



PREPARED FOR THE PLAN COMMISSION

**Project Address:** 204 N Few Street  
**Application Type:** Conditional Use  
**Legistar File ID #** [65474](#)  
**Prepared By:** Timothy M. Parks, Planning Division  
Report Includes Comments from other City Agencies, as noted

## Summary

**Applicant & Property Owner:** Sarah Rasmussen; 204 N Few Street; Madison.

**Contact Person:** John Wood, Woodworks Construction Solutions; 1365 CTH PB; Paoli.

**Requested Action:** Consideration of a conditional use in the Traditional Residential-Varied 1 (TR-V1) District for an accessory dwelling unit to allow an existing accessory building to be converted into an accessory dwelling unit.

**Proposal Summary:** The applicant has an existing 480 square-foot “guest house/ studio” in the rear yard that will be converted into an accessory dwelling unit. The applicant proposes to commence construction of the project as soon as all regulatory approvals have been granted, with completion anticipated around October 1, 2021.

**Applicable Regulations & Standards:** Table C-1 in Section 28.032(1) identifies accessory dwelling units as a conditional use in the TR-V1 (Traditional Residential-Varied 1) district subject to the supplemental regulations in Section 28.151 of the Zoning Code. Section 28.183 provides the process and standards for the approval of conditional use permits.

**Review Required By:** Plan Commission

**Summary Recommendation:** The Planning Division recommends that the Plan Commission find that the standards met to **approve** a conditional use for an accessory dwelling unit at 204 N Few Street, subject to input at the public hearing and the conditions from reviewing agencies beginning on page 4 of this report.

## Background Information

**Parcel Location:** An approximately 4,752 square-foot parcel located on the westerly side of N Few Street one door north of E Dayton Street; Aldermanic District 2 (Heck); Madison Metropolitan School District.

**Existing Conditions and Land Use:** The site is developed with a two-story single-family residence and detached two-car garage, zoned TR-V1 (Traditional Residential-Varied 1 District).

**Surrounding Land Use and Zoning:** The subject property is primarily surrounded by single-, two-, and small multi-family residences in TR-V1 (Traditional Residential-Varied 1 District) zoning. An eight-unit condominium at 1140 E Dayton Street borders the rear yard of the subject site on the west.

**Adopted Land Use Plans:** The 2018 [Comprehensive Plan](#) recommends the subject site and surrounding properties for Low-Medium Residential (LMR). The LMR district generally calls for a mix of single-family homes, two-, three- and four-unit buildings, row/townhouses, and small apartment buildings at a density of between 7-30 units per acre and in one- to three-story buildings.

The subject site is also located within the boundaries of the 2008 [Tenney-Lapham Neighborhood Plan](#), which includes the site and surrounding properties in the “Medium-Density Residential 1 (MDR1) land use category. Acceptable housing types in the MDR1 category are single-unit detached houses, two- and three-flats, row houses, and small apartment buildings with a maximum of four units. The MDR1 and “Low-Density Residential” category are largely intended to reflect the predominant residential character that has historically existed in this portion of the neighborhood. The neighborhood plan makes no recommendations on accessory dwelling units in the area.

**Zoning Summary:** The subject site is zoned TR-V1 (Traditional Residential-Varied 1 District):

Requirements	Required	Proposed
Lot Area (sq. ft.)	3,000 – Single-family detached dwlg.	4,752
Lot Width	30'	48' (Existing)
Front Yard	20'	Sufficient
Side Yard Setbacks	3' (Accessory buildings)	3'
Rear Yard		
Usable Open Space (sq. ft.)	500	1750
Maximum Lot Coverage	70%	45%
Maximum Building Height	25 feet	(See Zoning conditions)
<b>Other Critical Zoning Items: None</b>		
<i>Prepared by: Jacob Moskowitz, Assistant Zoning Administrator</i>		

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

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

## Supplemental Regulations

Section 28.151 of the Zoning Code includes the following supplemental regulations for an Accessory Dwelling Unit in Districts Other than the TR-P District [including TR-V1]:

(a) Required Standards.

1. The principal dwelling or the accessory dwelling unit must be owner-occupied except that a temporary absence of up to six (6) months is allowed.
2. The principal dwelling must be a single-family detached dwelling.
3. No more than one (1) accessory dwelling unit may be located on a lot.
4. The number of occupants of the accessory dwelling unit shall not exceed one (1) family or two (2) unrelated individuals.
5. The accessory dwelling unit shall not be sold separately from the principal dwelling.
6. The maximum height of a detached building containing an accessory dwelling unit, including one built above a garage, shall be 25 feet. Height shall be measured as a principal building pursuant to Sec. 28.134(1)(b).

7. The maximum size of an accessory dwelling unit shall be 75% of the principal dwelling's floor area, up to a maximum size of 700 square feet.
8. The minimum setback requirements shall be those for accessory building or structures of the underlying zoning district.
9. Accessory dwelling unit entry ways within a rear or side yard shall be connected to a street frontage by a paved walkway or driveway.
10. The appearance or character of the principal building shall not be significantly altered so that its appearance is no longer that of a single-family dwelling.

(b) Suggested Guidelines.

1. The exterior finish material of an accessory dwelling unit shall match the type, size and placement of exterior finish material of the principal dwelling.
2. The roof pitch shall match the predominant roof pitch of the principal dwelling.
3. Trim and projecting eaves shall match those of the principal dwelling.
4. Windows shall match those in the principal dwelling in proportion (relationship of width to height) and orientation (horizontal or vertical).

## **Project Description, Analysis & Conclusion**

The applicant is seeking approval of a conditional use to convert an existing 480 square-foot accessory building into an accessory dwelling unit (ADU). The accessory building is located in the rear yard of a two-story single-family residence located at 204 N Few Street, one property north of E Dayton Street in TR-V1 zoning.

City assessment records note that the accessory building as a two-car detached garage. However, the letter of intent indicates that the building has been used more recently as a guesthouse and furniture shop/studio, and has running water, a full bathroom, and a patio. The applicant is seeking approval for an ADU so that a kitchenette may be added and the building formally rented as a dwelling for up to two occupants. A floorplan of the ADU is included with the project plans, which also include a photo array of the accessory building and its context. No changes to the 480 square-foot footprint of the building are proposed.

Accessory dwelling units are conditional uses in all residential zoning districts except the TR-P (Traditional Residential-Planned) district, including the TR-V1 zoning of the subject site.

The Planning Division believes that the conditional use standards and supplemental regulations for the conversion of the accessory building into an ADU can be met. Staff does not believe that the proposed ADU will have an adverse impact on the uses, values and enjoyment or normal and orderly development of surrounding properties, which include a moderately dense mix of residential uses.

No alder, public, or neighborhood association comments have been received as of the writing of this report that would suggest that the Plan Commission could not approve the request as submitted. As with any conditional use, the Plan Commission retains continuing jurisdiction in the event that complaints are received about any of the conditional uses associated with the subject site, which could result in more restrictive conditions being applied if deemed necessary following a public hearing.

## Recommendation

### **Planning Division Recommendation** (Timothy M. Parks, 261-9632)

The Planning Division recommends that the Plan Commission find that the standards met to **approve** a conditional use for an accessory dwelling unit at 204 N Few Street, subject to input at the public hearing, and the following conditions:

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

### **City Engineering Division** (Contact Tim Troester, 267-1995)

This agency reviewed this request and has recommended no conditions of approval.

### **City Engineering Division–Mapping Section** (Contact Jeff Quamme, 266-4097)

1. Identify the lot and block numbers of recorded Original Plat of Madison on the site plan.
2. The site plan shall show the limits of pavement of the driveway.
3. Provide a full and complete legal description of the site or property being subjected to this application on the site plan.
4. The conversion of the garage into an ADU requires the building to have an address. The address of the ADU is 206 N Few Street. Add the ADU address to the site plan. The site plan shall reflect a proper street address of the property as reflected by official City of Madison Assessor's and Engineering Division records.

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

This agency reviewed this request and has recommended no conditions of approval.

### **Zoning Administrator** (Contact Jacob Moskowitz, 266-4560)

5. Show the height of the proposed building on the elevations. The maximum height is 25 feet. Height is the average of the height of all building facades. For each facade, height is measured from the midpoint of the existing grade to the highest point on the roof of the building or structure.
6. The Accessory Dwelling Unit shall comply with the supplemental regulations in Section 28.151. Prior to issuance of a building permit for the Accessory Dwelling Unit, the property owner shall execute a restrictive covenant providing that the Accessory Dwelling Unit may only be used when the property is owner-occupied. The form of the restrictive covenant shall be approved by the Zoning Administrator and City Attorney's Office and shall be recorded with the Dane County Register of Deeds.

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

7. The Madison Fire Department recommends the installation of a residential fire sprinkler system in accordance with NFPA 13D.

**Parks Division** (Contact Kathleen Kane, 261-9671)

8. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(8)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the North Park-Infrastructure Impact Fee district. Please reference ID# 21013 when contacting Parks Division staff about this project.

**Forestry Division** (Contact Bradley Hofmann, 267-4908)

This agency reviewed this request and has recommended no conditions of approval.

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

This agency reviewed this request and has recommended no conditions of approval.

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

This agency reviewed this request and has recommended no conditions of approval.