# **URBAN DESIGN COMMISSION APPLICATION**



City of Madison Planning Division Madison Municipal Building, Suite 017 215 Martin Luther King, Jr. Blvd. P.O. Box 2985 Madison, WI 53701-2985



FOR OFFICE USE ONLY:	
Date Received5/9/24 10:35 a.m.	☐ Initial Submittal
Paid	■ Revised Submittal
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	•	all sections of this application, including the eeting date and the action requested. If your			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.			
pro	project requires both UDC <u>and</u> Land Use application submittals, a completed <u>Land Use Application</u> and accompanying submittal materials are also required to be submitted.			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.				
acc								
1. Pro	ject Information	n						
Adı	dress (list all addre	esses on the project	site): <u>8000, 8010, 8020</u>	), 8030, 8	040, 8102 Excelsior Drive			
Titl	e: The Gialamas C	ompany						
<b>2</b> Δn	nlication Type (	heck all that annly	and Requested D	ato				
	Application Type (check all that apply) and Requested Date  JDC meeting date requested June 12th, 2024							
	obe meeting date requested				ously-approved development			
	Informational		al Approval	Ø	Final Approval			
3. Pro	ject Type							
	□ Project in an Urban Design District □ Project in the Downtown Core District (DC), Urban		Signage					
			Ø	Comprehensive Design Review (CDR)				
	Mixed-Use District (UMX), or Mixed-Use Center District (MXC)				Modifications of Height, Area, and Setback			
	Project in the Suburban Employment Center District (SEC), Campus Institutional District (CI), or Employment Campus District (EC)				Sign Exceptions as noted in <u>Sec. 31.043(3)</u> , MGO			
	Planned Develo	oment (PD)		Oth				
		☐ General Development Plan (GDP)			Please specify			
	•	plementation Plan (S	•					
	Planned Multi-U	lse Site or Residentia	l Building Complex					
4. Ap	plicant, Agent, a	nd Property Own	er Information					
Ар	plicant name	Cathy O'Donnell, VP Operations		Cor	mpany _The Gialamas Company			
Street address		8040 Excelsior Drive, Ste 200		City/State/Zip Madison, WI 53717				
Tel	ephone	608-836-8000		Email cathy@gialamas.com				
Pro	oject contact person Dan Pietrzykowski		Cor	mpany Grant Signs (DP Industries LLC)				
Str	eet address	2810 Syene Rd		City/State/Zip Madison, WI 53713				
Tel	ephone	608-838-7794		Em	ail Dan@grantsigns.net			
Pro	perty owner (if	not applicant) Old S	auk Trails Park LP (8020	Excelsio	r) Excelsior Building Partnership (8010) Bankstar, LLC (8000)			
Str	Street address 8040 Excelsior Dr, Ste 200			City	City/State/Zip Madison, WI 53717			
	ephone 608-836-8000			ail_cathy@gialamas.com				

# **URBAN DESIGN COMMISSION APPROVAL PROCESS**



#### 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:

- <u>Informational Presentation</u>. 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)
- <u>Initial Approval</u>. 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.
- <u>Final Approval</u>. 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. Infor	mat	tional Presentation					
I		Locator Map	1		Requirements	for All Plan Sheets	
I		Letter of Intent (If the project is within			1. Title bloc	k	
		an Urban Design District, a summary of <a href="https://how.the.development.proposal">how</a> the development proposal addresses the district criteria is required)			2. Sheet nur	mber	
			1	Providing additional	3. North arr	ow	
i		Contextual site information, including	1	information beyond these	4. Scale, bot	th written and graphic	
		photographs and layout of adjacent	1	minimums may generate a greater level of feedback	5. Date		
_		buildings/structures	from the Commission.			ensioned plans, scaled	
		Site Plan				or larger	
ı		Two-dimensional (2D) images of			** All plans must be legible, including the full-sized landscape and lighting		
		proposed buildings or structures.	J		plans (if required)		
2. Initia	I Ар	proval					
I		Locator Map			)		
Ī		Letter of Intent (If the project is within a development proposal addresses the distri			ry of <u>how</u> the	Providing additional	
[		Contextual site information, including photogr	aphs	and layout of adjacent buildin	gs/structures	information	
[		Site Plan showing location of existing and proposed buildings, walks, drives, bike lanes, beyond these bike parking, and existing trees over 18" diameter					
1		Landscape Plan and Plant List (must be legi	ble)			generate a greater level of	
[		Building Elevations in <b>both</b> black & white ar	nd co	lor for all building sides, inclu	uding material	feedback from the	
1		and color callouts  PD text and Letter of Intent (if applicable)			j	Commission.	
					,		
3. Final	App	proval					
		quirements of the Initial Approval (see abor	ve), <u>p</u>	olus:			
_		Grading Plan					
		Lighting Plan, including fixture cut sheets a			-		
	<ul> <li>Utility/HVAC equipment location and screening details (with a rooftop plan if roof-mounted)</li> <li>Site Plan showing site amenities, fencing, trash, bike parking, etc. (if applicable)</li> </ul>						
_		PD text and Letter of Intent (if applicable)	asn,	bike parking, etc. (ii applical	bie)		
		Samples of the exterior building materials					
_		Proposed sign areas and types (if applicable	۵)				
						NO CONTRACTOR	
		Approval (Comprehensive Design Review (	CDR),	. Sign Modifications, and Sig	gn Exceptions (pe	er <u>Sec. 31.043(3)</u> )	
		Locator Map	1 - 1		C: 54 1:5:		
	Letter of Intent (a summary of how the proposed signage is consistent with the CDR or Signage Modifications criteria is a						
	Contextual site information, including photographs of existing signage both on site and within proximal project site						
[		Site Plan showing the location of existing si driveways, and right-of-ways	gnag	e and proposed signage, dim	nensioned signag	ge setbacks, sidewalks,	
Ş	ĶĮ	Proposed signage graphics (fully dimension	ed, s	caled drawings, including ma	aterials and colo	rs, and night view)	
[	7	Perspective renderings (emphasis on pedes	trian	/automobile scale viewshed	ls)		

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

X

## 5. Required Submittal Materials

### ☑ Application Form

 A completed application form is required for <u>each</u> 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 <u>must</u> 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 <u>UDCapplications@cityofmadison.com</u>. 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

- Prior to submitting this application, the applicant is required to discuss the proposed project with Urban Design Commission staff.
   This application was discussed with <u>Christina Thiele and Jessica Vaughn</u> on <u>May 2, 2024</u>
- 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 Cathy O'Donnell, VP Operations

Relationship to property Agent for Owner

Authorizing signature of property owner Western Date 5/7/2024

#### 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)
Ø	Comprehensive Design Review: \$500 (per <u>§31.041(3)(d)(1)(a) MGO</u> )
	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

approvals: \$300 (per §31.041(3)(d)(2) MGO)

the Zoning Administrator, requests for Sign Modifications

(of height, area, and setback), and additional sign code

- 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

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Sign Plan (CDR) for 8000, 8010, 8020, 8030, 8040 & 8102 Excelsior Dr May 7, 2024

May 7, 2024

Urban Design Commission City of Madison

RE: 8000, 8010, 8020, 8030, 8040 & 8102 Excelsior Dr – Sign Plan (CDR) – The Gialamas Company – Comprehensive Design Review of a SEC Suburban Employment Center District Site

Dear Commission,

Attached is the proposed Sign Plan for the Commercial Site, Zoned SEC, with addresses 8000, 8010, 8020, 8030, 8040 & 8102 Excelsior Dr. The prime reason for this application is the approval of ground signage to replace existing ground signage in front of the buildings with addresses 8000, 8010 & 8020 Excelsior Dr (the existing signage has exceeded its useful life and is in great need of repair). The existing ground signage was issued permits at time of installation, but due to sign code changes over the years that limit the number of ground signs allowed on a planned multi-use site, replacement signs in these locations today require approval through Comprehensive Design Review. This plan shows existing wall and ground signs; highlighted are the three existing ground signs that are generating the need for this application.

Please note the proposed sign plan is not meant to exclude future wall or ground signage that otherwise would be allowed by the City of Madison sign code and the Old Sauk Trails Park sign policy. All signs not mentioned in this CDR would remain as installed and permitted at time of installation. All future signs would require compliance with the City of Madison Ordinance Chapter 31.

The proposed ground signs replace the existing ground signage in front of the buildings with addresses 8000, 8010 & 8020 Excelsior Dr. They provide building directory information to effectively identify tenants in each building. Each sign is 11 square feet in net area (3'-0" W x 3'-8" H) and otherwise complies with section 31.04(5)(k)5 of the Sign Control Ordinance; that is, they are designed in such a way so that when illuminated, the sign appears to have light-colored copy on a dark or non-illuminated background (only the upper section of each sign with address numbers is illuminated). We are seeking an exception to section 31.08(2) which discusses Number, Height, Net Area of Ground Signs. This section indicates placement of the new (replacement) signs must be at driveway entrances with only one sign at a single entrance. The existing signs were placed near the building entrances for most-effectiveness, and the new (replacement) signs would be installed in the same locations as the existing, which limits the visibility of the signs and their impact on the streetscape.

Per the Madison Sign Control Ordinance, section 31.043(4)(b) Comprehensive Design Review Criteria, below are the seven items required to be addressed. Indented under each item is information to support how we believe each item is satisfied.

1. The Sign Plan shall create visual harmony between the signs, building(s), and building site through unique and exceptional use of materials, design, color, any lighting, and other design elements; and

Page 2 of 3

Sign Plan (CDR) for 8000, 8010, 8020, 8030, 8040 & 8102 Excelsior Dr May 7, 2024

shall result in signs of appropriate scale and character to the uses and building(s) on the zoning lot as well as adjacent buildings, structures and uses.

The proposed sign plan indeed creates visual harmony between the signs, buildings and site and result in signs of appropriate scale and character. The proposed signs to replace the existing signage in front of the buildings with addresses 8000, 8010 & 8020 Excelsior Dr provide building directory information to effectively identify tenants. Each sign is 11 square feet in net area (3'-0" W x 3'-8" H area for identification of tenant names) are constructed of the same materials, utilizing the same design and complies with section 31.04(5)(k)5 of the Sign Control Ordinance; that is, they are designed in such a way so that when illuminated, the sign appears to have light-colored copy on a dark or non-illuminated background (only the upper section of each sign with address numbers is illuminated). Photos reflecting current signs and location along with proposed replacement signs has been provided as part of this submission for reference.

2. Each element of the Sign Plan shall be found to be necessary due to unique or unusual design aspects in the architecture or limitations in the building site or surrounding environment; ...

The proposed sign plan is intended to effectively identify this extensive set of properties for visitors and the public. 8000, 8010 and 8020 Excelsior Drive are large individual multi-tenant buildings which were constructed with connecting driveways and shared parking areas. The sign replacements proposed are of the same look, size and design to help unify the development and effectively direct people to businesses and services. Photos of the buildings, the current signs and locations have been provided as part of this submission for reference.

3. The Sign Plan shall not violate any of the stated purposes described in Secs. 31.02(1) and 33.24(2).

The proposed sign plan is not intended to violate any stated purposes of ordinances, and it does not appear to do so.

4. All signs must meet minimum construction requirements under Sec. 31.04(5).

The proposed signage meets minimum construction requirements of the Chapter 31 Sign Control Ordinance.

5. The Sign Plan shall not approve Advertising beyond the restrictions in Sec. 31.11 or Off-Premise Directional Signs beyond the restrictions in Sec. 31.115.

The proposed signage is on-premise of the owner's property and does not go beyond the restrictions of Advertising or Off-Premise Directional Signs in the Chapter 31 Sign Control Ordinance.

6. The Sign Plan shall not be approved if any element of the plan: a. presents a hazard to vehicular or pedestrian traffic on public or private property, b. obstructs views at points of ingress and egress of adjoining properties, c. obstructs or impedes the visibility of existing lawful signs on adjacent property, or d. negatively impacts the visual quality of public or private open space.

The proposed sign plan is not intended to present hazards, obstruct views, obstruct visibility of lawful signs, or negatively impact visual quality, and it does not appear to do so.

7. The Sign Plan may only encompass signs on private property of the zoning lot or building site in question, and shall not approve any signs in the right of way or on public property.

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Sign Plan (CDR) for 8000, 8010, 8020, 8030, 8040 & 8102 Excelsior Dr

May 7, 2024

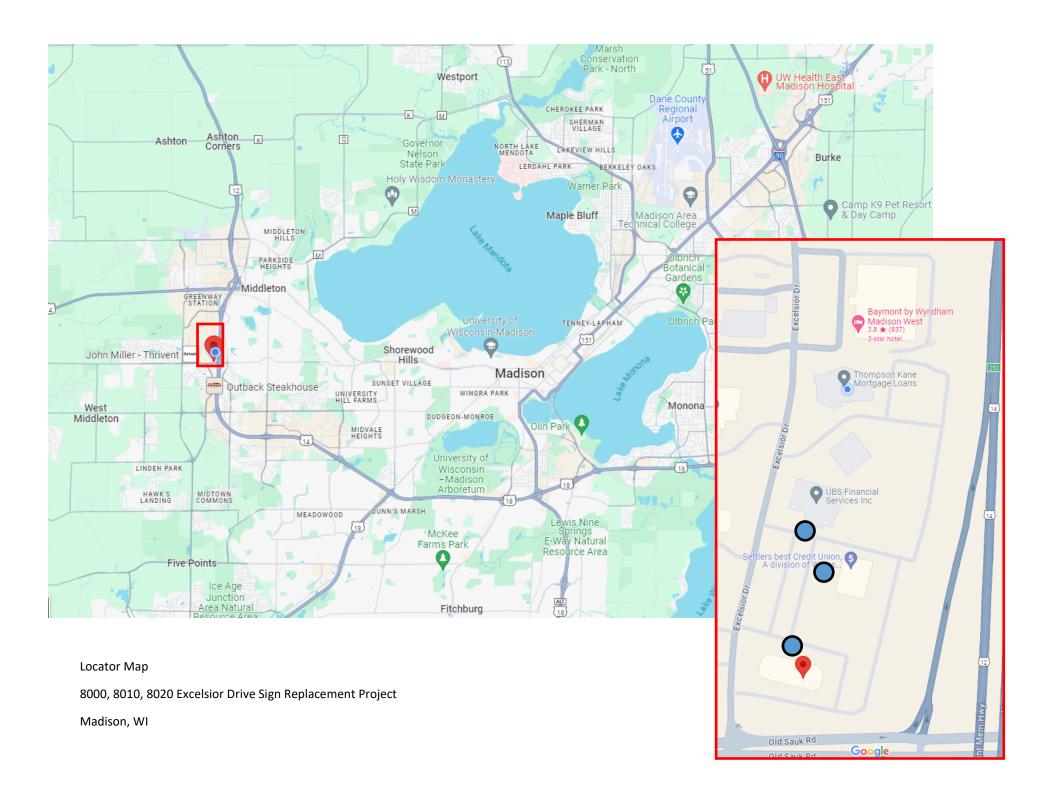
Following this letter of intent is a project Locator Map, building images of 8000, 8010 & 8020 Excelsior Dr, the proposed Sign Plan, and design sheets of the three grounds signs proposed to replace the existing signage in front of buildings with addresses 8000, 8010 & 8020 Excelsior Dr.

In summary, the proposed sign plan is intended to optimize property identification and effectively inform the public of the tenants in these buildings. As such, we are seeking approval of this signage plan.

Thank you for your consideration.

Cathy O'Donnell

Vice President, Operations
The Gialamas Company, Inc.





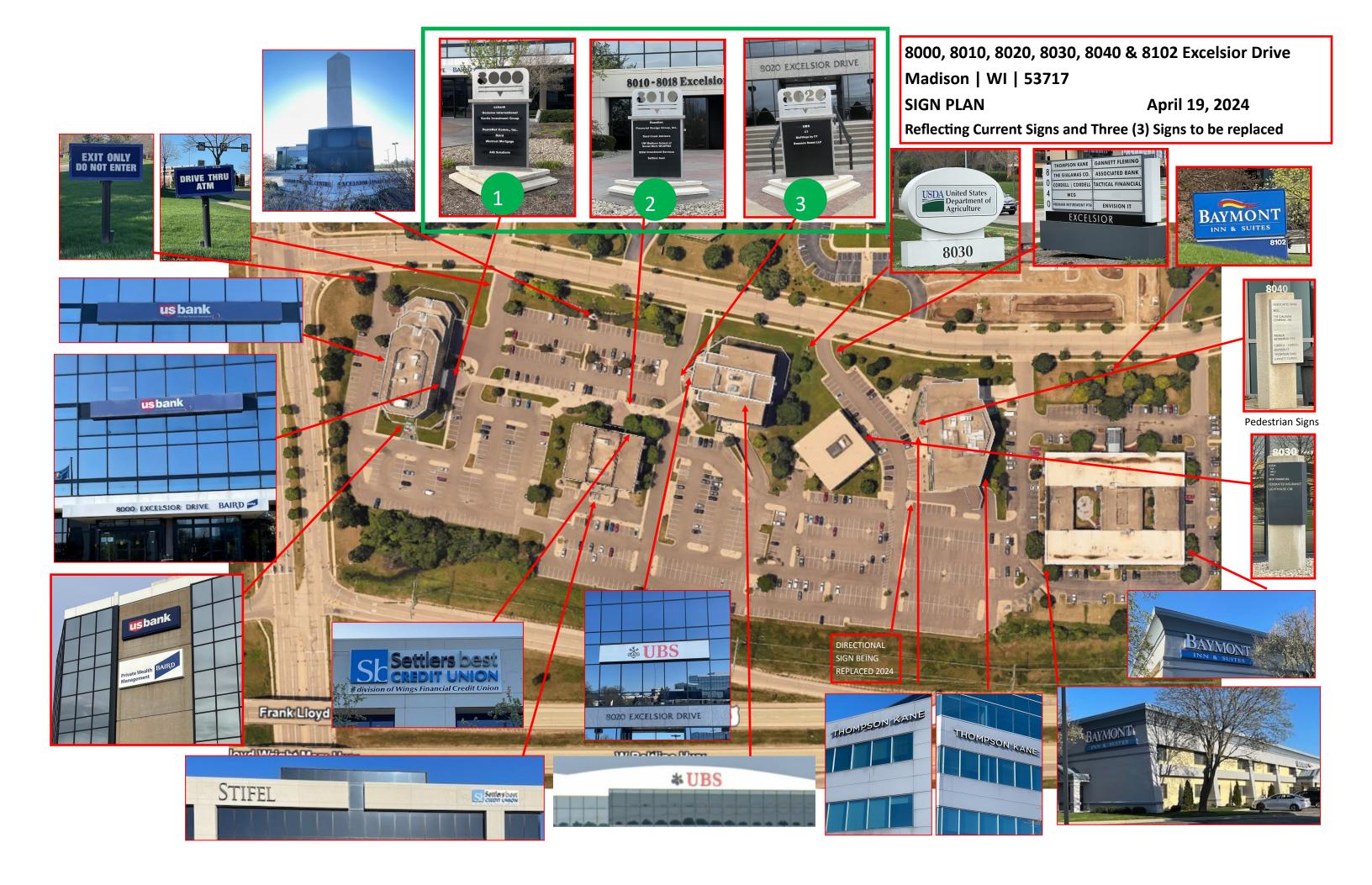
8000 Excelsior Drive | Madison | WI 53717

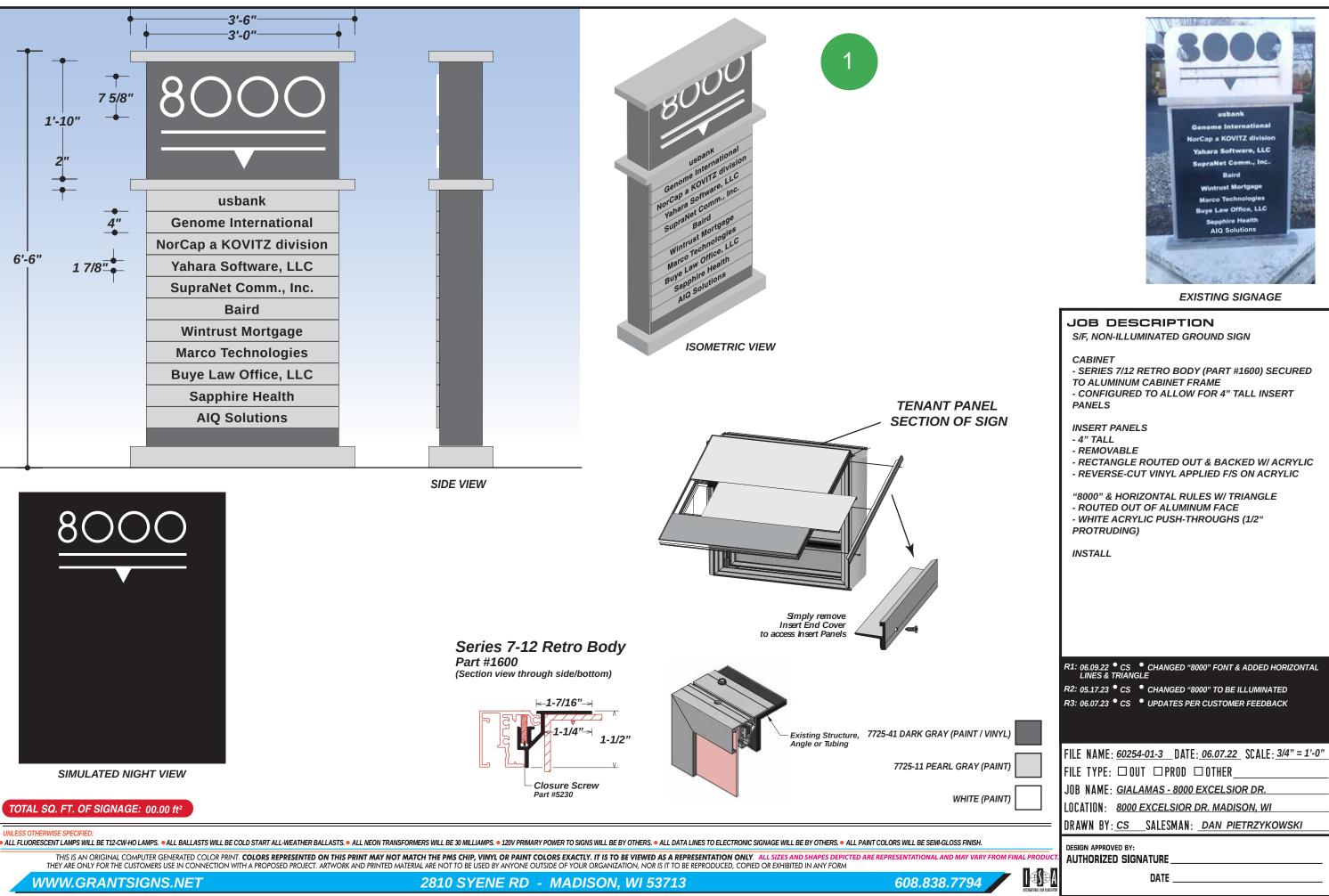


8010 Excelsior Drive | Madison | WI 53717



8020 Excelsior Drive | Madison | WI 53717





838.7794

6'-6"

WWW.GRANTSIGNS.NET

**AUTHORIZED SIGNATURE** 

608.838.7794

THEY ARE ONLY FOR THE CUSTOMERS USE IN CONNECTION WITH A PROPOSED PROJECT. ARTWORK AND PRINTED MATERIAL ARE NOT TO BE USED BY ANYONE OUTSIDE OF YOUR ORGANIZATION, NOR IS IT TO BE REPRODUCED, COPIED OR EXHIBITED IN ANY FORM.

2810 SYENE RD - MADISON, WI 53713

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