



## PLANNING DIVISION STAFF REPORT

October 1, 2018

PREPARED FOR THE PLAN COMMISSION

**Project Address:** 6225 University Avenue (District 19 - Ald. Furman)  
**Application Type:** Conditional Use  
**Legistar File ID #** [52908](#)  
**Prepared By:** Colin Punt, Planning Division  
Report Includes Comments from other City Agencies, as noted  
**Reviewed By:** Kevin Firchow, AICP, Principal Planner

### Summary

**Applicant & Contact:** James McFadden; McFadden & Company; 380 W Washington Ave; Madison, WI 53703  
**Property Owner:** 6225 University LLC; PO Box 43; Madison, WI 53705

**Requested Action:** The applicant requests approval of a conditional use to establish an arts/technical/trade school tenant (massage therapy school) in a multi-tenant office building in the NMX (Neighborhood Mixed Use) zoning district and Urban Design District 6 at 6225 University Avenue.

**Proposal Summary:** The applicant proposes to establish a “massage therapy and esthetics” school within an existing multi-tenant building. Except for minor site updates, no exterior changes are proposed to the building.

**Applicable Regulations & Standards:** This proposal is subject to the standards for conditional uses [MGO §28.183], as MGO §28.061(1) lists an *Arts/Technical/Trade School* as a conditional use in the NMX (Neighborhood Mixed Use) district. The proposal is also subject to MGO §33.24 because of its location within Urban Design District 6.

**Review Required By:** Plan Commission (PC), Urban Design (Secretary Review)

**Summary Recommendation:** The Planning Division recommends that the Plan Commission find that the approval standards for a conditional use are met and **approve** the request to establish an arts/technical/trade school tenant in a multi-tenant building in NMX (Neighborhood Mixed Use) district zoning at 6225 University Avenue. This request is subject to the input at the public hearing and the conditions recommended by the reviewing agencies.

### Background Information

**Parcel Location:** The subject site is located within the mixed-use building at the southwest side of University Avenue, approximately 600 feet northwest of Allen Boulevard. It is in Aldermanic District 19 (Ald. Furman), Urban Design District #6, and the Madison Metropolitan School District.

**Existing Conditions and Land Use:** The 42,661-square-foot (0.98-acre) site includes a 2-story 17,824-square foot multi-tenant office building built in 1961. Over 30 parking stalls are available in the on-site surface parking lot.

#### Surrounding Land Use and Zoning:

Northwest: 10-unit apartment buildings, zoned SR-V2 (Suburban Residential – Varied 2 District);

Northeast: Across University Avenue, one-story commercial buildings in the City of Middleton;

Southeast: A church on a very large wooded lot, zoned SR-C1 (Suburban Residential – Consistent 1 District); and

Southwest: Single family homes zoned SR-C1.

**Adopted Land Use Plans:** The [Comprehensive Plan \(2018\)](#) recommends Neighborhood Mixed Use for this site. NMU areas can include retail, service, and institutional activities primarily serving nearby residents. The subject site is not within any neighborhood planning boundaries.

**Zoning Summary:** The project site is currently zoned Neighborhood Mixed Use (NMX).

| Requirements   | Required   | Proposed                  |
|--|--|---------------------------|
| Front Yard Setback   | None   | Adequate                  |
| Side Yard Setback: Where buildings abut residentially-zoned lots at side lot line. | Minimum side yard required in the adjacent residential district:<br>East side yard SR-C1 (6)<br>West side yard SR-V2 (5) | Existing side yard        |
| Rear Yard Setback  | 20'  | Existing rear yard        |
| Maximum Lot Coverage   | 75%  | Existing lot coverage     |
| Maximum Building Height  | 3 stories/ 40'   | 1 story existing building |

| Site Design                | Required  | Proposed                                       |
|----------------------------|---|--|
| Number Parking Stalls      | <b>Proposed arts, technical or trade school:</b><br>1 space per classroom + 1 space per 5 students of legal driving age based on the maximum number of students attending classes at any one time (3)<br><b>Existing office:</b> 1 per 400 sq. ft. floor area (TBD) | Existing parking stalls (see Zoning Comment 3) |
| Accessible Stalls          | Yes   | 1  |
| Loading                    | Not required  | None   |
| Number Bike Parking Stalls | <b>Proposed arts, technical or trade school:</b><br>1 space per 5 students (2)<br><b>Existing office:</b> 1 per 2,000 sq. ft. floor area (TBD)  | 4 (see Zoning Comment 4)                       |
| Landscaping and Screening  | Not required  | Existing landscaping (see Zoning Comment 6)    |
| Lighting                   | Not required  | Existing lighting                              |
| Building Forms             | Not required  | Existing building                              |

|                                    |   |
|------------------------------------|---|
| <b>Other Critical Zoning Items</b> | Urban Design (District 6), Barrier Free (ILHR 69) |
|------------------------------------|---|

*Table 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, including frequent transit service along University Avenue.

## Project Description, Analysis, and Conclusion

The applicant, on behalf of Inspirit Institute, proposes to establish a massage therapy and esthetics school, which will also provide limited service to outside clients. Within the zoning code, this use is classified as *an arts/technical/trade school*, which is a conditional use in the NMX (Neighborhood Mixed Use) zoning district.

The proposed school will occupy a 2,425 square foot second floor tenant space within the existing two-story 17,824-square-foot multi-tenant office building. Proposed build out the space includes a classroom, four massage rooms, reception area, and support spaces. According to the application, up to ten or twelve students will attend nine-month courses for massage therapy and esthetics instructed by three or four staff members. Advanced students will have the opportunity to have supervised practice on a limited number of outside clients. The applicant estimates that the maximum occupant load at any one time will be a combination of 15 total students, staff, and clients. Expected hours of operation are 9 a.m. to 9 p.m. Monday through Friday and 9 a.m. to 3 p.m. on Saturdays. Other improvements included in the proposal are a new unisex accessible restroom in the building lobby, a van-accessible parking stall outside the southeast entrance, four new bicycle parking stalls, and a new trash enclosure south of the building. These exterior changes are located outside the building entrance further from the proposed masseuse training school. The Secretary of Urban Design Committee has provided an administrative review of the exterior changes and her recommended conditions of approval are included below. Over 30 parking spaces are currently available on site, one of which will be removed to create the accessible van stall.

This proposal is subject to the approval standards for conditional uses. In regards to the approval standards, the Plan Commission shall not approve a conditional use without due consideration of the City's adopted plan recommendations, design guidelines, and finding that all of the conditional use standards of MGO §28.183(6) are met. The Planning Division believes the plan is consistent with the recommendations in the [Comprehensive Plan \(2018\)](#), which designates this site as Neighborhood Mixed Use (NMU) land use. The Plan notes that within NMU areas, some buildings may include specialty businesses and services that attract customers from a wider area.

Given the availability of off-street parking, the minimal traffic impact of the proposed use, and the lack of exterior changes, Staff believes that the standards of approval are met and does not believe the proposed massage therapy school will result in significant impacts to the surrounding properties. At the time of report writing, Staff was not aware of any neighborhood concerns on this request.

## Recommendation

### Planning Division Recommendation (Contact Colin Punt, (608) 243-0455)

The Planning Division recommends that the Plan Commission find that the approval standards for a conditional use are met and **approve** the request to establish an arts/technical/trade school tenant in a multi-tenant office building in NMU (Neighborhood Mixed Use) district zoning at 6225 University Avenue. This request is subject to the input at the public hearing and the conditions recommended by the reviewing agencies.

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

### Urban Design Commission (Contact Janine Glaeser, 267-8740)

1. Provide more detail on trash enclosure door material and size.

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

2. Submit a complete site plan for the property, including property dimensions, location of the building, parking lot and paved areas, striped parking stalls and van accessible stall, bicycle parking stalls, trash enclosure and other site features.

3. Provide a site and parking lot information block including the building use and size, number of parking stalls and accessible stalls, and number of bicycle parking stalls.
4. A minimum amount of automobile parking is required for buildings within the Neighborhood Mixed-Use (NMX) zoning district exceeding ten thousand (10,000) sq. ft. in floor area. Verify the existing uses and area (square feet) within the building to determine the parking requirements for the building. A minimum of three (3) vehicle parking stalls are required for the proposed trade school (Inspirit Institute).
5. Bicycle parking shall comply with the requirements of Sections 28.141(4)(g) and 28.141(11). Provide a minimum of two (2) short-term bicycle parking stalls for the trade school located in a convenient and visible area on a paved or impervious surface. Bicycle parking shall be located at least as close as the closest non-accessible automobile parking and within one hundred (100) feet of a principal entrance. Show the dimensions of the bicycle stalls and access aisle. 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.
6. Screening is required adjacent the Zoning district boundary along the east, west, and south property lines. Screening shall be provided along side and rear property boundaries between commercial/ mixed-use districts and residential districts. Screening shall consist of a solid wall, solid fence, or hedge with year-round foliage, between six (6) and eight (8) feet in height. Submit a detail of the screening fence with the final plans.
7. 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.
8. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances and Chapter 33 Urban Design District ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.

**Engineering Division - Mapping** (Contact Jeff Quamme, 266-4097)

9. The site plan shall include all lot/ownership lines, existing building locations, parking stalls, driveways, sidewalks (public and/or private), existing and proposed signage, existing utility locations and landscaping. Note a full survey was completed by JSD Professional Services on April 2, 2009.
10. The site plan shall include a full and complete legal description of the site or property being subjected to this application.
11. The site plan shall show and label the 10' wide Public Sanitary Sewer Easement per CSM No. 8227 along the westerly side. Also a note shall be made for the driveway connection to the St. Dunstan's Driveway to the east. The connection is subject to Ingress and Egress for Driveway or Cross Easements per Document No. 2579445.
12. Provide a PDF copy of the floor plans for the entire building and include the address numbers of the existing suites to Lori Zenchenko (lzenchenko@cityofmadison.com).