

# 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:

Date Received 8/21/23 10:08 a.m.

Initial Submittal

Paid \_\_\_\_\_

Revised Submittal

**Complete all sections of this application, including the desired meeting date and the action requested.** If your project requires both UDC and Land Use application submittals, a completed Land Use Application and accompanying submittal materials are also required to be submitted.

*If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call the Planning Division at (608) 266-4635.*

*Si necesita interprete, traductor, materiales en diferentes formatos, u otro tipo de ayuda para acceder a estos formularios, por favor llame al (608) 266-4635.*

*Yog tias koj xav tau ib tug neeg txhais lus, tus neeg txhais ntawv, los sis xav tau cov ntaub ntawv ua lwm hom ntawv los sis lwm cov kev pab kom paub txog cov lus qhia no, thov hu rau Koog Npaj (Planning Division) (608) 266-4635.*

## 1. Project Information

Address (list all addresses on the project site): 3087 Luds Lane, McFarland, WI 53558

Title: Dane County Public Safety Communications Center

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

UDC meeting date requested September 6, 2023

- 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)  
 Modifications of Height, Area, and Setback  
 Sign Exceptions as noted in Sec. 31.043(3), MGO

### Other

- Please specify  
Public Building

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

**Applicant name** Dane County Public Works  
**Street address** 1919 Alliant Energy Center Way  
**Telephone** (608) 266-4018

**Company** Dane County Public Works  
**City/State/Zip** Madison, WI 53713  
**Email** Richards.Steve@countyofdane.com

**Project contact person** Matt Bickel  
**Street address** 220 North Smith Street, Suite 310  
**Telephone** 847 241 6100

**Company** Wold Architects and Engineers  
**City/State/Zip** Palatine, Illinois 60067  
**Email** mbickel@woldae.com

**Property owner (if not applicant)** Dane County Department of Administration  
**Street address** 210 Martin Luther King Jr Blvd  
**Telephone** (608) 266-4941

**City/State/Zip** Madison, WI 53703  
**Email** Draper, Todd <Draper@countyofdane.com>

## 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. A request for an Informational Presentation to the UDC may be requested prior to seeking any approvals to obtain early feedback and direction before undertaking detailed design efforts. 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 Modification 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

The Urban Design Commission meets virtually via Zoom, typically on the second and fourth Wednesdays of each month at 4:30 p.m. Applicant presentations are strongly encouraged, although not required. Prior to the meeting, each individual speaker is required to complete an online registration form to speak at the meeting. A link to complete the online registration will be provided by staff prior to the meeting. Please note that individual presentations will be limited to a **maximum of three (3) minutes**. The pooling of time may be utilized to provide one speaker more time to present, however the additional time will be based on the number of registrants from the applicant team, i.e. two (2) applicant registrants = six (6) minutes for one (1) speaker.

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. Please note that presentation slides, in a PDF file format, are required to be submitted **the Friday before** the UDC meeting.

# URBAN DESIGN DEVELOPMENT PLANS CHECKLIST

The items listed below are minimum 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, including material and color 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
- 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)
- Site Plan showing site amenities, fencing, trash, bike parking, etc. (if applicable)
- PD text and Letter of Intent (if applicable)
- Samples of the exterior building materials
- Proposed sign areas and types (if applicable)

## 4. Signage Approval (*Comprehensive Design Review (CDR), Sign Modifications, and Sign Exceptions (per [Sec. 31.043\(3\)](#))*)

- Locator Map
- Letter of Intent (a summary of how the proposed signage is consistent with the CDR or Signage Modifications 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

**5. Required Submittal Materials**

**Application Form**

- 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.

**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 Comprehensive Design Review (CDR) or Signage Modification review criteria is required.

**Development Plans** (Refer to checklist on Page 4 for plan details)

**Filing Fee** (Refer to Section 7 (below) for a list of application fees by request type)

**Electronic Submittal**

- Complete electronic submittals must be received prior to the application deadline before an application will be scheduled for a UDC meeting. Late materials will not be accepted. All plans must be legible and scalable when reduced. Individual PDF files of each item submitted should be submitted via email to UDCapplications@cityofmadison.com. The email must include the project address, project name, and applicant name.
- Email Size Limits. Note that an individual email cannot exceed 20MB and it is the responsibility of the applicant to present files in a manner that can be accepted. Applicants who are unable to provide the materials electronically should contact the Planning Division at (608) 266-4635 for assistance.

**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.

**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 UDC Director, Jessica Vaughn, on Fri 8/11/2023.
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 Dane County Public Works Relationship to property Owner

Authorizing signature of property owner  Date 8-18-23

**7. Application Filing Fees**

Fee payments are due by the submittal date. Payments received after the submittal deadline may result in the submittal being scheduled for the next application review cycle. Fees may be paid in-person, via US Mail, or City drop box. If mailed, please mail to: *City of Madison Building Inspection, P.O. Box 2984, Madison, WI 53701-2984*. The City’s drop box is located outside the Municipal Building at 215 Martin Luther King, Jr. Blvd. on the E Doty Street side of the building. Please make checks payable to *City Treasurer*, and include a completed application form or cover letter indicating the project location and applicant information with all checks mailed or submitted via the City’s drop box.

Please consult the schedule below for the appropriate fee for your request:

- Urban Design Districts: \$350 (per §33.24(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 Sign Modifications (of 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



August 17, 2023

Jessica Vaughn, Urban Design Commission Secretary  
City of Madison Planning Division  
Madison Municipal Building, Suite 017  
215 Martin Luther King Junior Boulevard.  
P.O. Box 2985  
Madison, Wisconsin 53701

Re: Proposed Dane County Public Safety Communications Center  
Letter of Intent  
UDC Informational Review  
Commission No. 223081

Dear Jessica:

Dane County is proposing to construct a new Public Safety Communications Center in the County's East District Campus located at 3087 Luds Lane, McFarland, Wisconsin 53558. The site is located immediately north of the newly constructed US Highway 12/18 – County Highway AB interchange and is within territory recently annexed by the City of Madison. As this is a public institutional building, the County is requesting an informational review by the Urban Design Commission at the next scheduled Commission Meeting on September 6, 2023.

The County is planning to submit rezoning and land division applications on September 18, 2023, and is anticipating Common Council approval on November 21, 2023. It is the County's objective to start off-site infrastructure construction and site development in early 2024, with building completion in mid to late 2025.

The proposed Public Safety Communications Center (PSCC) is a 34,000 square foot single story structure, that will house 9-1-1 dispatch operations and serve as an emergency management operations center for the County and local governments. Functionally, the PSCC operates on a 24/7 schedule, with typical staffing levels of 30-40 people. Since the PSCC is a critically important component of the community's emergency response infrastructure, the site and building require special design considerations for site access control, separation of staff and public entries, and security "stand-off" setbacks between the building and public streets and parking areas.

Enclosed for review please find the proposed site plan and architectural plans and elevations. Please contact either me or Steve Richards with Dane County Public Works if additional information is needed prior to the upcoming review meeting.

**Wold Architects and Engineers**  
220 North Smith Street, Suite 310  
Palatine, IL 60067  
woldae.com | 847 241 6100

**PLANNERS  
ARCHITECTS  
ENGINEERS**



We look forward to the Commission's commentary. Thank you.

Sincerely,

Wold Architects and Engineers

A handwritten signature in black ink that reads "Matt Bickel".

Matt Bickel | AIA, LEED AP  
Partner

cc: Todd Draper, Dane County  
Steve Richards, Dane County  
Kevin Yeska, JSD  
Jim Bricker, JSD  
Tom Clark, Wold

KA\O:\\_AdminWP\Projects\IL\County\COU\_Dane\223081\crsp\aug23

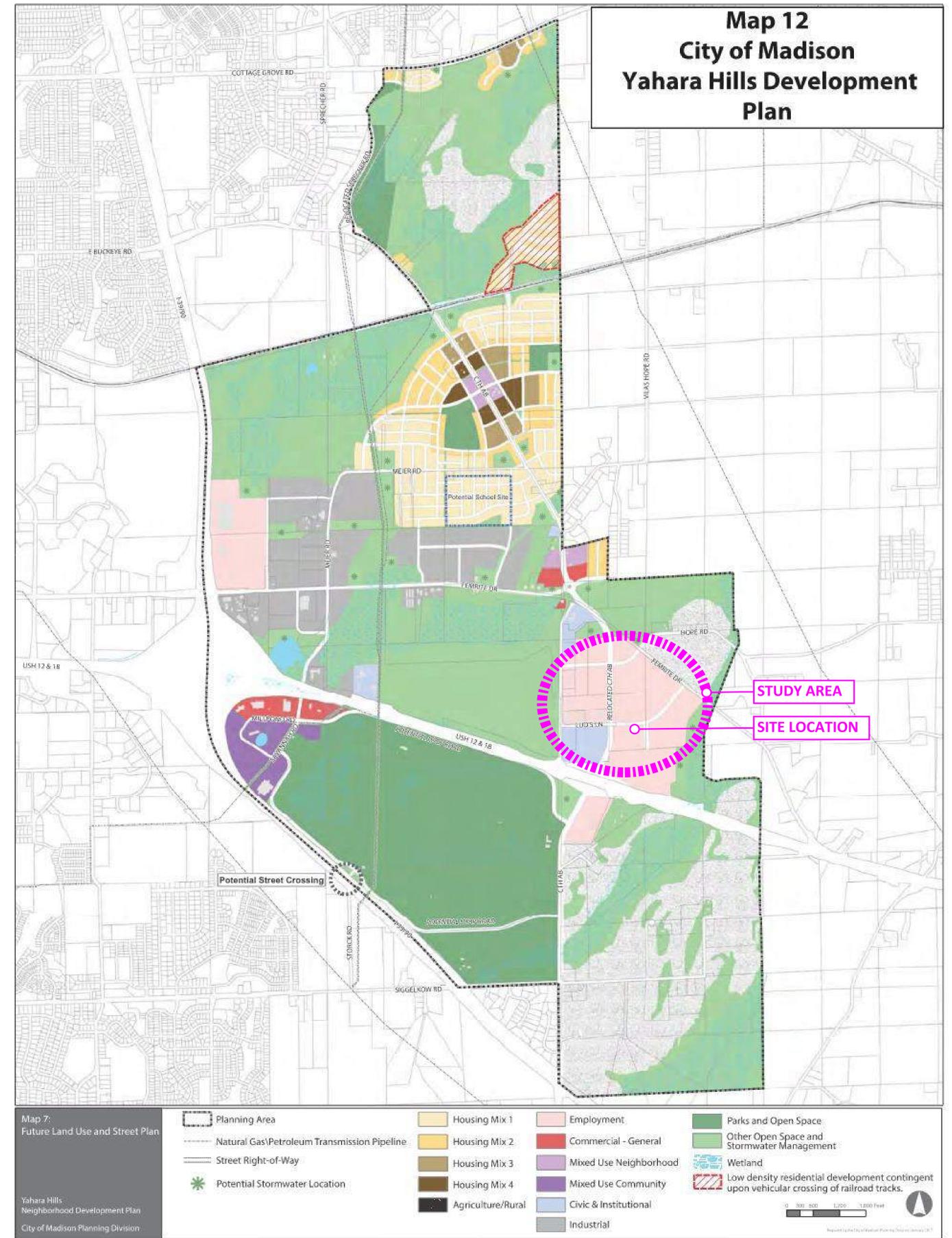
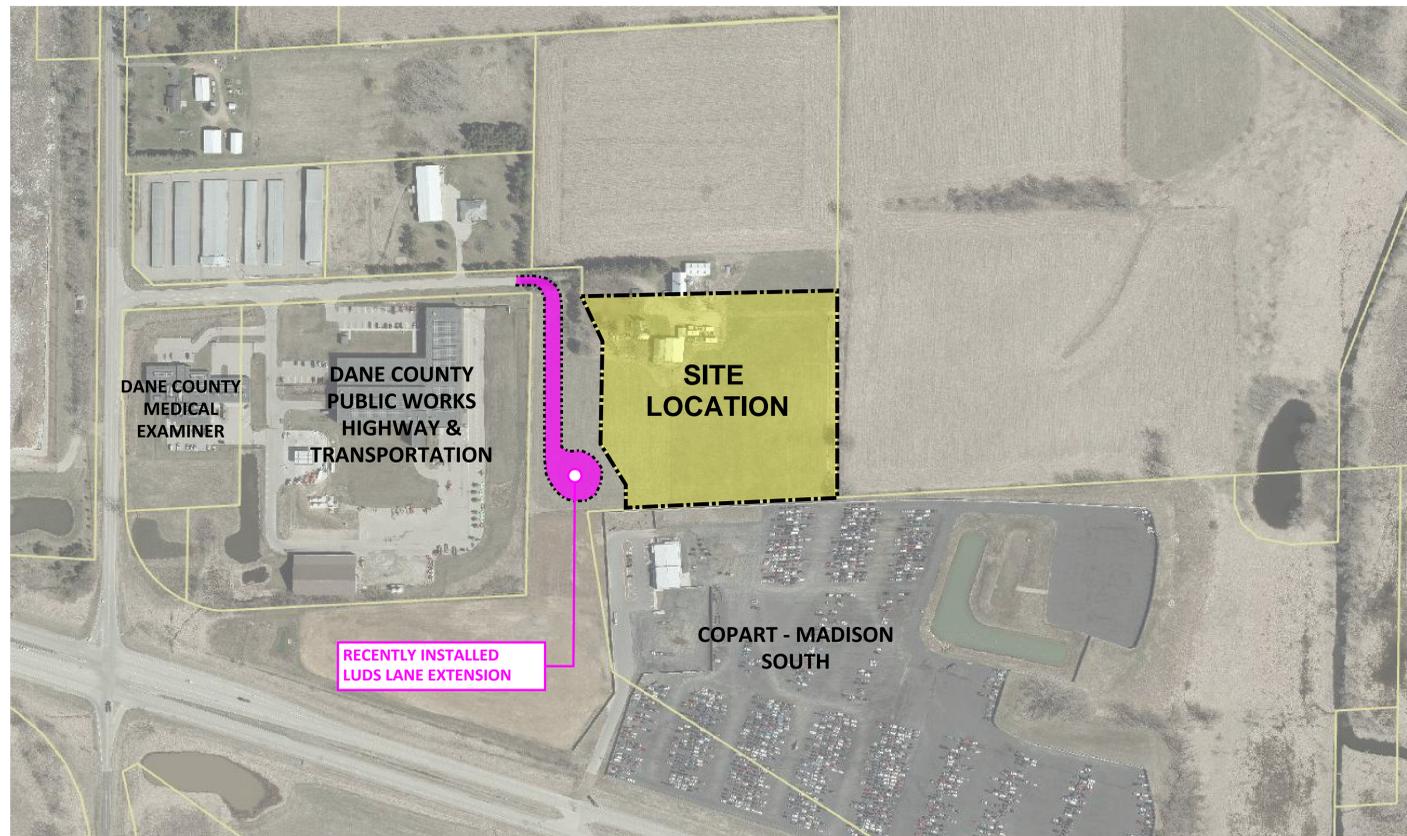
# YAHARA HILLS NEIGHBORHOOD DEVELOPMENT PLAN DANE COUNTY EAST CAMPUS

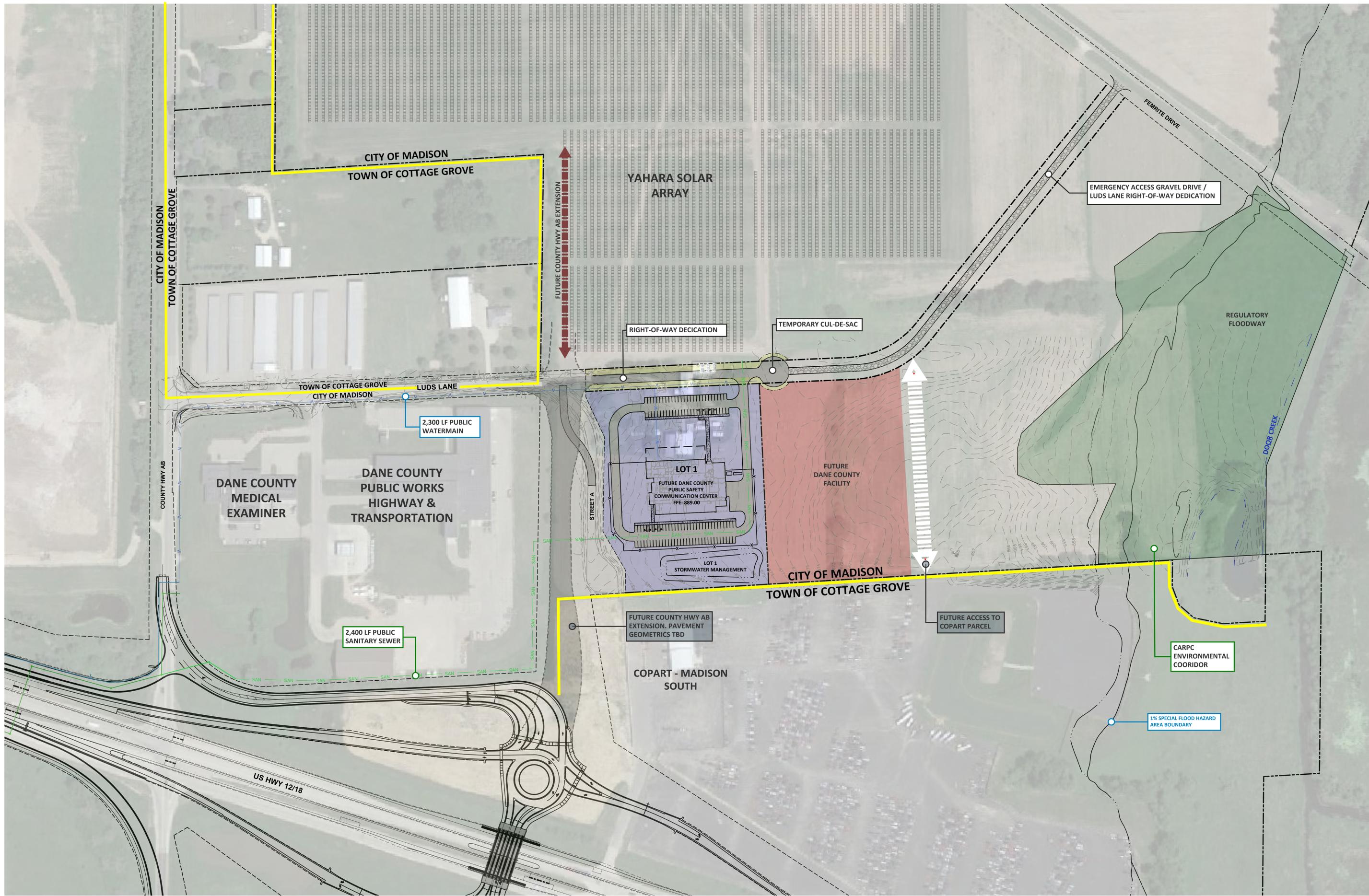
## PUBLIC SAFETY COMMUNICATIONS FACILITY



**UDC INFORMATIONAL PRESENTATION**

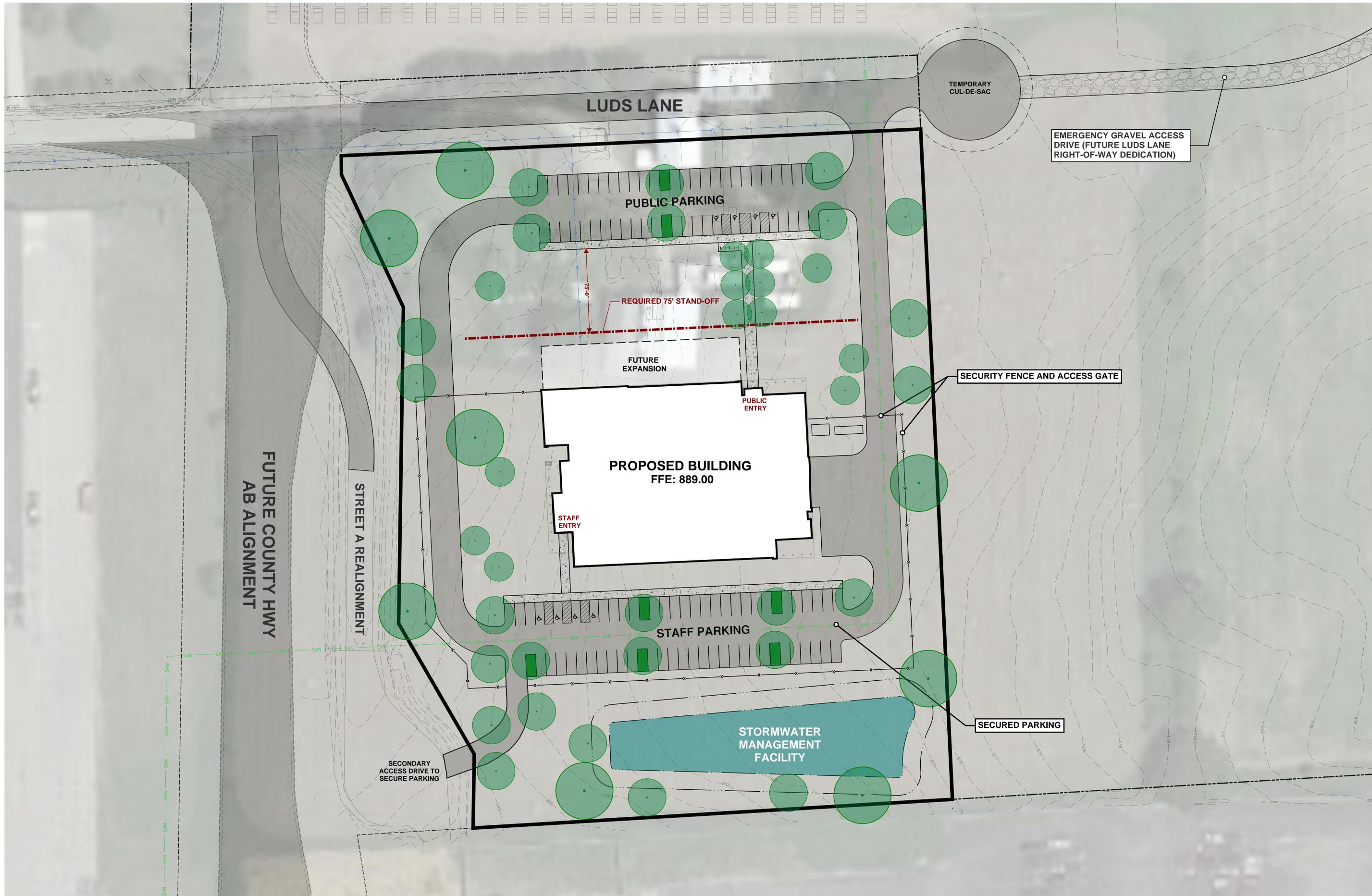
09.06.2023













**FLOOR PLAN KEY NOTES:**

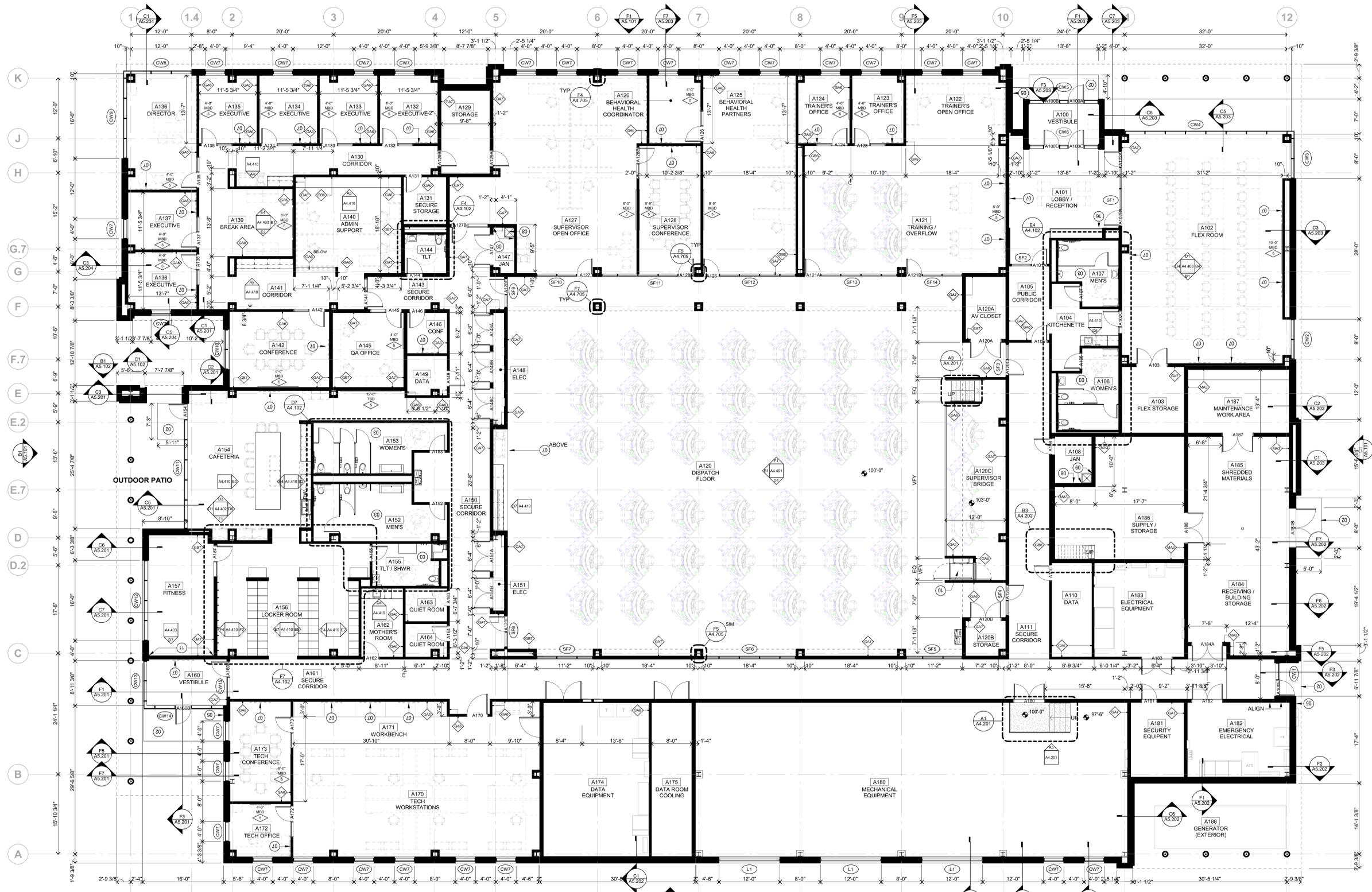
- (01) DOOR ACTUATORS
- (02) CONCRETE STOOP: SEE STRUCTURAL AND DETAIL.
- (03) DEPRESSED CONCRETE SLAB AT RESTROOMS.
- (04) MANUAL ROLLER SHADE: SEE FOR SCHEDULE
- (05) FIRE KNOX BOX: SEE SPECIFICATIONS.
- (06) CABINET UNIT HEATER/ CONVECTOR: SEE MECHANICAL FOR SPECIFICATIONS, COORDINATE LOCATION WITH MECHANICAL.
- (07) TV, N/C. COORDINATE SIZE, HEIGHT, AND BLOCK REQUIREMENTS WITH ELECTRICAL AND OWNER. SEE DETAIL F5/A4.101 FOR PLYWOOD INSTALLATION.
- (08) MOP SINK: COORDINATE WITH MECHANICAL.
- (09) FRP 48" A.F.F.: SEE SPECIFICATIONS 06 83 16.
- (10) VERTICAL PLATFORM LIFT
- (11) FULL HEIGHT MIRROR: SEE ELEVATION.
- (12) STEEL LADDER, PAINTED - SEE 61014 & 61025
- (13) EXTERIOR LIGHTING - SEE ELEC.
- (14) CARD READER: SEE TECHNOLOGY.
- (15) MAGNETIC HOLD OPEN: SEE ELECTRICAL.
- (16) DISPLAY CASE: SEE INTERIOR ELEVATION.
- (17) BOLLARD - SEE DETAIL 21001
- (18) WALL HYDRANT/ HOSE BIB: SEE MECHANICAL.
- (19) SERVICE SINK: SEE MECHANICAL.
- (24) MOTORIZED ROLLER SHADES.
- (25) CORNER GUARDS (CG) AT GWB LOCATIONS, TYP.: SEE SPECIFICATIONS.
- (26) PROVIDE WALL MOUNTED FIRE EXTINGUISHER PER SPECIFICATIONS.
- (27) PROVIDE RECESSED CABINET AND FIRE EXTINGUISHER PER SPECIFICATIONS.

**FLOOR PLAN GENERAL NOTES**

1. ALL PLAN DIMENSIONS ARE NOMINAL TO FACE OF WALL. WALL THICKNESSES ARE SHOWN NOMINAL, SEE WALL TYPES FOR ACTUAL THICKNESS.
2. ALL GWB / METAL STUD WALLS ARE TO BE 5 INCHES THICK UNLESS OTHERWISE NOTED.
3. ALL CONCRETE BLOCK WALLS ARE TO BE 8 INCHES THICK UNLESS OTHERWISE NOTED.
4. COORDINATE SIZE AND LOCATION OF ALL DUCT AND SHAFT OPENINGS IN WALLS AND FLOORS WITH MECH. AND ELEC. PROVIDE ALL REQUIRED LINTELS FOR OPENINGS. SEE LINTEL SCHEDULE.
5. FIELD VERIFY ALL MILLWORK OPENINGS.
6. SET FLOOR DRAINS 3/4" BELOW FINISHED CONCRETE FLOORS UNLESS OTHERWISE NOTED. PROVIDE CONSISTENT SLOPE FROM WALL TO DRAIN BY SLOPING CONCRETE, MIN. 1/4" PER FOOT.
7. VERIFY LOCATION, SIZE AND QUANTITY OF ALL MECHANICAL AND ELECTRICAL EQUIPMENT PADS.
8. ALL DOOR SIDELITE OPENINGS TO BEGIN 4" FROM ADJACENT WALL UNLESS OTHERWISE NOTED.
9. ALL GWB / METAL STUD WALLS ARE CENTERED ON GRID UNLESS OTHERWISE NOTED.
10. FIRE RATED WALLS ARE INDICATED ON CODE PLANS.

MN

A



**F1 MAIN LEVEL FLOOR PLAN**  
1/8" = 1'-0"

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed ARCHITECT under the laws of the State of Wisconsin

Arch Name: \_\_\_\_\_ Date: \_\_\_\_\_ Issue Date: \_\_\_\_\_

| Description | Revisions |     |
|-------------|-----------|-----|
|             | Date      | Num |
|             |           |     |
|             |           |     |
|             |           |     |
|             |           |     |
|             |           |     |

Comm: 223081  
Date: August 3, 2023  
Drawn: Author  
Check: Checker

**MAIN LEVEL FLOOR PLAN**

Scale: 1/8" = 1'-0"









**BIRD-SAFE GLASS AREA CALCULATIONS**

| ELEVATION    | TOTAL ELEVATION AREA (SF) | TOTAL GLASS AREA (SF) | % GLASS AREA |
|--------------|---------------------------|-----------------------|--------------|
| WEST         | 3,776 SF                  | 1,058 SF              | 28.0%        |
| EAST         | 3,776 SF                  | 318 SF                | 8.4%         |
| SOUTH        | 5,389 SF                  | 1,139 SF              | 21.1%        |
| NORTH        | 5,546 SF                  | 1,984 SF              | 35.8%        |
| <b>TOTAL</b> | <b>18,487 SF</b>          | <b>4,379 SF</b>       | <b>23.7%</b> |

PER SUBCHAPTER 28: GENERAL REQUIREMENTS OF THE CITY OF MADISON ZONING CODE ORDINANCE:  
(4)(a),(2) FOR BUILDING FACADES WHERE THE FIRST SIXTY (60) FEET FROM GRADE ARE COMPRISED OF LESS THAN FIFTY PERCENT (50%) GLASS:  
a. AT LEAST EIGHTY-FIVE PERCENT (85%) OF THE GLASS ON GLASS AREAS FIFTY (50) SQUARE FEET OR OVER MUST BE TREATED; AND  
b. OF ALL GLASS AREAS OVER FIFTY (50) SQUARE FEET, ANY GLASS WITHIN FIFTEEN (15) FEET OF A BUILDING OR CORNER MUST BE TREATED.

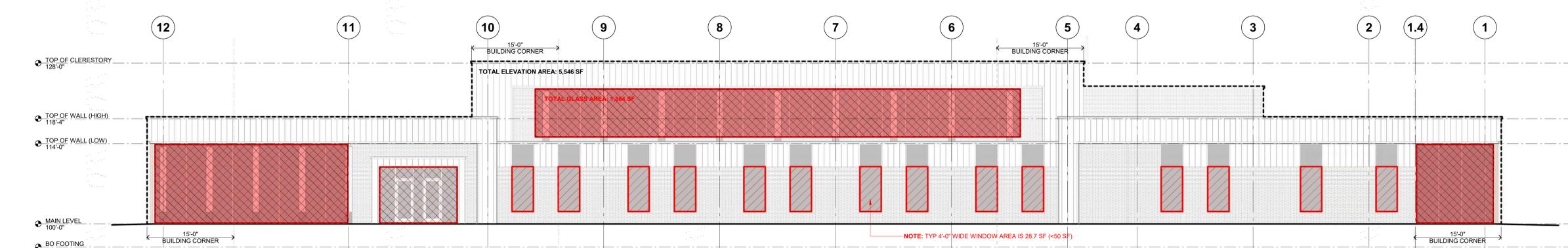
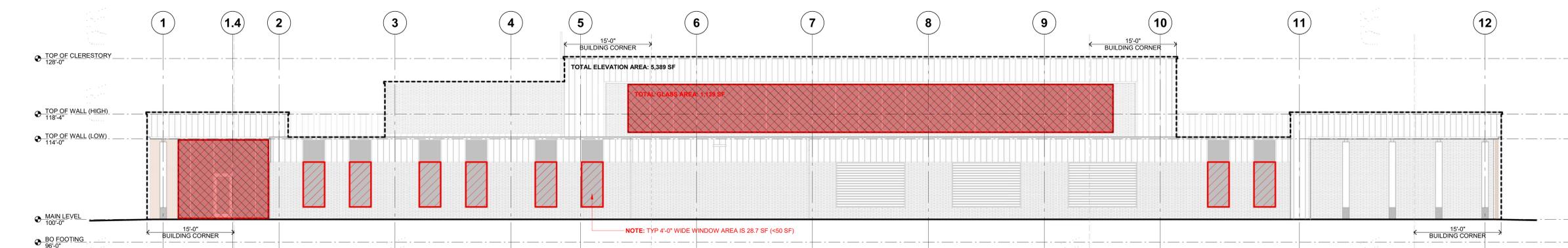
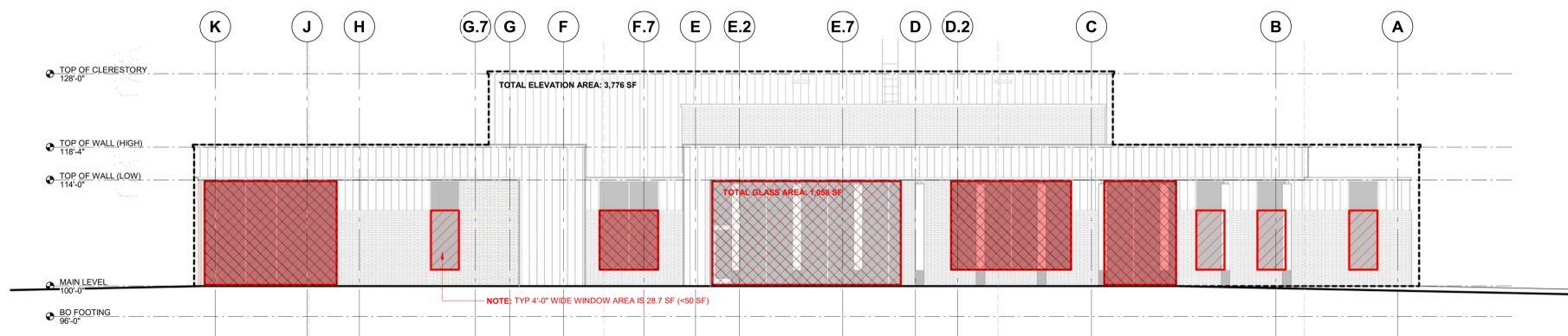
TOTAL SQUARE FEET OF GLASS ON GLASS AREAS FIFTY (50) SF OR OVER = 3,634 SF

GLASS WITH BIRD-SAFE TREATMENT REQUIRED =  $0.85 \times 3,634 \text{ SF} = 3,089 \text{ SF}$  **REQUIRED GLASS WITH BIRD-SAFE TREATMENT**

GLASS WITH BIRD-SAFE TREATMENT PROVIDED = **3,167 SF PROVIDED**



MN



I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed ARCHITECT under the laws of the State of Wisconsin

| Arch Name      |          |            |
|----------------|----------|------------|
| License Number | Arch Num | Issue Date |
|                |          |            |
| Revisions      |          |            |
| Description    | Date     | Num        |
|                |          |            |
|                |          |            |
|                |          |            |
|                |          |            |
|                |          |            |
|                |          |            |
|                |          |            |
|                |          |            |

Comm: 223081  
Date: August 3, 2023  
Drawn: Author  
Check: Checker

**BIRD-SAFE GLASS CALCULATIONS**

Scale: 1/8" = 1'-0"