

# URBAN DESIGN COMMISSION APPLICATION



City of Madison  
Planning Division  
126 S. Hamilton St.  
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 \_\_\_\_\_

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: 8549 and 8557 Elderberry  
Title: 8549 and 8557 Elderberry

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

UDC meeting date requested June 12 2019

- 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 James Hess Company American Realtors  
Street address 437 S. Yellowstone Dr. #201 City/State/Zip Madison WI 53719  
Telephone 608-239-5812 608-213-0906 Email hessjamesb@gmail.com  
  
Project contact person James Hess Company American Realtors  
Street address 437 S. Yellowstone Dr. #201 City/State/Zip Madison WI 53719  
Telephone 608-239-5812 608-213-0906 Email hessjamesb@gmail.com  
  
Property owner (if not applicant) Anand Santhalingam  
Street address 810 SILVER SAGE Trl City/State/Zip MIDDLETON, WI 53562  
Telephone 608-346-5668 608-316-1516 Email anand.santhalingam@gmail.com

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 provided below 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. 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 Tim Parks, Janine Glaesner and Jenny Kirchgatter on April 12 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.

Applicant name James Hess Relationship to property Developer  
 Authorized signature of Property Owner Anand Santhalingam Chamundeeswari Date 04/20/19  
Chamundeeswari  
Alagappan

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



# URBAN DESIGN COMMISSION APPROVAL PROCESS



## 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 what 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)
- Graphic of the proposed signage as it relates to what the Ch. 31, MGO would permit

Letter of Intent  
DUPLEX HOUSING  
8549 & 8557 Elderberry  
Madison, Wisconsin  
Dimension IV Project No. 19014  
April 24, 2019

1. Project Team

Applicant: American Realtors  
Attention: James Hess  
437 S. Yellowstone Drive #201  
Madison, Wisconsin 53719  
Phone: 608.239.5812  
Email: [hessjamesb@gmail.com](mailto:hessjamesb@gmail.com)

Land Owner: Anand Santhalingam  
810 Silver Sage Trail  
Middleton, Wisconsin 53562  
Phone: 608.346.5668  
Email: [anand.santhalingam@gmail.com](mailto:anand.santhalingam@gmail.com)

Architect: Dimension IV Madison Design Group  
Jerry Bourquin  
6515 Grand Teton Plaza, Suite 120  
Madison, Wisconsin 53719  
Phone: 608.829.4452  
Email: [jbouquin@dimensionivmadison.com](mailto:jbouquin@dimensionivmadison.com)

Civil Engineer/Site Design: To Be Selected

Landscape Architect: To Be Selected

6515 Grand Teton Plaza, Suite 120  
Madison, Wisconsin 53719

p 608.829.4444

f 608.829.4445



2. Existing Conditions

The site is two existing vacant lots.

3. Project Schedule

Upon securing agency and financing approvals, the project is scheduled to start construction in summer of 2019 with occupancy in fall/winter 2019.

4. Proposed Uses

The project is two duplex lots. A duplex will be developed on each lot.

5. Hours of Operation

Not applicable.

6. Building Square Footage

	Lot 1 (8549) Building A	Lot 2 (8559) Building B	Total
Lower Level	1,880 square feet	1,880 square feet	3,760 square feet
First Level:	2,754 square feet	2,754 square feet	5,508 square feet
Second Level:	<u>2,556 square feet</u>	<u>2,556 square feet</u>	<u>5,112 square feet</u>
TOTAL	7,190 square feet	7,190 square feet	14,380 square feet

7. Number of Dwelling Units: Two, 3-bedroom units per lot.

8. Auto and Bike Parking Stalls: A two-car garage is provided for each unit.

9. Lot Data

Zoning: Planned development General Development Plan (GDP) for two duplex lots. Lots to rezoned to Specific Implementation Plan (SIP) for two duplex lots.

Lot Size: Lot 1 – 11,961 square feet      Lot 2 – 15,515      Total – 27,476 square feet

Lot Coverage

	Lot 1 (8549)	Lot 2 (8557)	Total
Building	2,754 square feet (23%)	2,754 square feet (18%)	5,508 sf (20%)
Impervious Area	1,703 square feet (14%)	2,431 square feet (16%)	4,134 sf (15%)
Pervious Area	<u>7,504 square feet (63%)</u>	<u>10,330 square feet (66%)</u>	<u>17,834 sf (65%)</u>
TOTAL	11,961 square feet (100%)	15,515 square feet (100%)	27,834 sf (100%)

10. Usable Open Space: Not applicable

11. Land Value: Not Applicable

12. Estimated Project Cost: Not Applicable

13. Number of Construction or Full Time Equivalent Jobs Created: Not Applicable

14. Public Subsidy Requested: None

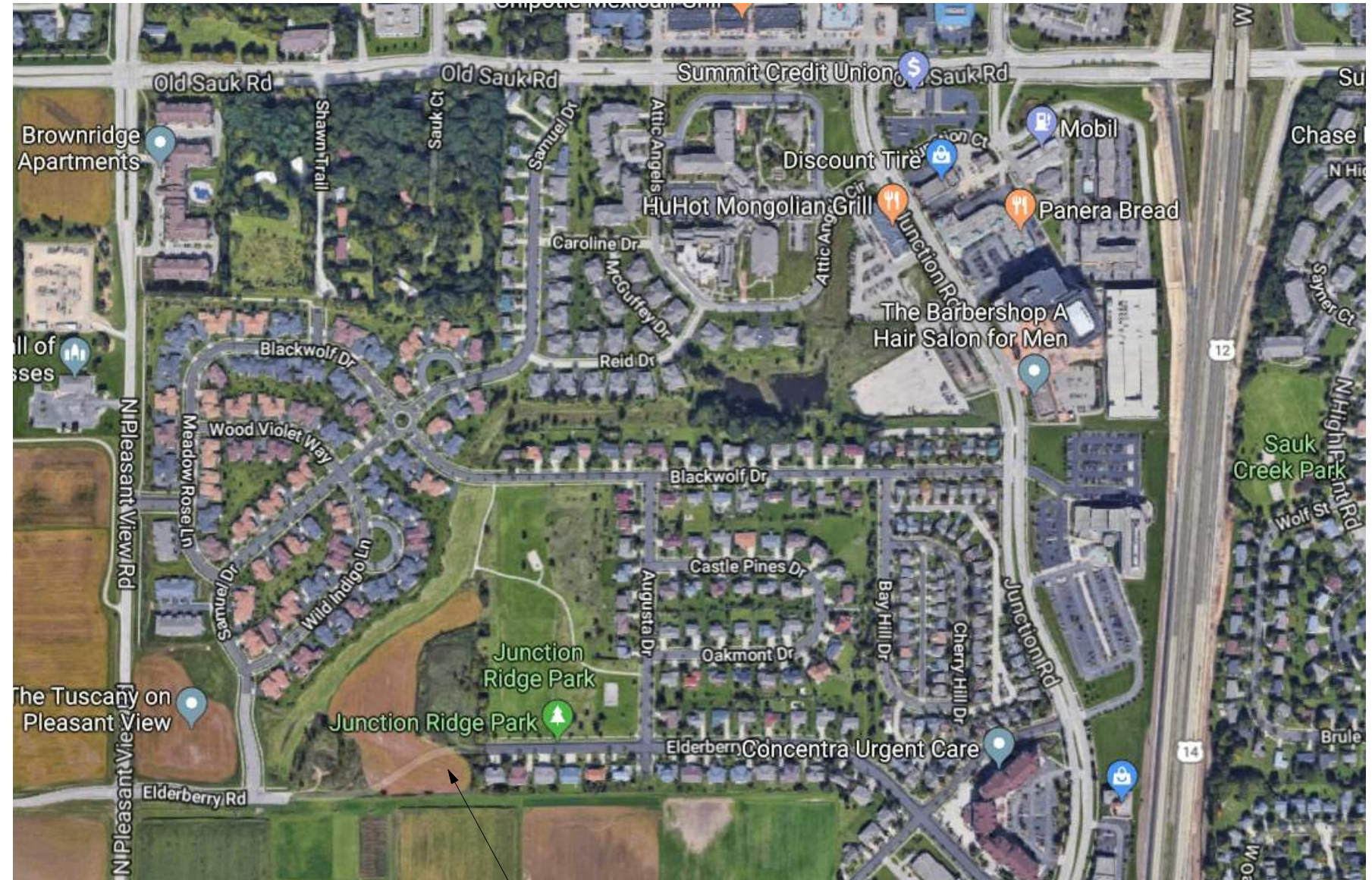


# ELDERBERRY DUPLEXES - 8549 & 8557 ELDERBERRY ROAD

## URBAN DESIGN COMMISSION - INFORMATIONAL PRESENTATION

### SHEET INDEX

A1	COVER SHEET
A2	CONTEXTUAL SITE INFORMATION
A3	CONTEXTUAL SITE INFORMATION
A4	SURVEY
A5	SITE PLAN
A6	FLOOR PLANS - DUPLEX A (8549)
A7	FLOOR PLANS - DUPLEX B (8557)
A8	NORTH ELEVATION - DUPLEX A (8549)
A9	NORTH ELEVATION - DUPLEX B (8557)



LOCATION MAP

PROJECT LOCATION

NORTH



**A1**







PHOTO 1



PHOTO 2



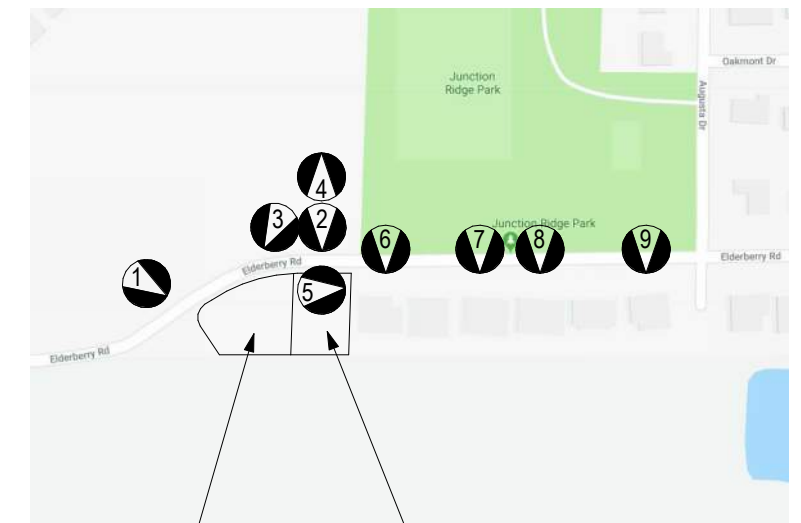
PHOTO 3



PHOTO 4

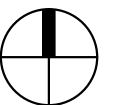


PHOTO 5



LOT 2 (8557) LOT 1 (8549) NORTH

**CONTEXTUAL SITE MAP**



**A2**

**ELDERBERRY DUPLEXES**

MADISON WI

CONTEXTUAL SITE INFORMATION  
04/24/2019  
19014



architecture · interior design · planning  
6515 Grand Teton Plaza, Suite 120, Madison, Wisconsin 53719  
p608.829.4444 f608.829.4445 dimensionivmadison.com





PHOTO 6



PHOTO 7



PHOTO 8



PHOTO 9

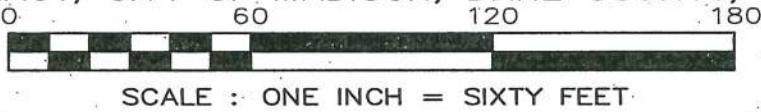


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# CERTIFIED SURVEY MAP No. 14370

ALL OF OUTLOT 5, PRAIRIE POINT, AS RECORDED IN VOLUME 57-184B OF PLATS, ON PAGES 769-770, AS DOCUMENT NUMBER 3371965, DANE COUNTY REGISTRY, LOCATED IN THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 22, TOWNSHIP 07 NORTH, RANGE 08 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN.

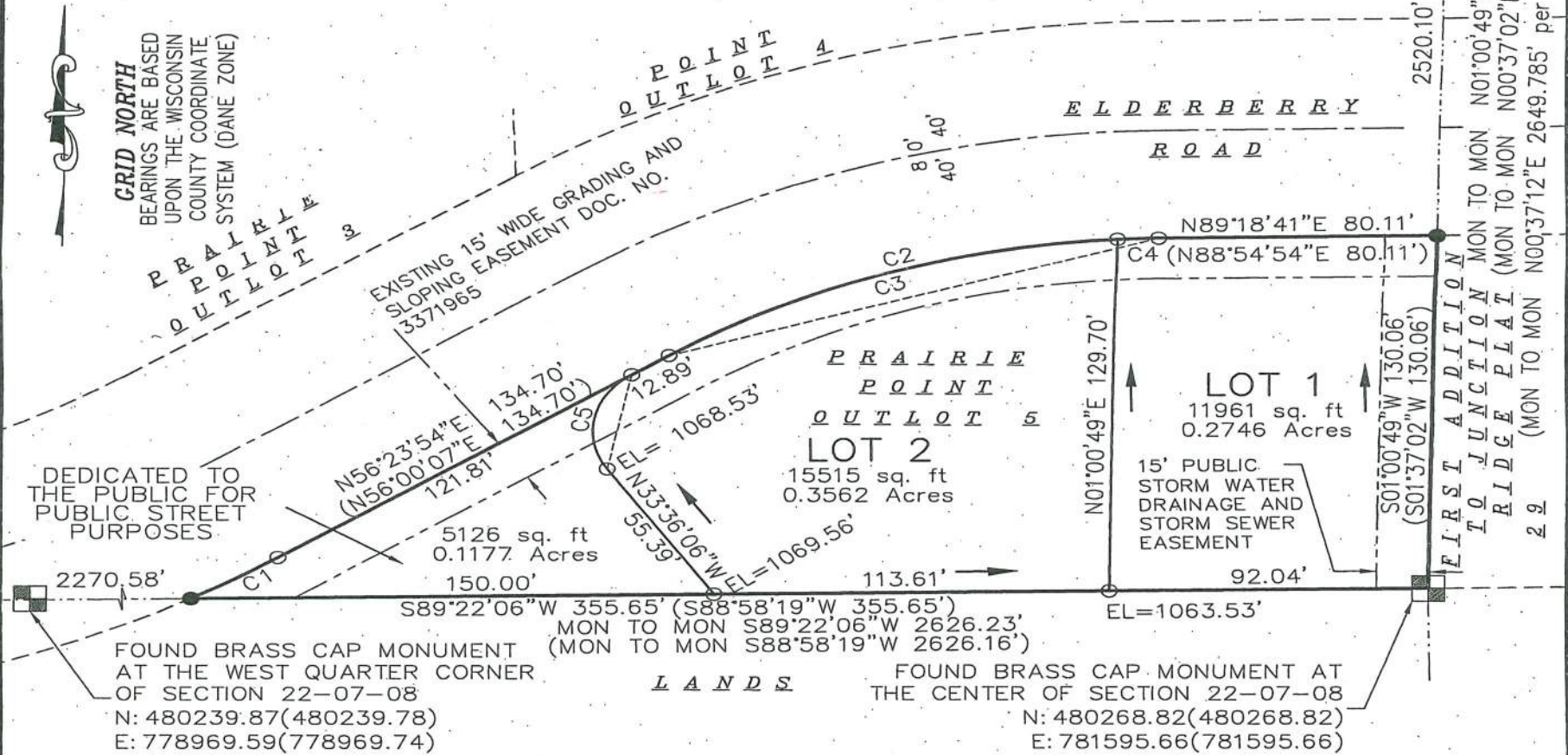


REVISED: 10/25/2016 *mxB*

FOUND ALUMINUM CAP MONUMENT AT THE NORTH QUARTER CORNER OF SECTION 22-07-08  
 N: 482918.57(482918.57)  
 E: 781642.54(781642.54)

CURVE TABLE

NUMBER	ARC LENGTH	CENTRAL ANGLE	RADIUS	CHORD DIRECTION	CHORD LENGTH
C1	29.06	04°53'51"	340.00	N58°50'50"E (S58°27'02.5"W)	29.05
C2	149.35	32°54'47"	260.00	N72°51'18"E (S72°27'30.5"W)	147.31
C3	137.42	30°16'55"	260.00	N71°32'22"E	135.82
C4	11.94	02°37'52"	260.00	N87°59'45"E	11.94
C5	39.27	90°00'00"	25.00	N11°23'54"E	35.36



SURVEYED FOR :  
 ATTIC ANGEL PRAIRIE POINT INC

SURVEYED BY :

**Burse**

surveying & engineering inc

2801 International Lane, Suite 101  
 Madison, WI 53704 608.250.9263  
 Fax: 608.250.9266  
 email: mburse@bse-inc.net  
 www.bursesurveyengr.com

MAP NO. 14370

DOCUMENT NO. 5279650

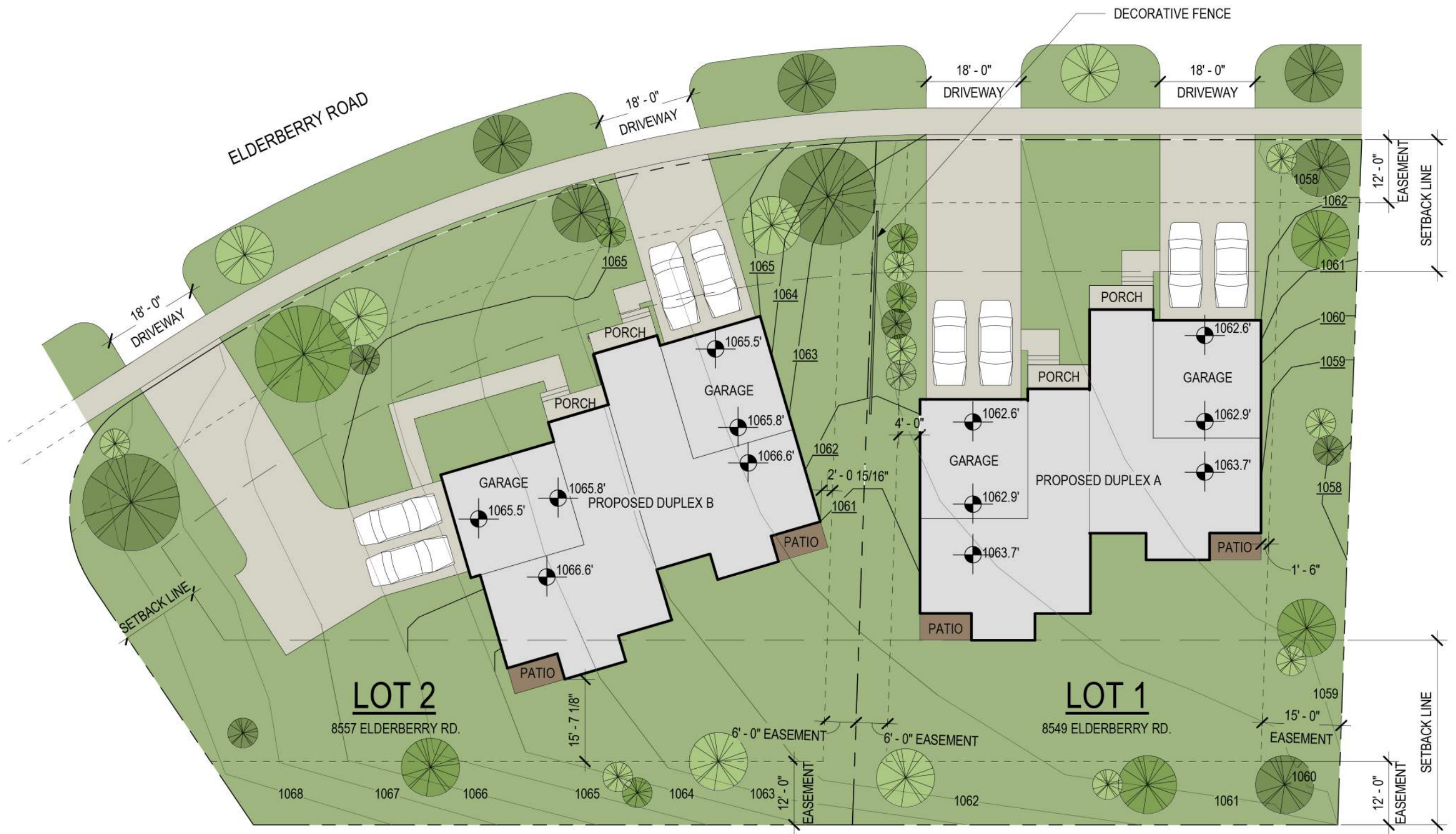
VOLUME 98 PAGES 166

Date: 06-08-2016 RVSD: 10-25-2016  
 Plot View: CSM  
 BSE189\2015 CSM\DWG\BSE189CSM.DWG

NOTES:

- 1) SEE SHEET 2 FOR LEGEND
- 2) ALL LOTS CREATED BY THIS CERTIFIED SURVEY MAP ARE INDIVIDUALLY RESPONSIBLE FOR COMPLIANCE WITH CHAPTER 37 OF THE MADISON GENERAL ORDINANCE IN REGARD TO STORMWATER MANAGEMENT AT THE TIME THEY DEVELOP.
- 3) LOTS WITHIN THE SUBDIVISION ARE SUBJECT TO IMPACT FEES THAT ARE DUE AND PAYABLE AT THE TIME BUILDING PERMIT(S) ARE ISSUED.
- 4) SEE SHEET 4 FOR CITY OF MADISON NOTES.





**1 SITE PLAN**  
1" = 20'-0"



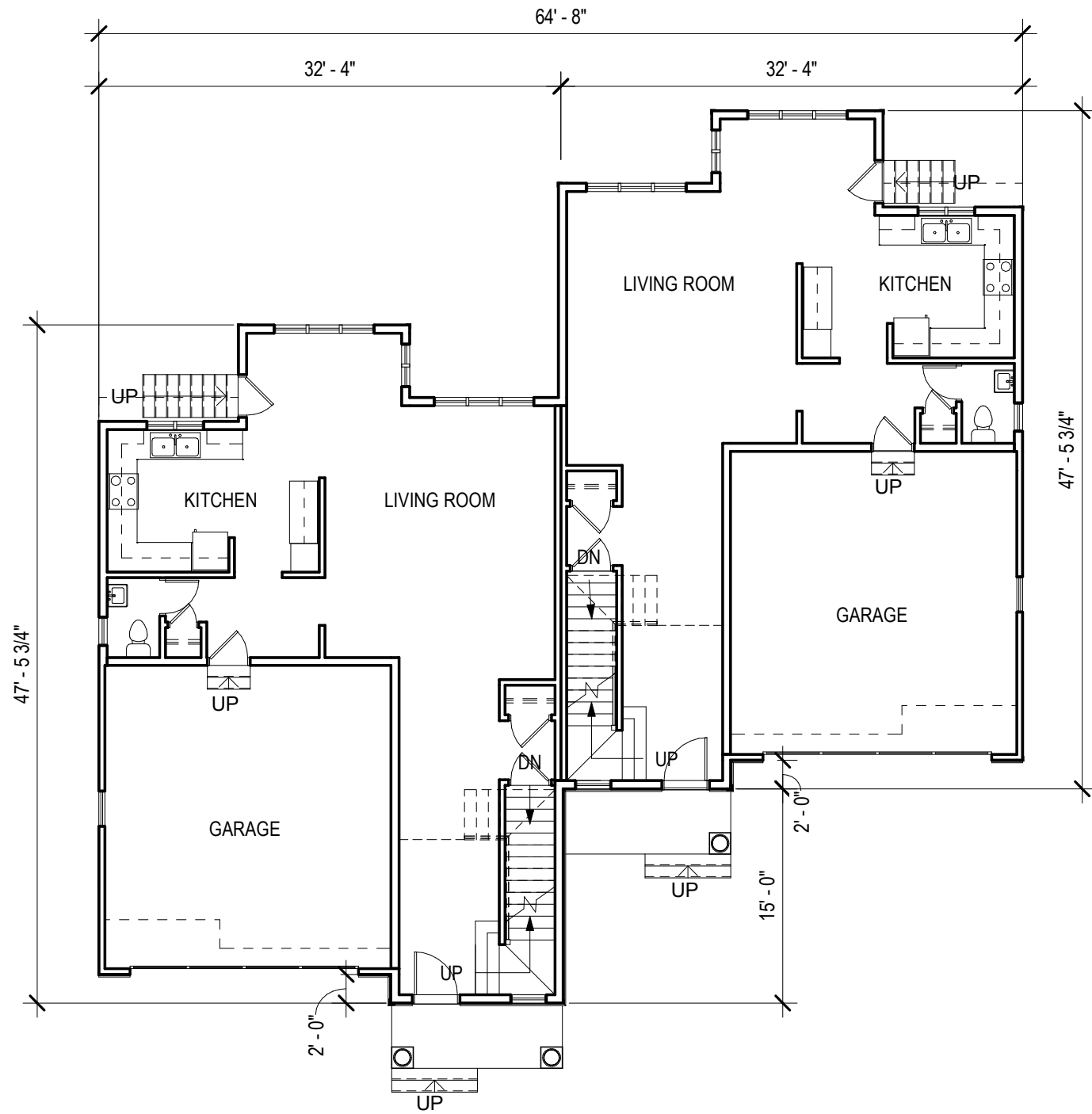
**DIMENSIONIV**  
Madison Design Group

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**A5**  
**ELDERBERRY DUPLEXES**  
MADISON WI

SITE PLAN  
04/24/2019  
19014

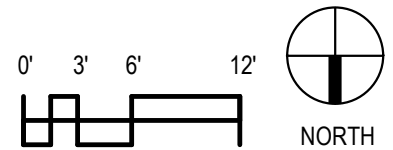


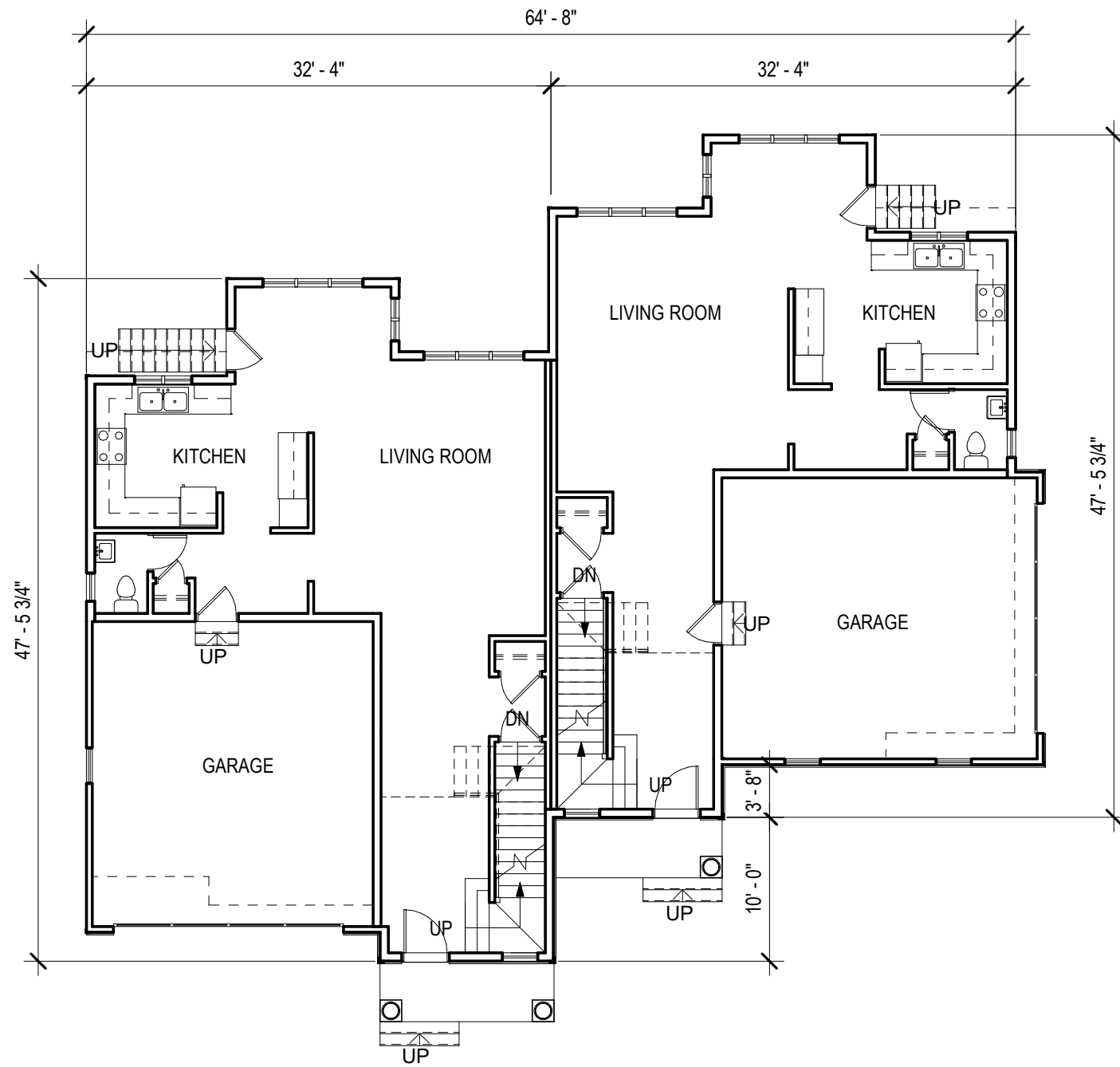


**1 FIRST FLOOR PLAN - DUPLEX A (8549)**  
 3/32" = 1'-0"

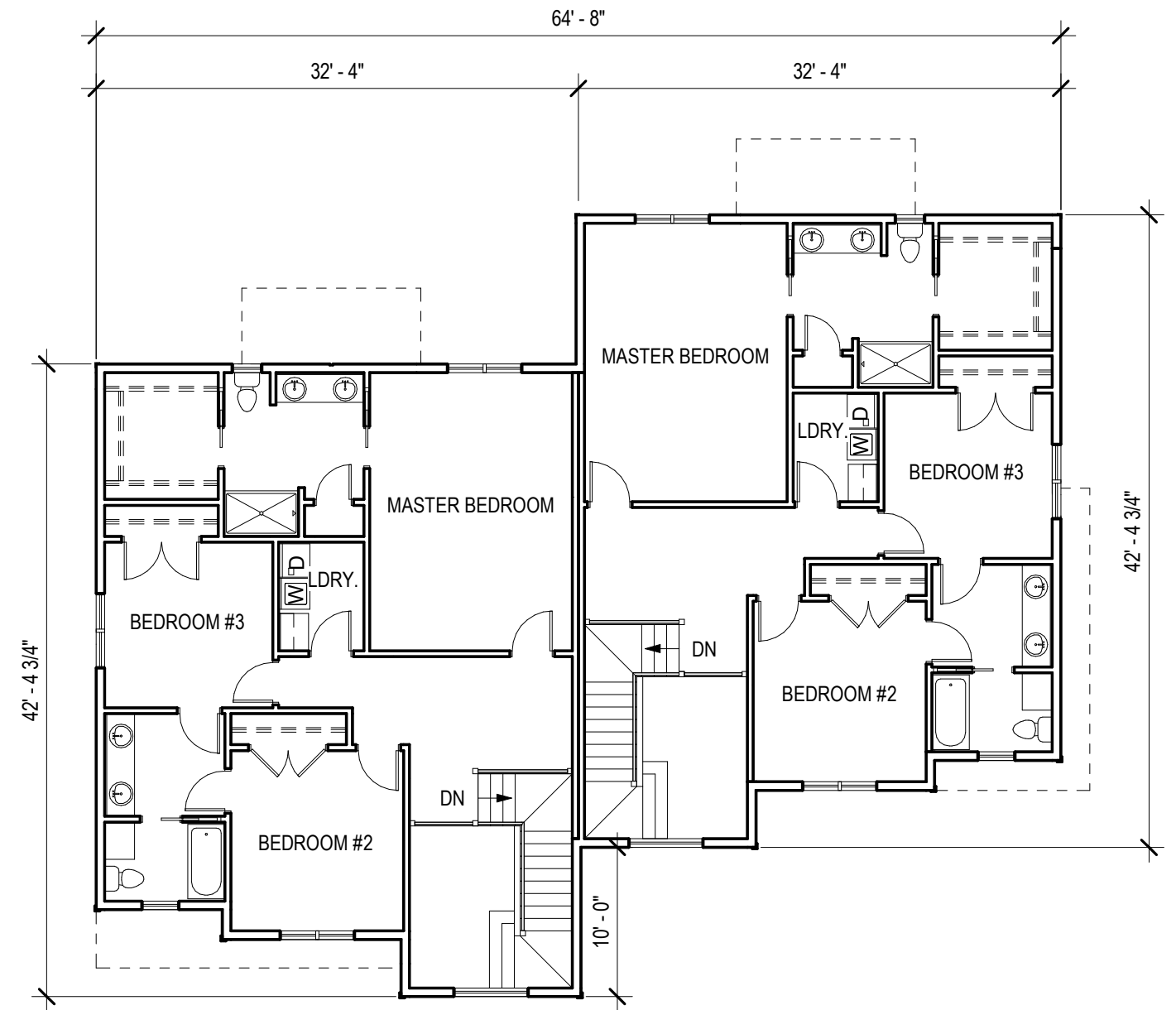


**2 SECOND FLOOR PLAN - DUPLEX A (8549)**  
 3/32" = 1'-0"

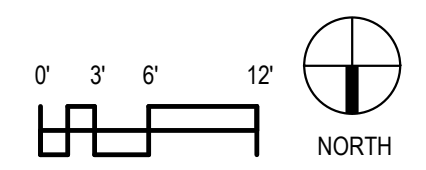




**1** FIRST FLOOR PLAN - DUPLEX B (8557)  
3/32" = 1'-0"



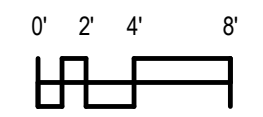
**2** SECOND FLOOR PLAN - DUPLEX B (8557)  
3/32" = 1'-0"







**1** NORTH ELEVATION - DUPLEX A (8549)  
1/8" = 1'-0"





**1** NORTH ELEVATION - DUPLEX B (8557)  
1/8" = 1'-0"

