



City of Madison

Conditional Use

Location
2802 International Lane

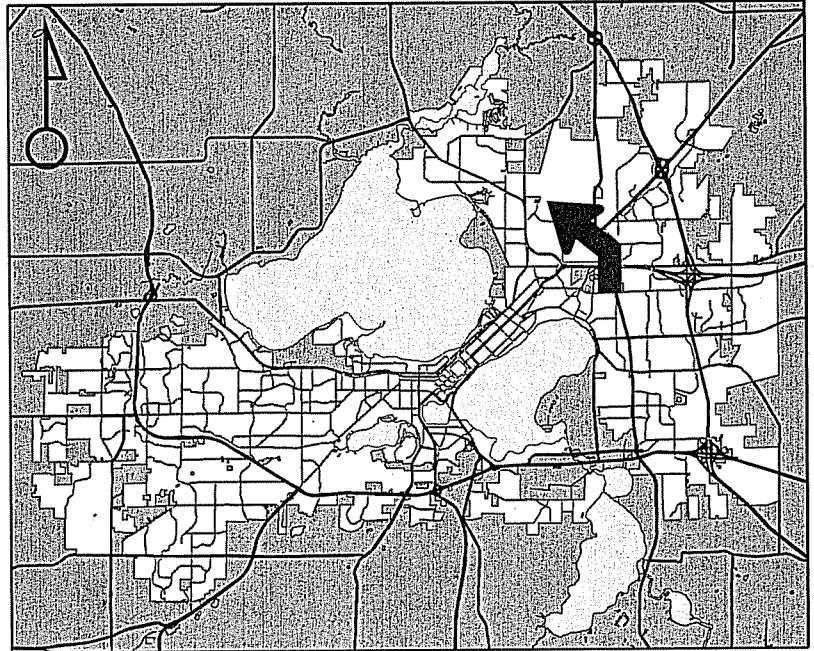
Project Name
The Richardson School

Applicant
John Schaefer - 2802 International, LLC/
John Schaefer - Construction Services Inc.

Existing Use
Office building

Proposed Use
Convert office building into
private school

Public Hearing Date
Plan Commission
29 August 2016



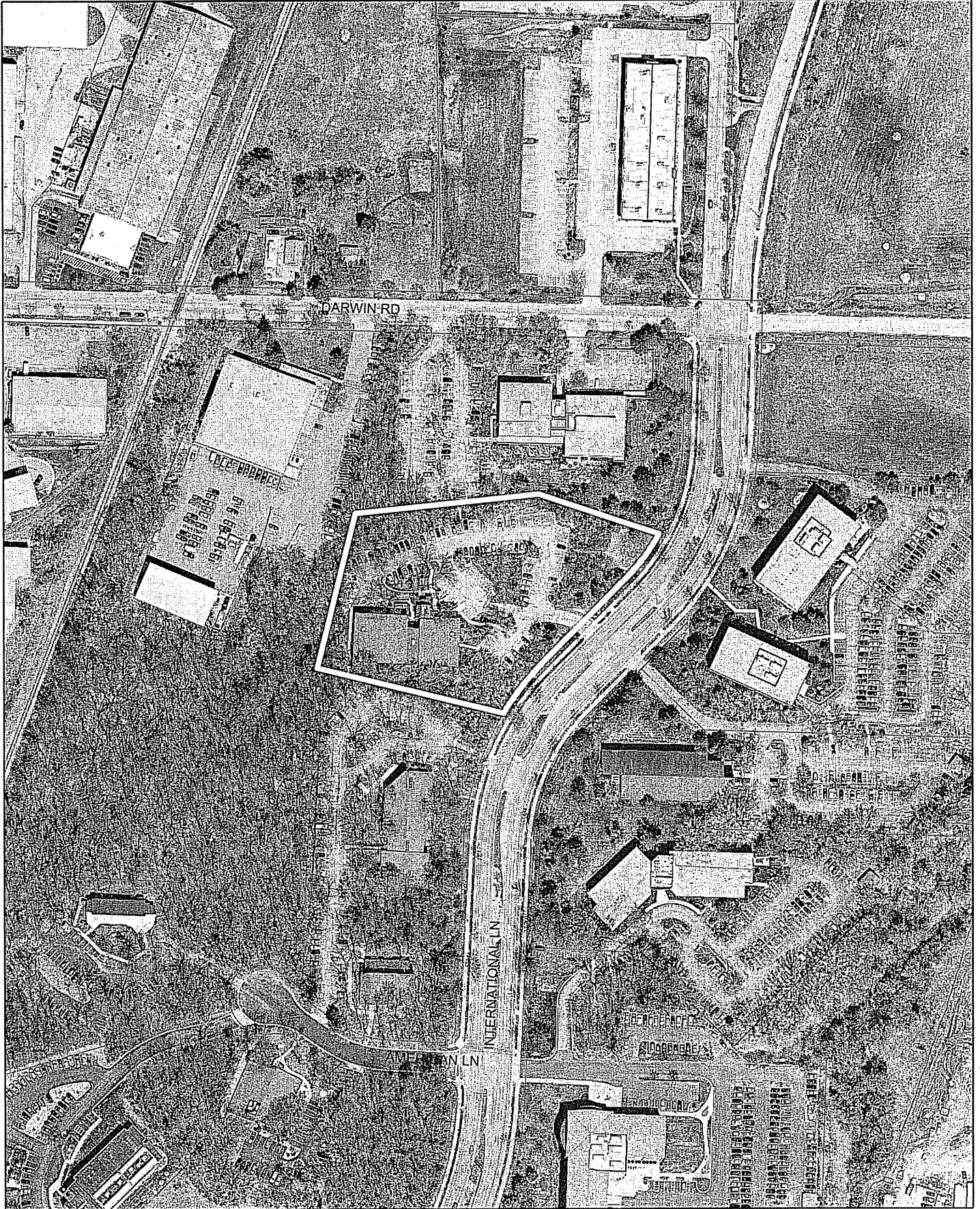
For Questions Contact: Tim Parks at: 261-9632 or tparks@cityofmadison.com or City Planning at 266-4635



Scale : 1" = 400'

City of Madison, Planning Division : RPJ : Date : 17 August 2016

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LAND USE APPLICATION

CITY OF MADISON

215 Martin Luther King Jr. Blvd; Room LL-100
PO Box 2985; Madison, Wisconsin 53701-2985
Phone: 608.266.4635 | Facsimile: 608.267.8739

- All Land Use Applications should be filed with the Zoning Administrator at the above address.
- The following information is required for all applications for Plan Commission review except subdivisions or land divisions, which should be filed using the Subdivision Application.
- This form may also be completed online at:
www.cityofmadison.com/developmentcenter/landdevelopment

FOR OFFICE USE ONLY:

Amt. Paid \$ 1,050 Receipt No. 018390-0005
 Date Received 7/13/16
 Received By [Signature]
 Parcel No. 0810-304-0195-5
 Aldermanic District 12 - Palm
 Zoning District SE
 Special Requirements Architectural Review Committee
 Review Required By:
 Urban Design Commission Plan Commission
 Common Council Other: _____

Form Effective: February 21, 2013

1. **Project Address:** 2802 International Lane, Madison, WI
Project Title (if any): _____

2. **This is an application for (Check all that apply to your Land Use Application):**

- Zoning Map Amendment from _____ to _____
- Major Amendment to Approved PD-GDP Zoning Major Amendment to Approved PD-SIP Zoning
- Review of Alteration to Planned Development (By Plan Commission)
- Conditional Use, or Major Alteration to an Approved Conditional Use
- Demolition Permit
- Other Requests: _____

3. **Applicant, Agent & Property Owner Information:**

Applicant Name: Kevin Silkey Company: The Richardson School
Street Address: 175 S Barker Road City/State: Brookfield Zip: 53045
Telephone: (262) 468-0700 Fax: (262) 468-0701 Email: Kevin.Silkey@RichardsonSchool.com

Project Contact Person: John Schaefer Company: Construction Services Inc.
Street Address: 639 S. Main Street #103 City/State: DeForest, WI Zip: 53532
Telephone: (608) 516-6633 Fax: () Email: csi@inxpress.net

Property Owner (if not applicant): 2802 International, LLC John Schaefer
Street Address: 639 S. Main Street, #103 City/State: DeForest, WI Zip: 53532

4. **Project Information:**

Provide a brief description of the project and all proposed uses of the site: A private school serving the needs of children with disabilities

Development Schedule: Commencement ASAP Completion 10/1/16

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5. Required Submittal Information

All Land Use applications are required to include the following:

Project Plans including:*

- Site Plans (fully dimensioned plans depicting project details including all lot lines and property setbacks to buildings; demolished/proposed/altered buildings; parking stalls, driveways, sidewalks, location of existing/proposed signage; HVAC/Utility location and screening details; useable open space; and other physical improvements on a property)
- Grading and Utility Plans (existing and proposed)
- Landscape Plan (including planting schedule depicting species name and planting size)
- Building Elevation Drawings (fully dimensioned drawings for all building sides, labeling primary exterior materials)
- Floor Plans (fully dimensioned plans including interior wall and room location)

Provide collated project plan sets as follows:

- **Seven (7) copies** of a full-sized plan set drawn to a scale of 1 inch = 20 feet (folded or rolled and stapled)
- **Twenty Five (25) copies** of the plan set reduced to fit onto 11 X 17-inch paper (folded and stapled)
- **One (1) copy** of the plan set reduced to fit onto 8 1/2 X 11-inch paper

* For projects requiring review by the **Urban Design Commission**, provide **Fourteen (14) additional 11x17 copies** of the plan set. In addition to the above information, all plan sets should also include: 1) Colored elevation drawings with shadow lines and a list of exterior building materials/colors; 2) Existing/proposed lighting with photometric plan & fixture cutsheet; and 3) Contextual site plan information including photographs and layout of adjacent buildings and structures. The applicant shall bring samples of exterior building materials and color scheme to the Urban Design Commission meeting.

Letter of Intent: Provide one (1) Copy per Plan Set describing this application in detail including, but not limited to:

- | | | |
|---|---|--|
| • Project Team | • Building Square Footage | • Value of Land |
| • Existing Conditions | • Number of Dwelling Units | • Estimated Project Cost |
| • Project Schedule | • Auto and Bike Parking Stalls | • Number of Construction & Full-Time Equivalent Jobs Created |
| • Proposed Uses (and ft ² of each) | • Lot Coverage & Usable Open Space Calculations | • Public Subsidy Requested |
| • Hours of Operation | | |

Filing Fee: Refer to the Land Use Application Instructions & Fee Schedule. Make checks payable to: *City Treasurer*.

Electronic Submittal: All applicants are required to submit copies of all items submitted in hard copy with their application as Adobe Acrobat PDF files on a non-returnable CD to be included with their application materials, or by e-mail to pcapplications@cityofmadison.com.

Additional Information may be required, depending on application. Refer to the Supplemental Submittal Requirements.

6. Applicant Declarations

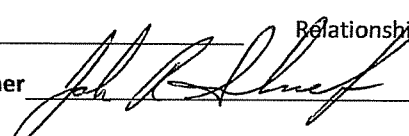
Pre-application Notification: The Zoning Code requires that the applicant notify the district alder and any nearby neighborhood and business associations in writing no later than **30 days prior to FILING this request**. List the alderperson, neighborhood association(s), and business association(s) AND the dates you sent the notices:
Notice sent to Larry Palm on 7/8/16. Waiver received 7/11/16.

→ If a waiver has been granted to this requirement, please attach any correspondence to this effect to this form.

Pre-application Meeting with Staff: Prior to preparation of this application, the applicant is required to discuss the proposed development and review process with Zoning and Planning Division staff; note staff persons and date.

Planning Staff: Tim Parks Date: 7/7/16 Zoning Staff: Tim Parks Date: 7/7/16

The applicant attests that this form is accurately completed and all required materials are submitted:

Name of Applicant Kevin Silkey Relationship to Property: Tenant
Authorizing Signature of Property Owner  Date 7/12/16 14

July 12, 2016

Matt Tucker
City of Madison Zoning Administrator
215 Martin Luther King Jr. Blvd.
Madison, WI

RE: Letter of Intent – 2802 International Lane

PROJECT TEAM:

Building Owner:	2802 International LLC John Schaeffer 608-516-6633 csi@inxpress.net
Tenant:	Richardson School Kevin Silkey, Director of Operations 262-468-0700 ext. 2805 Kevin.silkey@richardsonschool.com
Real Estate Broker:	Key Commercial Real Estate Jenny Lisak & Aimee Bauman 608-729-1800 Jlisak@keycomre.com abauman@keycomre.com
Contractor:	Construction Services Inc. John Schaefer 608-516-6633 csi@inxpress.net
Architect:	Transcend Architects & Engineers 193 Dewey Street Sun Prairie, WI 53590 608-825-2222

DESCRIPTION OF EXISTING CONDITIONS:

The site consists of a 2.97 acre lot with approximately 85 onsite parking stalls and 10 bike stalls with an additional bike rack to be installed as part of this project. There is an existing two story wood frame building consisting of approximately 24,288 square feet. The site is zoned Suburban Employment District (SE).

PROPOSED USE:

Program Description:

The Richardson School (TRS) is seeking Plan Commission approval of a conditional use to operate a therapeutic day school to serve children with disabilities. TRS currently operates three therapeutic day school sites, one in West Allis, WI, one in Brookfield, WI and one in Beloit, WI. These programs currently serve students with disabilities from over 40 public school districts. A capacity of 54 students is served at the West Allis site, 58 at the Brookfield site, and 56 at the Beloit site.

The purpose of opening another TRS site in Madison is to meet a stated need from districts in the area to provide a year-round school option for local districts to access for children with special needs. Typically the children referred to TRS have been dually diagnosed with developmental or neurological disabilities and emotional, behavioral or mental health disorders. (Currently, none of the TRS students are wheelchair bound). Students are most commonly identified for potential enrollment as a result of a referral from the home school district's Special Education Director.

Service Hours:

Based on a traditional academic calendar, TRS's school will operate Monday through Friday during the school hours of 9:00 A.M. to 2:45 P.M. with typical winter, summer and holiday breaks. Extended school year (summer school) options are traditionally available to families and school districts. TRS operates a continuous year round school calendar of 210 days.

TRS also operates a camp service for children with disabilities when school is not in session. These services are provided over routine school breaks and operate in tandem with the summer school session. The camp program runs during normal school hours.

Access & Transportation:

Transportation to and from the school is the responsibility of the referring school district, not TRS. At the other sites, students have arrived via school bus, private transportation companies and parent drop off (vans, cars, etc.). Due to age and/or disability, the student population does not drive. The Madison location will have a turn-around drive that allows students to be dropped off and picked up at the front door. TRS will maintain at least two agency vehicles on site. Usually these are van's, for use during field trips and other off grounds activities.

Lunch meals will be served on site but not prepared on site. TRS Currently contracts with professional catering companies to plan, prepare and deliver meals daily. TRS plans to use the same approach at the Madison site. Meals are delivered in a van after the students' check-in with no interference during student drop off.

School Size:

TRS's vision for size and scope of the program includes a proposed capacity of 40-60 students in 7 academic classrooms and 3 additional classrooms (to focus on arts, life skills and sensory input). TRS has previously maintained classroom size at 8-10 students with each classroom having the support of 1 Special Education Teacher and 1-2 Teacher Aides. The square footages of each of the classrooms are shown on the enclosed plans.

Additional proposed professional support positions will include an onsite Day School Director, Educational Coordinator, Educational Coach, Teacher Aide Supervisor, and others. A full staff of 30-40 members will be in place when the school reaches its capacity of students.

PROPOSED SITE ALTERATIONS:

See attached floor plans showing the proposed interior buildout with no changes to the building exterior or building footprint. There will also be no changes made to the site/site plan.

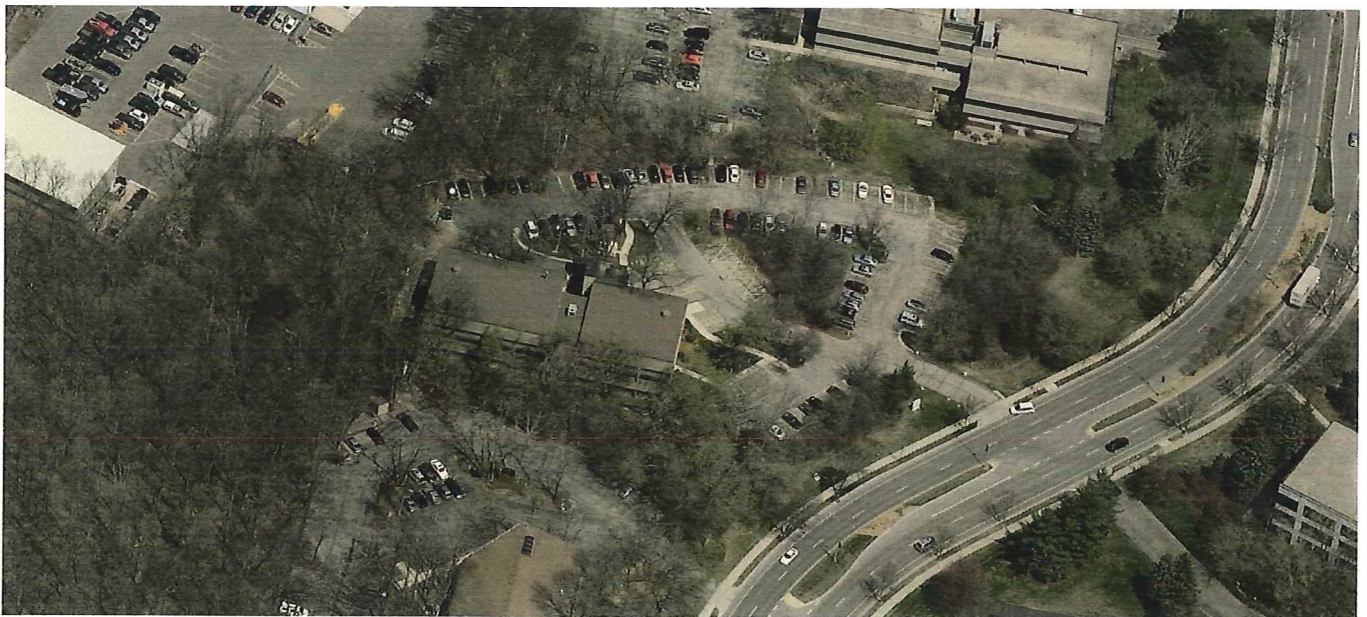
SCHEDULE & BUDGET

The Richardson School's target opening date is October 1, 2016. Interior Construction will commence as soon as possible and shall finish by October 1, 2016. The estimated cost of the building improvements is \$500,000.

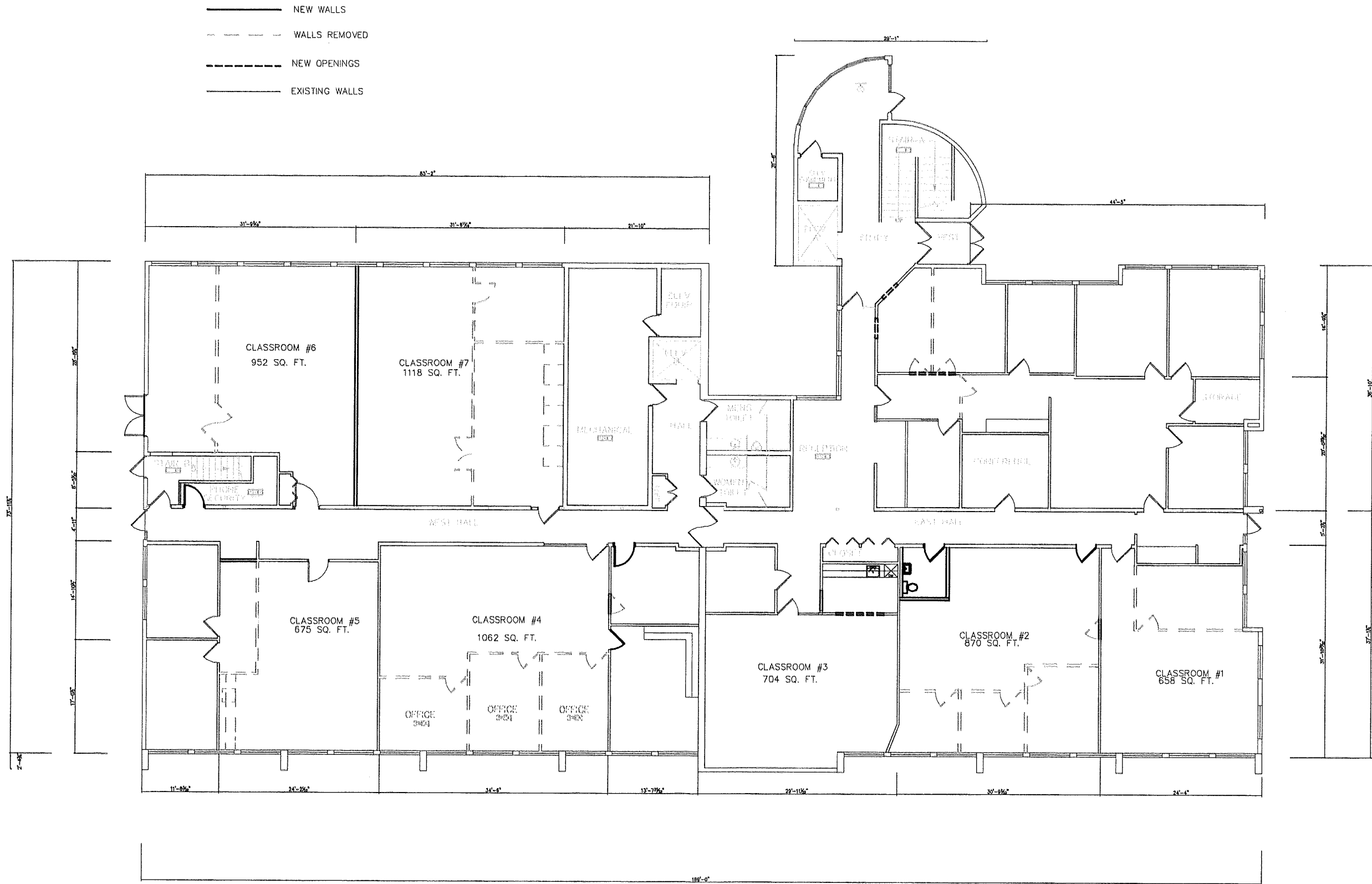
ATTACHMENTS

Building photos
Site Plan
Floor Plans

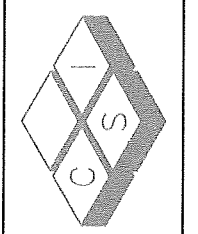
*Not included: There are no changes being made to the exterior of the building, to the site/site plan. Therefore, the submittal package does not include grading & utility plans, landscape plan, or building elevation drawings as those all remain in "as is" condition.



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C.S.I. CONSTRUCTION SERVICES, Inc.
 639 S. MAIN STREET SUITE 103 PHONE: (608) 846-1575
 DeFOREST, WISCONSIN 53532 FAX: (608) 846-1577



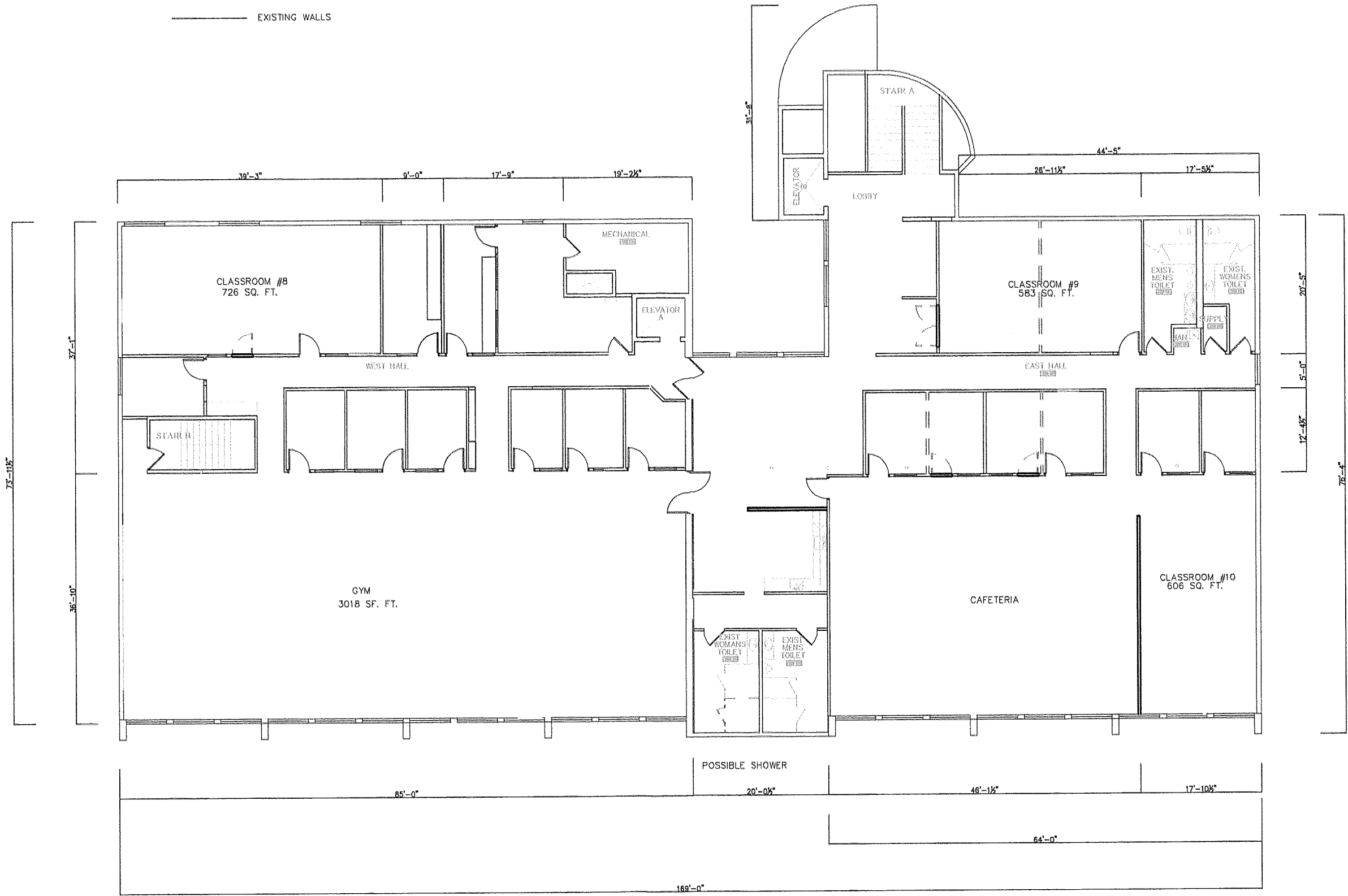
REVISIONS:

1ST FLOOR PLAN
 2802 INTERNATIONAL LN
 MADISON WI

SCALE:
 1/16" = 1'
 DRAWN BY:
 MS
 FILE NAME:
 DATE:
 7/12/16
 SHEET:

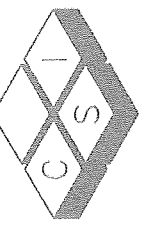
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- NEW WALLS
- - - WALLS REMOVED
- - - NEW OPENINGS
- EXISTING WALLS



C.S.I. CONSTRUCTION SERVICES, Inc.

639 S. MAIN STREET SUITE 103 PHONE: (608) 846-1575
 DeFOREST, WISCONSIN 53532 FAX: (608) 846-1577



REVISIONS:

2ND FLOOR PLAN

2802 INTERNATIONAL LN
MADISON WI

SCALE:
1/16" = 1'

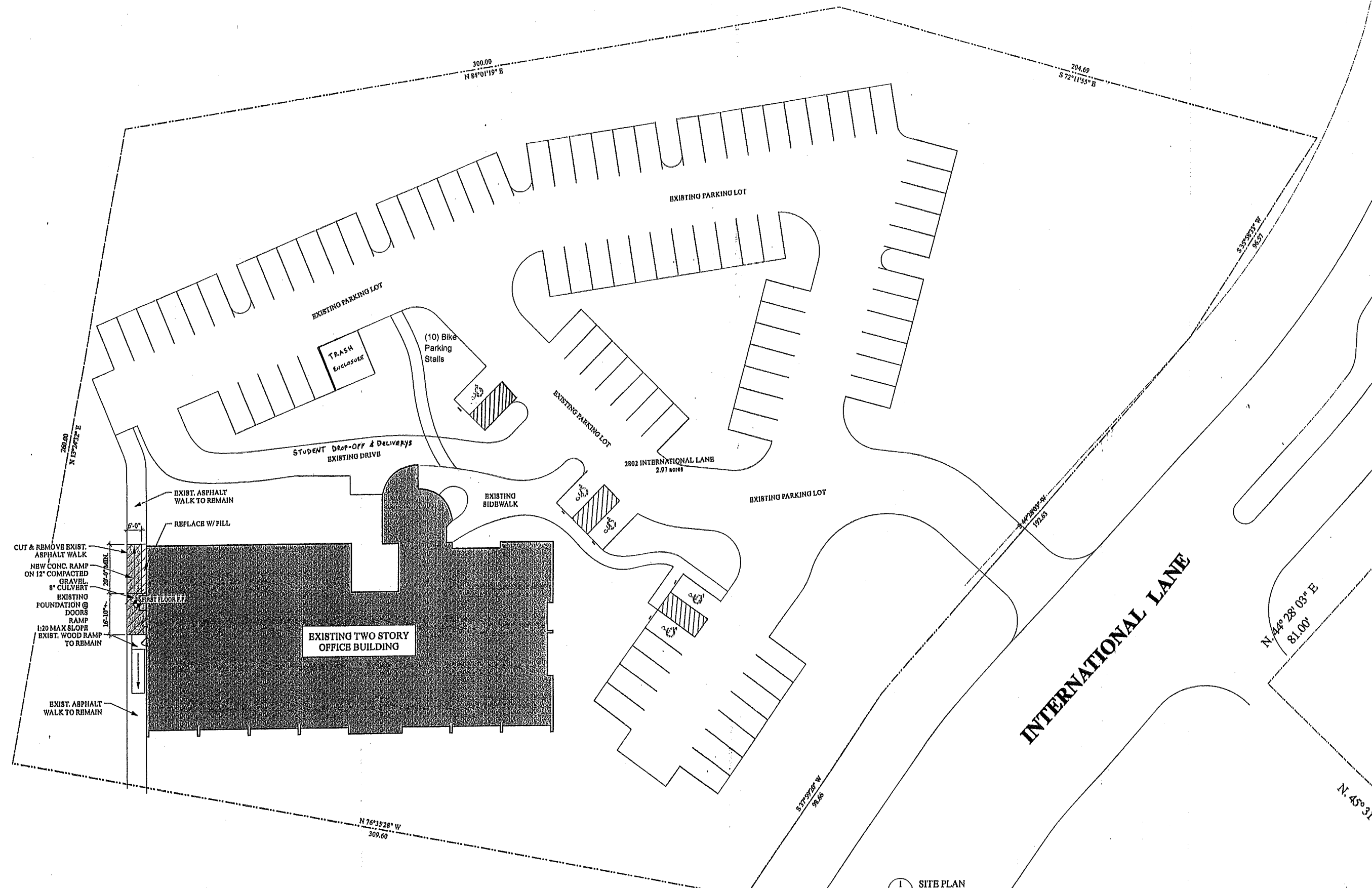
DRAWN BY:
MS

FILE NAME:

DATE:
7/12/16

SHEET:

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- ISSUE:
- ◆ CONSTRUCTION SET
 - ◆ PLAN REVIEW SET
 - ◇ BID SET
NOT FOR CONSTRUCTION
 - ◇ PRELIMINARY
NOT FOR CONSTRUCTION
 - ◇ PROGRESS SET
NOT FOR CONSTRUCTION
- PROJECT

ELDERCARE OF WISCONSIN OFFICES

2802 INTERNATIONAL LANE
Madison, Wisconsin

REVISIONS:

DATE: 17 APRIL 2007
SCALE: AS SHOWN
50% @ 11x17
PROJECT: Ko608
DRAWN BY: DZ
DRAWING NAME:

SITE PLAN

DRAWING NUMBER:

SP-1.0

1 SITE PLAN
SP-1 Scale: 1" = 20 ft