

# URBAN DESIGN COMMISSION APPLICATION

# UDC

City of Madison  
Planning Division  
Madison Municipal Building, Suite 017  
215 Martin Luther King, Jr. Blvd.  
P.O. Box 2985  
Madison, WI 53701-2985  
(608) 266-4635



### FOR OFFICE USE ONLY:

Paid \_\_\_\_\_ Receipt # \_\_\_\_\_  
Date received \_\_\_\_\_  
Received by \_\_\_\_\_  
Aldermanic District 7/28/21  
10:24 a.m. **RECEIVED**  
Zoning District \_\_\_\_\_  
Urban Design District \_\_\_\_\_  
Submittal reviewed by \_\_\_\_\_  
Legistar # \_\_\_\_\_

Complete all sections of this application, including the desired meeting date and the action requested.

*If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call the phone number above immediately.*

## 1. Project Information

Address: 3706 South Dutch Mill Road

Title: Proposed Shop - 3706 South Dutch Mill Road

## 2. Application Type (check all that apply) and Requested Date

UDC meeting date requested 7/28/2021

- New development       Alteration to an existing or previously-approved development  
 Informational       Initial approval       Final approval

## 3. Project Type

- Project in an Urban Design District  
 Project in the Downtown Core District (DC), Urban Mixed-Use District (UMX), or Mixed-Use Center District (MXC)  
 Project in the Suburban Employment Center District (SEC), Campus Institutional District (CI), or Employment Campus District (EC)  
 Planned Development (PD)  
     General Development Plan (GDP)  
     Specific Implementation Plan (SIP)  
 Planned Multi-Use Site or Residential Building Complex

### Signage

- Comprehensive Design Review (CDR)  
 Signage Variance (i.e. modification of signage height, area, and setback)  
 Signage Exception

### Other

- Please specify \_\_\_\_\_

## 4. Applicant, Agent, and Property Owner Information

Applicant name Casey Concrete  
Street address 3172 Vilas Road  
Telephone 608-669-4559

Company Curtin Concrete  
City/State/Zip Cottage Grove, WI 53527  
Email curtinconcrete@gmail.com

Project contact person Adam Ryan  
Street address 4604 Siggelkow Road, Suite A  
Telephone 608-838-7750

Company Quam Engineering, LLC  
City/State/Zip McFarland, WI 53558  
Email aryan@quamengineering.com

Property owner (if not applicant) \_\_\_\_\_  
Street address \_\_\_\_\_ City/State/Zip \_\_\_\_\_  
Telephone \_\_\_\_\_ Email \_\_\_\_\_

**5. Required Submittal Materials**

- Application Form**
- Letter of Intent**
  - If the project is within an Urban Design District, a summary of how the development proposal addresses the district criteria is required
  - For signage applications, a summary of how the proposed signage is consistent with the applicable CDR or Signage Variance review criteria is required.
- Development Plans** (Refer to checklist on Page 4 for plan details)
- Filing fee**
- Electronic Submittal\***
- Notification to the District Alder**
  - Please provide an email to the District Alder notifying them that you are filing this UDC application. Please send this as early in the process as possible and provide a copy of that email with the submitted application.

Each submittal must include fourteen (14) 11" x 17" **collated** paper copies. Landscape and Lighting plans (if required) must be **full-sized and legible**. Please refrain from using plastic covers or spiral binding.

Both the paper copies and electronic copies **must** be submitted prior to the application deadline before an application will be scheduled for a UDC meeting. Late materials will not be accepted. A completed application form is required for each UDC appearance.

For projects also requiring Plan Commission approval, applicants must also have submitted an accepted application for Plan Commission consideration prior to obtaining any formal action (initial or final approval) from the UDC. All plans must be legible when reduced.

*\*Electronic copies of all items submitted in hard copy are required. Individual PDF files of each item submitted should be compiled on a CD or flash drive, or submitted via email to [udcapplications@cityofmadison.com](mailto:udcapplications@cityofmadison.com). The email must include the project address, project name, and applicant name. Electronic submittals via file hosting services (such as Dropbox.com) are not allowed. Applicants who are unable to provide the materials electronically should contact the Planning Division at (608) 266-4635 for assistance.*

**6. Applicant Declarations**

1. Prior to submitting this application, the applicant is required to discuss the proposed project with Urban Design Commission staff. This application was discussed with Kevin Firchow, Janine Glaeser, Jacob Moskowitz, Chris Wells on January 29, 2021.
2. The applicant attests that all required materials are included in this submittal and understands that if any required information is not provided by the application deadline, the application will not be placed on an Urban Design Commission agenda for consideration.

Name of applicant Casey Curtin Relationship to property Owner  
 Authorizing signature of property owner *Casey Curtin* Date 7/28/2021

**7. Application Filing Fees**

Fees are required to be paid with the first application for either initial or final approval of a project, unless the project is part of the combined application process involving the Urban Design Commission in conjunction with Plan Commission and/or Common Council consideration. Make checks payable to City Treasurer. Credit cards may be used for application fees of less than \$1,000.

Please consult the schedule below for the appropriate fee for your request:

- Urban Design Districts: \$350 (per §35.24(6) MGO).
- Minor Alteration in the Downtown Core District (DC) or Urban Mixed-Use District (UMX) : \$150 (per §33.24(6)(b) MGO)
- Comprehensive Design Review: \$500 (per §31.041(3)(d)(1)(a) MGO)
- Minor Alteration to a Comprehensive Sign Plan: \$100 (per §31.041(3)(d)(1)(c) MGO)
- All other sign requests to the Urban Design Commission, including, but not limited to: appeals from the decisions of the Zoning Administrator, requests for signage variances (i.e. modifications of signage height, area, and setback), and additional sign code approvals: \$300 (per §31.041(3)(d)(2) MGO)

A filing fee is not required for the following project applications if part of the combined application process involving both Urban Design Commission and Plan Commission:

- Project in the Downtown Core District (DC), Urban Mixed-Use District (UMX), or Mixed-Use Center District (MXC)
- Project in the Suburban Employment Center District (SEC), Campus Institutional District (CI), or Employment Campus District (EC)
- Planned Development (PD): General Development Plan (GDP) and/or Specific Implementation Plan (SIP)
- Planned Multi-Use Site or Residential Building Complex

## Introduction

The City of Madison's Urban Design Commission (UDC) has been created to:

- Encourage and promote high quality in the design of new buildings, developments, remodeling, and additions so as to maintain and improve the established standards of property values within the City.
- Foster civic pride in the beauty and nobler assets of the City, and in all other ways possible assure a functionally efficient and visually attractive City in the future.

## Types of Approvals

There are three types of requests considered by the UDC:

- Informational Presentation. Applicants may, at their discretion, request to make an Informational Presentation to the UDC prior to seeking any approvals to obtain early feedback and direction before undertaking detailed design. Applicants should provide details on the context of the site, design concept, site and building plans, and other relevant information to help the UDC understand the proposal and provide feedback. (Does not apply to CDR's or Signage Variance requests)
- Initial Approval. Applicants may, at their discretion, request initial approval of a proposal by presenting preliminary design information. As part of their review, the Commission will provide feedback on the design information that should be addressed at Final Approval stage.
- Final Approval. Applicants may request Final Approval of a proposal by presenting all final project details. Recommendations or concerns expressed by the UDC in the initial approval must be addressed at this time.

## Presentations to the Commission

Primarily, the UDC is interested in the appearance and design quality of projects. Emphasis should be given to the site plan, landscape plan, lighting plan, building elevations, exterior building materials, color scheme, and graphics.

When presenting projects to the UDC, applicants must fill out a registration slip provided in the meeting room and present it to the Secretary. Presentations should generally be limited to 5 minutes or as extended by motion by consent of the Commission. The Commission will withhold questions until the end of the presentation.

Applicants are encouraged to consider the use of various graphic presentation material including a locator map, photographs, renderings/model, scale drawings of the proposal in context with adjacent buildings/uses/signs, etc., as may be deemed appropriate to describe the project and its surroundings. Graphics should be mounted on rigid boards so that they may be easily displayed. **Applicants/presenters are responsible for all presentation materials, AV equipment and easels.**

# URBAN DESIGN DEVELOPMENT PLANS CHECKLIST

The items listed below are minimal application requirements for the type of approval indicated. Please note that the UDC and/or staff may require additional information in order to have a complete understanding of the project.

## 1. Informational Presentation

- Locator Map
- Letter of Intent (If the project is within an Urban Design District, a summary of how the development proposal addresses the district criteria is required)
- Contextual site information, including photographs and layout of adjacent buildings/structures
- Site Plan
- Two-dimensional (2D) images of proposed buildings or structures.

Providing additional information beyond these minimums may generate a greater level of feedback from the Commission.

### Requirements for All Plan Sheets

1. Title block
2. Sheet number
3. North arrow
4. Scale, both written and graphic
5. Date
6. Fully dimensioned plans, scaled at 1"= 40' or larger

**\*\* All plans must be legible, including the full-sized landscape and lighting plans (if required)**

## 2. Initial Approval

- Locator Map
- Letter of Intent (If the project is within a Urban Design District, a summary of how the development proposal addresses the district criteria is required)
- Contextual site information, including photographs and layout of adjacent buildings/structures
- Site Plan showing location of existing and proposed buildings, walks, drives, bike lanes, bike parking, and existing trees over 18" diameter
- Landscape Plan and Plant List (*must be legible*)
- Building Elevations in both black & white and color for all building sides (include material callouts)
- PD text and Letter of Intent (if applicable)

Providing additional information beyond these minimums may generate a greater level of feedback from the Commission.

## 3. Final Approval

All the requirements of the Initial Approval (see above), plus:

- Grading Plan
- Proposed Signage (if applicable)
- Lighting Plan, including fixture cut sheets and photometrics plan (*must be legible*)
- Utility/HVAC equipment location and screening details (with a rooftop plan if roof-mounted)
- PD text and Letter of Intent (if applicable)
- Samples of the exterior building materials (presented at the UDC meeting)

## 4. Comprehensive Design Review (CDR) and Variance Requests (Signage applications only)

- Locator Map
- Letter of Intent (a summary of how the proposed signage is consistent with the CDR or Signage Variance criteria is required)
- Contextual site information, including photographs of existing signage both on site and within proximity to the project site
- Site Plan showing the location of existing signage and proposed signage, dimensioned signage setbacks, sidewalks, driveways, and right-of-ways
- Proposed signage graphics (fully dimensioned, scaled drawings, including materials and colors, and night view)
- Perspective renderings (emphasis on pedestrian/automobile scale viewsheds)
- Illustration of the proposed signage that meets Ch. 31, MGO compared to what is being requested.
- Graphic of the proposed signage as it relates to what the Ch. 31, MGO would permit



# SITE LOCATION MAP

EXHIBIT #1



**LETTER OF INTENT**

To: City of Madison Planning Division  
215 Martin Luther King Jr. Blvd., Suite 017 Lower Level  
Madison, WI 53703

Project: Shop Building  
3706 South Dutch Mill Road

**Contacts:**

Owner:	Curtin Concrete	Building	Gilpin Designs
	3172 Vilas Road		Designer: Gilpin Designs
	Cottage Grove, WI 53527		3836 Coyt Road
	Attn: Casey Curtin		Cottage Grove, WI 53527
	608-669-4559		Attn: Philip Gilpin
			608-838-8619

Civil Engineer: Quam Engineering, LLC  
4604 Siggelkow Road, Suite A  
McFarland, Wisconsin 53558  
Attn: Aaron Falkosky  
608-838-7750

**Project Description:**

The proposed project involves the construction of a 6,750 square foot shop building for a concrete business, 2 stall parking area, and garage entrance.

**Project Schedule:**

Construction will begin in Spring 2021 and be completed in Fall 2021.

**Zoning Data:**

Current Zoning: IL (Industrial Limited)  
Setbacks: 0' front yard, 0' sideyard if property adjacent is IL or IG zone (10' for all other zones), 30' rear yard

**Project Data:**

Legal: BLOOMING GROVE ASSESSORS PLAT #2, OUTLOT 68 EXCEPT, PART USED FOR HWY  
Lot Area: 22,294 square feet = 0.51 acres  
Lot Coverage: Impervious = 7,885 sq. ft. (35.4% of site)

- 6,750 sq. ft. building "footprint"
- 1,118 sq. ft. parking, drive aisles, and sidewalk

Pervious = 14,409 sq. ft. (64.6% of site)

- Lawn, landscaped areas, drainage ways

Building Area: 5,625 gross square feet total  
Building height: 1 story, 17'-0.5" to eave, 18'-11.5" to peak

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4604 Siggelkow Road, Suite A ♦ McFarland, Wisconsin 53558 ♦ [www.quamengineering.com](http://www.quamengineering.com)

**Urban District Commission Data:**

Urban Design District: District #1

**Exterior Design:**

The building will be wood-framed with a cultured stone veneer mixed with steel ribbed metal siding and roof. The roof and trim will be charcoal in color, sides will be prairie wheat, and the stone veneer exterior walls will be roma stone carmel. The colors will be similar to what's shown on the attached Building Elevations Plan.

The main entrance of the building will face the street.

**Signage:**

There will be no signs on the proposed building.

**Mechanicals:**

The locations of mechanicals are to be determined. It is anticipated that the mechanicals will be screened from view with landscaping.

**Trash Enclosure:**

The location of the trash enclosure is to be determined. It is anticipated that the enclosure will be screened with a 6' tall cedar board fence.

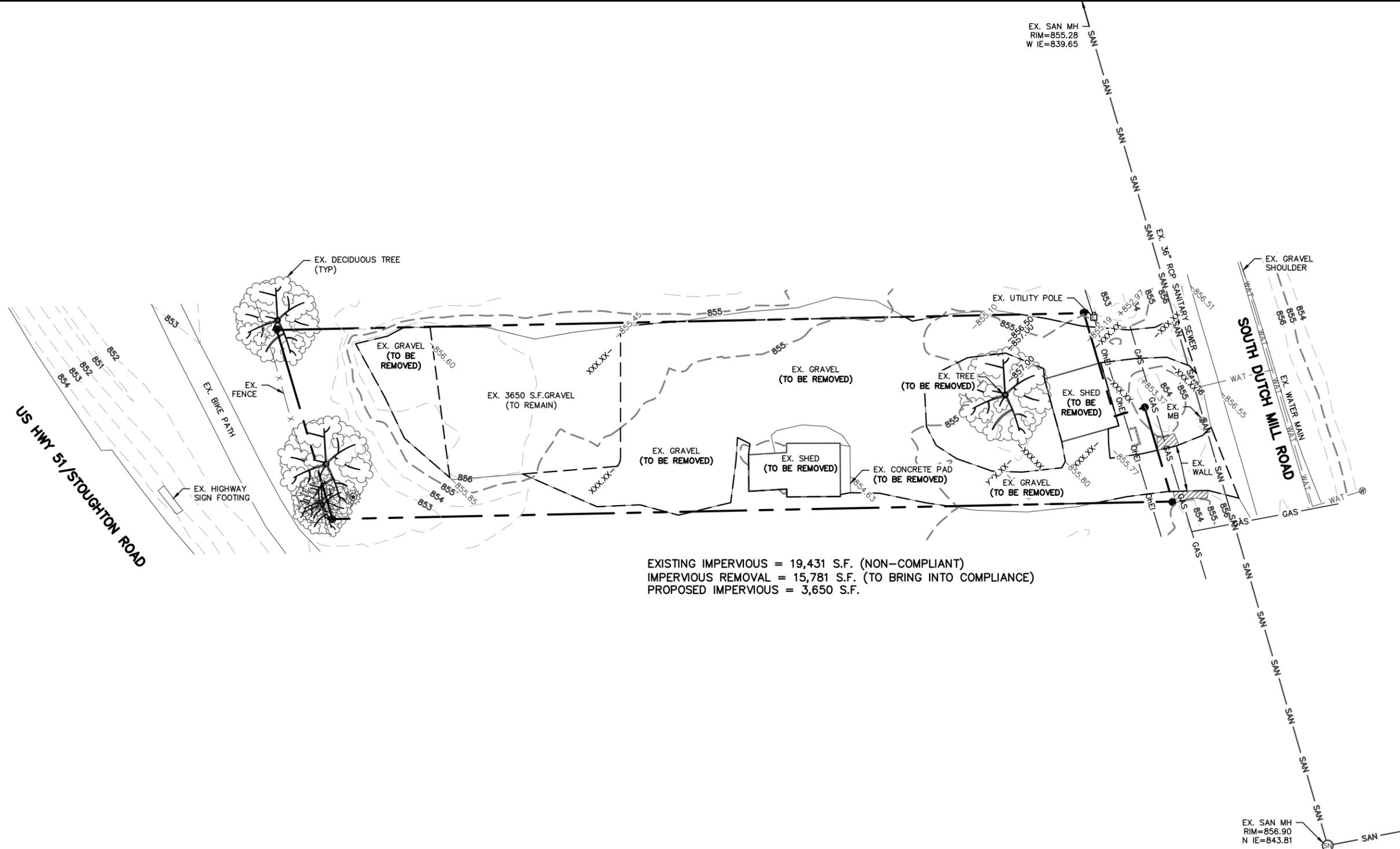
**Parking:**

Automobile parking: 1 standard parking stall and 1 ADA stall are proposed east of the proposed building.

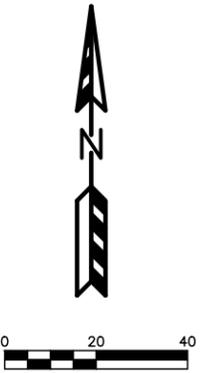
**Use of the Property:**

Storage 6,750 square feet

Hours of Operation: will vary as needed



EXISTING IMPERVIOUS = 19,431 S.F. (NON-COMPLIANT)  
 IMPERVIOUS REMOVAL = 15,781 S.F. (TO BRING INTO COMPLIANCE)  
 PROPOSED IMPERVIOUS = 3,650 S.F.



**NOTES:**  
 DATE OF TOPOGRAPHIC SURVEY: OCTOBER 23, 2020  
 CONTRACTOR SHALL VERIFY EXISTING ELEVATIONS AND SITE INFORMATION PRIOR TO CONSTRUCTION. ANY DISCREPANCIES SHALL BE REPORTED TO ENGINEER.

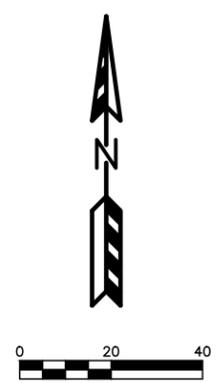
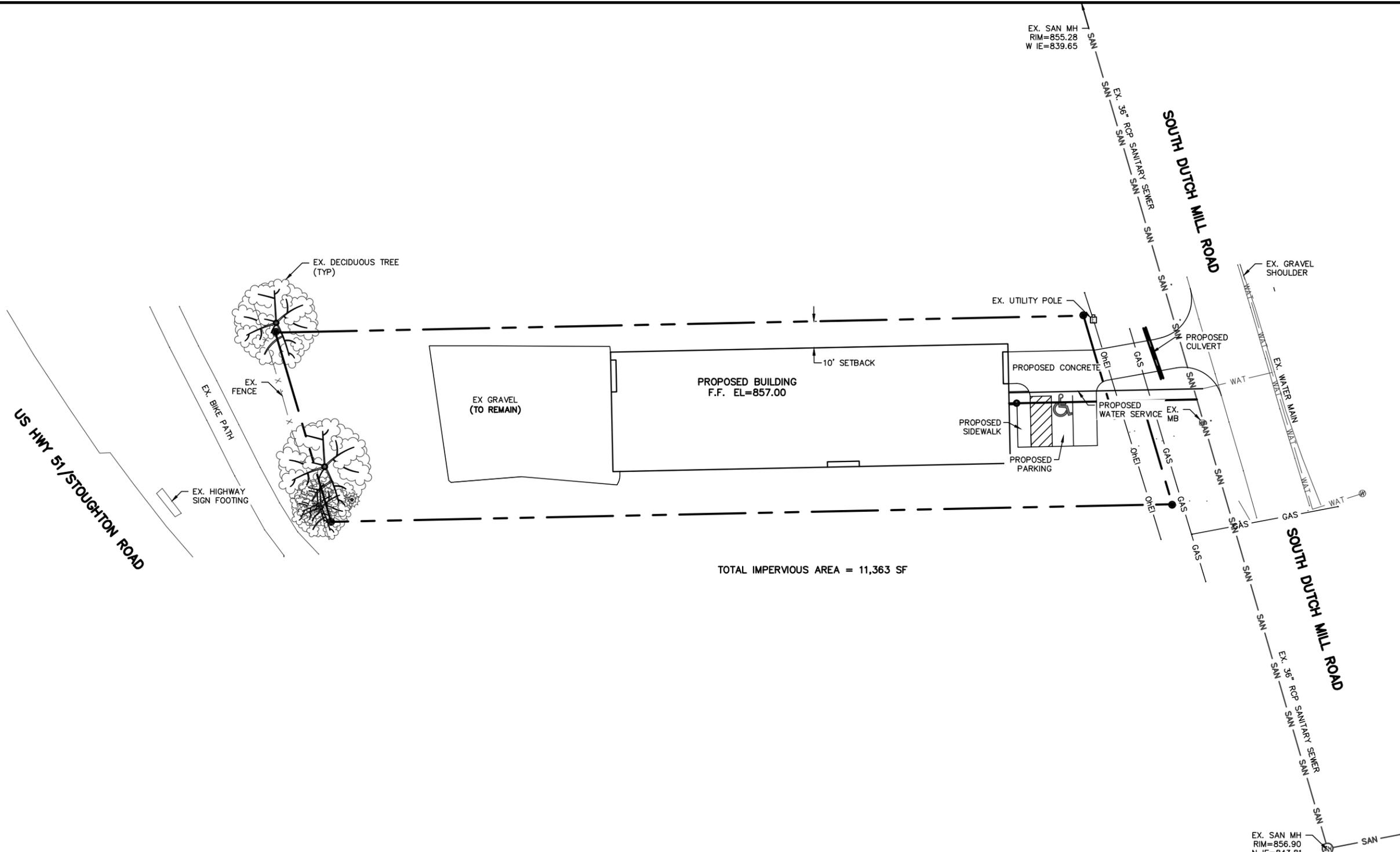
**PROPERTY BOUNDARY DISCLAIMER**  
 PROPERTY BOUNDARY INFORMATION SHOWN DOES NOT REPRESENT A PROFESSIONAL PROPERTY BOUNDARY SURVEY MEETING CHAPTER A-E 7 OF WISCONSIN ADMINISTRATIVE CODE. LOT LINE BEARINGS AND DISTANCES ARE BASED ON PLAT OF SURVEY DATED MARCH 19, 2018 ON FILE WITH THE DANE COUNTY SURVEYORS OFFICE.

NO LIABILITY (EITHER EXPRESSED OR IMPLIED) FOR THE ACCURACY OF THE PROPERTY BOUNDARY DELINEATED HEREIN IS ASSUMED BY QUAM ENGINEERING, LLC.

THE PROPERTY BOUNDARY PROVIDED IS FOR PICTORAL PURPOSES ONLY AND SHOULD NOT BE USED TO DETERMINE SETBACKS.

**3706 SOUTH DUTCH MILL ROAD - MADISON**  
 EXISTING SITE AND REMOVALS PLAN  
 PAGE: 1 OF 2  
 DATED: JULY 27, 2021

**QUAM ENGINEERING, LLC**  
 Residential and Commercial Site Design Consultants  
 www.quamengineering.com  
 4604 Siggelkow Road, Suite A - McFarland, Wisconsin 53558  
 Phone (608) 838-7750; Fax (608) 838-7752



**3706 SOUTH DUTCH MILL ROAD - MADISON**  
 SITE PLAN  
 PAGE: 2 OF 2  
 DATED: JULY 28, 2021

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 www.quamengineering.com  
 4604 Siggelkow Road, Suite A - McFarland, Wisconsin 53558  
 Phone (608) 838-7750; Fax (608) 838-7752

**aryan@quamengineering.com**

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**From:** aryan@quamengineering.com  
**Sent:** Monday, January 25, 2021 1:09 PM  
**To:** 'district16@cityofmadison.com'  
**Cc:** 'Casey Curtin'; 'Aaron Falkosky'  
**Subject:** 3706 South Dutch Mill Road - UDC Informational Application Notice

Good Afternoon Mr. Tierney,

This email is an official notification that there is a UDC Informational Application being submitted for the 3706 South Dutch Mill Road property in your district.

Please contact me if you have any questions.

Thank you,

Adam

**Adam W. Ryan, P.E.**

Quam Engineering, LLC

4604 Siggelkow Road, Suite A

McFarland, WI 53558

Phone: (608) 838-7750

Email: [aryan@quamengineering.com](mailto:aryan@quamengineering.com)



Overall Neighborhood Layout



Neighbors to the Northeast



South Neighbors



East Neighbors

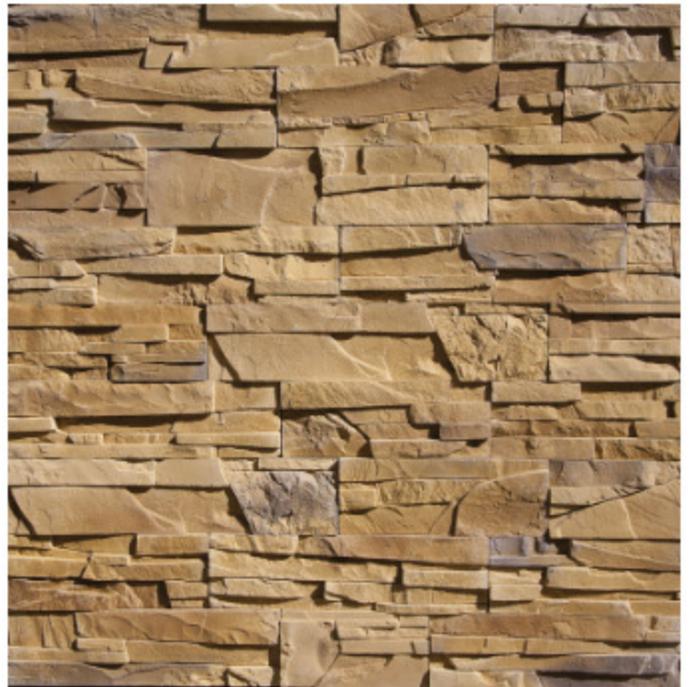




**APPLICATION:**  
external and internal

**LAYING TYPE:**  
jointless

**CORNERS IN THE COLLECTION:**  
available





## STYL ROCK STYLE SKALISTY

# ROMA *CARAMEL*

*Decorative Roma stone is a perfect way to transfer to the interior and not only the unique atmosphere of the Eternal City - the bustle of marketplaces, a labyrinth of narrow streets, the aroma of spices and freshly ground coffee. Cool colors, such as gray or graphite, will work best in minimalist interiors, sparing in detail, while warm ones, such as caramel or sahara, perfectly match the interiors reminiscent of a lazy afternoon in one of the pubs on the Tiber.*



PRODUCT SPECIFICATION SHEET →



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*Residential*

# STEEL SIDING

*Limited Lifetime Warranty*



**BRITE WHITE**



**WHITE**



**PRAIRIE WHEAT**



**LIGHT STONE**