

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 _____

Submission 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 _____

- 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)

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 Janine Glaeser on May 22, 2019.
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 John Van Note for Twelve Park LLC Relationship to property Attorney

Authorizing signature of property owner  Date 5-28-19

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

Sun Prairie - Madison Office
242 East Main Street, Suite #201
Sun Prairie, WI 53590
V: 608.825.0094
V: 608.251.7515
F: 866.926.9351



Wausau Office
4404 Rib Mountain Drive #244
Wausau, WI 54401
V: 715.803.2736
F: 866.926.9351

28 May 2019

City of Madison
Planning Division
Madison Municipal Building, Suite 017
215 Martin Luther King, JR. Blvd.
Madison, WI 53701

RE: 1224 S PARK STREET – DEMOLITION & RECONSTRUCTION IN URBAN DESIGN DISTRICT #7

It is the intent of SARA Investment Real Estate, Bauer & Raether Builders, and KONTEXT architects to demolish the existing small strip mall at 1224 S Park St and construct a new 2-story commercial building over lower level parking on the site. The existing structure has become structurally unsound.

The proposed new building will retain lower level parking accessed via High Street. Customer parking accessed from S Park St is a single drive, double-loaded row that uses less than 50% of the street frontage. The main entrance is located at the corner of S Park St and the customer parking, to be clearly identifiable from both. The façade is broken into vertical circulation areas with exterior burnished CMU and storefront areas with first floor brick veneer and aluminum storefront windows. All storefront extends to the floor for flexibility of retail and service business layouts throughout the life of the building. Upper level main wall finish is composite metal panel. Flat roof overhangs and canopies are prefinished metal. The building is set back a maximum of 10' from the front property line to allow for landscaping, comfortable circulation at entries, parking lot screening, and bicycle parking. Side setbacks for the building and parking provide landscaped buffers and water infiltration. Secured lower level parking will be screened by ornamental metal fencing, with a solid backing panel at the integrated trash enclosure.

Signage will be submitted separately.

We would appreciate your feedback and guidance.

Sincerely,

John Van Note
Owner Representative

Amy S Hasselman, AIA

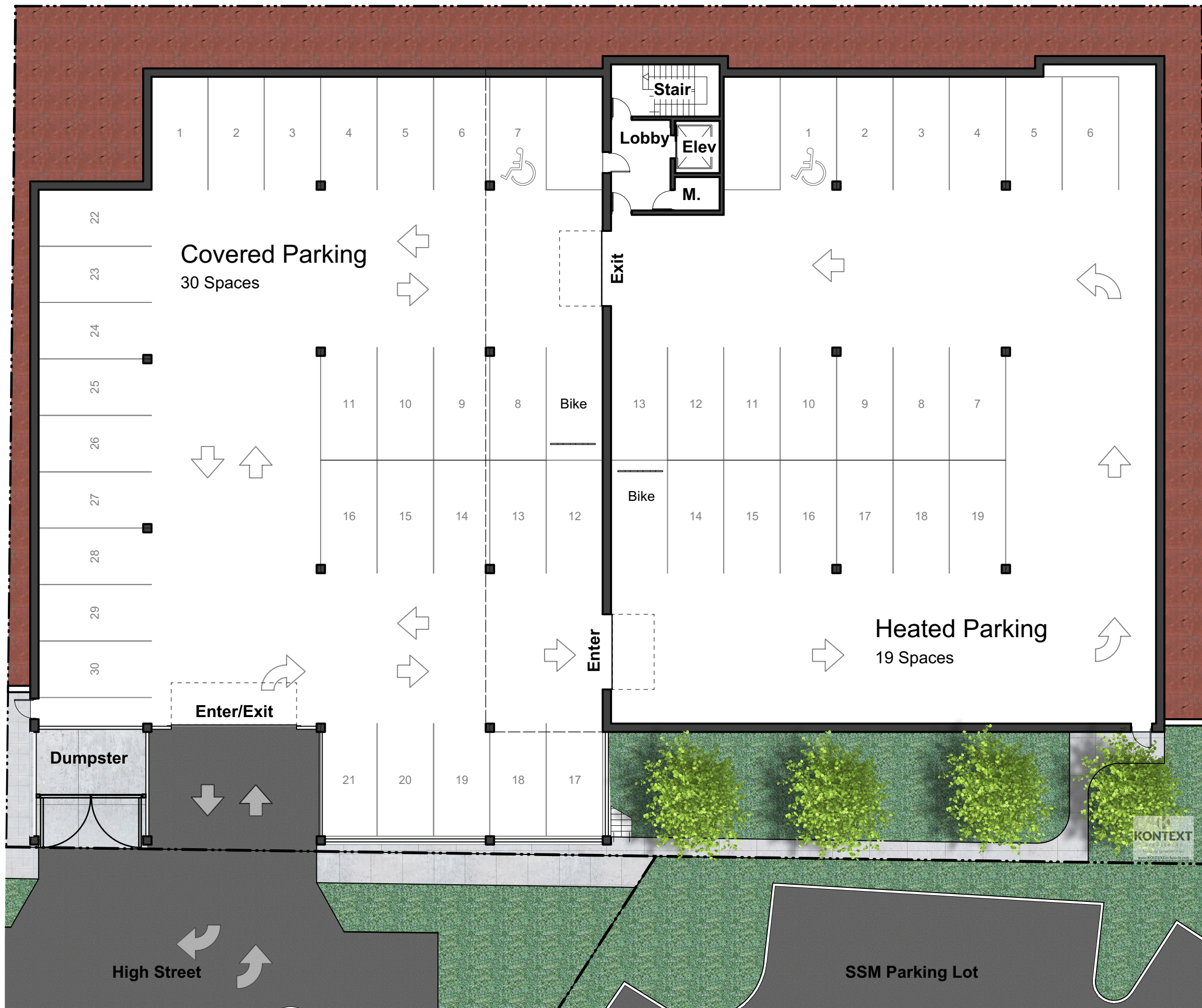


Neighborhood Context Plan

Revisions:

No.	Date	Description

Graphic Scale	Print 11x17 0" 5" 75"
Project Number	1903
Set Type	CONCEPT DESIGN
Date Issued	04/13/2019
Sheet Number	A000



Basement Level
20,580 GSF

Architect:
KONTEXT
architects
building relationships
242 East Main St. - Sun Prairie, WI

Builder:
BR
2866 Agriculture Dr.
Madison WI 53718

Project Owner:
SARA
INVESTMENT REAL ESTATE
1955 Atwood Avenue
Madison, WI 53704
Location:
1216 South Park Street
Madison, Wisconsin

**1216 SOUTH PARK STREET
REDEVELOPMENT
MADISON, WI**
Sheet Title:
Basement Level

Revisions:

No.	Date:	Description:

Graphic Scale	Print 11X17 0" 5" 7.5"
Project Number	1903
Set Type	CONCEPT DESIGN
Date Issued	04/13/2019
Sheet Number	A100



Main Level
11,470 GSF



KONTEXT architects
building relationships
242 East Main St. - Sun Prairie, WI

BR
2866 Agriculture Dr.
Madison WI 53718

SARA
INVESTMENT REAL ESTATE
1955 Atwood Avenue
Madison, WI 53704
Location: 1216 South Park Street
Madison, Wisconsin

1216 SOUTH PARK STREET REDEVELOPMENT
MADISON, WI
Sheet Title: **Main Level**

Revisions:

No.	Date:	Description:

Graphic Scale	Print 11 X 17 0" 5" 7.5"
Project Number	1903
Set Type	CONCEPT DESIGN
Date Issued	04/13/2019
Sheet Number	A101



Upper Level
11,430 GSF



 SARA INVESTMENT REAL ESTATE 1955 Atwood Avenue Madison, WI 53704	 KONTEXT architects building relationships 242 East Main St. - Sun Prairie, WI	 BR 2866 Agriculture Dr. Madison WI 53718																																													
Project Owner: SARA INVESTMENT REAL ESTATE 1955 Atwood Avenue Madison, WI 53704	Architect: KONTEXT architects building relationships 242 East Main St. - Sun Prairie, WI	Builder: BR 2866 Agriculture Dr. Madison WI 53718																																													
1216 SOUTH PARK STREET REDEVELOPMENT MADISON, WI																																															
Upper Level																																															
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Project Number: 1903	Set Type: CONCEPT DESIGN																																														
Date Issued: 04/13/2019	Sheet Number: A102																																														
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VIEW from PARK STREET NORTH

Architect:
KONTEXT
 architects
 building relationships
 242 East Main St. - Sun Prairie, WI

Builder:
BR
 2866 Agriculture Dr.
 Madison WI 53718

Project Owner:
SARA
 INVESTMENT REAL ESTATE
 1955 Atwood Avenue
 Madison, WI 53704

Location:
 1216 South Park Street
 Madison, Wisconsin

**1216 SOUTH PARK STREET
 REDEVELOPMENT**
MADISON, WI

Sheet Title:
View from Park Street North

Revisions:

No.	Date:	Description:

Graphic Scale	
Project Number	1903
Set Type	CONCEPT DESIGN
Date Issued	04/13/2019
Sheet Number	A200



VIEW from PARK STREET SOUTH

Architect:
KONTEXT
 architects
 building relationships
 242 East Main St. - Sun Prairie, WI

Builder:
BR
 2866 Agriculture Dr.
 Madison WI 53718

Project Owner:
SARA
 INVESTMENT REAL ESTATE
 1955 Atwood Avenue
 Madison, WI 53704

Location:
 1216 South Park Street
 Madison, Wisconsin

1216 SOUTH PARK STREET
 REDEVELOPMENT
 MADISON, WI

Sheet Title:
 View from Park Street South

Revisions:

No.	Date:	Description:

Graphic Scale	
Project Number	1903
Set Type	CONCEPT DESIGN
Date Issued	04/13/2019
Sheet Number	A201



VIEW from HIGH STREET SOUTH

Architect:
KONTEXT
 architects
building relationships
 242 East Main St. - Sun Prairie, WI

Builder:
 RR
 2866 Agriculture Dr.
 Madison WI 53718

Project Owner:
SARA
 INVESTMENT REAL ESTATE
 1955 Atwood Avenue
 Madison, WI 53704
 Location:
 1216 South Park Street
 Madison, Wisconsin

**1216 SOUTH PARK STREET
 REDEVELOPMENT**
MADISON, WI
 Sheet Title:
View from High Street

Revisions:

No.	Date:	Description:

Graphic Scale	
Project Number	1903
Set Type	CONCEPT DESIGN
Date Issued	04/13/2019
Sheet Number	A202