



PREPARED FOR THE PLAN COMMISSION

Project Address: 3201 Latham Drive (14th Aldermanic District, Alder Carter)
Application Type: Conditional Use
Legistar File ID # [58779](#)
Prepared By: Chris Wells, Planning Division
Report includes comments from other City agencies, as noted

Summary

Applicant, Contact & Property Owner: Colin Steinke; Madison Cat Project; 627 Post Road; Madison, WI 53713

Requested Actions: Approval of a conditional use for an animal shelter in the Industrial-General (IG) District 3201 Latham Drive.

Proposal Summary: The applicant proposes to convert an existing office/warehouse building into an animal shelter for cats.

Applicable Regulations & Standards: This proposal is subject to the standards for Conditional Uses [MGO §28.183], as Table 28F-1 in §28.082(1) of the Zoning Code lists *Animal Shelters* as conditional uses in the IG (Industrial-General) District. It is also subject to the Supplemental Regulations [MGO §28.151] for Animal Shelters.

Review Required By: Plan Commission

Summary Recommendation: The Planning Division recommends that the Plan Commission **approve** the conditional use for an animal shelter in the Industrial-General (IG) District 3201 Latham Drive. This recommendation is subject to input at the public hearing, and the conditions from reviewing agencies beginning on page 4 of this report.

Background Information

Parcel Location: The 20,080-square-foot (0.46-acre) subject site is located on the east side of Latham Drive, in between Greenway Cross/Stewart Street and Post Road. It is also located within Aldermanic District 14 (Ald. Carter) and the Madison Metropolitan School District.

Existing Conditions and Land Use: The subject site is currently developed with a 1-story, 4,200-square-foot, office/warehouse building which the City Assessor’s Office states was constructed in 1993.

Surrounding Land Uses and Zoning:

North: An office/warehouse building, zoned Industrial-General (IG) District;

South: An office building, zoned IG;

East: A warehouse building, zoned IG; and

West: Across Latham Drive is an office/warehouse building, zoned IG.

Adopted Land Use Plans: The [Comprehensive Plan](#) recommends Industrial (I) uses for the subject site.

Environmental Corridor Status: There are no environmental corridors on the subject site.

Public Utilities and Services: The site is served by a full range of urban services. Metro Transit currently operates weekday transit service along Greenway Cross/Stewart Street. The nearest bus stop to the subject suite is located roughly 650 feet to the north at the intersection with Latham Drive.

Zoning Summary: The site is zoned Industrial – General (IG) District.

Requirements	Required	Proposed
Lot Area (sq. ft.)	10,000 sq. ft.	20,081 sq. ft.
Lot Width	65 ft.	96 ft.
Front Yard Setback	None	Existing
Side Yard Setback	None	Existing
Rear Yard Setback	30 ft.	Existing
Maximum Lot Coverage	75%	Existing
Maximum Building Height	None	Existing

Site Design	Required	Proposed
Number Parking Stalls	No min, 24 max	15
Accessible Stalls	1	1
Loading	No	No
Number Bike Parking Stalls	2	2 <i>(See Comment #12)</i>
Landscaping and Screening	Yes	Existing
Lighting	No	Existing
Building Forms	Yes	Industrial

Other Critical Zoning Items:	Utility Easements
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Tables Prepared by Jacob Moskowitz, Assistant Zoning Administrator

Project Description, Analysis and Conclusion

The applicant is requesting approval of a conditional use to convert an existing office/warehouse building to an animal shelter in the Industrial-General (IG) District 3201 Latham Drive. It is therefore subject to the standards for Conditional Uses [MGO §28.183(6)], as Table 28F-1 in §28.082(1) of the Zoning Code lists *Animal Shelters* as conditional uses in the IG District. It is also subject to the Supplemental Regulations [MGO §28.151] for Animal Shelters.

The applicant, Madison Cat Project, plans to relocate their feline-only rescue organization to the subject site. According to their submitted materials, they provide cat adoptions as well as offer feline spay and neuter surgeries to the public through their partnership with the UW School of Veterinary Medicine. They do not, however, operate a veterinary clinic which is open and available directly to the public. As a result, Zoning has determined that the veterinary clinic aspect is considered *accessory* [to the primary Animal Shelter use] and is therefore allowable.

The applicant anticipates having somewhere between 20 to 35 cats on site, usually for three to ten days at a time, while they receive medical care. While the organization typically has over 100 cats in their program, either waiting for medical care, recovering from said care, or looking for a new home, the majority are not kept on site but rather at foster homes or at adoption centers throughout the Madison area.

Regarding changes to the current facility, the vast majority of the changes will be within the building as they will be reconfiguring the internal layout. Externally, they will be adding bicycle racks and a trash enclosure area. As a result of these changes, the number of on-site automobile parking stalls will be reduced from 19 to 15. The applicant will also be required to add a sidewalk along the entire frontage. Lastly, there will be no outdoor play area for the cats on site.

The organization will have four full-time staff on site Monday to Friday, in addition to volunteers. While the hours of operation are by appointment only, the volunteers are typically there from 6:00 a.m. to 9:00 p.m., Monday to Friday and the window for medical operations is generally between 8:00 a.m. and 6:00 p.m.

The [Comprehensive Plan](#) recommends Industrial (I) uses for the subject site. It notes that the I designation “*is not intended for retail or office uses not related to an industrial use, except for limited retail goods and services provided primarily to employees and users of businesses within the area.*” While the proposed use is not consistent with the [Comprehensive Plan](#), Staff believe that the use, which will function entirely within the building, will not negatively impact or be impacted by the other surrounding industrial uses. Adding in the fact that it will reuse the existing building, Staff believe it would be a suitable interim use which would not preclude future development on the site in a manner more consistent with the [Comprehensive Plan](#).

For the reasons stated above, the Planning Division believes that the project meets the standards of approval for Conditional Uses.

Supplemental Regulations for Animal Shelters [MGO §28.151]

The following Supplemental Regulations apply to this proposal:

- a) Outdoor dog runs or exercise pens shall be located at least two hundred (200) feet from a residential use or district.
- b) Any outdoor portion of an animal boarding facility, kennel, shelter, or animal daycare shall be screened from view from adjacent property by a solid fence, hedge or similar plant material not to exceed six (6) feet in height.

As no outdoor pens are proposed to serve the use, Staff believe no further modifications are currently necessary to meet the Supplemental Regulations.

Public Input

At the time of report writing, staff has not received any comments on the proposed request.

Recommendation

Planning Division Recommendation (Contact Chris Wells, 261-9135)

The Planning Division recommends that the Plan Commission **approve** the conditional use for an animal shelter in the Industrial-General (IG) District 3201 Latham Drive. This recommendation is 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 Brenda Stanley, 261-9127)

1. Enter into a City / Developer agreement for the required infrastructure improvements. Agreement to be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Contact City Engineering to schedule the development and approval of the plans and the agreement. (MGO 16.23(9)c)
2. Construct sidewalk to a plan along Latham Drive as approved by City Engineer
3. The approval of this zoning approval does not include the approval of the changes to roadways, sidewalks or utilities. Obtain separate approval by the Board of Public Works and the Common Council for the restoration of the public right of way including any changes requested by developer. The City Engineer shall complete the final plans for the restoration with input from the developer. (MGO 16.23(9)(d)(6))

Traffic Engineering Division (Contact Sean Malloy, 266-5987)

4. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be scaled to 1" = 20' 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.
5. 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.
6. 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.
7. All parking facility design shall conform to MGO standards, as set in section 10.08(6).
8. All bicycle parking adjacent pedestrian walkways shall have a 2 foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.
9. "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.
10. Secure parking facility. This is usually done with continuous six (6) inch curb, timbers, preformed wheel stops, guardrail erected at a height of eighteen (18) inches or fencing of sufficient strength to act as a vehicle bumper.
11. The applicant shall construct sidewalk along Latham Drive according to plan as approved by the City Engineer.

Zoning Administrator (Contact Jacob Moskowitz, 266-4560)

12. Submit a detail of the trash enclosure. Such area shall be screened on four (4) sides (including a gate for access) by a solid, commercial-grade wood fence, wall, or equivalent material with a minimum height of six (6) feet and not greater than eight (8) feet.
13. A bicycle stall is a minimum of two (2) feet by six (6) feet with a five (5) foot wide access area. Submit a detail showing the model of bike rack to be installed.

City Forestry Section (Brad Hofmann, 267-4908)

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| <p>14. Additional street trees are needed for this project. All street tree planting locations and trees species within the right of way shall be determined by City Forestry. Please submit a site plan (in PDF format) to Brad Hofmann – bhofmann@cityofmadison.com or (608) 266-4816. Tree planting specifications can be found in section 209 of City of Madison Standard Specifications for Public Works Construction -</p> |
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The following agencies reviewed this request and recommended no conditions of approval:

City Engineering Division – Mapping Section, Fire Department, Parks Division, and Water Utility