



PREPARED FOR THE PLAN COMMISSION

Project Address: 2240 Keyes Avenue (District 13 – Alder Evers)
Application Type: Demolition Permit
Legistar File ID #: [63310](#)
Prepared By: Sydney Prusak, AICP, Planning Division
Report Includes Comments from other City Agencies, as noted
Reviewed By: Kevin Firchow, AICP, Principal Planner

Summary

Applicant: Melissa Destree; Destree Design Architects, Inc.; 222 W Washington Avenue, Suite 310; Madison, WI 53703
Contact: Lindsey Shotwell; Destree Design Architects, Inc.; 222 W Washington Avenue, Suite 310; Madison, WI 53703
Property Owner: Michael and Suzanne Swift; 1811 Jefferson Street; Madison, WI 53711

Requested Action: The applicant requests approval of a demolition permit to raze an existing single-family house and construct a new single-family residence in the Traditional Residential – Consistent 2 (TR-C2) Zoning District at 2240 Keyes Avenue.

Proposal Summary: The applicant proposes to demolish a two-story, single-family residence and construct a new two-story, single-family residence at 2240 Keyes Avenue.

Applicable Regulations & Standards: This proposal is subject to the standards for Demolition and Removal Permits [MGO §28.185(7)].

Review Required By: Plan Commission (PC)

Summary Recommendation: The Planning Division recommends that the Plan Commission find that the standards for demolition and removal are met and **approve** the request to raze a single-family residence and construct a new single-family residence in the Traditional Residential – Consistent 2 (TR-C2) Zoning District at 2240 Keyes Avenue. This recommendation is subject to input at the public hearing and the conditions recommended by the reviewing agencies.

Background Information

Parcel Location: The 9,000-square-foot (approximately 0.21-acre) subject property is located on the north side of Keyes Avenue between Leonard Street and Edgewood Avenue. The site is within Aldermanic District 13 (Alder Evers) and the Madison Metropolitan School District.

Existing Conditions and Land Use: The subject site includes an existing 2,915-square-foot, two-story single-family house and detached garage. According to the City Assessor’s records, it contains three bedrooms and one bathroom and was constructed in 1914.

Surrounding Land Use and Zoning:

North: Single-family residences, zoned Traditional Residential – Consistent 2 (TR-C2);

South: Single-family residences, zoned TR-C2;

East: Single-family residences, zoned TR-C2; and

West: Single-family residences, zoned TR-C2.

Adopted Land Use Plan: The [Comprehensive Plan \(2018\)](#) recommends Low Residential (<15 dwelling units/acre) for the subject property. The [Monroe Street Commercial District Plan \(2007\)](#) makes no specific land use recommendations for the subject site.

Zoning Summary: The property is zoned TR-C2 (Traditional Residential-Consistent 2).

Requirements	Required	Proposed
Lot Area (sq. ft.)	4,000 sq. ft.	9,000 sq. ft.
Lot Width	40 ft.	75 ft.
Front Yard Setback	20 ft.	28 ft.
Max. Front Yard Setback	30 ft.	28 ft.
Side Yard Setback	6 ft.	15 ft., 17 ft.
Rear Yard Setback	30 ft.	30 ft.
Usable Open Space	750 sq. ft.	1,560 sq. ft.
Maximum Lot Coverage	65%	30%
Maximum Building Height	2 stories/35 ft.	2 stories/28 ft.

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

Environmental Corridor Status: The property 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, Analysis, and Conclusion

The applicant proposes to demolish an existing single-family residence at 2240 Keyes Avenue and replace it with a new single-family residence. The existing house is a two-story, 2,915-square-foot, three-bedroom single-family home with one bathroom, originally built in 1914. According to the applicant, the existing residence is in poor condition and they have included a Conditions Assessment in their application materials. Photos of the existing structure and the referenced Assessment are available in the Legislative File linked [here](#).

The proposed new residence is a two-story house with approximately 3,994 square-feet of living space with an unfinished basement. The plans show three bedrooms and three bathrooms. The existing detached garage will remain as part of this development. The proposed home will have cedar LP SmartSide siding with a pitched shingled roof.

This request is subject to the standards for demolition and removal permits. In order to approve a demolition request, MGO §28.185(7) requires that the Plan Commission find that the requested demolition and proposed use are compatible with the purpose of the demolition section and the intent and purpose of the Traditional Residential-Consistent (TR-C) zoning districts. The statement of purpose for TR-C districts says, in part:

The TR-C Districts are established to stabilize, protect and encourage throughout the City the essential characteristics of the residential areas typically located on the Isthmus, near East and near West portions of the City, and to promote and encourage a suitable environment for family life while accommodating a full range of life-cycle housing. The districts are also intended to:

- a) Promote the preservation, development and redevelopment of traditional residential neighborhoods in a manner consistent with their distinct form and residential character.
- b) Ensure that new buildings and additions to existing buildings are designed with sensitivity to their context in terms of building placement, facade width, height and proportions, garage and driveway placement, landscaping, and similar design features.
- c) Maintain and improve the viability of existing housing of all types, while providing for updating of older housing in a context-sensitive manner.
- d) Maintain or increase compatibility between residential and other allowed uses, and between different housing types, where permitted, by maintaining consistent building orientation and parking placement and screening.
- e) Facilitate the preservation, development or redevelopment goals of the comprehensive plan and of adopted neighborhood, corridor or special area plans.

Furthermore, the demolition standards state that the Plan Commission shall consider and may give decisive weight to any relevant facts including impacts on the normal and orderly development of surrounding properties and the reasonableness of efforts to relocate the building. Additionally, the proposal should be compatible with adopted plans. Finally, the demolition standards state that the Plan Commission shall consider the report of the City's Historic Preservation Planner regarding the historic value of the property as well as any report submitted by the Landmarks Commission.

The [Comprehensive Plan](#) (2018) recommends Low Residential uses for the subject parcel. Low Residential areas are predominantly composed of single-family and two-unit structures, and include fewer than 15 dwelling units per acre. The [Monroe Street Commercial District Plan \(2007\)](#) makes no specific land use recommendations for the subject site. At their November 16, 2020 meeting, the Landmarks Commission recommended to the Plan Commission that the building at 2240 Keyes Avenue has no known historic value.

Given the scale and character of the proposed house within the context of the neighborhood and conformance with the adopted plan, the Planning Division believes that the applicable demolition approval standards can be found met. There is a varied pattern of single-family residences along Keyes Avenue, ranging between one and one-half and two and one-half story homes.

At the time of report writing, staff was unaware of any concerns regarding this proposal.

Recommendation

Planning Division Recommendation (Contact Sydney Prusak, sprusak@cityofmadison.com)

The Planning Division recommends that the Plan Commission find that the standards for demolition and removal are met and **approve** the request to demolish an existing single-family residence and construct a new single-family

residence at 2240 Keyes Avenue. This recommendation is subject to input at the public hearing and the conditions recommended by the reviewing agencies.

Recommended Conditions of Approval

Major/Non-Standard Conditions are Shaded

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

1. Provide elevations for low openings (windows/doors) and provide grading plans to ensure positive drainage away from openings. Revise plans if required by the City Engineer to ensure positive drainage.
2. Obtain a Street Terrace permit for the proposed work (installation of the driveway apron, landscaping, etc.) This permit application is available and must be completed on line at <http://www.cityofmadison.com/engineering/permits.cfm> (MGO 10.08)
3. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering 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. (MGO 16.23(9)(d)(4))
4. 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. The procedures and fee schedule is available online at <http://www.cityofmadison.com/engineering/permits.cfm>. (MGO CH 35.02(14))
5. Current plan shows less than 4,000 sf disturbed area. If plans are not revised, no Erosion Control or Storm Water Management Permits will be required.
6. Revise plan set to show more information on proposed drainage for the site. Use either spot elevations and drainage arrows or proposed contours to show the required drainage information. It is necessary to show the location of drainage leaving the site to the public right-of-way. It may be necessary to provide information off the site to fully meet this requirement. (POLICY)
7. Submit, prior to plan sign-off but after all revisions have been completed, a digital CAD file (single file) to the Engineering Division that is to scale and represents final construction with any private storm and sanitary sewer utilities.
8. Submit, prior to plan sign-off but after all revisions have been completed, digital PDF files to the Engineering Division. Email PDF file transmissions are preferred to: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West).

Zoning Administrator (Contact Jacob Moskowitz, (608) 266-4560)

9. Section 28.185(7)(a)5. requires that if a demolition or removal permit is approved, it shall not be issued until the reuse and recycling plan is approved by the Recycling Coordinator, Bryan Johnson (608-266-4682).
10. Section 28.185(9)(a) A demolition or removal permit is valid for one (1) year from the date of the Plan Commission.

11. Section 28.185(10) Every person who is required to submit a reuse and recycling plan pursuant to Section 28.185(7)(a)5. shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition.

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

12. Madison Fire Department recommends the installation of a residential fire sprinkler system in accordance with NFPA 13D. Additional information is available at the Home Fire Sprinkler Coalition website: <https://homefiresprinkler.org/building-residential-fire-sprinklers>. Provide a cost estimate to upgrade to include a fire sprinkler system to the home owner.

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

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| 13. Update site plan to indicate whether or not you plan to use the existing water service or install a new one. |
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14. The Madison Water Utility shall be notified to remove the water meter at least two working days prior to demolition. Contact the Water Utility Meter Department at (608) 266-4765 to schedule the meter removal appointment.

15. If using existing water service. A Water Meter Application Form and fees must be submitted before connecting to the existing water lateral. Provide at least two working days notice between the application submittal and the scheduled lateral connection/extension. 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 Ave. 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. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.

16. If proposing a new water service. 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 Ave. 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 (Contact Brad Hofmann, (608) 267-4908)

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| 17. Damaging Contractor shall take precautions during construction to not disfigure, scar, or impair the health of any street tree. 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 266-4816. Penalties and remediation shall be required. Add as a note on the plan set. |
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18. Excavation 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 (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 plan set.
19. Protection 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 the plan set.
20. Pruning Street tree pruning shall be coordinated with Madison Forestry at a minimum of two weeks prior to the start of construction for this project. All pruning shall follow the American National Standards Institute (ANSI) A300 - Part 1 Standards for pruning. Add as a note on the plan set.
21. Soil 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 the plan set.
22. Tree An existing inventory of street trees located within the right of way shall be included on the landscape, site, demo, and utility plans. 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.