

**United Methodist Children’s Services of Wisconsin, Inc.**  
**3900 - 3940 West Lisbon Avenue**  
**Detailed Plan Project Description &**  
**Owner’s Statement of Intent**  
**MINOR MODIFICATION FN111588**

**I. Project Overview**

In 2008, the United Methodist Children’s Services of Wisconsin (“UMCS”) received zoning approval by the Common Council (file no. 080611) to expand its existing 3-story facility located at 3940 West Lisbon Avenue (“UMCS Existing Building”). The land related to the existing building and the expansion was combined through a Certified Survey Map. In order to connect the current facility to the new 4-story, 54,095 square foot building (“UMCS Expansion”), UMCS required the UMCS Existing Building and the land for the expansion to be re-zoned. Previously, the UMCS Expansion project had already been rezoned to GPD (file no. 071228), and this DPD was submitted simultaneously with an amendment to the GPD to include the existing building (file no. 080612).

UMCS’ Existing Building houses their current administrative & case management offices, day care center and 18 transitional housing units for mothers and their children. All of these uses will remain inside of the existing building and continue to operate.

UMCS Expansion is located at 3900-3924 W. Lisbon Avenue and includes 24 three-bedroom housing units and approximately 10,000 square feet of community serving space including a fitness room, computer room, family resource center, community meeting room and additional UMCS office space.

On January 13, 2009, the Common Council approved the First Amendment to the Detailed Planned Development (file no. 081069). The amendment permitted changes relating to the parking lot behind UMCS Expansion. Instead of a previously approved 14 car garage that was to be built in addition to 19 surface parking spaces, the project was amended to include surface parking for 26 spaces. The proposed 14 car garage was eliminated in order to preserve green space as recommended by the major funders of the development. There were no changes to the building or building footprint.

The purpose for this minor modification (file no. 111588) is to clarify the list of uses permitted in the community-serving portion of the building. Please see that section for more specific information.

*A. The Developer* (NOTE: Language from original PD file)

UMCS’ Existing Building houses administrative and case management offices, a licensed daycare, and 18 transitional housing units for women with children. UMCS also operates a Family Resource Center (“FRC”) at 3832 W. Lisbon Avenue. The FRC includes a food pantry, clothing bank, Federal Stockbox Program and case management services. UMCS has been successfully operating supportive

service program in the neighborhood for over 15 years. The FRC will be relocated into UMCS Expansion.

In 2007 UMCS received an allocation of Low-Income Housing Tax Credits from the Wisconsin Housing and Economic Development Authority to construct UMCS Townhomes an infill housing development on the 1900 Block of North 39<sup>th</sup> Street. UMCS Townhomes includes the new construction of three 2-unit townhome buildings utilizing City of Milwaukee vacant lots. It represents an approximately \$1.4 Million investment in the neighborhood. UMCS Townhomes were completed on October 1, 2008.

*B. The Property* (NOTE: Language from original PD file)

UMCS Expansion will utilize five parcels of land between 3900 – 3924 West Lisbon Avenue. UMCS owns 3900 West Lisbon Avenue, a 4,965 square foot vacant lot. Of the remaining four parcels, three have existing duplexes and one has a single family home. The residential structures are between 90-105 years old and are in disrepair and will be demolished. The new facility will include 8 three bedroom units on each of the 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> floors. The first floor will include expanded space for UMCS' operations, a fitness center, food and clothing pantry and space for other community serving uses.

*C. The Tenants* (NOTE: Language from original PD file)

UMCS' current facility includes 18 transitional housing units that UMCS has owned and managed for 15 years. These are affordable housing units for women and their children.

All of the twenty-four units of UMCS Expansion will have three bedrooms and will be marketed to families with children. Due to the mission of UMCS and the requirements of the funding resource all of the twenty-four units will have affordable rents.

*D. The Operation*

UMCS has owned and managed UMCS' Existing Building including the 18 units of transitional housing for 15 years.

The Project will be managed by UMCS together with Ogden & Company ("Ogden"), which has vast experience in all aspects of property management. Ogden will be responsible for compliance operations oversight. UMCS' close proximity to the UMCS Expansion and their experience with managing, operating and maintaining 18 units of affordable housing at 3940 W. Lisbon Avenue will insure seamless management of the development. Ogden and UMCS will work closely to resolve any resident and community issues that may arise.

II. Statistical Information (unchanged as part of this minor modification)

1. Gross land area.

UMCS Existing Building	7,263 Sq. Ft.
UMCS Expansion Building	32,769 Sq. Ft.
TOTAL	40,032

2. Maximum amount of land covered by principal buildings.

UMCS Existing Building	7,263 Sq. Ft.
UMCS Expansion Building	10,572 Sq. Ft.
TOTAL	17,835 Sq. Ft.

3. Maximum amount of land devoted to parking, drives and parking structures.

9,389 for entire project

4. Minimum amount of land devoted to landscaped open space.

11,811 Sq. Ft. for entire project

5. Maximum proposed dwelling unit density if residential and/or total square footage devoted to non-residential uses.

UMCS Existing Building	1 unit per 403.5 Sq. Ft.
UMCS Expansion	1 unit per 1,365 Sq. Ft.

6. Proposed number of Buildings.

UMCS Existing Building:	1 building
UMCS Expansion:	1 building
TOTAL:	2 buildings

7. Maximum number of dwelling units per building.

UMCS Existing Building:	18 units
UMCS Expansion:	24 units

8. Bedrooms per unit.

UMCS Existing Building:	15 two-bedroom and 3 three-bedroom units
UMCS Expansion:	24 three-bedroom units
TOTAL:	15- two-bedroom units and 27 three-bedroom units

9. Parking spaces provided, whether surface or in structures, and ratio per unit if residential, or per thousand square feet of building area if non-residential.

UMCS Existing Building and UMCS Expansion will have a shared parking lot. There will be twenty-six (26) surface parking spaces. Sixteen (16) parking spaces will be allocated to the residential portion of UMCS Expansion. There will be 2/3 residential parking space for each UMCS Expansion unit. UMCS' experience has been that their existing transition housing

units and family resource center do not demand much parking. The existing garage behind UMCS' Existing Building will provide two additional parking spaces for UMCS vehicles.

### III. District Standards

1. Uses (NOTE: Updated as part of this minor modification):

UMCS respectfully request the uses allowed for this General Plan Development to include: transitional housing up to 18 unit, day care services and office use. In taking account for UMCS Expansion, please consider 24 units of residential multifamily with related community space, parking and supportive services.

As of April 2012, a minor modification is requested to allow additional uses to include (1) office space for third party non-profits with operations in the neighborhood, (2) the use of the Exercise Classroom by a physical therapy enterprise and other third party uses such as yoga classes, dance classes, exercise classes, etc., and (3) the use of the Community Room by non-profits and other users consistent with the mission of UMCS (i.e. town hall meetings, GED training, etc.) The Washington Park Apartments has become a gathering space for several community meetings and groups. The initial description of "community space" was designed to accommodate these uses, but upon further review, a minor modification is requested to clarify that the community areas in both buildings can be utilized by third parties approved by UMCS and can serve residents of the surrounding community, not just the residents living in the building.

2. Design Standards

The specific design standards to be applied to this project are included in the attached Site Plan and Floor Plans.

3. Density

UMCS Expansion is within the Washington Park Comprehensive Plan Area (the "Plan"). The Plan recommends the "development of mixed-use and multi-family projects where appropriate on major arterial" (page 47).

The UMCS Expansion is listed on page 76 of the Plan as a catalytic project. UMCS Expansion is described in detail on page 79 of the Plan. The Plan "recommends the assembly of these properties (the obsolete four frame houses immediately adjacent to UMCS' facility) and one vacant lot to create a site to expand United Methodist's housing. Construction of new housing next to United Methodist's building could act as a true catalyst to additional housing on sites along Lisbon Avenue".

4. Space between Structures

The building will be compliant with the setbacks allowed by the building code.

5. Setbacks

The setback requirement of 25 feet for Planned Developments only applies to lots that are 5 acres or more. The Project's lot is only 1.0150 acres and therefore this requirement is not applicable to the Project.

6. Screening

Landscaping screening will be provided between the building and the residential area to the north and between the parking lot and North 39<sup>th</sup> Street. Please see enclosed landscaping plan for more details.

7. Open Space

All open spaces depicted on the Site Plan shall be landscaped and maintained so as not to create a nuisance or hazardous conditions.

8. Circulation, Parking & Loading.

There is an existing pedestrian sidewalk in front of the Project and on the east side of the Project that will both be maintained except that the alley has been vacated and a new curb but will be made for access to the parking lot on North 39<sup>th</sup> Street. These features are consistent with the comprehensive plan which encourages parking access from the alley, minimizing the intrusion of automobiles, and minimizing parking as a component of the overall use or mix of uses.

9. Landscaping

All vegetation planted shall be of a quality consistent with the standards of the American association of nurserymen (ANSI 260.1). All vegetation depicted on the Landscape and Site Plan shall be maintained on an ongoing basis, including seasonal tree and plant replacement.

10. Lighting

Pursuant to City of Milwaukee Ordinances § 295-409, the Project shall have cut-off fixtures that ensure that lighting levels and glare are controlled as follows: (1) No light source shall be visible from an adjoining property or public right-of-way, and (2) Where adjoining properties are zoned residential, the maximum illumination at a property line shall be one foot-candle. In all other circumstances, the maximum illumination at a property line shall be 5 foot-candles.

11. Utilities

Any new utility lines shall be installed underground. Any new transformers and substations, if any, shall be installed within buildings or otherwise screened from view.

12. Signs & SIGN STANDARDS

The following signs will be a part of the project:

(1) Temporary Signs during construction. The Project may include up to 3 temporary construction signs during construction that will be located on the southern construction fence or southern façade of building. Each sign shall not exceed 8 feet by 4 feet each. The material of each sign shall be Screen Printed plywood or similar rigid material. The purpose

of each sign may include (1) a sign required by Wisconsin Housing and Economic Development Authority identifying the project as a WHEDA tax credit project, (2) a sign required or requested by financial contributors to the Project, and (3) a sign identifying Project partners.

(2) Permanent Sign - Management. The Project may include one permanent sign located on the south elevation near the front door. The sign shall not exceed 15 inches by 20 inches. The Material of the sign shall be stamped, engraved or similar metal product. The purpose of the sign is to identify the Management Company.

(3) Permanent Sign – Building Name. The Project may include one permanent sign located on the south elevation. The sign shall not exceed 32 square feet. The purpose of sign is to include the Project's name, which may be a requirement or request of a donor. Final plans of this sign will be submitted to the City as part of the Detailed Planned Development.

(4) Periodic Sign – Leasing and Sale. The Project may include one rental sign located on the south, west or east elevation. The sign shall not exceed 48 square feet. Materials will be screen printed vinyl or similar material. The purpose of the sign is to advertise units available for lease or advertise the property for sale. The sign may be displayed until all units are initially rented, but not longer than 12 months after the occupancy permit. After initial lease-up, the sign may be displayed no more than two consecutive months and no more than 4 months total in any calendar year.

*13. Sign Illumination*

If signs are illuminated, the source of illumination will not be visible or intermittent.