

# LANDMARKS COMMISSION APPLICATION

LC

Complete all sections of this application, making sure to note the requirements on the accompanying checklist (reverse).

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

City of Madison  
Planning Division  
215 Martin Luther King Jr Blvd, Ste 017  
PO Box 2985  
Madison, WI 53701-2985  
(608) 266-4635



## 1. LOCATION

Project Address: \_\_\_\_\_ Aldermanic District: \_\_\_\_\_

## 2. PROJECT

Project Title/Description: \_\_\_\_\_

This is an application for: *(check all that apply)*

- Alteration/Addition to a building in a Local Historic District or Designated Landmark *(specify)\*\*:***
  - Mansion Hill       Third Lake Ridge       First Settlement
  - University Heights       Marquette Bungalows       Landmark
- Land Division/Combination in a Local Historic District or to Designated Landmark Site *(specify)\*\*:***
  - Mansion Hill       Third Lake Ridge       First Settlement
  - University Heights       Marquette Bungalows       Landmark
- Demolition**
- Alteration/Addition to a building adjacent to a Designated Landmark**
- Variance from the Historic Preservation Ordinance (Chapter 41)**
- Landmark Nomination/Rescission of Historic District Nomination/Amendment**  
*(Please contact the Historic Preservation Planner for specific Submission Requirements.)*
- Other *(specify):***

DPCED USE ONLY	Registrar #: 62824
	<b>DATE STAMP</b> <b>RECEIVED</b> <b>10/26/20</b> <b>10:21 am</b>
	<b>Preliminary Zoning Review</b> Zoning Staff Initial: Date:        /        /

## 3. APPLICANT

Applicant's Name: \_\_\_\_\_ Company: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Property Owner *(if not applicant):* \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

Property Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

NOTICE REGARDING LOBBYING ORDINANCE: If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of \$10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance (Sec. 2.40, MGO). You are required to register and report your lobbying. Please consult the City Clerk's Office for more information. Failure to comply with the lobbying ordinance may result in fines.

## 4. APPLICATION SUBMISSION REQUIREMENTS *(see checklist on reverse)*

All applications must be filed by 12:00 pm on the submission date with the Preservation Planner, the Department of Planning & Community & Economic Development, Planning Division, located at 215 Martin Luther King Jr Blvd, Suite 017. Applications submitted after the submission date or incomplete applications will be postponed to the next scheduled filing time. Submission deadlines can be viewed here: <https://www.cityofmadison.com/dpced/planning/documents/2019-LCMeetingScheduleDates.pdf>

**APPLICATION SUBMISSION REQUIREMENTS CHECKLIST:**

In order to be considered complete, every application submission shall include at least the following information unless otherwise waived by the Preservation Planner.

- Landmarks Commission Application w/signature of the property owner (1 copy only).
- Twelve (12) collated paper copies 11" x 17" or smaller (via mail or drop-off) of submission materials (see below).
- Electronic files (via email) of submission materials (see below).
- Narrative Description/Letter of Intent addressed to the Landmarks Commission, describing the location of the property and the scope of the proposed project.
  - Photographs of existing conditions;
  - Photographs of existing context;
- Architectural drawings reduced to 11" x 17" or smaller pages which may include:
  - Dimensioned site plans showing siting of structures, grading, landscaping, pedestrian and vehicular access, lighting, signage, and other features;
  - Elevations of all sides showing exterior features and finishes, subsurface construction, floor and roof;
  - Floor Plan views of levels and roof;
  - For proposals of more than two (2) commercial or residential or combination thereof units, a minimum of two (2) accurate street-view normal perspectives shown from a viewpoint of no more than five (5) feet above existing grade.
- \*\***Landmarks Commission staff will preliminarily review projects related to the construction of additions and/or new construction with Zoning staff in order to determine the completeness of the submission materials. Applicants are encouraged to contact Zoning staff to discuss projects early in the process;
- Any other information requested by the Preservation Planner to convey the aspects of the project which may include:
  - Perspective drawing
  - Photographs of examples on another historic resource
  - Manufacturer's product information showing dimensions and materials;
  - Other \_\_\_\_\_

**CONTACT THE PRESERVATION PLANNER:**

Please contact the Preservation Planner with any questions.

City of Madison Planning Division  
 215 Martin Luther King Jr Blvd, Suite 017  
 PO Box 2985 (mailing address)  
 Madison, WI 53701-2985  
[landmarkscommission@cityofmadison.com](mailto:landmarkscommission@cityofmadison.com)  
 (608) 266-6552

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

October 26, 2020

Dear Landmarks Commission Members,

Former Parks Superintendent, Daniel Stapay, once said, "Hoyt [Park] is important because of its history." Indeed, the origins of present-day Hoyt Park can be traced to 1890 when the City acquired property rights to twenty-four acres of stone quarry which in time grew to its current thirty-one acres through donation and purchase. By 1933, operations at the stone quarry had ceased and the land had officially become a city park when it was named Hoyt Park in honor of Frank W. Hoyt also known as "The Grand Old Man." Between 1894 and 1934, Mr. Hoyt acted as a leader in the Madison Park and Pleasure Drive Association, a volunteer-based group which predated the Board of Park Commissioners assembled in 1937 and was integral in opening, and maintaining recreational places in the Madison area.

The park was designated a City of Madison Landmark on October 2, 1995.

The overlook at Hoyt Park is a popular spot for sightseeing, picnicking, and hiking. Located on the north and south ends of the overlook parking area are stone stairs leading down to natural surface hiking trails. Over the years, the surface of the hiking trails has worn down, resulting in a large drop from the last steps to the trail surface. This presents an unexpected hazard to trail users. The City of Madison Parks Division proposes adding additional steps (2 on the north side, 1 on the south side) in order to decrease the height between the last steps and hiking trail surface. These steps will be natural stone, and of a type to match, as closely as possible, the existing steps. In this way we can create a descent from the overlook which will be safer and more accessible.

The contractor will be required to stage their construction supplies and equipment at the Hoyt Park shelter (3902 Regent St) and access the overlook via Owen Parkway or existing hiking trails. The contractor will be required to take extra precautions not to disturb any ground outside of the staircase. The contractor will be held responsible for damage of any existing vegetation, and will be liable for replacing this vegetation which may include reforesting areas with native woodland plants and forbs subject to the City of Madison Standard Specifications.

All stone installed with reasonably match the texture and color of the existing stone steps, and be firmly set on a bed of compacted, crushed gravel. The stone blocks for the steps will either be sourced from Prairie du Chien dolomite from Homburg Construction Company or from Fox Valley dolomitic limestone from Madison Block and Stone. Parks staff will be on site to approve all materials and each step of construction.

Small retaining walls, constructed of native fieldstone, will be necessary in two spots in order to adjust the steep topography and mitigate further erosion. These walls be measure an average of one foot in height, with a maximum length of seven feet.

Please see the following attachments for additional details:

Attachment A: Photographs of Existing Conditions

Attachment B: Site Plan and Construction Detail drawings

I look forward to discussing this project with the Landmarks Commission members. Please let me know if there are any questions or additional materials I can provide.

Thank you,  
Sarah Close  
Project Manager  
City of Madison Parks Division

Hoyt Park Stairs Repair: Photos



1. Existing south stairs



2. Existing north stairs



3. Existing north stairs



4. Existing north stairs
























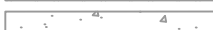



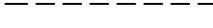
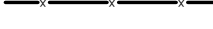

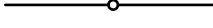
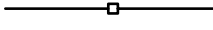
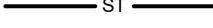



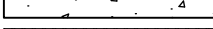
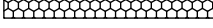

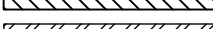


5. Existing south stairs

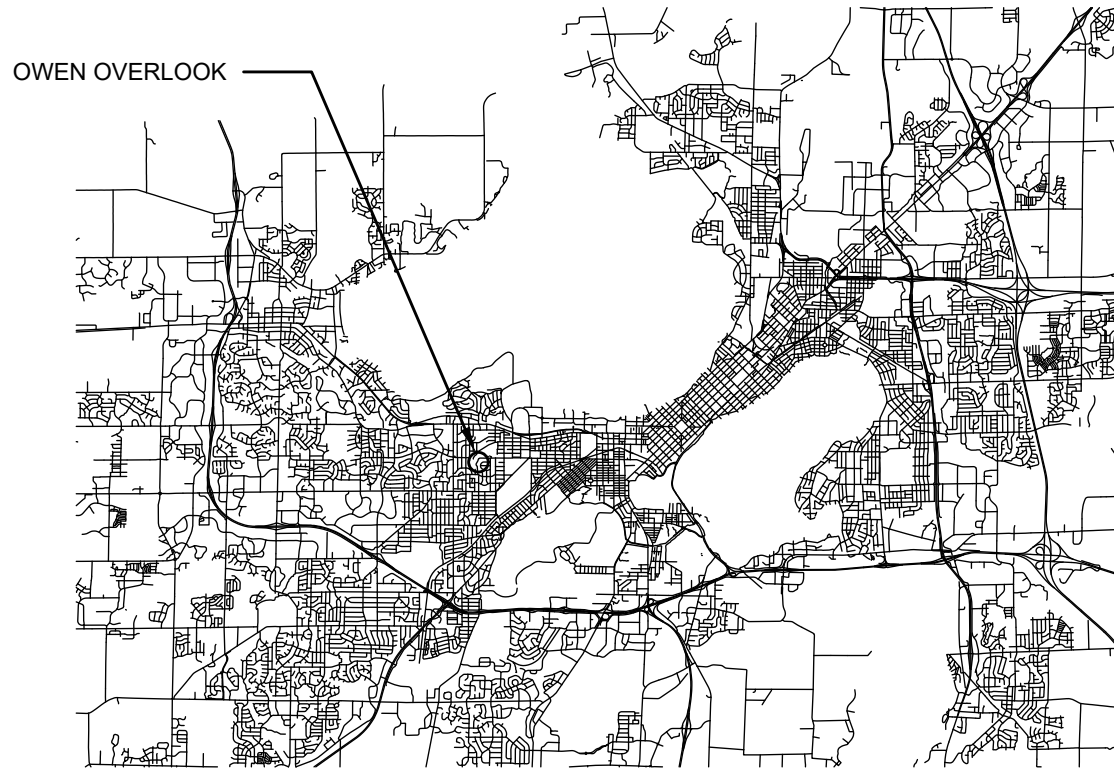


6. Existing south stairs

**LEGEND**

-  EX. ELECTRICAL HAND HOLE
  -  EX. ELECTRICAL PEDESTAL
  -  EX. TELEPHONE PEDESTAL
  -  EX. TREE
  -  EX. WATER HYDRANT
  -  EX. WATER VALVE
  -  EX. PROPERTY LINE
  -  EX. EASEMENT
  -  EX. FENCE LINE
  -  EX. TREE LINE
  -  EX. CONTOUR (INDEX)
  -  EX. CONTOUR (INTER)
  -  EX. ABANDONED UTILITY
  -  EX. ELECTRIC
  -  EX. FIBER OPTIC
  -  EX. NATURAL GAS
  -  EX. OVERHEAD LINE
  -  EX. SANITARY SEWER
  -  EX. STORM SEWER
  -  EX. CABLE TV
  -  EX. UNDERGROUND TELEPHONE
  -  EX. WATER LINE
  -  EX. GRAVEL
  -  EX. CONCRETE
- 
-  ###.## PRO. SPOT ELEVATION
  -  PRO. CONTOUR (INDEX)
  -  PRO. CONTOUR (INTER)
  -  PRO. FENCE
  -  PRO. GRADING LIMITS
  -  PRO. SILT SOCK
  -  PRO. CONSTRUCTION FENCE
  -  PRO. STORM SEWER
  -  PRO. ASPHALT
  -  PRO. WOOD MULCH
  -  PRO. PEA GRAVEL
  -  PRO. CONCRETE
  -  PRO. CONSTRUCTION ENTRANCE
  -  PRO. BOULDER RETAINING WALL
  -  REMOVE EX. ASPHALT
  -  REMOVE EX. TOPSOIL

# OWEN PARKWAY OVERLOOK STAIR IMPROVEMENTS MUNIS NOs. 12839-51-200



DESIGNED BY:

**City of Madison**  
 Department of Public Works  
**PARKS DIVISION**  
 City-County Building, Suite 104  
 210 Martin Luther King, Jr. Blvd.  
 Madison, WI 53703



**SHEET SCHEDULE**

- 1.1 Project Location and Existing Conditions
- 1.2 Details- Stairs
- 1.3 Details- Boulder Retaining Wall

PROJECT:

**OWEN PARKWAY  
OVERLOOK STAIR  
IMPROVEMENTS**

*Although every effort has been made in preparing these plans and checking them for accuracy, the contractor and subcontractors must check all details and dimensions of their trade and be responsible for the same.*

ITEM	DATE
ADVERTISED TO BID: SC	08/xx/2020

**RFB 8970-0-2020**

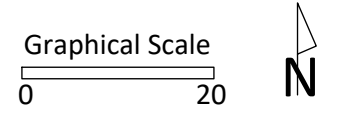
SHEET TITLE:

**COVER SHEET**

SHEET NUMBER:



City of Madison  
 Department of Public Works  
**PARKS DIVISION**  
 City-County Building, Suite 104  
 210 Martin Luther King, Jr. Blvd.  
 Madison, WI 53703



PROJECT:  
*OWEN PARKWAY  
 OVERLOOK STAIRS  
 IMPROVEMENTS*

PROJECT ADDRESS:  
*HOYT PARK  
 3902 REGENT ST  
 MADISON, WI 53705*

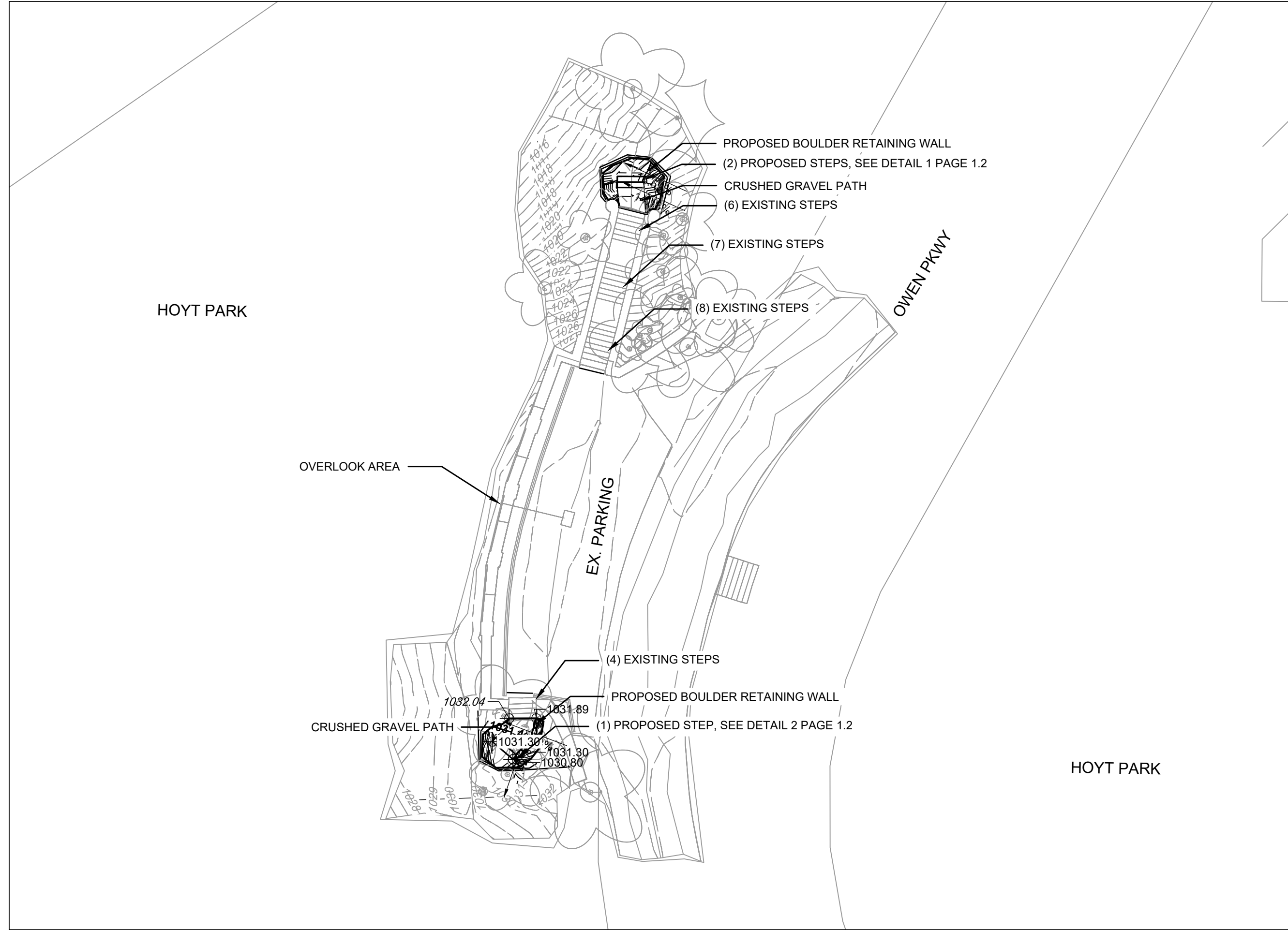
Although every effort has been made in preparing these plans and checking them for accuracy, the contractor and subcontractors must check all details and dimensions of their trade and be responsible for the same.

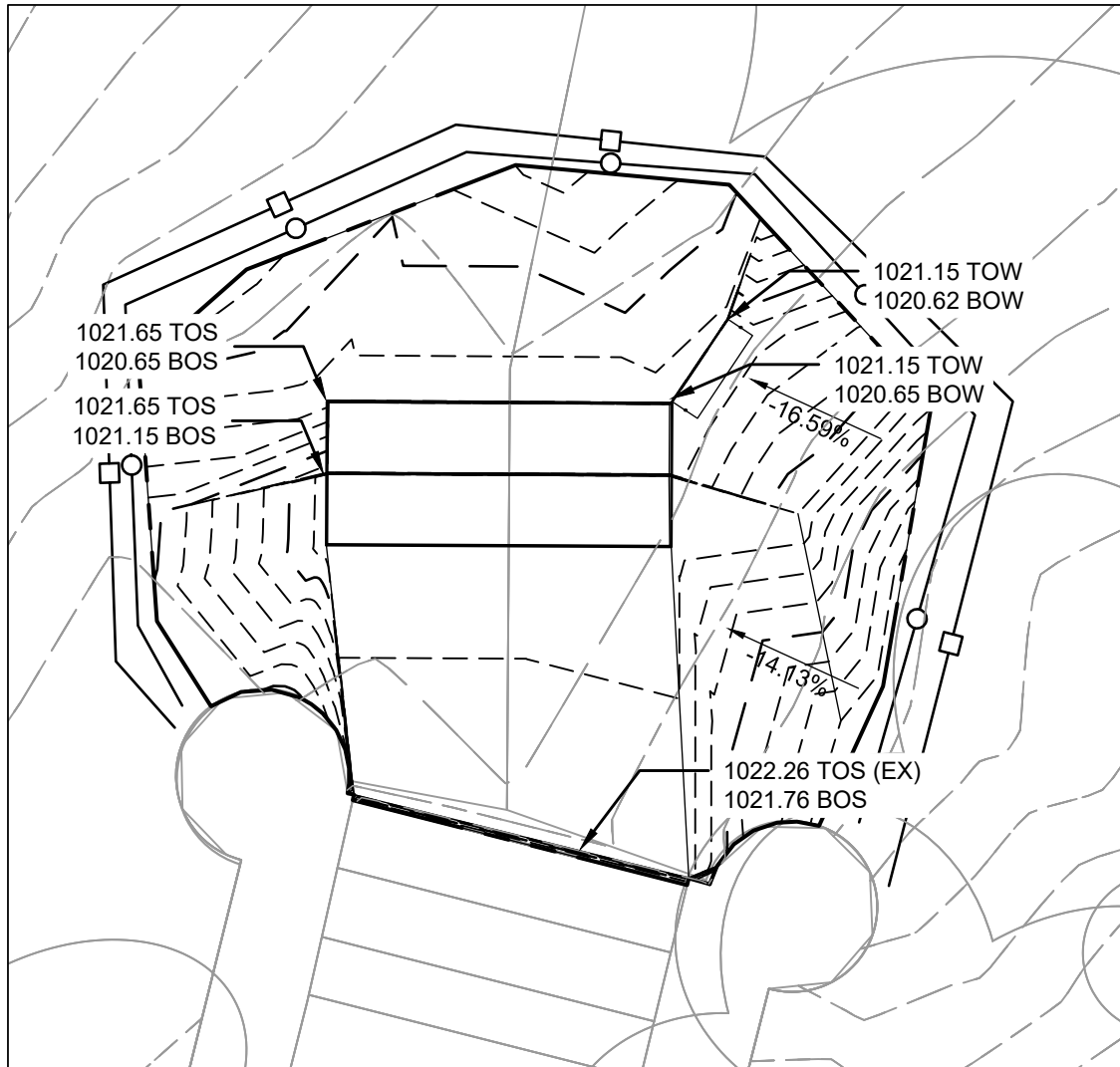
ITEM	DATE
DRAWN BY: SC	07/24/2020

PUBLIC WORKS PROJECT #:  
*N/A*

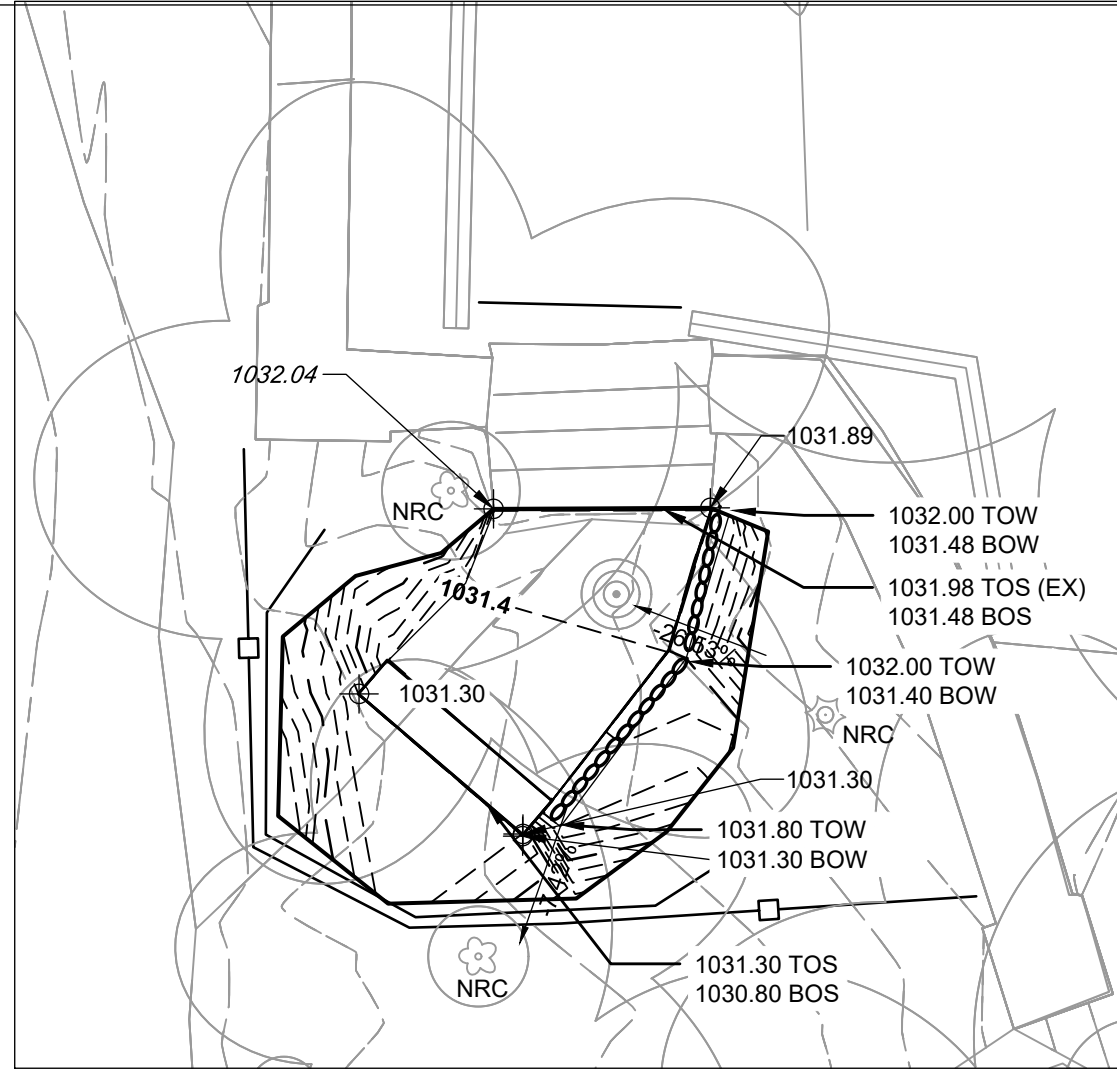
SHEET TITLE:  
*PROJECT LOCATION  
 AND EXISTING  
 CONDITIONS*

SHEET NUMBER:  
**1.1**





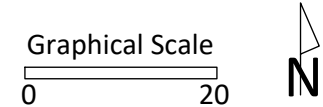
DETAIL 1: NORTH PROPOSED STEPS



DETAIL 2: SOUTH PROPOSED STEP

City of Madison  
 Department of Public Works  
**PARKS DIVISION**  
 City-County Building, Suite 104  
 210 Martin Luther King, Jr. Blvd.  
 Madison, WI 53703

*play*  
**MADISON  
 PARKS**



PROJECT:  
*OWEN PARKWAY  
 OVERLOOK STAIRS  
 IMPROVEMENTS*

PROJECT ADDRESS:  
*HOYT PARK  
 3902 REGENT ST  
 MADISON, WI 53705*

Although every effort has been made in preparing these plans and checking them for accuracy, the contractor and subcontractors must check all details and dimensions of their trade and be responsible for the same.

ITEM	DATE
DRAWN BY: SC	07/24/2020

PUBLIC WORKS PROJECT #:  
*N/A*

SHEET TITLE:  
*DETAILS*

SHEET NUMBER:  
*1.2*

PROJECT:  
*OWEN PARKWAY  
 OVERLOOK STAIRS  
 IMPROVEMENTS*

PROJECT ADDRESS:  
*HOYT PARK  
 3902 REGENT ST  
 MADISON, WI 53705*

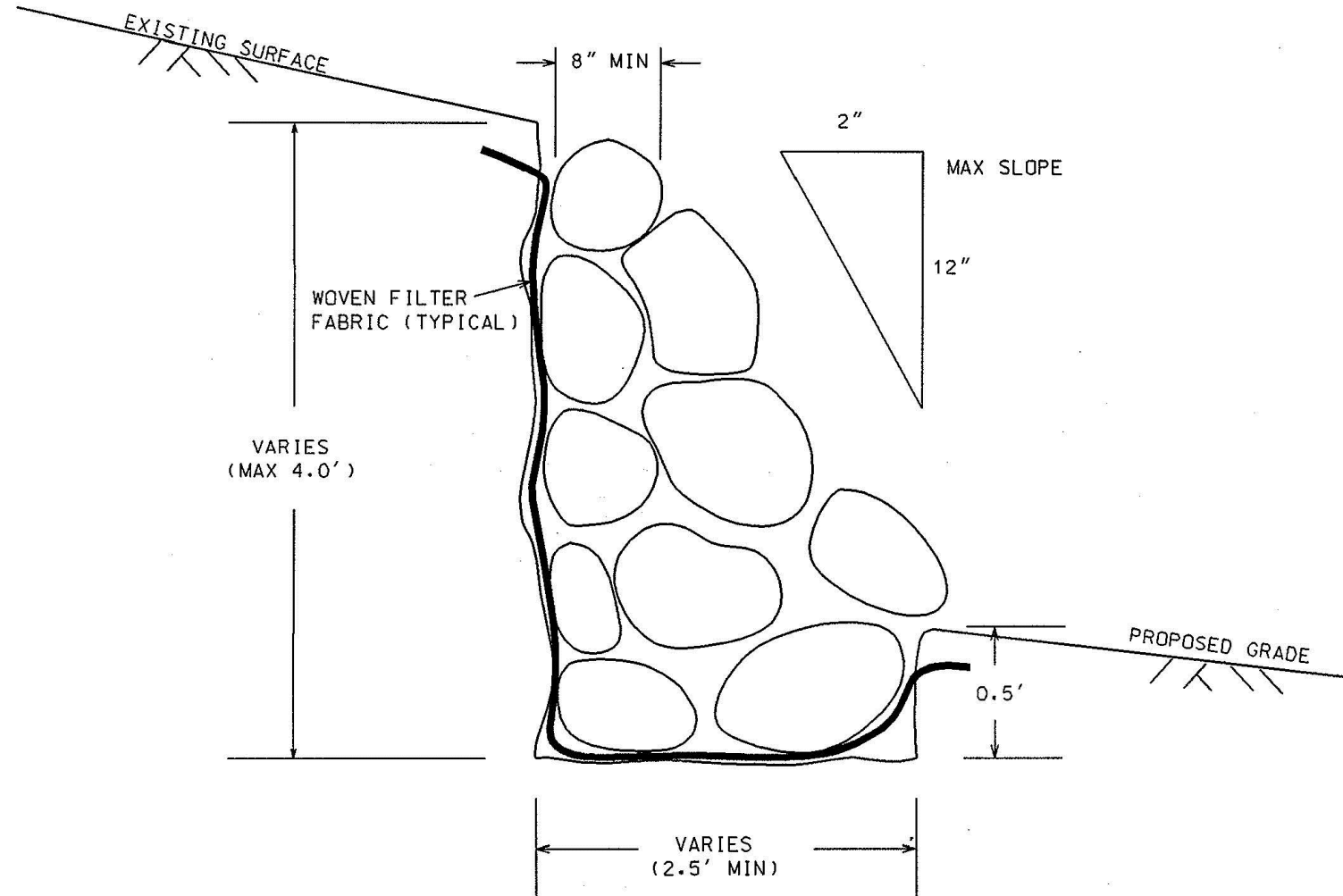
Although every effort has been made in preparing these plans and checking them for accuracy, the contractor and subcontractors must check all details and dimensions of their trade and be responsible for the same.

ITEM	DATE
DRAWN BY: SC	07/24/2020

PUBLIC WORKS PROJECT #:  
*N/A*

SHEET TITLE:  
*DETAILS*

SHEET NUMBER:  
**1.3**



NOTE: FILTER FABRIC TO BE PLACED BEHIND WALL UNLESS OTHERWISE SPECIFIED

2004

CITY OF MADISON ENGINEERING DIVISION
<b>TYPICAL FIELD STONE RETAINING WALL</b>
STANDARD DETAIL DRAWING 2.06

DRAWING NOT TO SCALE

2.06