf) format and contain only the following data, each on a separate layer name/level number: a) building footprints, b) internal walkway areas, c) internal site parking areas, d) other miscellaneous impervious areas (i.e. gravel, crushed stone, bituminous/asphalt, concrete, etc.), e) right-of-way lines (public and private), f) all underlying lot lines or parcel lines if unplatted, g) lot numbers or the words “unplatted”, h) lot/plat dimensions, i) street names, and all other levels (contours, elevations, etc) are not to be included with this file submittal.

NOTE: Email file transmissions preferred [addressing@cityofmadison.com](mailto:addressing@cityofmadison.com). Include the site address in the subject line of this transmittal. Any changes or additions to the location of the building, sidewalks, parking/pavement during construction will require a new CAD file. (POLICY and MGO 37.09(2) & 37.05(4))

22. The Applicant shall obtain a Street Excavation permit for the installation of utilities required to serve this project. The Applicant shall pay the permit fee, inspection fee and street degradation fee as applicable and shall comply with all the conditions of the permit. (MGO 10.05(6)) This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
23. The applicant shall obtain all necessary sewer connection permits and sewer plugging permits prior to any utility work. (MGO 10.05(6)) and MGO 35.02(4)(c)(2)) This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
24. The applicant's utility contractor shall obtain a connection permit and excavation permit prior to commencing the storm sewer construction. MGO 37.05(7) This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
25. Prior to approval of the conditional use application, the owner shall obtain a permit to plug each existing sanitary sewer lateral that serves a building that is proposed for demolition. For each lateral to be plugged the owner shall deposit \$1,000 with the City Engineer in two separate checks in the following amounts: (1). \$100 non-refundable deposit for the cost of inspection of the plugging by City staff; and (2). \$900 for the cost of City crews to perform the plugging. If the owner elects to complete the plugging of a lateral by private contractor and the plugging is inspected and approved by the City Engineer, the \$900 fee shall be refunded to the owner. (POLICY) This permit application is available on line at <http://www.cityofmadison.com/engineering/permits.cfm>.
26. The site plan shall be revised 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. (POLICY)

**Traffic Engineering Division** (Contact John Leach, 267-8755)

27. A condition of approval shall be that no residential parking permits shall be issued for 115 & 117 South Bassett Street, this would be consistent with other projects in the area. In addition, the applicant shall inform all tenants of this facility of the requirement in their apartment leases and record in zoning text. The applicant shall note in the Zoning Text that no residential parking permits shall be issued. In addition, the applicant shall submit for 115 & 117 South Bassett Street a copy of the lease noting the above condition in the lease when submitting plans for City approval. Please contact William Knobloch or Bill Putman, Parking Utility at 266-4761 if you have questions regarding the above item.

28. When the applicant submits final plans for approval, the applicant shall show the following: items in the terrace as existing (e.g., signs and street light poles, existing driveway approach), type of surfaces, existing property lines, addresses, one contiguous plan (showing all easements, all pavement markings, building placement, and stalls), signage, and a scaled drawing at 1" = 20'.

29. The applicant shall prevent encroachment onto adjacent land areas by barriers of some type onto adjacent lots as shown.

30. The applicant should revise site plans for showing the existing Class 1 approaches min. ten (10) ft in width to 115 and 117 South Bassett Street. If the driveway approaches extend in front of adjacent property both property owners signing the approach permit or easements on both the north and south adjacent properties.

31. The applicant shall show the dimensions for proposed parking stalls' items B, C, and E, for degree of angle parking, according to Figures II "Medium and Large Vehicles" parking design standards in Section 10.08(6)(b) 2 or note on site plans, " Street parking is in accordance M.G.O. 28.08(1)(g) Central Area Back Yard Parking Standards." The applicant will need to get information from City Zoning according to Central Area Back Yard Parking Standards.

**Zoning Administrator** (Contact Pat Anderson, 266-5978)

Comments will be provided in a separate report.

**Fire Department** (Contact Scott Strassburg, 261-9843)

32. This building is being reviewed under the conditions provided. Example: building height is 29' 8"; as long as the building stays under 30' in height to any point, the fire access would be approved using the street only for approved access. The driveway will not be considered fire lane. The building would be fully sprinklered to allow the 250' hose reach. Provide a fire access site plan with your submittal that shows the fire lane on the street and at least 2 hydrants within 500 feet of the entire building, as it would lay off the truck and up the driveway.

**Parks Division** (Contact Tom Maglio, 266-6518)

33. 115 S. Bassett St. - the developer shall pay \$3,242.68 for park dedication and development fees for the one additional new duplex unit.

34. 117 S. Bassett St. - the developer shall pay \$2,069.50 for park dedication and development fees for the one additional new multi family unit.
35. For the proposed 6 unit apartment building – the developer shall pay \$12,417.00 for park dedication and development fees for the 6 new mf units.
36. The developer must select a method for payment of park fees before signoff on the rezoning.
37. This development is within the Vilas-Brittingham park impact fee district.

**Water Utility** (Contact Dennis Cawley, 261-9243)

38. All wells located on this property shall be abandoned if no valid well operation permit has been obtained from the Madison Water Utility. This property is not in a Wellhead Protection District.
39. The Water Utility will need to sign off the final plans, but not need a copy of the approved plans.

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

This agency did not submit a response for this request.