

-October 14, 2025
December 04, 2025 Resubmittal
December 08, 2025 Resubmittal
December 18, 2025 LOI Corrections



Ms. Meagan Tuttle
Department of Planning & Community & Economic Development
Madison Municipal Building, Suite 017
215 Martin Luther King Jr. Blvd.
Madison, WI 53703

Re: Letter of Intent - Land Use Application and UDC Submittal

3205 Stevens St
KBA Project #2425

Ms. Meagan Tuttle:

The following is submitted together with the plans and application for the staff, Urban Design Commission and Plan Commission's consideration of approval. The materials provided have been updated from the original 10/14 materials due to neighborhood and staff discussions.

Organizational Structure:

Owner:

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Madison, WI 53715
(608) 819 -6500
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joe@jdmccormick.com

Architect:

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8401 Greenway Blvd., Ste 900
Middleton, WI 53562
(608) 836-3690
Contact: Kevin Burow
kburow@knothebruce.com

Civil Engineer:

Vierbicher Associates, Inc.
999 Fourier Dr.
Madison, WI 53717
(608) 826-0532
Contact: Nick Johnson
njoh@vierbicher.com

Landscaping:

Vierbicher Associates, Inc.
999 Fourier Dr.
Madison, WI 53717
(608) 826-0532
Contact: Eliot Gore
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Introduction:

This proposed multi-family development involves a partial redevelopment of the existing residential building complex currently named the Woodland Reserve Apartment Complex. The site includes the 3100 and 3200 blocks of Stevens Street and Bluff Street. Located within the Rocky Bluff Neighborhood, the site is situated between Quarry Park to the north and Hoyt Park to the south. This application requests approval for development of (2) new 4-story, 26-unit multi-family buildings and (2) new 2-story, 5-unit multi-family buildings. The site is currently zoned SR-V2 and will remain SR-V2 zoning for the proposed redevelopment. The proposed buildings' size, scale and use are consistent with the City's

Comprehensive Plan for this property, which calls for Medium Residential development. We have met or exceeded all standards of the SR-V2 zoning.

Project Description:

The proposed project is to add an additional 62 dwelling units over (4) buildings to the existing Woodland multi-family apartment complex. The two larger buildings are three-story + loft level apartment buildings with underground parking and pitched roofs. ***For Zoning approval purposes, the two larger buildings are labeled and referred to as four-story due to the utilization of non-mezzanine loft-style units on the third floor.*** The two smaller buildings are two-story carriage-house style buildings with independent unit entrances, individual garages and pitched roofs. The smaller buildings each include a ground-floor unit for accessibility requirements.

The redevelopment has been designed to blend with the residential character of the existing apartment complex. The new buildings will occupy spaces on the site where existing open spaces or out-buildings were previously located. The overall complex will include new pedestrian and vehicular pathways to enhance the connection between the existing and new buildings. The new sidewalks through the site will provide well-lit pathways for residents as well as neighborhood pedestrians passing through the site. The existing pathway from the cul-de-sac to Stevens St will be patched and repaired. The existing pathway from the cul-de-sac to Bluff St will be removed due to existing guy-wire safety concerns and necessary stormwater re-grading. The removal of this pathway will allow for additional screening to adjacent properties, and facilitate better stormwater collection. To replace the function of this pathway, we have provided a new path that connects the cul-de-sac with Bluff Street, through the central portion of the site. This also allows the property owner to better maintain the path, along with the added benefit of connecting the residents of the Woodland Terrace community with those on McKinley Street. Further enhancements to the central path through the site will provide necessary screening of the private unit patios from the more publicly oriented north-south path between Bluff Street and Stevens Street. This path will benefit all those who use it.

A new outdoor pool is planned in the center of the complex to provide residents with a communal gathering space. Site lighting is designed utilizing fully cut-off fixtures or low-lumen lamps in compliance with Madison ordinances.

New landscaping will introduce upgraded plantings beds surrounding existing and new buildings. New trees will be planted throughout the site to compensate for the loss of several mature trees due to construction. Please note the following explanation for the street frontage tree placement:

The Woodland Reserve property is bounded by Stevens Street to the north and Bluff Street to the south. Both streets are lined with numerous mature trees, providing robust canopies and ample shade for the tenants, as well as the community. These frontages consist of 9 mature trees along Stevens Street and 12 mature trees along Bluff Street, with another 2 on Bluff Street being recently planted. The total frontage of the lot on both Stevens Street and Bluff Street combine to 1,774 feet, requiring 59 overstory trees and 296 shrubs. Due to the pre-existing tree line along these streets, and the proximity of several of the existing buildings, new plant materials would be strained if located along the property frontage.

To ensure the newly placed landscaping is established in the best possible manner, we are requesting to distribute these trees through the site instead of lining the areas between the buildings and street with these plantings. By distributing these plantings throughout the development, we can enhance additional areas of the site and accentuate the existing layout. We have still provided landscaping along the street

frontages, with shrubs and overstory canopy trees where space allowed and based on the existing canopy coverage of the street trees already installed.

Architectural Design:

The new buildings are of a transitional style to complement the existing two-story mansard-roof apartment buildings. Existing buildings' material palette includes red/cream modeled brick facades with brown asphalt shingle mansard roofs. All 4 new buildings will utilize a material palette of light buff masonry veneer with contrasting dark brown metal siding and medium grey horizontal siding. The brick veneer extends to the base of the third floor on the larger buildings, similar to the prominent brick facing on the existing apartments. The contrasting materials and articulations break the buildings' massing into context-sensitive pedestrian scale.

Enclosed parking is provided via underground parking or individual garages in all the new buildings. (8) existing individual garages along with (6) new individual garage stalls provide additional sheltered parking options for the existing buildings' residents. Surface parking is conveniently distributed throughout the site, providing convenient parking for the entire complex. Site access for automobiles and emergency vehicles is available from both Steven Street and Bluff Street. Bicycle parking is distributed throughout the site for guest use. All residents have access to either a storage unit or secured garage bicycle parking stall. Bluff Street is included on the Metro Transit E-Route with a bus stop sign conveniently located near the central drive entry into the complex.

City and Neighborhood Input:

The development team met with the City and neighboring community on several occasions for this proposed development including a neighborhood meeting on July 14, 2025, a preapplication meeting on November 15, 2024, a DAT meeting on May 8, 2025, and a UDC preapplication meeting on July 17, 2025. In addition, the client has had several conversations with community members regarding this project. The current resubmittal includes site plan updates in response to neighborhood desire to maintain the pedestrian connection between Stevens St, the McKinley St cul-de-sac and Bluff St.

To address neighbor concerns about previous large-item refuse dumping/pick-up at the McKinley St cul-de-sac, the Owner/management team has implemented the following procedures:

- Emailed message to all tenants confirming proper procedures for large item disposal. Dumping in or around the McKinley cul-de-sac is specifically addressed as not permitted.
- Updated monitoring of the grounds by management, specifically noting the area of concern
- Increased onsite dumpster capacity and frequency of pick-ups

Conditional Use Approvals:

The proposed development requests a conditional use approval for the following:

- To permit additions to an existing residential building complex.
- To permit the construction of a building exceeding 24 units with four stories and height up to 52' for Building 1 and Building 2.

Site Development Data:

Densities:

Lot Area	365,653 S.F. / 8.41 Acres
Dwelling Units	191 D.U. (129 existing + 62 new)
Lot Area / D.U.	1,914 S.F. / D.U.
Density	22.7 units / acre
Lot Coverage	179,967 S.F. / 49%

Average Building Heights:

Building #1	48'-2"
Building #2	48'-2"
Building #3- Not Used	
Building #4	26'-9"
Building #5	26'-9"

Dwelling Unit Mix:

	Existing	Bldg #1	Bldg #2	Bldg #3 Not Used	Bldg #4	Bldg #5	Total per unit type
Studio	0	5	5	N/A	0	0	10
Studio + Loft	0	3	3	N/A	0	0	6
One Bedroom	15	13	13	N/A	4	4	49
One Bedroom + Loft	0	2	2	N/A	1	1	6
Two Bedroom	70	3	3	N/A	0	0	76
Three Bedroom	44	0	0	N/A	0	0	44
Total	129	26	26	N/A	5	5	191

Vehicle Parking:

	Existing	Bldg #1	Bldg #2	Bldg #3 Not Used	Bldg #4	Bldg #5	Total
Garage Parking Stalls	8	20	18	N/A	8	8	62
Surface Parking Stalls	138	16	03	N/A	0	14	171
Total	146	36	21	0	8	22	233

EV Ready Stalls: Garage: 12, Surface: 15 = **27 Total****Bicycle Parking:**

	Existing	Bldg #1	Bldg #2	Bldg #3 Not Used	Bldg #4	Bldg #5	Total
Long Term- Garage	8	25	25	N/A	8**	8**	74***
Long Term- Storage Unit	129	0	0	N/A	0	0	129
Long Term- Surface (10% max)	8	1	1	N/A	0	0	10
Short Term- Surface	20	6	4	N/A	6	6	42
Total	165	32	30	0	14	14	255

**(3) garages are for existing bldg. resident use

***Total of (06) to be applied to existing units' long-term requirements.

Net change in parking:

	Existing	Proposed- Combined
Auto- Garage	84	62
Auto- Surface	138	171
Total	222	233
Bicycle- Long Term	213	213
Bicycle- Short Term	22	42
Total	235	255

Project Schedule:

It is anticipated that construction will start in Spring 2026 and be completed in Summer 2027.

Construction Phasing and Staging:

A detailed construction schedule including phasing for the overall development has not been finalized at the time of this submittal.

The anticipated construction sequence will likely be:

1. Buildings 4 and 5 along the east side of the property.
2. Building 2 and the pool area
3. Building 1

Utility installation, roadway and sidewalk reconstruction will be coordinated to minimize disruption for the existing residents and neighboring properties. Final landscaping will be installed as soon as possible following site grading and construction access needs.

Street access for construction vehicles and staging will be coordinated with City staff to minimize public disruption. Construction access via McKinley Street will be limited to specific access for utility connections and construction needs related to Buildings 4 and 5.

Thank you for your time and consideration of our proposal.

Sincerely,



Kevin Burow, AIA, NCARB, LEED AP
Managing Member