

# 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 \_\_\_\_\_  
Submittal reviewed by \_\_\_\_\_  
Legistar # \_\_\_\_\_

8/25/21  
10:13 a.m. RECEIVED

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: 5817 Halley Way

Title: Capitol View Apartments

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

UDC meeting date requested September 22, 2021

- New development
- Informational
- Alteration to an existing or previously-approved development
- 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)
  - Signage Exception

**Other**  
 Please specify  
\_\_\_\_\_

### 4. Applicant, Agent, and Property Owner Information

**Applicant name** Scott Frank  
**Street address** 719 Jupiter Drive  
**Telephone** 608-663-8600

**Company** Oak Park Place  
**City/State/Zip** Madison, WI 53718  
**Email** sfrank@oakparkpalce.com

**Project contact person** Bradley R. Servin  
**Street address** 5100 Eastpark Blvd, Suite 310  
**Telephone** 608-254-6181

**Company** Architectural Design Consultants, Inc  
**City/State/Zip** Madison, WI 53718  
**Email** b.servin@adcdesign.com

**Property owner (if not applicant)** \_\_\_\_\_  
**Street address** \_\_\_\_\_  
**Telephone** \_\_\_\_\_

**City/State/Zip** \_\_\_\_\_  
**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\***
- Notification to the District Alder**
  - Please provide an email to the District Alder notifying them that you are filing this UDC application. Please send this as early in the process as possible and provide a copy of that email with the submitted application.

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.

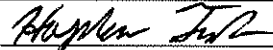
Both the paper copies and electronic copies must be submitted prior to the application deadline before an application will be scheduled for a UDC meeting. Late materials will not be accepted. A completed application form is required for each UDC appearance.

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](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 Chris Wells, Jemy Kirchgatter & Kevin Firchow on 08-24-2021.
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 Bradley R Servin Relationship to property Project Architect  
 Authorizing signature of property owner  Date 08-24-2021

**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:

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> Urban Design Districts: \$350 (per §35.24(6) MGO).</li> <li><input type="checkbox"/> Minor Alteration in the Downtown Core District (DC) or Urban Mixed-Use District (UMX) : \$150 (per §33.24(6)(b) MGO)</li> <li><input type="checkbox"/> Comprehensive Design Review: \$500 (per §31.041(3)(d)(1)(a) MGO)</li> <li><input type="checkbox"/> Minor Alteration to a Comprehensive Sign Plan: \$100 (per §31.041(3)(d)(1)(c) MGO)</li> <li><input type="checkbox"/> 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)</li> </ul> | <p>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:</p> <ul style="list-style-type: none"> <li>— Project in the Downtown Core District (DC), Urban Mixed-Use District (UMX), or Mixed-Use Center District (MXC)</li> <li>— Project in the Suburban Employment Center District (SEC), Campus Institutional District (CI), or Employment Campus District (EC)</li> <li>X — Planned Development (PD): General Development Plan (GDP) and/or Specific Implementation Plan (SIP)</li> <li>— Planned Multi-Use Site or Residential Building Complex</li> </ul> |
|--|---|

## 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



## **CAPITOL VIEW AT OAK PARK**

### **Letter of Intent**

To: The City of Madison Plan Commission

We are submitting the following minor amendment to this project, which was originally submitted back in 2016. The site plan, landscape plan, building footprint, and exterior materials remain essentially the same. The minor modifications for which we are seeking approval are:

- Unit quantity and mix within the footprint (and therefore modifications to balcony and exterior window locations)

Capitol View at Oak Park, located in Grandview Commons, is an age restricted apartment complex to be marketed toward older adults. The density of 99 apartment and condominium units is consistent with the GDP for the proposed site. The proposal conforms to both the Grandview Commons overall development plan & the Town Center plan. We have discussed the modifications with Veridian and they have given their approval of the design.

The unchanged project goal is to offer a quality constructed and architecturally interesting housing alternative for older adults in this part of Madison.

1. The name of the project: Capitol View at Oak Park
2. Construction schedule: Spring 2022 Start Construction
3. Description of existing conditions: Vacant infill lots in multi-family area of Grandview Commons
4. Owner: Jupiter Drive Investors, LLC – Contact: Scott Frank
5. Contractor: To be determined
6. Architect: Architectural Design Consultants, Inc. – Contact: Bradley R Servin, AIA
7. Landscape Architect: Landscape Architecture Contact: Joe Hanauer
8. Civil Engineer: Professional Engineering – Contact: Roxanne Johnson
9. Owner Representative: Hayden Frank
10. Uses of Building: Market rate apartments ranging in the size from 700 SF to 1,500 SF. The unit mix will include 1 bedroom with den; 2 bedroom, 2 bath; 2 bedroom, 2 bath with den; and 2 bedroom, 2.5 bath with den. The project will have covered parking for 101 cars, bicycle parking & common amenities include a gathering room with outdoor patio, roof terrace, fitness room and secure storage.
11. Total footprint: 170,325 SF

12. Square footage (acreage) of the site: 2.28 acres – 99,232 SF

13. Total number of dwelling units = 99 units

17. Trash Removal: Each unit owner will take their trash to a central collection point in the building. A private trash hauler will pick up trash on a regular basis.

18. Snow removal and maintenance for project: will be hired out to a private firm; therefore no equipment will be stored at the property.



719 JUPITER LN



5837 GEMINI DRIVE



769 NORTH STAR DR



5801 GEMINI DRIVE



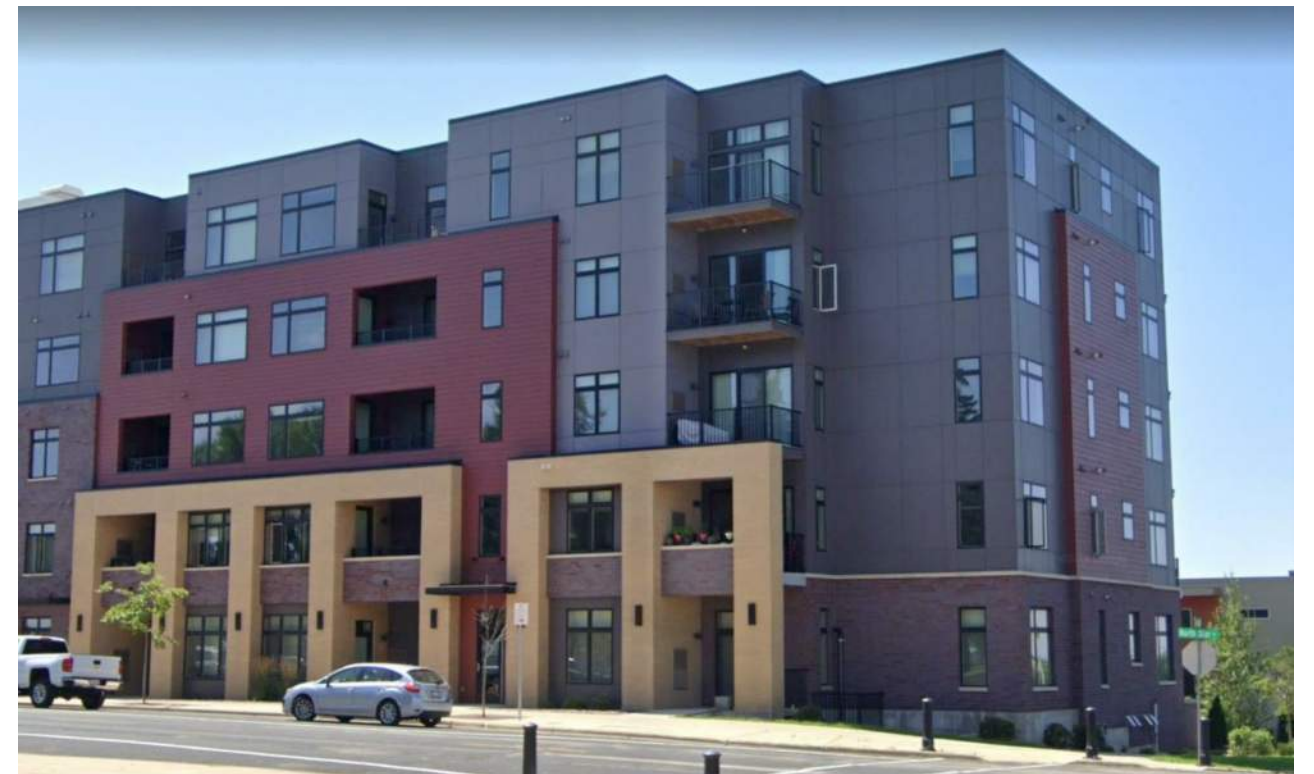
**Architectural Design  
Consultants, Inc.**

# CAPITOL VIEW APARTMENTS OAK PARK PLACE





734 JUPITER DRIVE



818 NORTH STAR DRIVE



NORTH STAR DRIVE



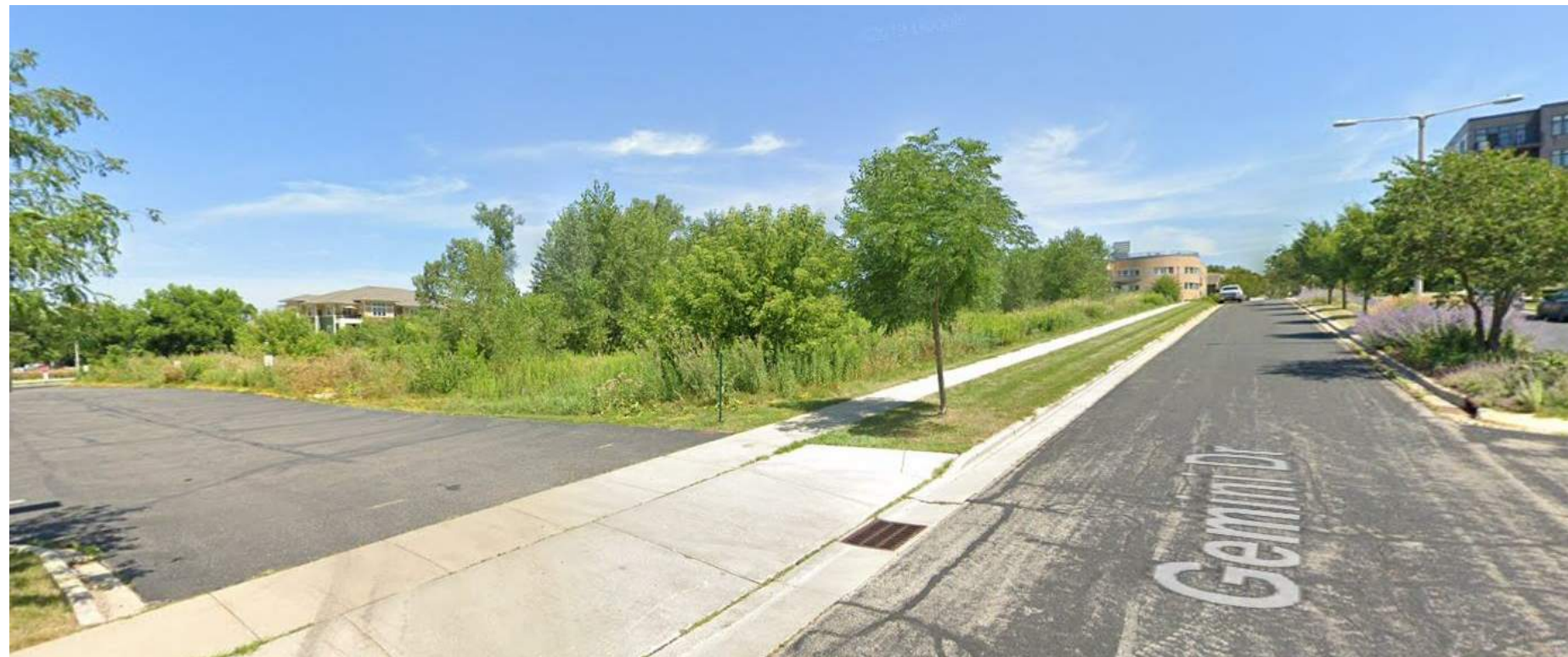
**Architectural Design  
Consultants, Inc.**

# CAPITOL VIEW APARTMENTS OAK PARK PLACE





NORTHSTAR & GEMINI LOOKING NORTHWEST



GEMINI LOOKING NORTHEAST



**Architectural Design  
Consultants, Inc.**

**CAPITOL VIEW APARTMENTS  
OAK PARK PLACE**





NORTHSTAR DRIVE LOOKING SOUTHWEST



HALLEY WAY LOOKING SOUTHEAST



**Architectural Design  
Consultants, Inc.**

# CAPITOL VIEW APARTMENTS OAK PARK PLACE









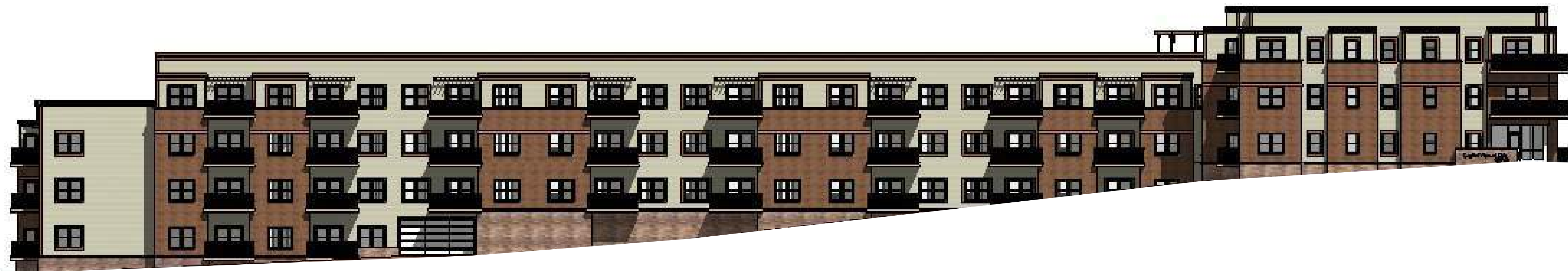
ELEVATION "A"

NOT TO SCALE



ELEVATION "B"

NOT TO SCALE



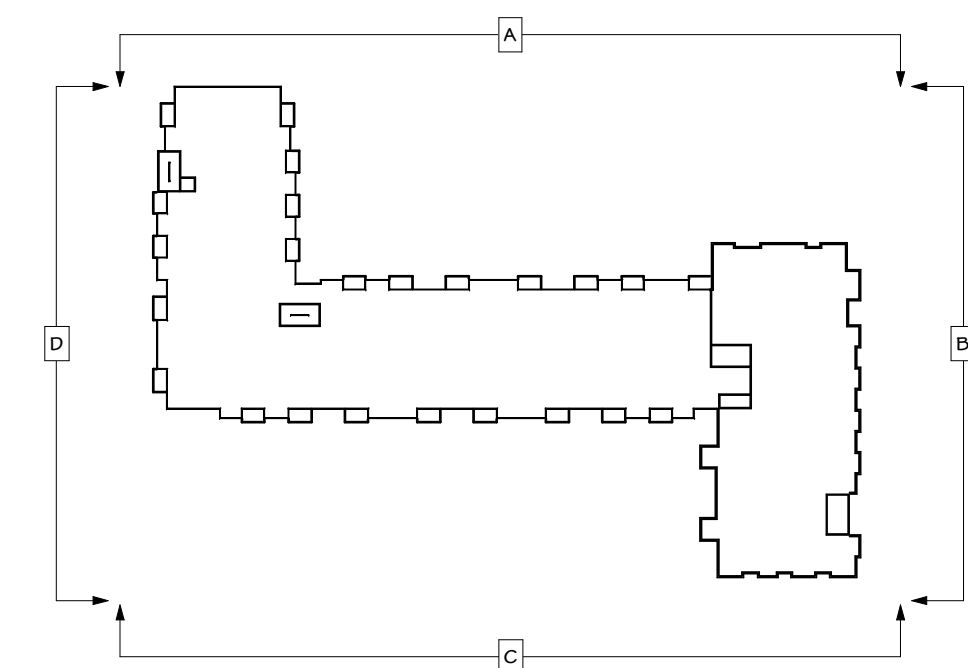
ELEVATION "C"

NOT TO SCALE



ELEVATION "D"

NOT TO SCALE



ELEVATION KEY PLAN



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OAK PARK PLACE CAPITOL VIEW





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## OAK PARK PLACE CAPITOL VIEW

RENDERING NORTHWEST





16-046-OPP-CapView-LB-40002

SCALE: 1" = 1'-0"



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**OAK PARK PLACE CAPITOL VIEW**

**RENDERING SOUTHEAST**





16-046-OPP-CapView-LB-40001

SCALE: 1" = 1'-0"



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Consultants, Inc.**

OAK PARK PLACE CAPITOL VIEW

















