
28.185 APPROVAL OF DEMOLITION (RAZING, WRECKING) AND REMOVAL.

- (1) Statement of Purpose. It is hereby declared as a matter of public policy that the careful consideration of requests to demolish or remove existing buildings is a public necessity and required in the interest of the health, prosperity, safety, and welfare of the people. The purpose of this section is therefore to ensure the preservation of historic buildings, encourage applicants to strongly consider relocating rather than demolishing existing buildings, aid in the implementation of adopted City plans, maximize the reuse or recycling of materials resulting from a demolition, protect the public from potentially unsafe structures and public nuisances, examine the impact of proposed demolition on naturally occurring affordable housing, and require the use of safe and orderly demolition or removal methods.
- (2) Definitions.
Demolition. See M.G.O. 28.211.
Naturally Occurring Affordable Housing. Residential properties that are affordable to low- and moderate-income households, but are unsubsidized by any federal program.
- (3) Requirement. No building as defined in Sec. 29.03, MGO, shall be demolished or removed without a permit from the Building Inspection Division of the Department of Planning and Community and Economic Development.
- (4) Application. Any Eligible Applicant (See Sec. 28.181(2)) may submit an application for a demolition or removal permit to the Director of the Building Inspection Division. Every application for demolition or removal shall contain the following:
 - (a) A clear, detailed and completed statement and description of the building or structure proposed for demolition or removal and the reason for requesting the demolition or removal.
 - (b) If known to the applicant, the date the building or structure proposed for demolition or removal was constructed.
 - (c) A description of the proposed method and timeline of the demolition or removal.
 - (d) A statement whether the applicant is also seeking a zoning map amendment pursuant to Sec. 28.182(10), MGO, or conditional use pursuant to Sec. 28.183, MGO, in conjunction with the requested demolition.
- (5) Completeness Review.
See Sec. 28.181(4).
- (6) Notice.
A demolition request, except for applications approved administratively under sub. (8) below, requires notice as provided in Sec. 28.181(5), MGO. :
 - (a) Preapplication. Failure to provide notice does not invalidate any action taken on the application by the Plan Commission or Common Council. The notice requirement may be waived, if approved by the Alderperson, and Director of Planning and Community and Economic Development.
 - (b) Mail. Notice of the required public hearing shall be sent at least ten (10) days before the public hearing.
 - (c) Publication.

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1. A demolition or removal permit application considered with a zoning map amendment shall meet the public hearing requirements for zoning map amendments (See Sec. 28.181(5)).
 2. A demolition or removal permit considered with a conditional use permit shall meet the public hearing requirements for conditional uses (See Sec. 28.181(5)).

(7) Review for Historic Significance. Every application for demolition or removal shall be reviewed by the Landmarks Commission, which shall provide input to the Building Inspection Division regarding the historic significance of the building or structure proposed for demolition or removal.

- (a) If the Landmarks Commission determines that the building or structure proposed for demolition or removal is not historically significant, the demolition or removal may be approved administratively under sub. (8) below provided that at least one of the standards for administrative approval contained in that subsection have been met.
- (b) If the Landmarks Commission determines that the building or structure is historically significant, then the Plan Commission must approve the demolition or removal under sub. (9) below after considering input from the Landmarks Commission.
- (c) Nothing in this subsection eliminates the requirement in Secs. 41.09(1)(c) and 41.12(3), MGO, that the demolition of landmark structures or structures in historic districts must also be approved by the Landmarks Commission through the issuance of a Certificate of Appropriateness.
- (d) This section does not apply to accessory buildings approved pursuant to sub. (8)(a)2. below.

(8) Administrative Approval.

- (a) Demolition or removal permits may be issued administratively by the Director of the Building Inspection Division whenever the Landmarks Commission had determined that the structure proposed for demolition or removal has no historic significance and at least one of the following conditions is present:
 1. The Director of the Building Inspection Division finds that the building proposed to be demolished or removed is structurally unsound, subject to an appeal as provided in Sec. 29.18, MGO. The applicant may support the request with the report of a licensed architect or engineer certifying and providing reasons that the building is structurally unsound.
 2. The Director of the Building Inspection Division determines that the building proposed to be demolished or removed is an accessory building as defined in Sec. 28.211.
 3. The building or buildings proposed for demolition are identified for demolition in a Campus Institutional Master Plan approved by the Common Council pursuant to Sec. 28.097(6).
 4. The building or buildings proposed for demolition are proposed to be replaced with residential or mixed-use buildings containing affordable housing units subsidized by the City of Madison.

(9) Plan Commission Approval.

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- (a) Public Hearing Required. The Plan Commission shall hold a public hearing on any demolition or removal application that is not approved administratively under Sub. (8) above. If the applicant for a demolition or removal permit requests an amendment to the Zoning Map pursuant to Sec. 28.182(10) or a conditional use approval pursuant to Sec. 28.183, the demolition or removal permit application shall be considered at the same time the Plan Commission considers the amendment to the zoning map or conditional use. The public hearing for a demolition or removal application shall meet the requirements of Sec. 28.183(5)(a)1., except that a demolition or removal application considered with a zoning map amendment shall also meet the public hearing requirements in Sec. 28.182(4).
- (b) Input from the Landmarks Commission. In addition to receiving input from City Staff and from the Landmarks Commission pursuant to sub. (7) above, the Plan Commission may require the applicant to submit additional plans to the Landmarks Commission for comments and recommendation.
- (c) Reuse and Recycling Plan. Every applicant for demolition or removal approval that requires approval by the Plan Commission is required to get an approved Reuse and Recycling Plan approved by the Recycling Coordinator prior to receiving demolition or removal approval.
- (d) Standards of Approval. The Plan Commission shall not approve an application for demolition or removal unless it meets each of the following standards:
1. The applicant has engaged in reasonable efforts to relocate the building, including but not limited to assessing the costs of relocation, the impact of relocation on city terrace trees, and the structural soundness of the building.
 2. The applicant has engaged in reasonable efforts to minimize the impact of the proposed demolition on the existence of Naturally Occurring Affordable Housing, including, but not limited to, comparing the quality and affordability of existing housing with that of any proposed housing, and exploring options for maintaining or replacing any affected Naturally Occurring Affordable Housing.
 3. The applicant has received a Certificate of Appropriateness from the Landmarks Commission under Secs. 41.09(1)(c) and 41.12(3), MGO, if applicable.
 4. The applicant has received an approved reuse and recycling plan from the City Recycling Coordinator.
 5. The Plan Commission has received and considered the report of the City's historic preservation planner regarding the historic value of the property as well as any report that may be submitted by the Landmarks Commission.
 6. The Plan Commission has received and considered the report of the City Forester regarding the impact a proposed building relocation could have on City terrace trees.
 7. The Plan Commission has received and considered the report of the Madison Fire Department, Police Department, and/or Building Inspection Division regarding the proposed demolition, including whether any evidence of a potential fire hazard, unlawful use of the property, public

nuisance, or other public health and safety concern supports demolition or removal.

- (e) Conditions. Before granting a demolition or removal permit, the Plan Commission may stipulate conditions and restrictions on the proposed demolition as deemed necessary to promote the public health, safety and general welfare of the community, and to secure compliance with the standards and requirements specified above.
- (f) Decision. At the conclusion of the public hearing, the Plan Commission shall approve, approve with conditions, or deny a demolition or removal permit.

(10) Appeal of Plan Commission Decision.

- (a) The Plan Commission's decision to grant or deny a demolition or removal permit may be appealed to the Common Council by:
 - 1. The applicant, or
 - 2. The Alderperson of the district in which the building proposed for demolition or removal is located.
- (b) The appeal shall specify the grounds, with specific reference to the findings of the Plan Commission.
- (c) The appeal shall be filed with the Zoning Administrator within ten (10) days of the final action of the Plan Commission.
- (d) The Zoning Administrator shall transmit the appeal to the City Clerk, who shall file the appeal with the Common Council.
- (e) After receiving the appeal from the City Clerk, the Common Council shall introduce the appeal at one Common Council meeting and set the appeal for a public hearing at the next Common Council meeting. In addition to setting the appeal for a public hearing, the City shall also provide email notice to anyone whose name appears on the list of persons wishing to receive information about demolitions. The Common Council shall make a decision on the appeal within a reasonable period of time.
- (f) The action of the Plan Commission shall be upheld unless it is reversed or modified by a favorable vote of two-thirds (2/3) of the members of the Common Council.
- (g) If the applicant for a demolition or removal permit also has requested a zoning map amendment pursuant to Sec. 28.182 or a conditional use permit pursuant to Sec. 28.183, the determination shall be appealed with the appeal of the conditional use or map amendment.

(11) Scope of Approval. A demolition or removal permit approved under sub. (7) or (8) is valid for one (1) year from the date of approval.

(12) Demolition by Fire. Demolition by Fire is prohibited unless the burn is conducted by the Madison Fire Department (MFD) in conjunction with an MFD training event and limited to no more than three (3) demolitions by fire events per year. For any permit approved for demolition by fire, the applicant shall provide written notice of the date of the proposed demolition to the alderperson of the district where the demolition is proposed and to all owners and residents of properties within one thousand (1,000) feet of the boundaries of the property on which the demolition will occur. Such notice shall be provided at least five (5) days prior to the date of the proposed demolition.

(13) Penalty.

- (a) Any person who fails to submit documentation of compliance with an approved reuse and recycling plan shall, upon conviction thereof, be subject to a forfeiture of not less than five hundred dollars (\$500) and not more than one thousand dollars (\$1,000). Each day or portion thereof such violation continues shall be considered a separate offense.
- (b) Any person who fails to obtain a demolition or removal permit prior to the demolition or removal shall, upon conviction thereof, be subject to a forfeiture of not less than one thousand dollars (\$1,000) and not more than two thousand dollars (\$2,000). Each day or portion thereof such violation continues shall be considered a separate offense.