



PREPARED FOR THE PLAN COMMISSION

**Project Address:** 6717 Odana Road (District 19 – Ald. Furman)

**Application Type:** Conditional Use

**Legistar File ID #** [55595](#)

**Prepared By:** Sydney Prusak, Planning Division  
Report Includes Comments from other City Agencies, as noted

**Reviewed By:** Kevin Firchow, AICP, Planning Division

**Summary**

**Applicant & Contact:** Maria Spinozzi; Hotel Sisal, LLC; 1316 Hoven Court; Madison, WI 53715

**Property Owner:** Duane Hendrickson; 520 University Avenue, Suite 200; Madison, WI 53703

**Requested Action:** The applicant requests approval of a conditional use to establish an animal boarding facility in an existing multi-tenant commercial building on a property zoned CC (Commercial Center District) at 6717 Odana Road.

**Proposal Summary:** The applicant proposes to establish an animal boarding facility for cats and potentially other small pets including rabbits, chinchillas, reptiles, and amphibians. No dogs will be boarded at this facility, and no site plan changes are proposed.

**Applicable Regulations & Standards:** This proposal is subject to the standards for Conditional Uses [MGO §28.183] as MGO §28.061 lists an *animal boarding facility* as a conditional use in the Commercial Center (CC) Zoning District. The Supplemental Regulations [MGO §28.151] contain further regulations for this use.

**Review Required By:** Plan Commission

**Summary Recommendation:** The Planning Division recommends that the Plan Commission find that the approval standards for conditional uses are met and **approve** the request to establish an animal boarding facility in an existing multi-tenant commercial building on a property zoned CC (Commercial Center District) at 6717 Odana Road. This request is subject to the input at the public hearing and the conditions recommended by the reviewing agencies.

**Background Information**

**Parcel Location:** The 39,600-square-foot (0.91-acre) project site is located on the south side of Odana Road near the Grand Canyon Drive intersection. The site is within both Aldermanic District 19 (Ald. Furman) and the Madison Metropolitan School District.

**Existing Conditions and Land Use:** The subject parcel contains a one-story, 12,992-square-foot, multi-tenant commercial building. The applicant will occupy a 1,376-square-foot tenant space. City Assessor records state that the building was constructed in 1984.

**Surrounding Land Use and Zoning:**

North: A variety of commercial uses, zoned CC (Commercial Corridor), with a City stormwater facility, zoned CN (Conservancy District) beyond;

- East:** A variety of commercial uses, zoned CC;  
**South:** A variety of commercial uses, zoned CC, with Highway 12 beyond; and  
**West:** A variety of commercial uses, zoned CC.

**Adopted Land Use Plan:** The [Comprehensive Plan \(2018\)](#) recommends community mixed-use (CMU) for the subject property. The [Southwest Neighborhood Plan \(2008\)](#) makes no specific land use recommendations for the subject site.

**Zoning Summary:** The project site is currently zoned Commercial Center (CC).

Requirements	Required	Proposed
Front Yard Setback	None	Adequate
Side Yard Setback	One-story: 5' Two-story or higher: 6'	Adequate
Rear Yard Setback	The lesser of 20% of lot depth or 20'	Adequate
Maximum Lot Coverage	85%	Existing lot coverage
Maximum Building Height	5 stories/68'	1 story existing building

Requirements	Required	Proposed
Number Parking Stalls	No minimum required	43 existing stalls
Accessible Stalls	Yes	Existing accessible stall (1)
Loading	Not required	None
Number Bike Parking Stalls	Animal boarding facility: 1 per 2,000 sq. ft. floor area (2 minimum)	None (2)
Landscaping	Not required	Existing landscaping (3)
Lighting	Not required	Existing lighting
Building Forms	Not required	Existing building
<b>Other Critical Zoning Items</b>	Barrier Free (ILHR 69)	

*Table Prepared by Jacob Moskowitz, Assistant Zoning Administrator*

**Environmental Corridor Status:** The subject site is not located in a mapped environmental corridor.

**Public Utilities and Services:** This property is served by a full range of urban services.

## Project Description

The applicant, Hotel Sisal, LLC, proposes to establish an animal boarding facility in an existing multi-tenant commercial building. According to the City’s Zoning Code, an animal boarding facility is “any lot or premises on which dogs, cats and other household pets are kept, boarded or raised for sale.” The applicant has indicated that this will be a boarding facility primarily for cats, with the possibility of boarding rabbits, chinchillas, other pets in the rodent family, and reptile or amphibian pets in the future. No dogs will be boarded at this site.

The subject site is located within the Odana Park Shopping Center, and the animal boarding facility will occupy Unit 9 as depicted on the site plan provided. There are an assortment of uses in the shopping center including shoe repair, clothing alterations, and a nail salon.

In the letter of intent, the applicant included operating procedures for the facility including information on the boarding enclosures, cleaning and odor control, and waste management. The applicant indicated that the initial set up will include 18 cat boarding enclosures, with a maximum of three cats per enclosure (if they are from the same family). In terms of waste management, the animal waste will be placed in trash bags and disposed of in the site's dumpster. As previously mentioned, the applicant indicated the possibility of boarding other small pets in the future. These animals will be boarded in the spaces labeled "Future Use" on the site plan. According to the applicant, the space will initially be used for storage.

The proposed facility will have 24/7 boarding, but pick-ups and drop-offs will be pre-scheduled during the hours of 7:00 am and 7:00 pm. According to the applicant, employees will be on site for a few hours in the morning, and a few hours in the afternoon, and for any pre-scheduled pick-ups and drop-offs.

## Project Analysis and Conclusion

### Conditional Use Standards

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.

Staff believes that this proposed use is compatible with the [Comprehensive Plan \(2018\)](#), which recommends Community Mixed-Use (CMU) for the subject site. Furthermore, the Planning Division believes that all the Conditional Use Approval Standards can be found met. The subject site is located in a multi-tenant commercial building, surrounded by other commercial uses. Additionally, given that dogs will not be boarded at this facility, staff anticipates that the noise impacts on adjacent properties will be limited.

Lastly, according to Table 28D-2 in MGO §28.061, an *animal boarding facility* must adhere to the Supplemental Regulations found in MGO §28.151. All of the Supplemental Regulations relate to outdoor exercise areas. As no outdoor area is proposed nor anticipated, staff believes that the Supplemental Regulations are met.

### Conclusion

Staff believes that the proposed animal boarding facility can be found to meet the Conditional Use Approval Standards and recommends that it be approved by the Plan Commission, subject to input at the public hearing and comments from reviewing agencies.

If approved, the Plan Commission retains continuing jurisdiction over this conditional use, meaning that should complaints be filed, the Plan Commission could take further action on this conditional use as allowed in MGO §28.183(9)(d). At the time of report writing, staff was not aware of any concerns on this request.

## Recommendation

### Planning Division Recommendation (Contact Sydney Prusak, (608) 243-0554)

The Planning Division recommends that the Plan Commission find that the approval standards for Conditional Uses are met and **approve** the request to establish an animal boarding facility in an existing multi-tenant commercial building on a property zoned CC (Commercial Center District) at 6717 Odana Road. 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

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

1. Show the locations of the existing handicap accessible stalls and access aisles on the site plan.
2. Provide a minimum of two (2) short-term bicycle parking stalls 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. Note: A bicycle stall is a minimum of two (2) feet by six (6) feet with a five (5) foot wide access area. If existing bicycle stalls are located on the site, show their location on the site plan and provide a photo of the existing stalls. Otherwise, install a minimum of two bicycle stalls and provide a detail of the proposed bike rack.
3. Identify the location of the trash disposal area on the site plan.
4. 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.
5. 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.

**Fire Department** (Contact Bill Sullivan, (608) 261-9658)

6. It appears from some of the submitted plans that there is a fire wall running along this tenant space where the doors to the Future Use spaces are located. Confirm the location of the fire wall and verify the doors and any penetrations through the fire wall comply with the International Building Code.