

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 _____

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: _____

Title: _____

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

UDC meeting date requested _____

- | | |
|--|---|
| <input type="checkbox"/> New development | <input type="checkbox"/> Alteration to an existing or previously-approved development |
| <input type="checkbox"/> Informational | <input type="checkbox"/> Initial approval <input type="checkbox"/> 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)

Other

- ☐ Please specify _____

4. Applicant, Agent, and Property Owner Information

Applicant name _____	Company _____
Street address _____	City/State/Zip _____
Telephone _____	Email _____

Project contact person _____	Company _____
Street address _____	City/State/Zip _____
Telephone _____	Email _____

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***

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. 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 _____ on _____.
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 _____ Relationship to property _____

Authorizing signature of property owner _____ Date _____

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



February 5, 2020

Urban Design Commission
215 Martin Luther King Jr. Blvd
P.O. Box 2985
Madison, WI 53701

Re: Project Narrative
5567 Odana Rd
Madison, WI

The following is submitted together with the plans and application for an informal review by staff and the Urban Design Commission.

Project Organizational Structure:

Owner: McGrath Property Group, LLC
730 Williamson St #150
Madison, WI 53703
608-616-0705
Contact: Lance McGrath
lance.mcgrath@mcgrathpropertygroup.com

Architect: JLA Architects + Planners
800 W. Broadway, Suite 200
Monona, WI 53713
608-210-1232
Contact: Jennifer Camp
jcamp@jla-pa.com

Introduction:

The proposed project would consist of the demolition of the existing parking lot and bank and the construction of a 5-story mixed use building. There will be commercial space, 79 dwelling units and both covered and uncovered at-grade parking. The covered parking will be accessible through the parking lot at the rear of the building.

The first floor frontage along Odana Rd will include approximately 3500 square feet of commercial space and will wrap around the covered parking to the tenant's common space.

Specific building areas and other pertinent information is provided on the attached plans.

Site:

A parking lot and bank currently occupy this location on the 5500 block of Odana Rd between S. Whitney Way and Medical Circle. This 52,697 square foot property is located in the 19th Aldermanic District with Alderman Keith Furman.

Zoning:

The parcel is currently zoned CC-T, Commercial Corridor – Transitional District. The proposed use of this building (mixed use) is permitted. The project is located within Urban Design District #3.

Project Schedule:

March 4, 2020:	Formal Application
April 29, 2020:	Urban Design Commission
May 11, 2020:	Plan Commission
June 15, 2020:	Start Construction
May 1, 2021:	Certificate of Occupancy

Thank you for your time in reviewing our proposal. We look forward to your input and feedback.

Sincerely,

A handwritten signature in dark ink, appearing to read "Jr Camp", written in a cursive style.

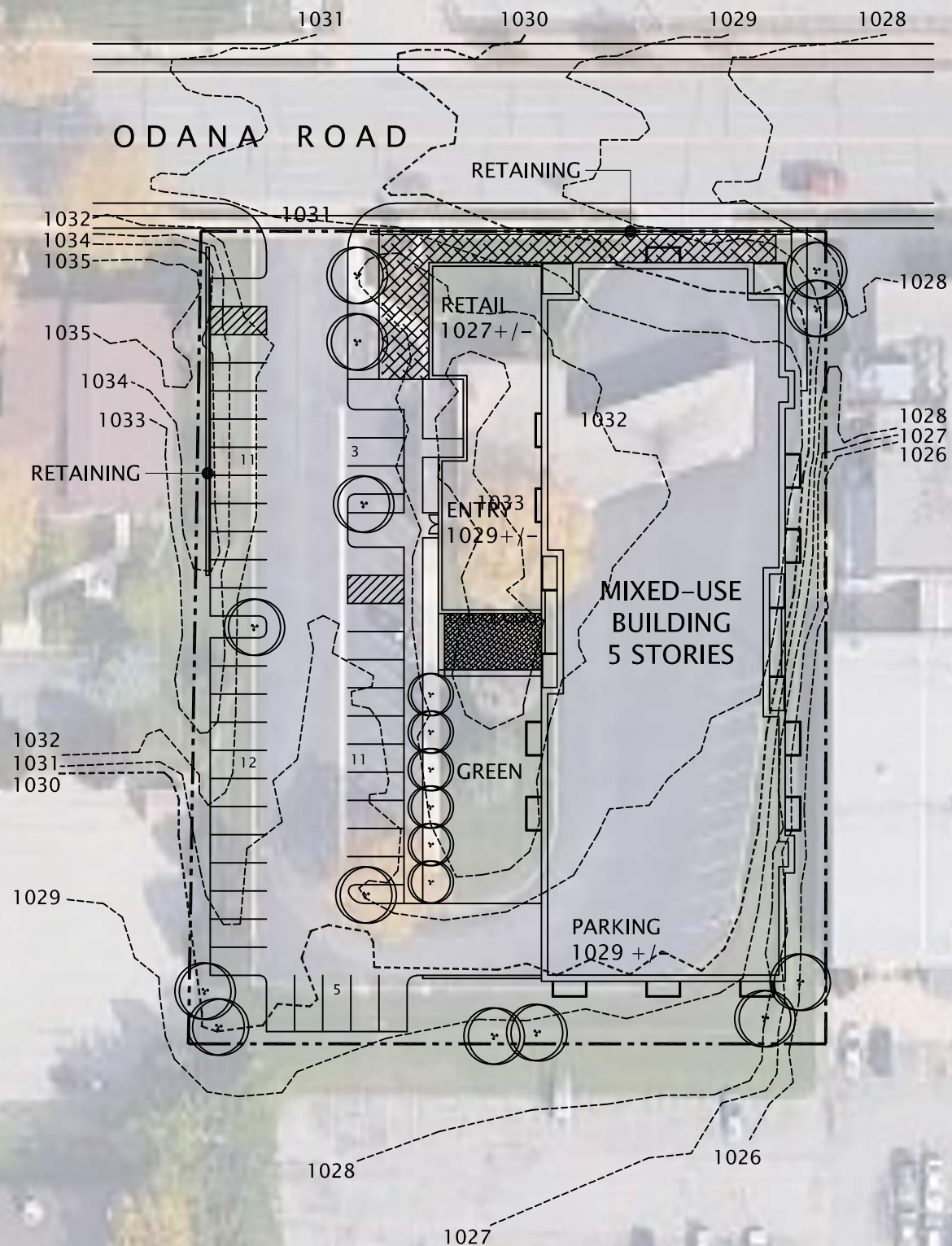
Jennifer Camp



JLA ARCHITECTS + PLANNERS

800 W. Broadway - Suite 200

Madison, Wisconsin 53713

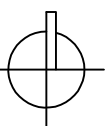


JLA
ARCHITECTS

5567 ODANA ROAD

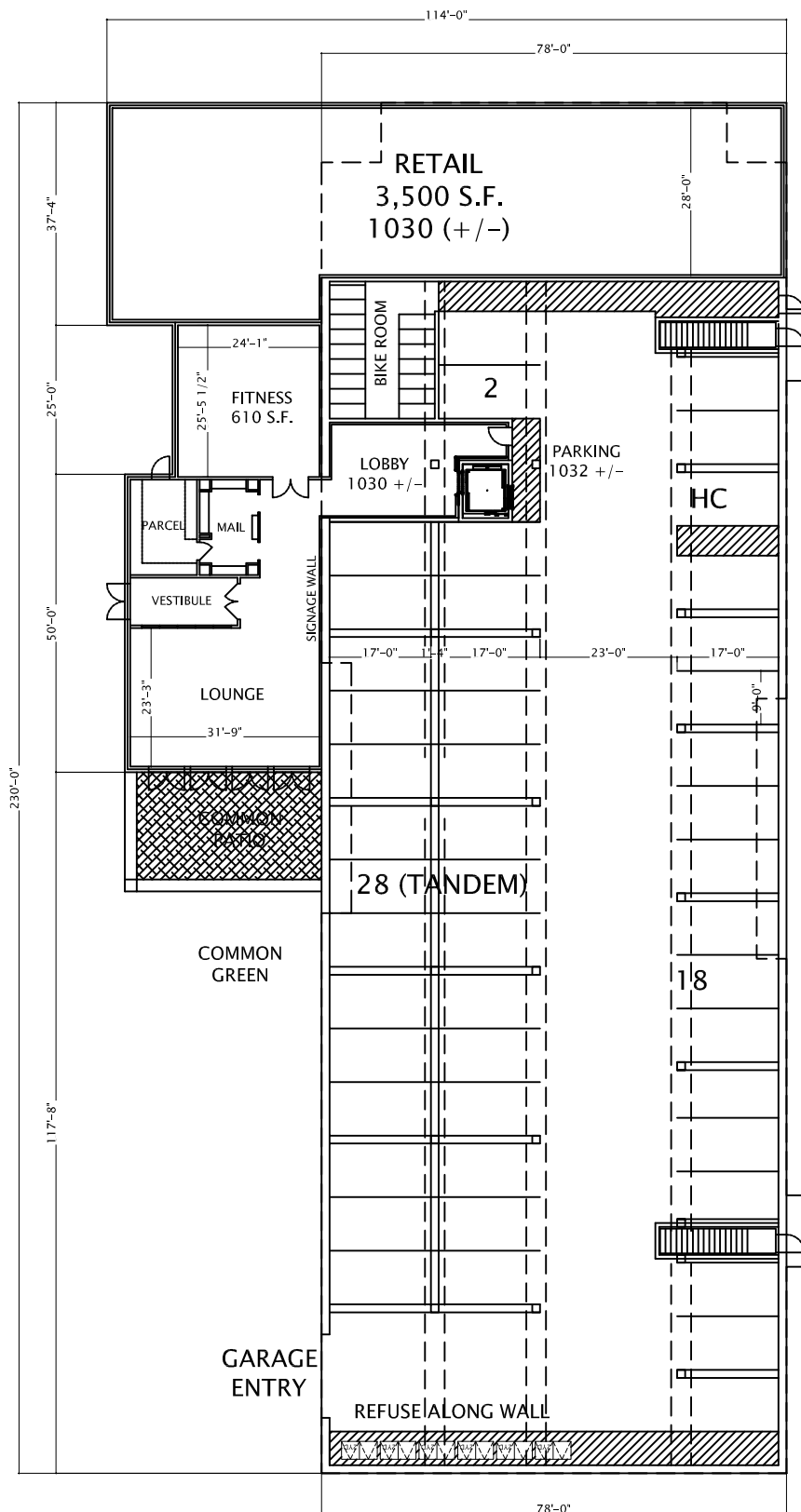
SCHEMATIC MASTERPLAN

JANUARY 20, 2020
1"=50' @ 11x17

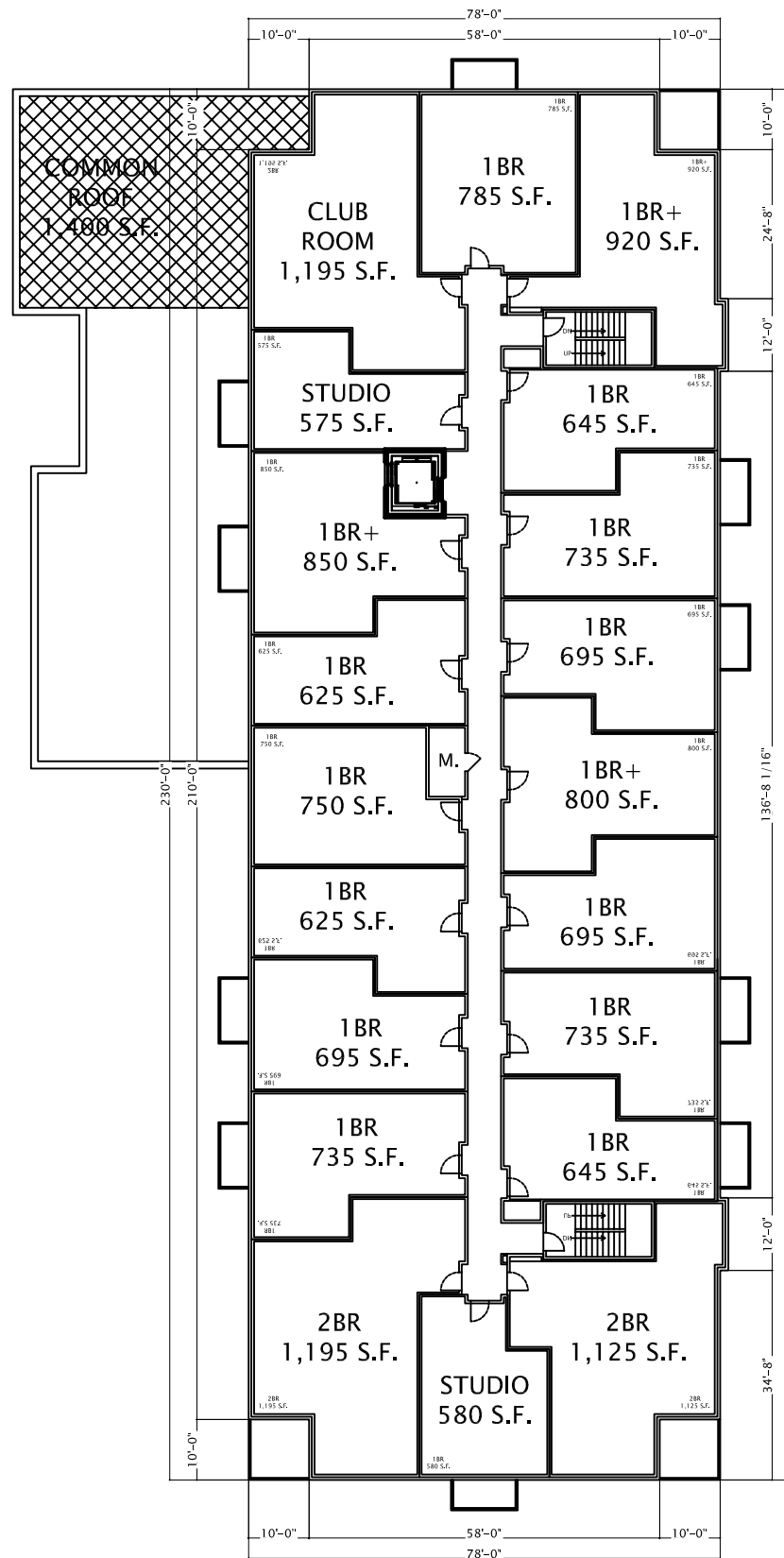


CONCEPTUAL BUILDING DATA – 5 STORIES										1.20 ACRES (+/-) = 65.8 UNITS/ACRE				
FLOOR	GROSS AREA		UNITS							PARKING PROVIDED				
	FINISHED	PARKING	STUDIO <600 s.f.	1 BR 600 s.f. to 799 s.f.	1 BR+ 800 s.f. to 920 s.f.	2BR >920 s.f.	3BR	TOTAL	BR'S	COVERED	SURFACE	TOTALS	RATIOS	
5	17,290		2	12	3	3	0	20	23					
4	17,290		2	12	3	3	0	20	23					
3	17,290		2	12	3	3	0	20	23					
2	17,290		2	12	3	2	0	19	21					
1	6,155	15,000*	2,655 S.F. LOBBY & COMMON AREAS											
			3,500 S.F. RETAIL SPACE											
T.	75,315	15,000*	8	48	12	11	0	79	90	48	42	90	1.14 / U	1.00 / BR
			10%	61%	15%	14%	0%							

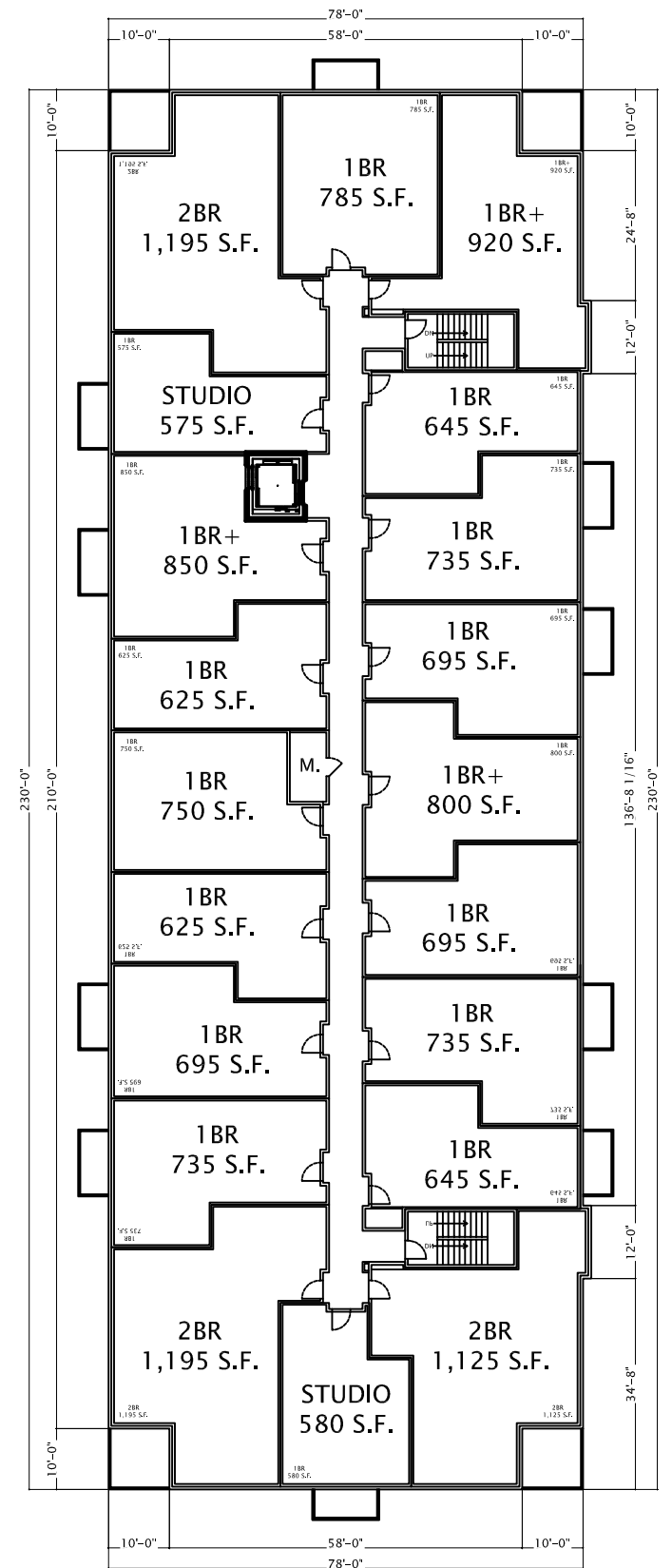
*PARKING AREA INCLUDES BIKE ROOM & EGRESS STAIRS.



1ST FLOOR



2ND FLOOR



3RD, 4TH, & 5TH FLOORS

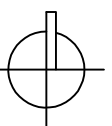


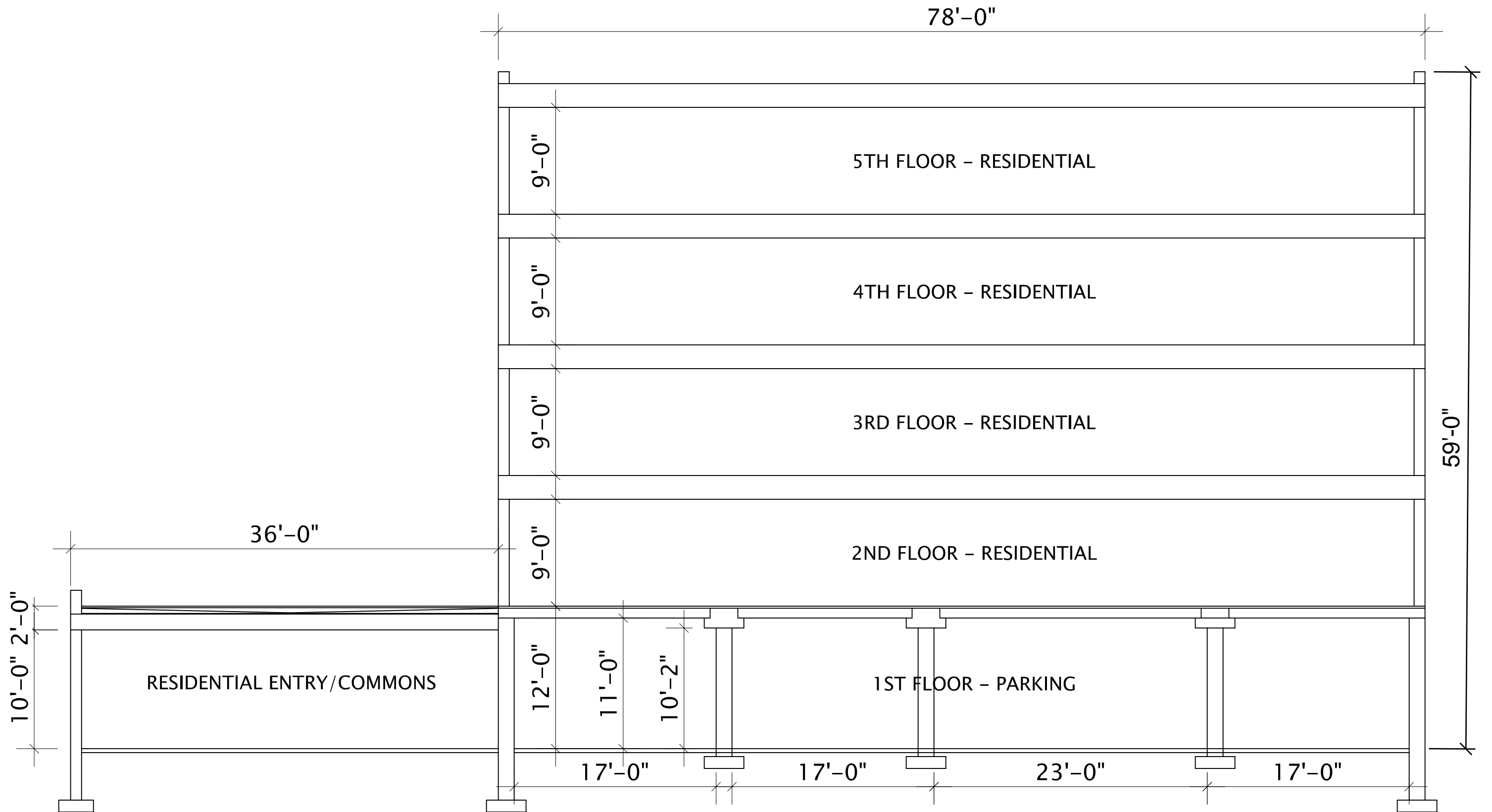
JLA
ARCHITECTS

5567 ODANA ROAD
SCHEMATIC PLANS

JANUARY 20, 2020

1"=30' @ 11x17





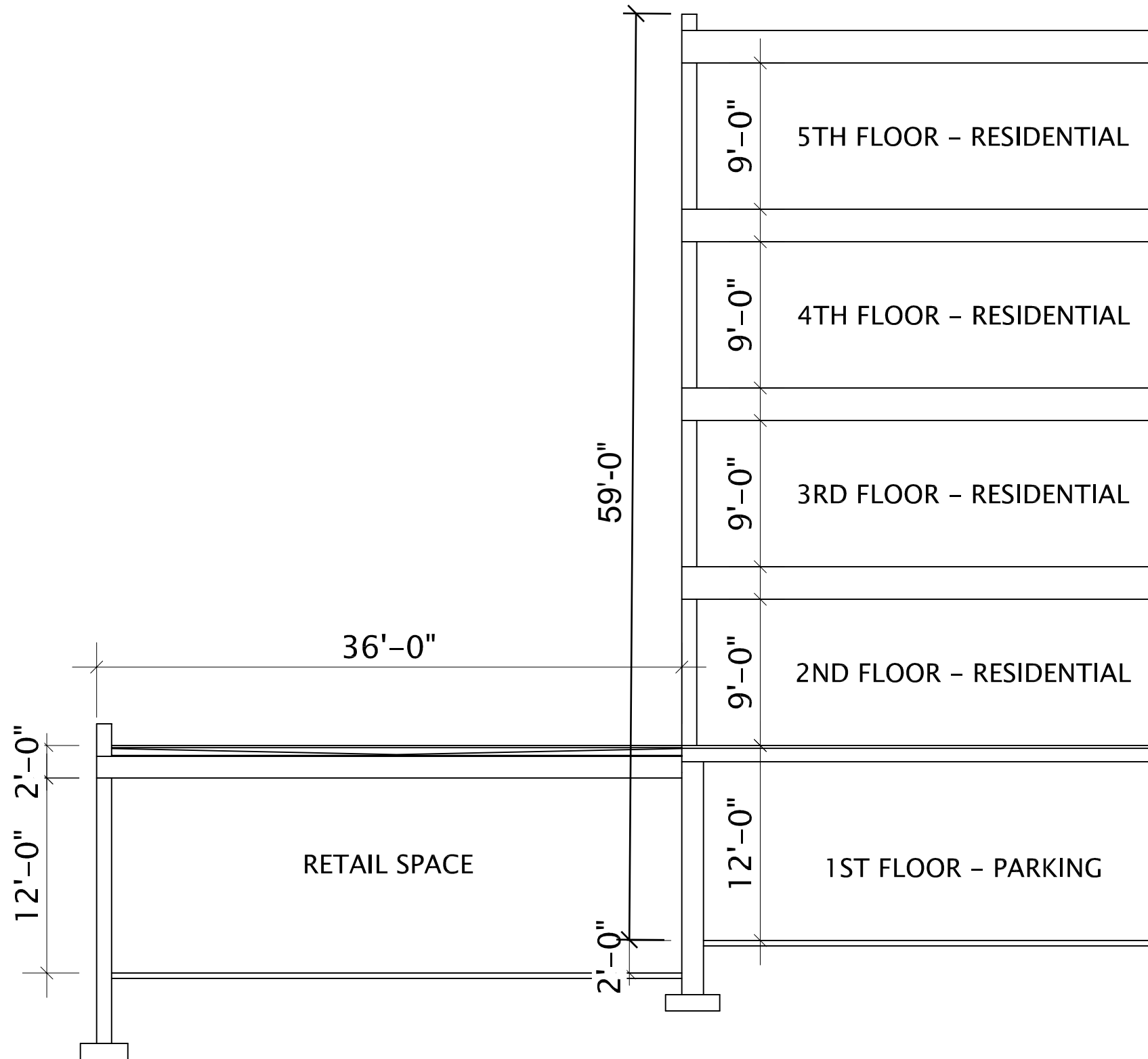
JLA
ARCHITECTS

5567 ODANA ROAD

SCHEMATIC BUILDING SECTION @ RESIDENTIAL ENTRY

JANUARY 20, 2020

1/8"=1' @ 11x17



JLA
ARCHITECTS

5567 ODANA ROAD

SCHEMATIC BUILDING SECTION @ RETAIL

JANUARY 20, 2020

1/8"=1' @ 11x17

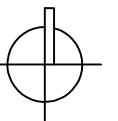


JLA
ARCHITECTS

5567 ODANA ROAD

SITE LOCATOR MAP

FEBRUARY 5, 2020





View from Odana Rd looking at the existing building to be removed



View from Odana Rd looking at the existing parking lot to be redeveloped



View from Odana Rd at neighboring building to the east



View from existing parking lot of fence along property line into rear neighbor's lot



View from Odana Rd across the street to the north



View from Odana Rd at neighboring building to the west



NORTH ELEVATION



WEST ELEVATION



JLA
ARCHITECTS

5567 ODANA ROAD
PRELIMINARY ELEVATIONS

FEBRUARY 5, 2020