

# 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:

Date Received 3/13/23 11:24 a.m.  Initial Submittal  
Paid \_\_\_\_\_  Revised Submittal

**Complete all sections of this application, including the desired meeting date and the action requested.** If your project requires both UDC and Land Use application submittals, a completed [Land Use Application](#) and accompanying submittal materials are also required to be submitted.

*If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call the Planning Division at (608) 266-4635.*

*Si necesita interprete, traductor, materiales en diferentes formatos, u otro tipo de ayuda para acceder a estos formularios, por favor llame al (608) 266-4635.*

*Yog tias koj xav tau ib tug neeg txhais lus, tus neeg txhais ntawv, los sis xav tau cov ntaub ntawv ua lwm hom ntawv los sis lwm cov kev pab kom paub txog cov lus qhia no, thov hu rau Koog Npaj (Planning Division) (608) 266-4635.*

## 1. Project Information

Address (list all addresses on the project site): 1625 Northport Drive, Madison, WI 53703

Title: Warner Park Community Recreation Center

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

UDC meeting date requested 3/29/2023

- 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)  
 Modifications of Height, Area, and Setback  
 Sign Exceptions as noted in [Sec. 31.043\(3\)](#), MGO

### Other

- Please specify  
Public building

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

**Applicant name** Jim Brown  
**Street address** 305 W Washington Ave  
**Telephone** (608) 250-0100

**Company** Engberg Anderson, Inc.  
**City/State/Zip** Madison, WI 53703  
**Email** jimb@engberganderson.com

**Project contact person** Amy Scanlon  
**Street address** 210 Martin Luther King Jr. Blvd  
**Telephone** (608) 267-0743

**Company** City of Madison Engineering  
**City/State/Zip** Madison, WI 53703  
**Email** ascanlon@cityofmadison.com

**Property owner (if not applicant)** Eric Knepp, Parks Superintendent  
**Street address** 330 E Lakeside St  
**Telephone** (608) 266-4711

**City/State/Zip** Madison, WI 53715  
**Email** eknepp@cityofmadison.com

## 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. A request for an Informational Presentation to the UDC may be requested prior to seeking any approvals to obtain early feedback and direction before undertaking detailed design efforts. 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 Modification 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

The Urban Design Commission meets virtually via Zoom, typically on the second and fourth Wednesdays of each month at 4:30 p.m. Applicant presentations are strongly encouraged, although not required. Prior to the meeting, each individual speaker is required to complete an online registration form to speak at the meeting. A link to complete the online registration will be provided by staff prior to the meeting. Please note that individual presentations will be limited to a **maximum of three (3) minutes**. The pooling of time may be utilized to provide one speaker more time to present, however the additional time will be based on the number of registrants from the applicant team, i.e. two (2) applicant registrants = six (6) minutes for one (1) speaker.

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. Please note that presentation slides, in a PDF file format, are required to be submitted **the Friday before** the UDC meeting.

# URBAN DESIGN DEVELOPMENT PLANS CHECKLIST

The items listed below are minimum 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, including material and color 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
- 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)
- Site Plan showing site amenities, fencing, trash, bike parking, etc. (if applicable)
- PD text and Letter of Intent (if applicable)
- Samples of the exterior building materials
- Proposed sign areas and types (if applicable)

## 4. Signage Approval (*Comprehensive Design Review (CDR), Sign Modifications, and Sign Exceptions (per [Sec. 31.043\(3\)](#))*)

- Locator Map
- Letter of Intent (a summary of how the proposed signage is consistent with the CDR or Signage Modifications 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

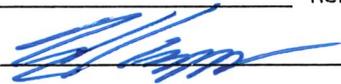
**5. Required Submittal Materials**

- Application Form**
  - 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.
- 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 Comprehensive Design Review (CDR) or Signage Modification review criteria is required.
- Development Plans** (Refer to checklist on Page 4 for plan details)
- Filing Fee** (Refer to Section 7 (below) for a list of application fees by request type)
- Electronic Submittal**
  - Complete electronic submittals must be received prior to the application deadline before an application will be scheduled for a UDC meeting. Late materials will not be accepted. All plans must be legible and scalable when reduced. Individual PDF files of each item submitted should be submitted via email to [UDCapplications@cityofmadison.com](mailto:UDCapplications@cityofmadison.com). The email must include the project address, project name, and applicant name.
  - Email Size Limits. Note that an individual email cannot exceed 20MB and it is the responsibility of the applicant to present files in a manner that can be accepted. Applicants who are unable to provide the materials electronically should contact the Planning Division at (608) 266-4635 for assistance.
- 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.

**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 Jessica Vaughn & Jenny Kirchgatter on 3/3/2023.
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 Jim Brown Relationship to property Architect/Design Professional

Authorizing signature of property owner  Date 3/13/2023

**7. Application Filing Fees**

Fee payments are due by the submittal date. Payments received after the submittal deadline may result in the submittal being scheduled for the next application review cycle. Fees may be paid in-person, via US Mail, or City drop box. If mailed, please mail to: *City of Madison Building Inspection, P.O. Box 2984, Madison, WI 53701-2984*. The City's drop box is located outside the Municipal Building at 215 Martin Luther King, Jr. Blvd. on the E Doty Street side of the building. Please make checks payable to *City Treasurer*, and include a completed application form or cover letter indicating the project location and applicant information with all checks mailed or submitted via the City's drop box.

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

- Urban Design Districts: \$350 (per [§33.24\(6\) 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 Sign Modifications (of 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



**March 13, 2023**

Jessica Vaughn, AICP  
Urban Design Commission Secretary – Planning Division  
Department of Planning & Community & Economic Development  
215 Martin Luther King Jr. Boulevard, Suite 017  
Madison, WI 53701  
Telephone (608) 267-8740

RE: Warner Park Community Recreation Center Expansion – Informational Presentation

**Dear Jessica,**

Engberg Anderson is pleased to submit an application to the Urban Design Commission for the schematic design of the Warner Park Community Recreation Center expansion, planned for 1625 Northport Drive.

The primary purpose of the expansion is to add a second multipurpose gymnasium space to the Center's current offering off the southeast corner of the existing building. The expansion will be roughly 12,000 square feet and include a pre-function area, storage space, and mechanical room to serve the gymnasium. The project will also include minor reconfiguration of interior spaces within the existing building. Landscaping improvements in the parking lot immediately south of the building will be incorporated to bring this portion of the site up to compliance. The design team has worked with the project stakeholders to develop a floor plan and material palette which matches and complements the unique design of the existing Center.

We are requesting a time to present our design to the Urban Design Commission on March 29<sup>th</sup> to obtain feedback on the project. Site context/location images, preliminary site plans, elevations, and renderings are attached for your information.

Thank you in advance for your time.

Sincerely,

A handwritten signature in black ink, appearing to read "Jim Brown", with a long, sweeping underline that extends to the right.

**Jim Brown, AIA**  
Principal, Engberg Anderson

EA File Name: Y:\Madison Projects\2022 3429\223471 Warner Park Expansion\1-Project Administration\6-Codes & Zoning\UDC\Informational\1\_Letter of Intent.docx

## LOCATOR MAPS



*Locator Map (City Scale)*

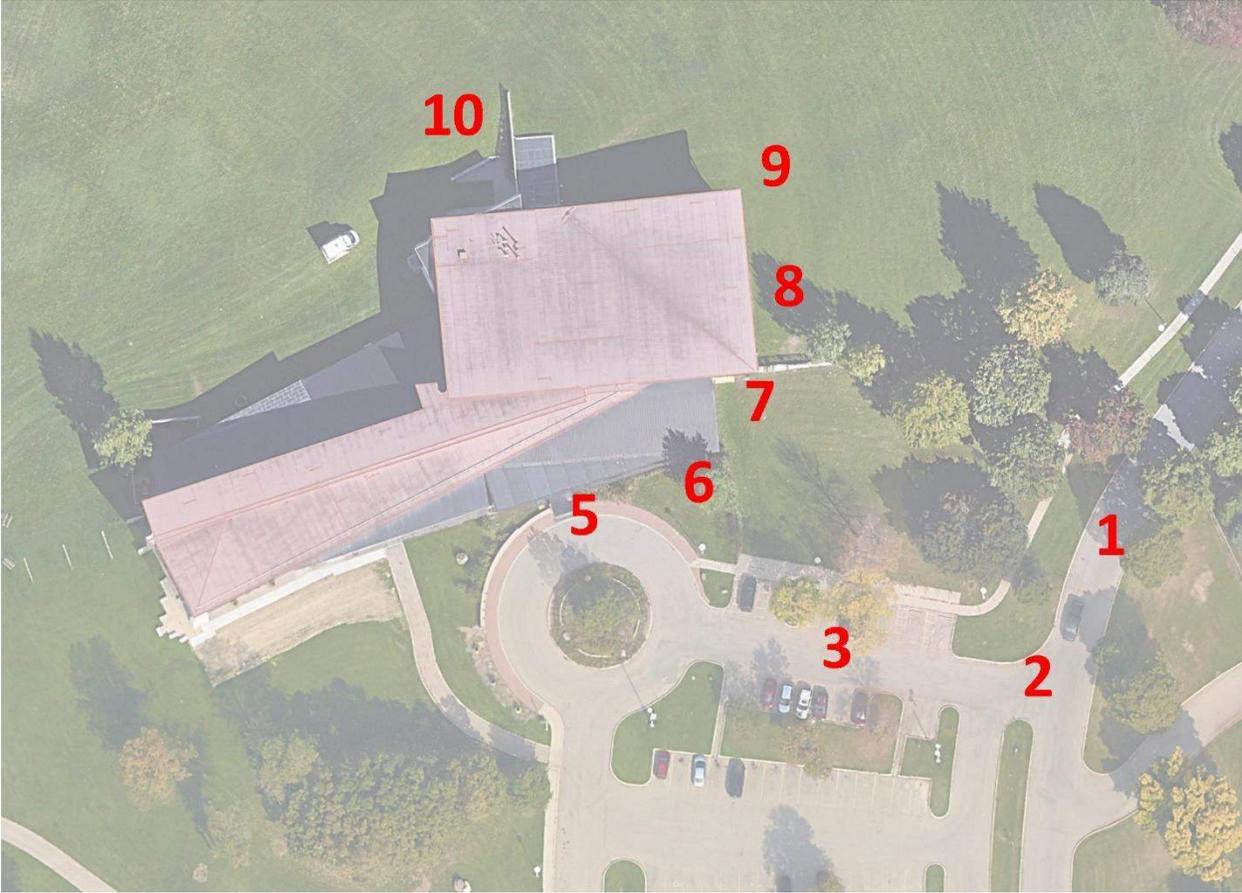
<b>Letter</b>	<b>Landmark Name</b>	<b>Driving Distance from Site</b>
A	Warner Park Community Recreation Center	0.0 miles (site)
B	Dane County Regional Airport	1.4 miles
C	Madison College	2.2 miles
D	East Towne Mall	4.5 miles
E	Tenney Park	3.1 miles
F	Olbrich Park	4.7 miles
G	Wisconsin State Capitol	4.4 miles



*Locator Map (Neighborhood Scale)*

<b>Acronym</b>	<b>Neighborhood Name (Neighborhoods shown within 1-mile radius of site)</b>
BO	Berkley Oaks Neighborhood Association
BV	Brentwood Village Association
EB	East Bluff Homeowners Association
KH	Kennedy Heights Neighborhood Association
LP	Lerdahl Park Neighborhood Association
LV	Lake View Hill Neighborhood Association
MH	Mendota Hills Neighborhood Association
MO	Majestic Oaks Neighborhood Association
NP	Nobel Park Neighborhood Association
SN	Sherman Neighborhood Association
ST	Sheridan Triangle Neighborhood Association
SV	Sherman Village Neighborhood Association
TP	Trinity Park Neighborhood Association
VC	Vera Court Neighborhood Association
WR	Whitetail Ridge

**CONTEXTUAL SITE INFORMATION**



*Exterior View Location Key*



Figure 1: Entry drive into Warner Park, due east of WPCRC.



Figure 2: Turn from entry drive into WPCRC parking lot.



Figure 3: WPCRC parking lot.



Figure 4: WPCRC parking lot and circle drive at building entry.



Figure 5: WPCRC building entry, southeast corner, and south wall of gymnasium.



Figure 6: WPCRC southeast corner and south wall of gymnasium.



Figure 7: Southeast corner of gymnasium.



Figure 8: East wall of gymnasium.



Figure 9: Northeast corner of gymnasium.



Figure 10: North wall of gymnasium and chiller pit.

**EXAMPLES OF METAL PANEL APPLICATION**



Mississippi Arts (Project from Dri-Design portfolio)



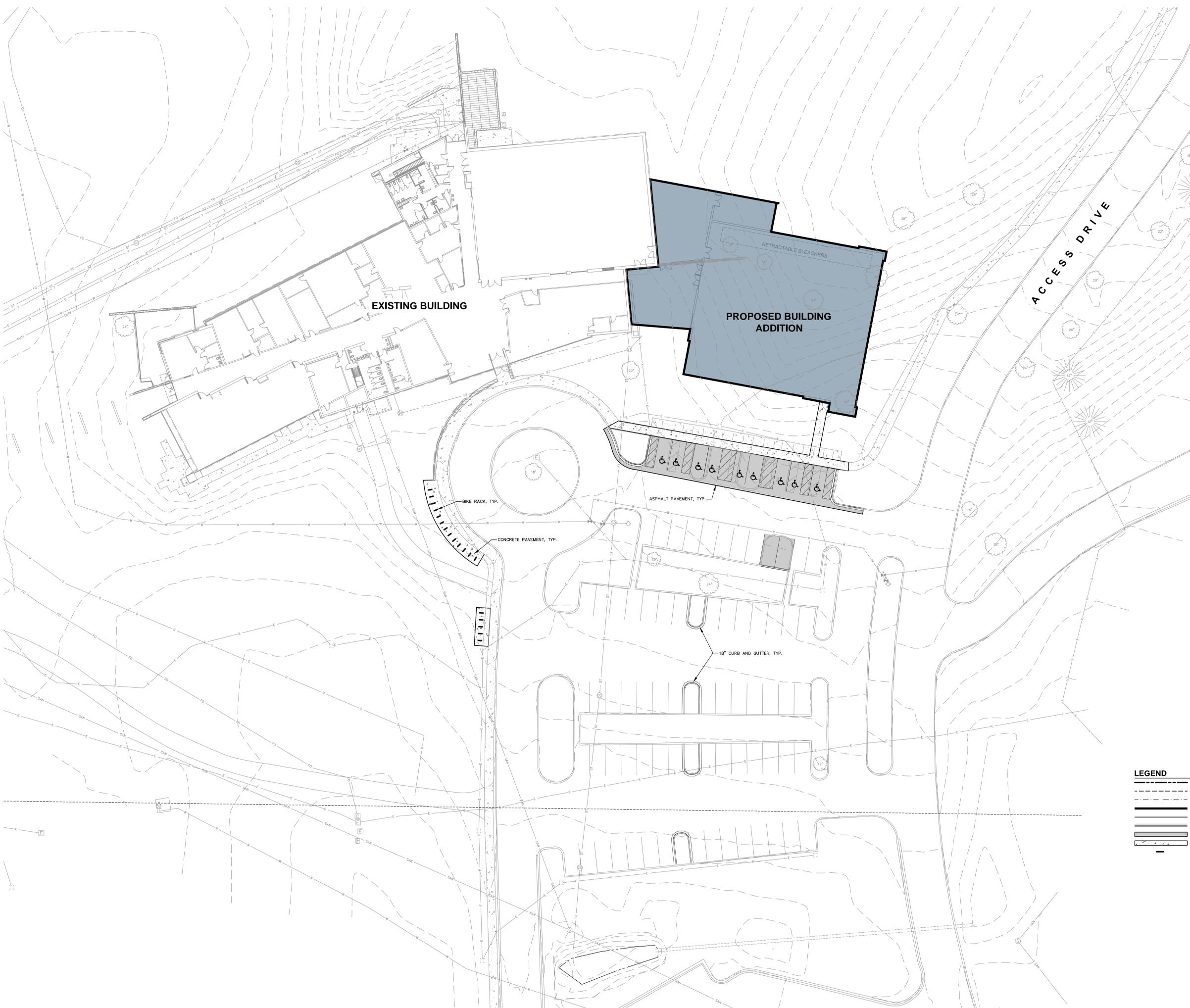
Chicago Theological Seminary (Project from Dri-Design portfolio)

**WARNER PARK  
COMMUNITY RECREATION  
CENTER EXPANSION**

1625 NORTHPORT DRIVE  
MADISON, WI 53704  
CITY OF MADISON PARKS DIVISION  
CITY-COUNTY BUILDING, ROOM 104  
210 MARTIN LUTHER KING JR. BLVD  
MADISON, WI 53703  
PROJECT NUMBER 223471.00

ISSUED FOR:  
UDC 3.13.2023

REVISION FOR:  
NO. DESCRIPTION DATE



**LEGEND**

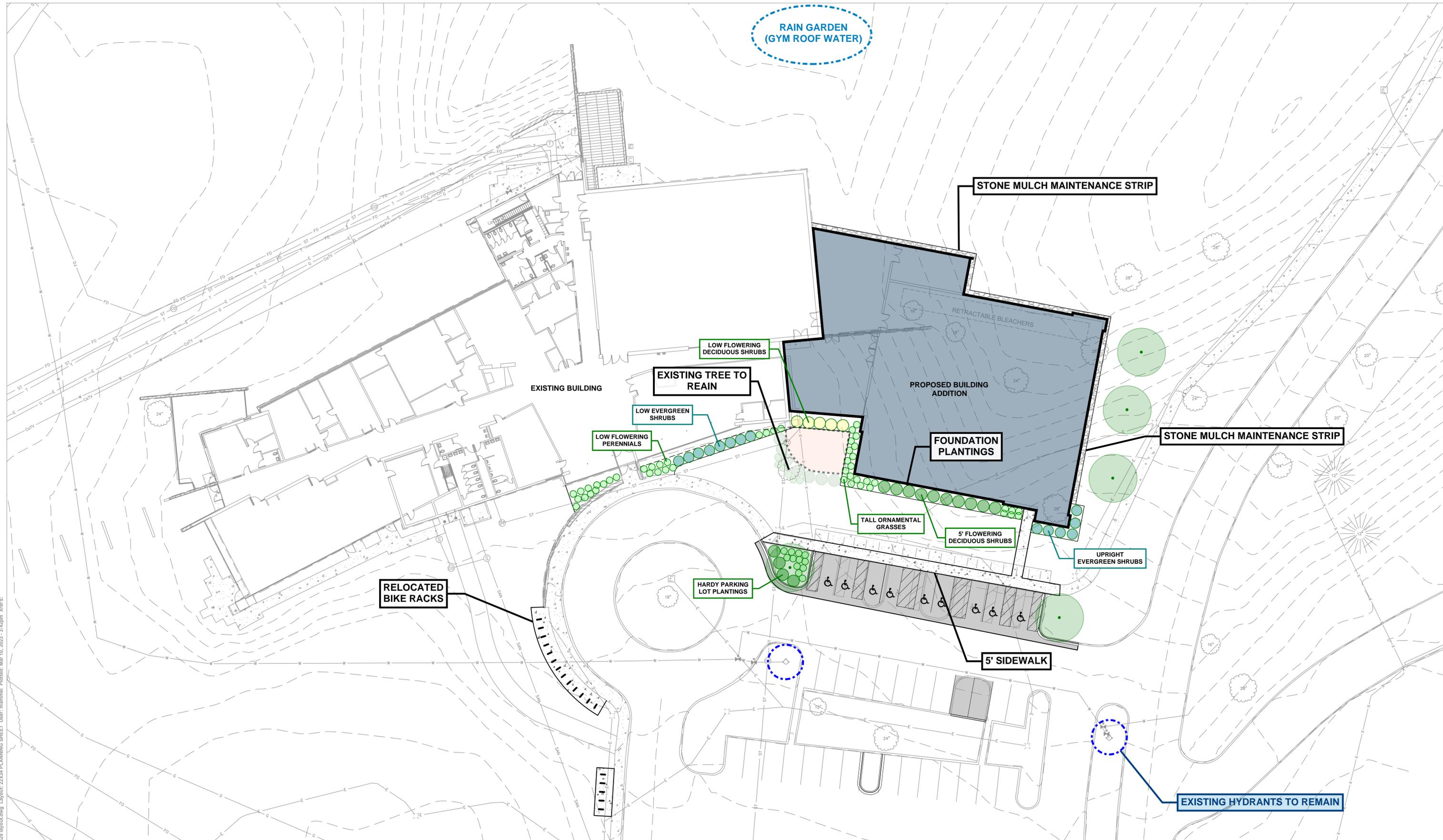
- PROPERTY LINE
- - - RIGHT-OF-WAY
- - - EASEMENT LINE
- BUILDING OUTLINE
- EDGE OF PAVEMENT
- STANDARD CURB AND GUTTER
- ASPHALT PAVEMENT
- CONCRETE PAVEMENT
- BIKE RACK

DRAWN BY MRA  
CHECKED BY KJY

**OVERALL SITE PLAN**



**C300**



RAIN GARDEN  
(GYM ROOF WATER)

STONE MULCH MAINTENANCE STRIP

EXISTING BUILDING

EXISTING TREE TO REAIN

LOW EVERGREEN SHRUBS

LOW FLOWERING PERENNIALS

LOW FLOWERING DECIDUOUS SHRUBS

PROPOSED BUILDING ADDITION

FOUNDATION PLANTINGS

STONE MULCH MAINTENANCE STRIP

TALL ORNAMENTAL GRASSES

5' FLOWERING DECIDUOUS SHRUBS

UPRIGHT EVERGREEN SHRUBS

RELOCATED BIKE RACKS

HARDY PARKING LOT PLANTINGS

5' SIDEWALK

EXISTING HYDRANTS TO REMAIN

File: I:\2022\2211629\DWG\22-11629 Landscape Planning SHEET User: mammed1 Plotter: Mar 10, 2023 - 3:42pm Xref: s

**WARNER PARK  
COMMUNITY  
RECREATION CENTER  
EXPANSION**

1625 NORTHPORT DRIVE  
MADISON, WI 53704  
CITY OF MADISON PARKS DIVISION  
CITY-COUNTY BUILDING, ROOM 104  
210 MARTIN LUTHER KING JR. BLVD  
MADISON, WI 53703  
PROJECT NUMBER 223471.00

ISSUED FOR:

UDC INFORMATIONAL PRESENTATION 3/13/2023

REVISION FOR:

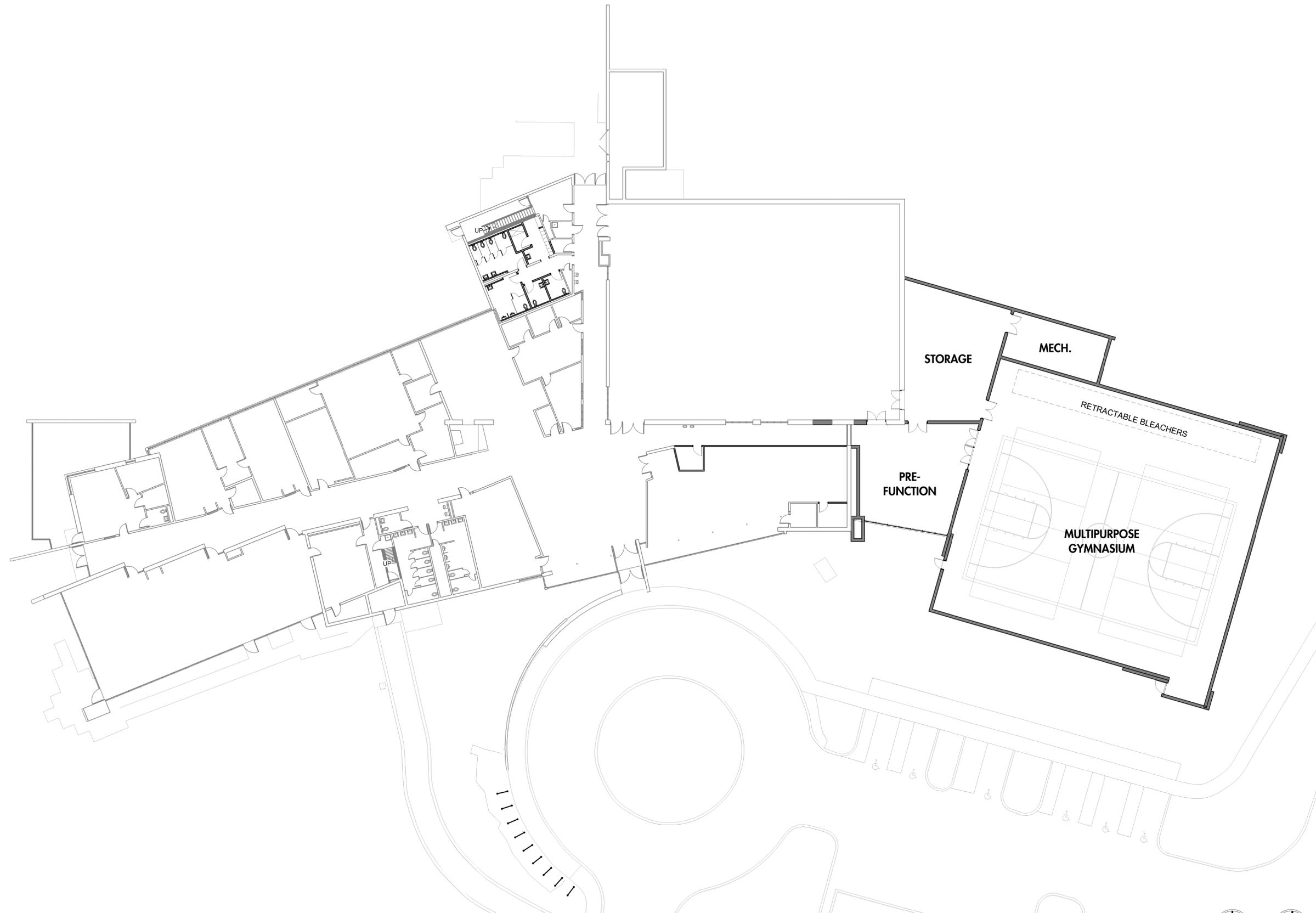
NO.	DESCRIPTION	DATE

**NOT FOR  
CONSTRUCTION**

DRAWN BY Author

CHECKED BY Checker

FIRST FLOOR PLAN



**WARNER PARK  
COMMUNITY  
RECREATION CENTER  
EXPANSION**

1625 NORTHPORT DRIVE  
MADISON, WI 53704  
CITY OF MADISON PARKS DIVISION  
CITY-COUNTY BUILDING, ROOM 104  
210 MARTIN LUTHER KING JR. BLVD  
MADISON, WI 53703  
PROJECT NUMBER 223471.00

ISSUED FOR:

UDC INFORMATIONAL PRESENTATION 3/13/2023

REVISION FOR:

NO.	DESCRIPTION	DATE

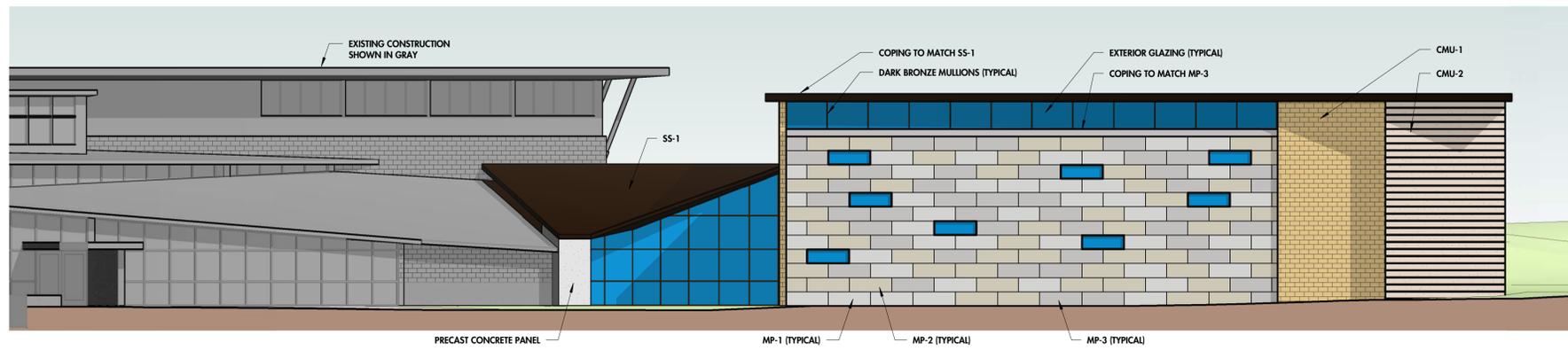
**NOT FOR  
CONSTRUCTION**

DRAWN BY DKB

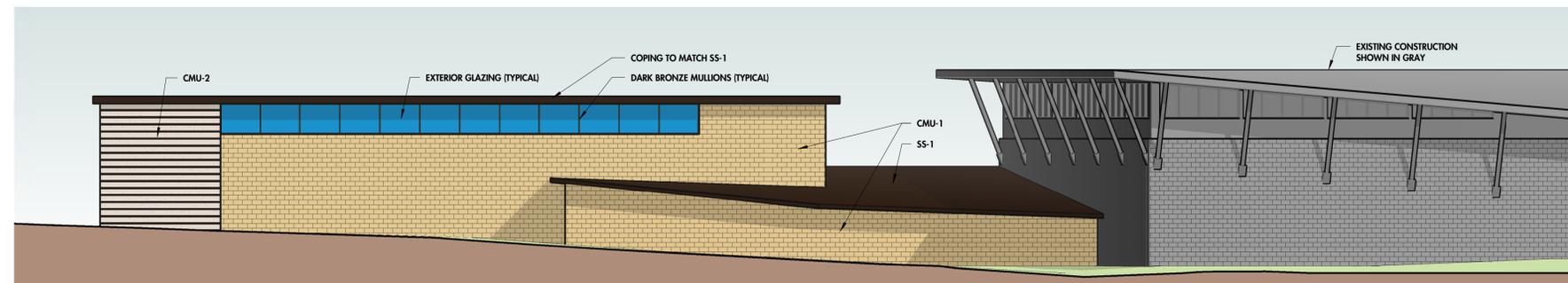
CHECKED BY JB

**EXTERIOR ELEVATIONS**

**A501**

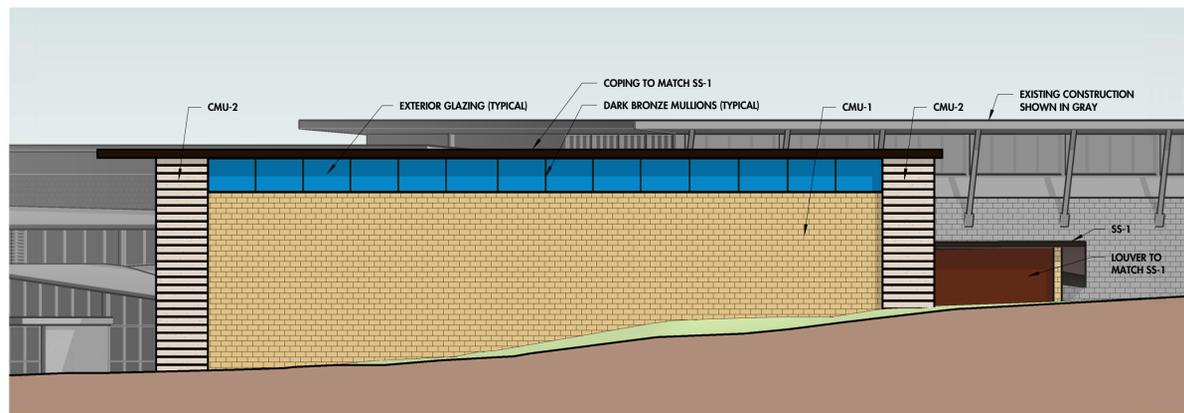


1 SOUTH ELEVATION  
SCALE: 3/32" = 1'-0"  
0' 4' 8' 16'

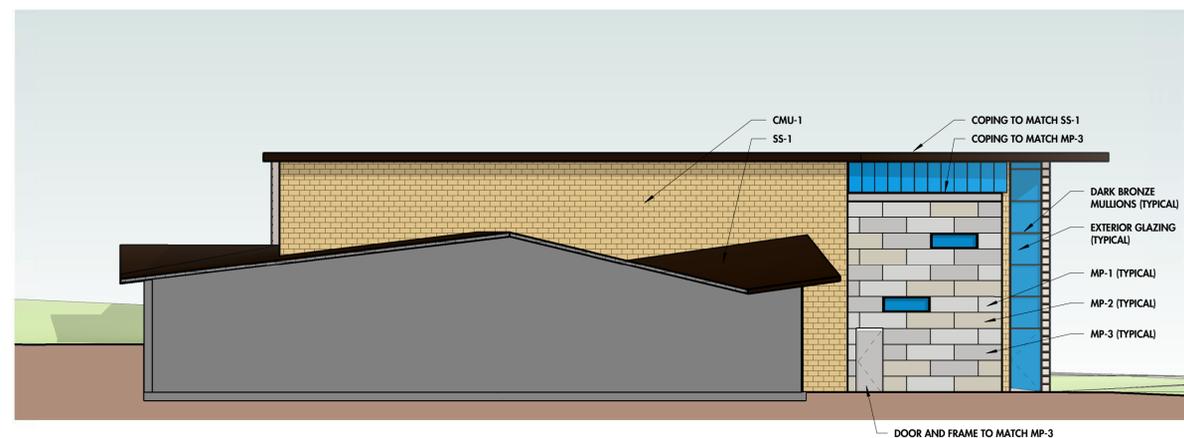


2 NORTH ELEVATION  
SCALE: 3/32" = 1'-0"  
0' 4' 8' 16'

EXTERIOR FINISH LEGEND	
CMU-1	COUNTY MATERIALS DECORATIVE CONCRETE MASONRY COLOR: 18-121C BISQUE (MATCHED TO EXISTING) TEXTURE: SPLITFACE 8" x 16" RUNNING BOND PATTERN
CMU-2	ARRISCRAFT THIN-CLAD RENAISSANCE UNITS COLOR: OAK RIDGE TEXTURE: SMOOTH 12" x 24" RUNNING BOND PATTERN
MP-1	DRI-DESIGN EN-V METAL PANEL SYSTEM COLOR: EN-V 008 CITYSCAPE 24" x 72" RUNNING BOND PATTERN
MP-2	DRI-DESIGN EN-V METAL PANEL SYSTEM COLOR: DRI-005 SIERRA TAN 24" x 72" RUNNING BOND PATTERN
MP-3	DRI-DESIGN EN-V METAL PANEL SYSTEM COLOR: EN-V 009 SLATE GRAY 24" x 72" RUNNING BOND PATTERN
SS-1	STANDING SEAM METAL ROOF DARK BRONZE FINISH TO MATCH EXISTING



3 EAST ELEVATION  
SCALE: 3/32" = 1'-0"  
0' 4' 8' 16'



4 WEST ELEVATION  
SCALE: 3/32" = 1'-0"  
0' 4' 8' 16'



OVERHEAD VIEW FROM SOUTH



NOTE: SOME TREES HIDDEN FOR CLARITY.

VIEW FROM SOUTHWEST

# WARNER PARK COMMUNITY RECREATION CENTER EXPANSION



NOTE: SOME TREES HIDDEN FOR CLARITY.

VIEW FROM SOUTHEAST



NOTE: SOME TREES HIDDEN FOR CLARITY.

VIEW FROM ENTRY DRIVE

# WARNER PARK COMMUNITY RECREATION CENTER EXPANSION



EXTERIOR PERSPECTIVES

MARCH 13, 2023

Engberg Anderson Project No. 223471.00

