

# APPLICATION FOR DEMOLITION OF PRINCIPAL BUILDINGS

**Complete all sections of this application, including signature on page 2.**

To request an interpreter, translation, or accommodations, call (608)266-4910.

Para solicitar un intérprete, traducción o acomodaciones llame al (608)266-4910.

Koj muaj txoj cai tau txais kev txhais lus, kev pes lus los sis kev pab cuam txhawm rau

kev tsis taus uas tsis muaj nqi rau koj: Xav paub ntxiv tiv tauj rau (608)266-4910

如需口譯、翻譯或其他便利服務，請致電 (608)266-4910.

City of Madison

Building Inspection Division

215 Martin Luther King Jr Blvd, Ste 017

PO Box 2985

Madison, WI 53701-2985 (608) 266-4551



## Submit the following via email to:

- Building Inspection at [sprapplications@cityofmadison.com](mailto:sprapplications@cityofmadison.com) and
- Landmarks Commission at [LandmarksCommission@cityofmadison.com](mailto:LandmarksCommission@cityofmadison.com) (see [submittal schedule](#))

## Part 1: General Application Information

Street Address:			
Alder District:		Zoning District:	
Project Contact Person Name		Role	
Company Name			
Phone		Email	
<input type="checkbox"/>	Completed Application (this form)		
<input type="checkbox"/>	Property Owner Permission (signature on this form or an email providing authorization to apply)		
<input type="checkbox"/>	Copy of Notification sent to the <a href="#">Demolition Listserv</a> <span style="float: right;">Date Sent _____</span>		
<input type="checkbox"/>	Copy of Email Pre-Application Notification of Intent to Demolish a Principal Structure sent to <a href="#">District Alder</a> , <a href="#">City-registered neighborhood association(s)</a> , and <a href="#">City-listed business association(s)</a> . <span style="float: right;">Date Sent _____</span>		
<input type="checkbox"/>	\$600 Demolition Application Fee (additional fees may apply depending on full scope of project)		
<input type="checkbox"/>	Demolition Plan		
Are you also seeking a Zoning Map Amendment (Rezoning) or Conditional Use? <input type="checkbox"/> Yes <input type="checkbox"/> No			

## Part 2: Information for Landmarks Historic Value Review

<input type="checkbox"/>	Letter of Intent describing the proposed structure to be demolished, description of proposed method and timeline of demolition
<input type="checkbox"/>	Construction Information (Dates of construction and alterations, architect name, builder name, history of property, historic photos)
<input type="checkbox"/>	Existing Condition Photos (Interior and exterior digital photos of each principal building to be demolished sufficient to indicate its character and condition)
<input type="checkbox"/>	Will existing structure be relocated? <input type="checkbox"/> Yes <input type="checkbox"/> No If "yes" include preliminary assessment that relocation is likely to be structurally and legally feasible
<input type="checkbox"/>	Optional: Proposed mitigation plans for properties with possible historic value

## APPLICATION FOR DEMOLITION OF PRINCIPAL BUILDINGS

### Part 3: Application for Plan Commission Review (if applicable)

- When Landmarks Commission finds a building has Historic Value, the demolition application must be considered by the Plan Commission.
- If Plan Commission review is required, staff will schedule the public hearing based on the [published schedule](#).
- Applicant must [make an appointment](#) to pick up “Public Hearing” sign from Zoning Counter and post the sign on property at least 21 days before Plan Commission hearing.

Demolition requests will be scheduled concurrently with other related requests before the Plan Commission, where applicable. A schedule confirmation will be emailed to the designated project contact. Contact staff at [pcapplications@cityofmadison.com](mailto:pcapplications@cityofmadison.com) with questions.

### Part 4: Signature

Property Owner Authorizing Signature (or authorized via attached email)		Scott Chehak	
Property Owner Name			
Company Name			
Street Address			
Phone		Email	

For Office Use Only	
Date:	
Accela ID No.:	



**Cedar Rapids**

200 Fifth Avenue SE Ste. 201  
Cedar Rapids, Iowa 52401  
(319) 363-6018

**Des Moines**

100 Court Avenue Ste. 100  
Des Moines, Iowa 50309  
(515) 309-0722

**Iowa City**

24 ½ S. Clinton Street Ste. 1  
Iowa City, Iowa 52240  
(319) 363-6018

**Madison**

301 N. Broom Street Ste. 100  
Madison, Wisconsin 53703  
(608) 819-0260

**Minneapolis**

212 N 3rd Avenue, Ste. 312  
Minneapolis, Minnesota 55401  
(612) 355-7111

[opnarchitects.com](http://opnarchitects.com)

July 14, 2025

Letter of Intent, UDC & Land Use City Submittal

Proposed Sherman Middle School – Malcolm Shabazz High School  
1601 N Sherman Ave, Madison WI 53704

Madison Metropolitan School District is proposing to construct a new combination Middle School – Small High School to replace the current school on the existing site located at 1601 N. Sherman Ave, Madison, WI 53704. The new school will be constructed on the unused portion of the site while the existing school is in use. Upon completion of the new construction the existing building will then be demolished with new parking and green space constructed on the site.

The School District is anticipating Common Council approval on September 16, 2025. It is the School District's objective to start site infrastructure construction and site development in early 2026, with building completion set for July 2027.

The proposed Sherman Middle School – Shabazz High School is a 150,000gsf two story structure, that will house sixth thru eighth grade for the middle school portion of the facility and ninth thru twelfth grade for the high school. Functionally, the new school will operate the same as the existing school, with typical staffing levels of 100 people. Since the school is important component of the community's school system, the site and building require special considerations for site access with safe and separate circulation for public entrances as well as separation between yellow bus and vehicle.

Enclosed for review please find the proposed site plan and architectural plans and elevations. Please contact Susan Bowersox with OPN Architects or Scott Chehak with Madison Metropolitan School District if additional information is needed prior to the upcoming review meeting.



**Cedar Rapids**

200 Fifth Avenue SE Ste. 201  
Cedar Rapids, Iowa 52401  
(319) 363-6018

**Des Moines**

100 Court Avenue Ste. 100  
Des Moines, Iowa 50309  
(515) 309-0722

**Iowa City**

24 ½ S. Clinton Street Ste. 1  
Iowa City, Iowa 52240  
(319) 363-6018

**Madison**

301 N. Broom Street Ste. 100  
Madison, Wisconsin 53703  
(608) 819-0260

**Minneapolis**

212 N 3rd Avenue, Ste. 312  
Minneapolis, Minnesota 55401  
(612) 355-7111

[opnarchitects.com](http://opnarchitects.com)

July 14, 2025

**Land Use B Demolition, Existing Conditions**

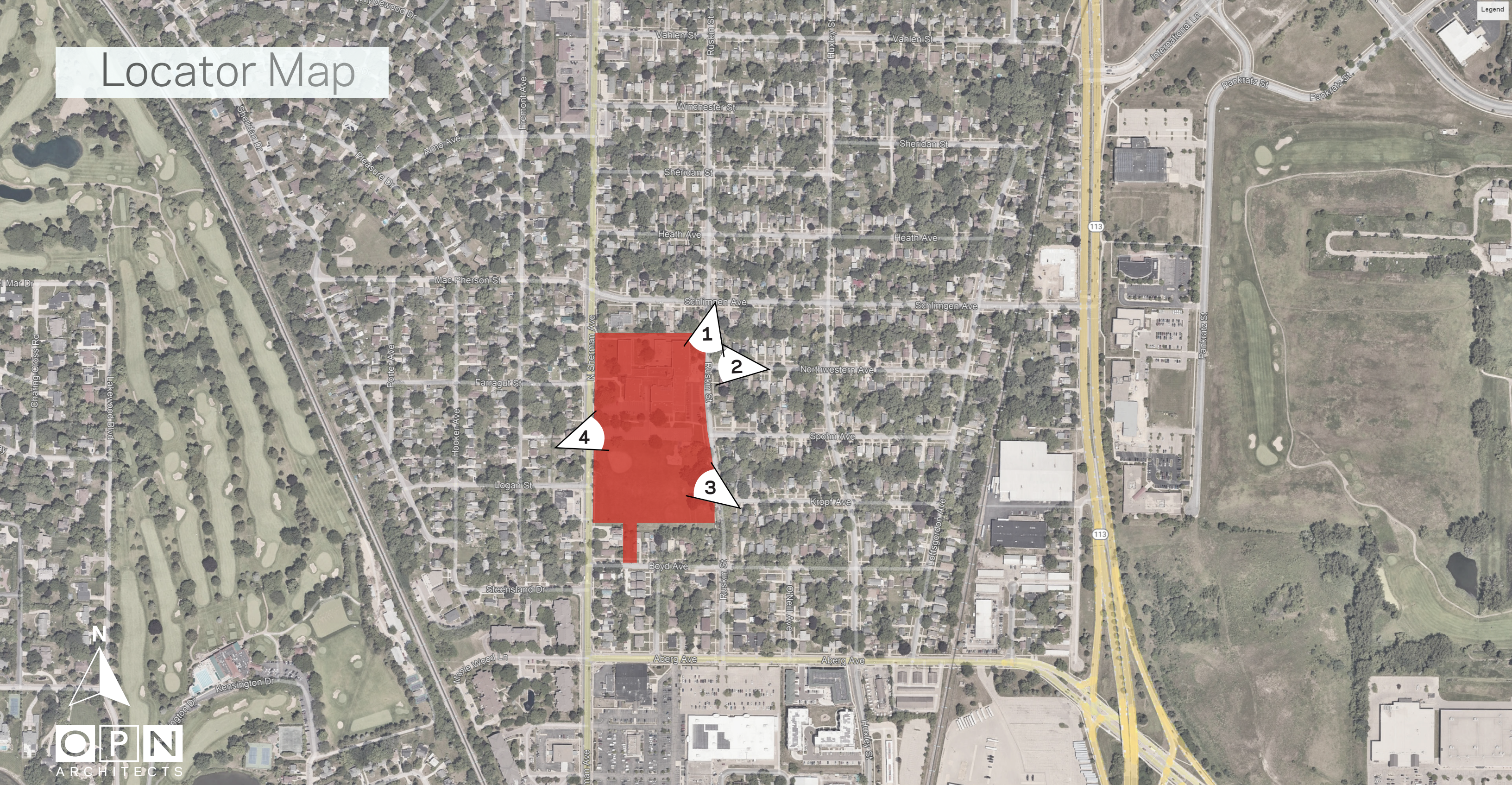
**Proposed Sherman Middle School – Malcolm Shabazz High School  
1601 N Sherman Ave, Madison WI 53704**

Madison Metropolitan School District is proposing to construct a new combination Middle School – Elementary School to replace the current school on the existing site located at 1601 N Sherman Ave, Madison WI 53704.

The original school building opened in 1917 as a middle school only and later expanded to support both middle school and high school students. Much of the original building is still in its original condition with some existing infrastructure systems for MEPT. Even though larger pieces of equipment have been replaced, piping and pathways are still original to the building. The exterior envelope is deteriorating in portions where the mortar joints are beyond their expected life expectancy. Both interior and exterior areas do not comply with universal design practices that accommodate all types of needs.



# Locator Map





# Site Context



View South from Ruskin St



View West from Northwestern Ave



View Northwest from Ruskin St/Kropf Ave intersection



View East from Sherman Ave







## Susan Bowersox

---

**From:** Susan Bowersox  
**Sent:** Tuesday, July 15, 2025 4:05 PM  
**To:** district12@cityofmadison.com  
**Cc:** Susan Bowersox  
**Subject:** RE: UDC Initial Approval Submittal

Alder Julia Matthews – I am sending you this follow-up email to clarify the notification is for OPN Architects to submit the MMSD Sherman MS – Shabazz City HS project applications for both UDC Initial Final and Land Use review. Please acknowledge receipt and since this clarification is less than the 30 days prior we are requesting a waiver be received by tomorrow Wednesday 7/15 at 10am. Thanks and let me know if you have any questions.

---

**From:** Susan Bowersox  
**Sent:** Friday, June 27, 2025 6:12 AM  
**To:** district12@cityofmadison.com  
**Cc:** Susan Bowersox <sbowersox@opnarchitects.com>  
**Subject:** UDC Initial Approval Submittal

Alder Julia Matthews – we are sending you this email to serve as notification that OPN Architects plans to submit the MMSD Sherman MS – Shabazz City HS project for UDC Initial Approval on July 14, 2025.

Best,  
Susan Bowersox

## Susan Bowersox

---

**From:** Susan Bowersox  
**Sent:** Friday, July 11, 2025 12:21 PM  
**To:** mlmart29@yahoo.com; jargelander@yahoo.com  
**Cc:** Susan Bowersox  
**Subject:** MMSD Sherman - Shabazz City submittal

Michelle and Jennifer, as the contacts for the Sherman Neighborhood Association, OPN Architects is notifying you of the Madison Metropolitan School District's intent to submit the new school project for UDC and Land Use approval on Monday. Thanks

**Susan Bowersox AIA**  
**Senior Project Architect**

OPN Architects  
o: (319) 363-6018 | c: (319) 551-9723 | d: (319) 730-2948 | [sbowersox@opnarchitects.com](mailto:sbowersox@opnarchitects.com)  
200 Fifth Ave. SE Suite 201, Cedar Rapids, Iowa, 52401  
[www.opnarchitects.com](http://www.opnarchitects.com)

**Susan Bowersox**

---

**From:** Susan Bowersox  
**Sent:** Tuesday, July 15, 2025 4:20 PM  
**To:** info@madisonnba.com  
**Cc:** Susan Bowersox  
**Subject:** MMSD Black Hawk MS - Gompers ES Land Use Submission

Sue Peck – I am sending you this email as notification for OPN Architects to submit the MMSD Black Hawk MS – Gompers ES project applications for both UDC Initial Final and Land Use review. Thanks and let me know if you have any questions.