

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



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.

FOR OFFICE USE ONLY:

Paid _____ Receipt # _____

Date received _____

Received by _____

Aldermanic District _____

3/3/21
11:13 a.m.

RECEIVED

Zoning District _____

Urban Design District _____

Submittal reviewed by _____

Legistar # _____

1. Project Information

Address: 6321 Town Center Dr. Madison, WI 53718

Title: Ellefson Metro Tech Apartments

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

UDC meeting date requested March 31, 2021

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)
 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 Michael J. Ellefson

Street address 1018 Gammon Lane Suite 100

Telephone 608-695-5823

Company Ellefson Construction, Inc

City/State/Zip Madison, WI 53719

Email michael@ellefsonconstruction.com

Project contact person Kevin Burow

Street address 7601 University Ave. STE 201

Telephone (608) 836-3690

Company Knothe & Bruce Architects

City/State/Zip Middleton, WI 53562

Email kburow@knothebruce.com

Property owner (if not applicant) _____

Street address _____

City/State/Zip _____

Telephone _____

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.

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. 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 Janine Glaeser, Planning, and Zoning on February 3, 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 Michael J. Ellefson Relationship to property Owner
 Authorizing signature of property owner Michael J. Ellefson Date 3/3/2021

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:

- Urban Design Districts: \$350 (per §35.24(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 signage variances (i.e. modifications of signage 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

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

UDC

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

March 3, 2021



Ms. Janine Glaeser, AIA, LEED AP
Urban Design Planner
Department of Planning, Community & Economic Development
215 Martin Luther King Jr. Blvd., Ste 017
Madison, Wisconsin 53703

Re: Letter of Intent – UDC Informational
6321 Town Center Dr. – Lot #10 in the Metro Tech Plat
KBA Project #2108

Ms. Janine Glaeser,

The following is submitted together with the plans and applications for staff and Urban Design Commission consideration.

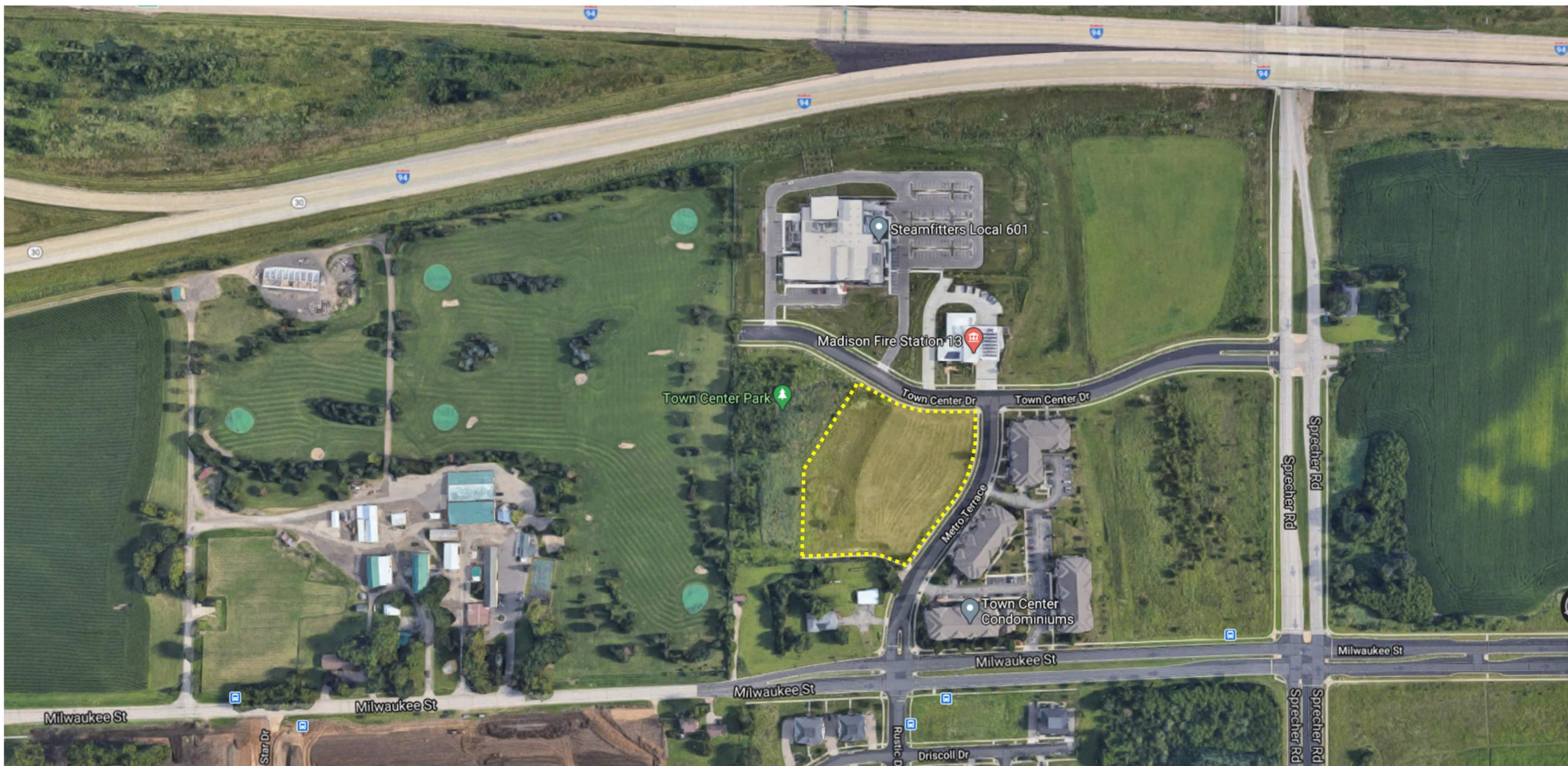
Lot #10 in the Metro Tech Plat is currently a vacant lot that is directly across from Madison Fire Station #13 and is located on the south side of Town Center Dr, along Metro Terrace. It will include the construction of three 3-story multi-family buildings, each with underground parking. There will be a total of 73 apartment units that will range from studios, one-, and two-bedrooms. The exterior design of these buildings will feature sloped roofs and will be very similar in scale to the neighboring condominium development located directly across the street. This site is also immediately adjacent to a large green space which is Town Center Park and there will be an outdoor gathering space adjacent to the interior walking trails on our property. These ideas will be discussed in more detail and your feedback on this is welcomed.

Thank you for your time reviewing our proposal.

Sincerely,

A handwritten signature in black ink that reads 'Kevin Burow'.

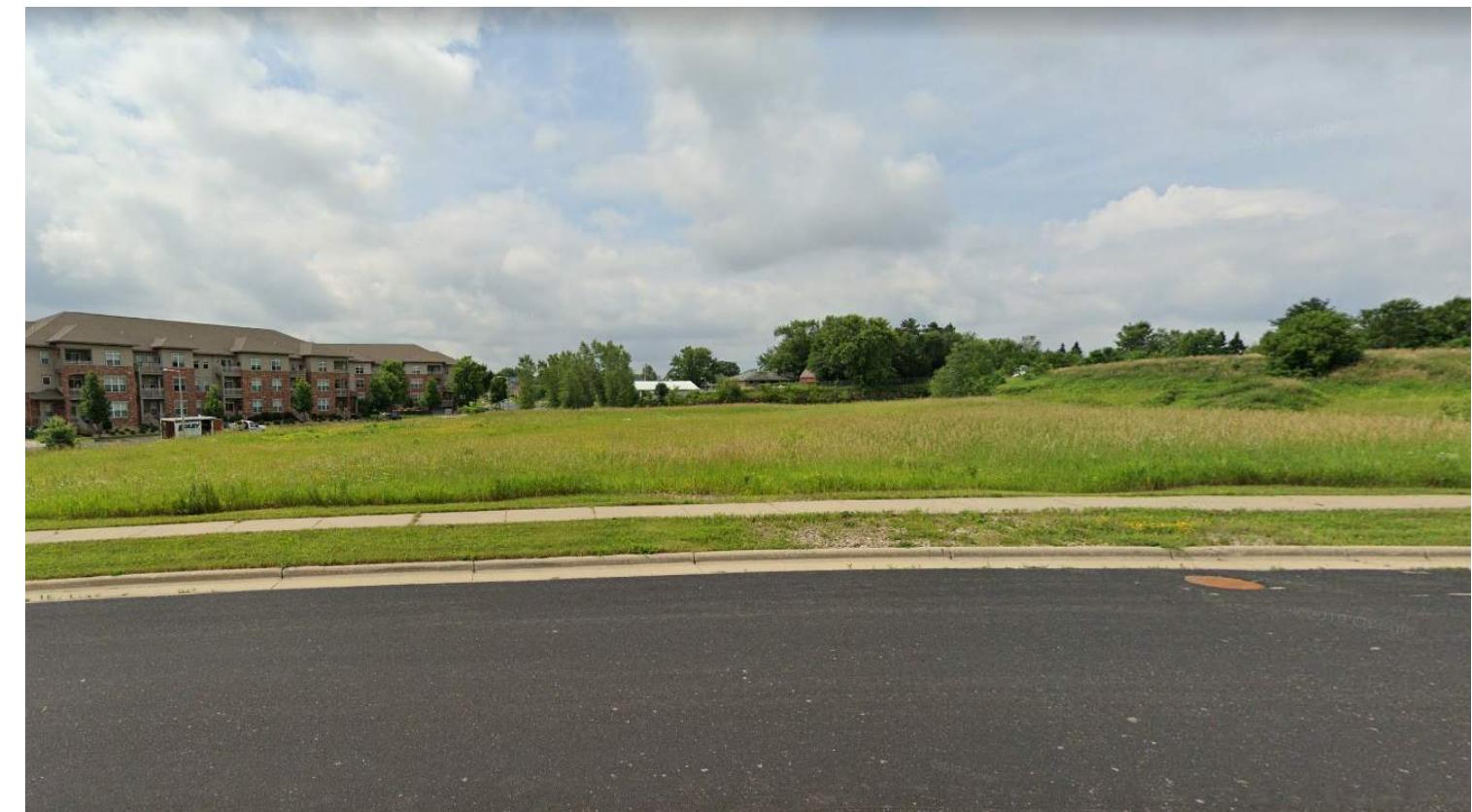
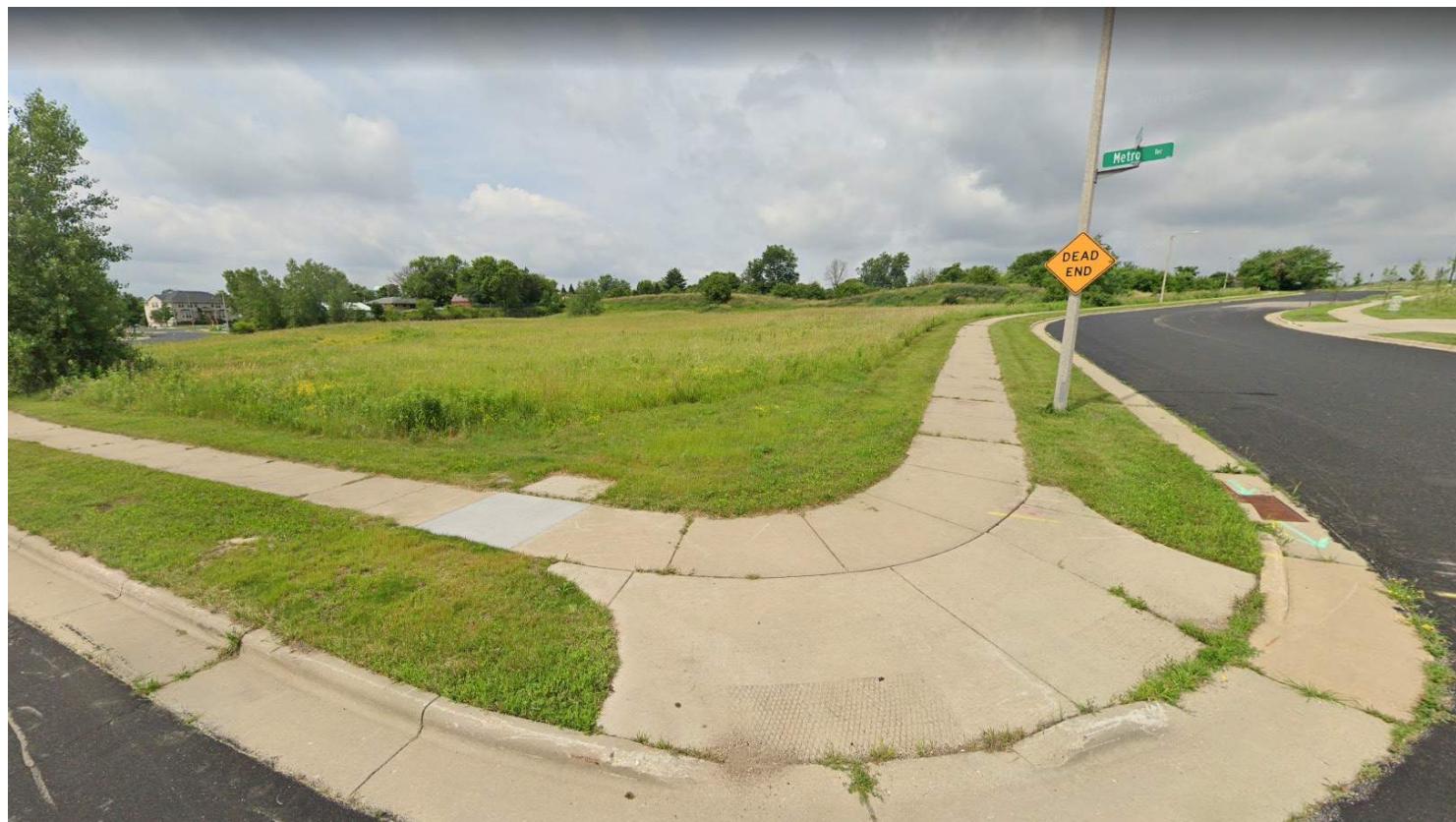
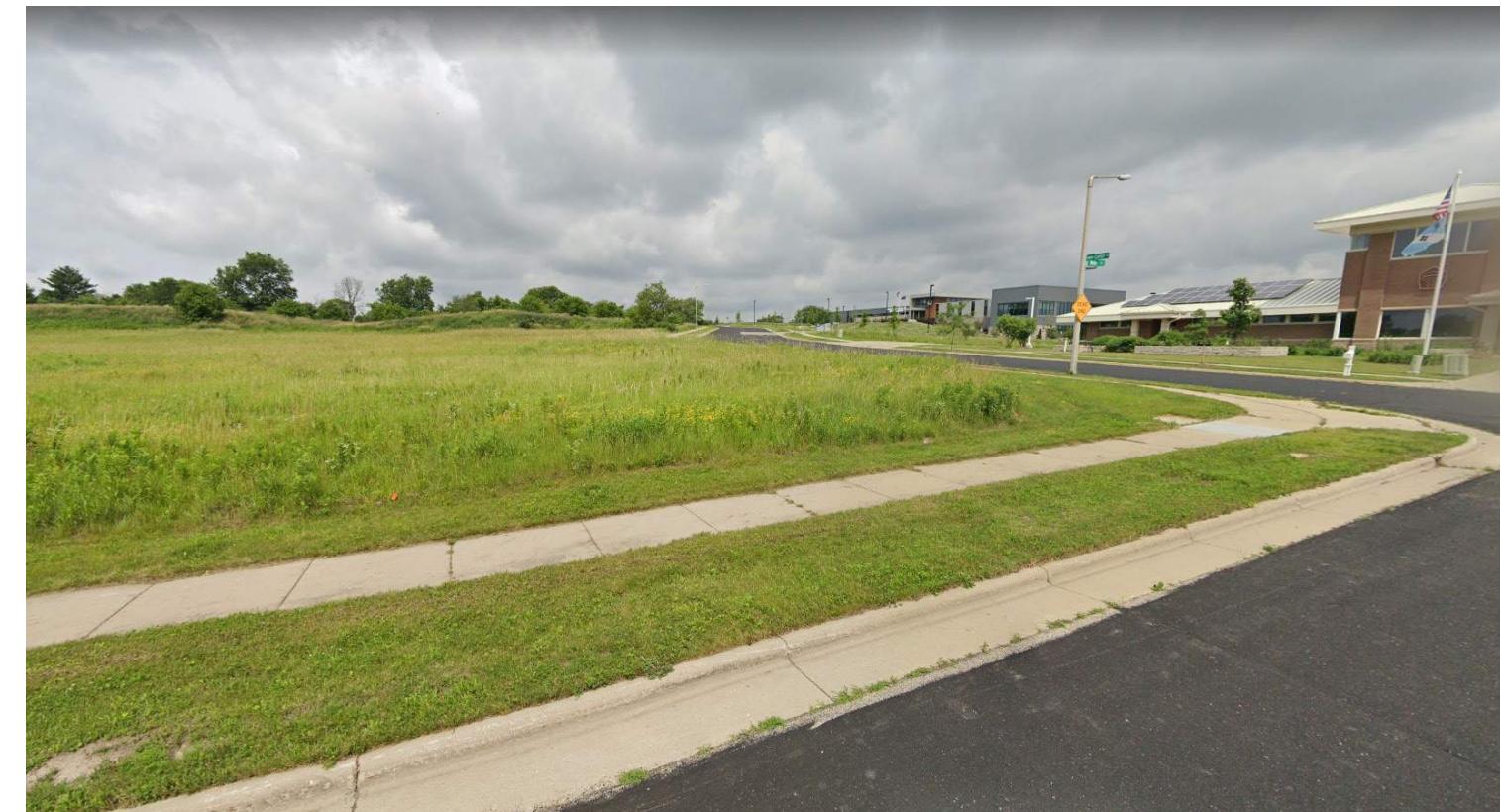
Kevin Burow, AIA, NCARB, LEED AP
Managing Member



6321 Town Center Drive
Metro Tech Lot 10

Metro Tech
Apartments
Aerial Site Map
February 26, 2021





6321 Town Center Dr.
Contextual Site Images



Kia

knothe ■ bruce
ARCHITECTS

Phone: 7601 University Ave, Ste 201
608.836.3690 Middleton, WI 53562

PROJECT NO. 2108

© Knothe & Bruce Architects, LLC

SHEET NUMBER

6321 Town Center Dr
Madison, Wisconsin

SHEET TITLE

STREET TYPE

Site Plan

SHEET NUMBER

611

PROJECT NO.

© Knowledge & Practice Publishing LLC

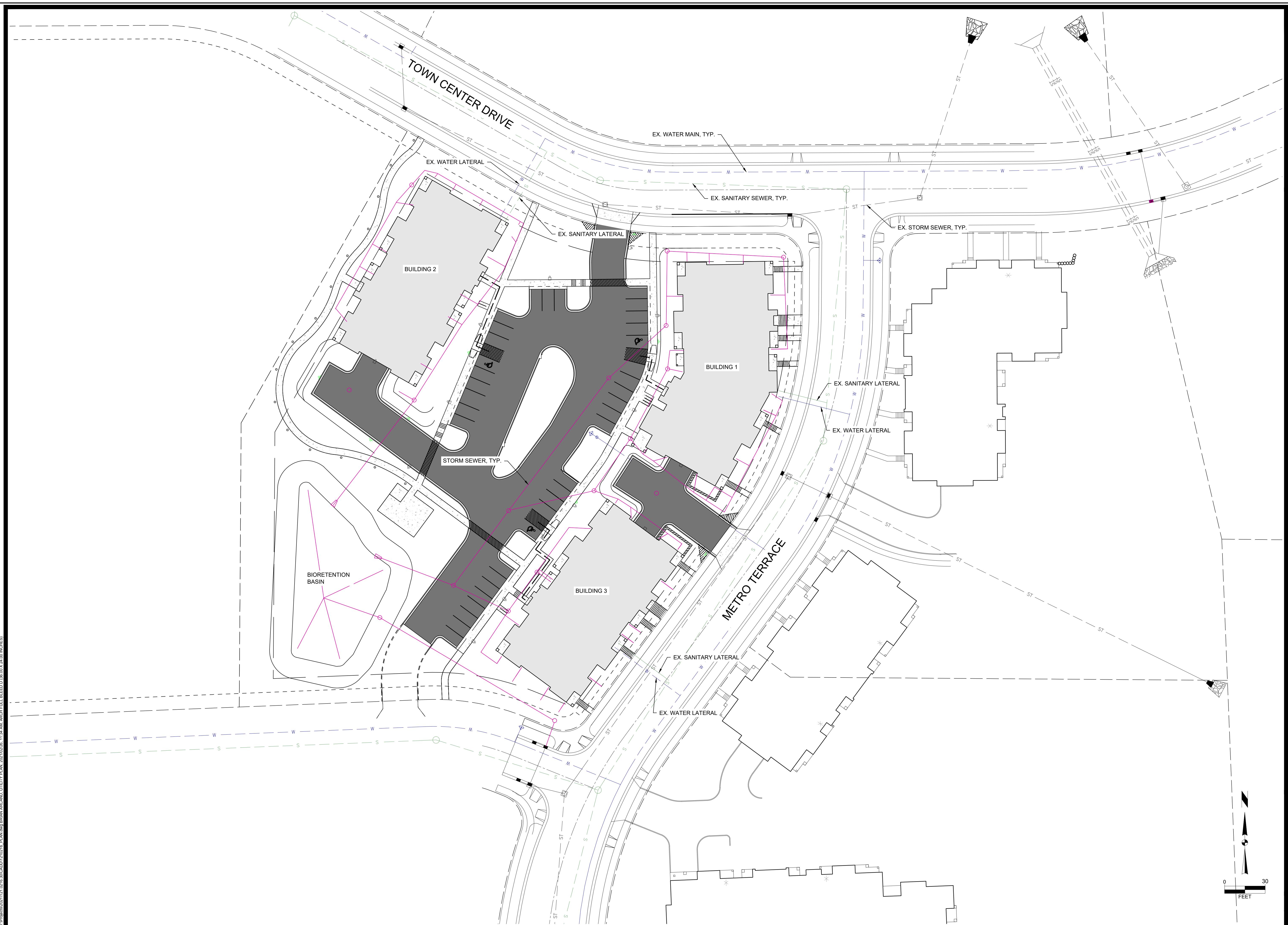
SITE PLAN

SITE PLAN

1" = 30'-0"

1990-1991

www.oxfordmaths.com



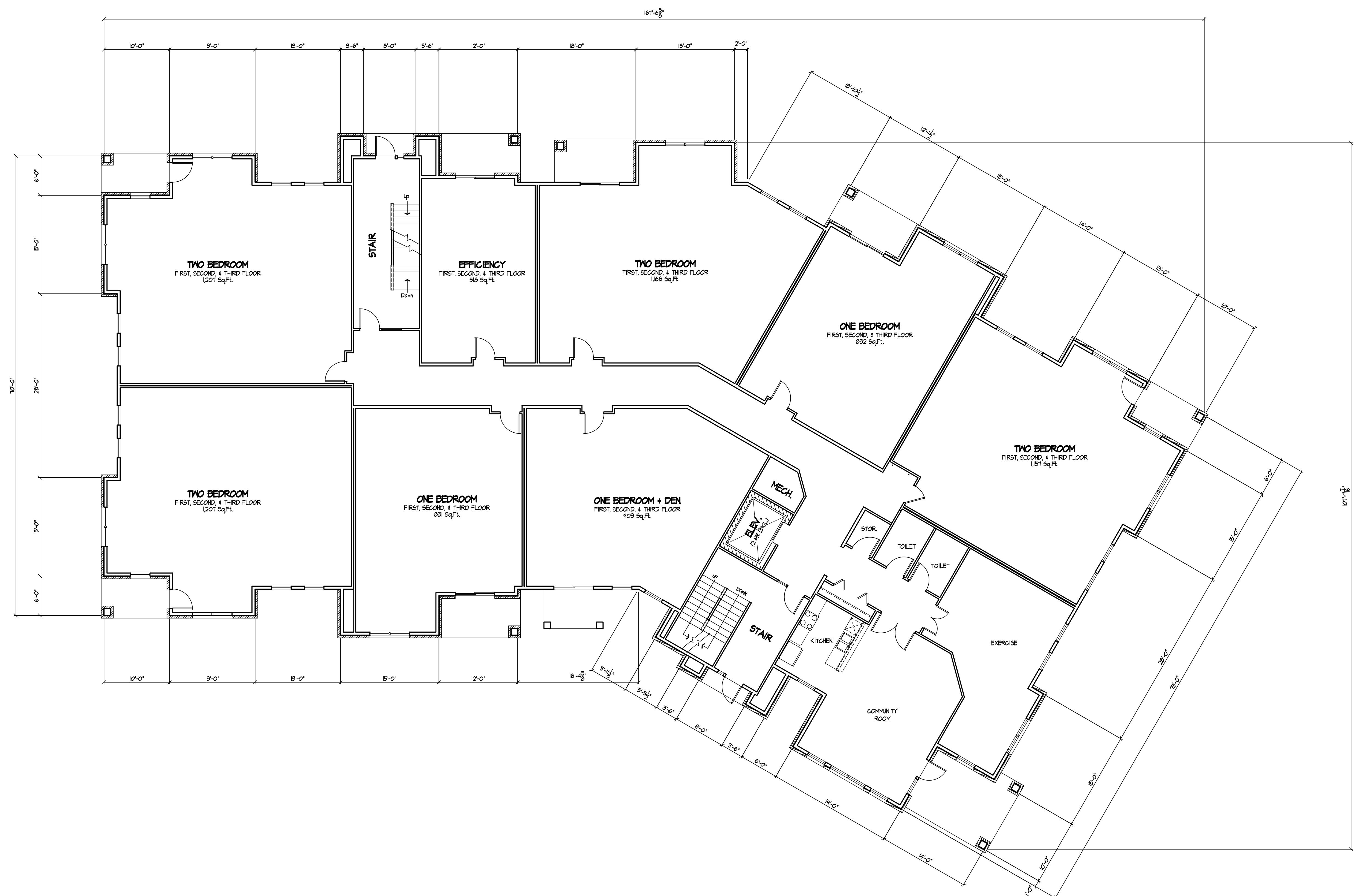
SNYDER & ASSOCIATES, INC. |

6321 TOWN CENTER DRIVE

UTILITY PLAN

Project No: 121.0216.30
Sheet C-21

DISON, DANE COUNTY, WI		REVISION		DATE
MARK	Engineer: BCA	Checked By: MLC	Scale: 1" =	
	Technician:TECH	Date: 02-26-21	T-R-S: TTN-RRW-S	
			Project No:121.0216.30	
			5010 VOGES ROAD	
			MADISON. WISCONSIN 53718	
608 838 0111 www.svonder-associates.com				



I
A-1.1
1/8"=1'-0"
FIRST FLOOR PLAN

Z

A-1.1

TYPICAL MATERIALS:

 ISSUED
 Issued for UDC Informational - March 3, 2021

 1 EAST ELEVATION
 A-2.1 1/8"=1'-0"

 PROJECT TITLE
**ELLEFSON
METRO TECH
APARTMENTS**

 6321 Town Center Dr
 Madison, Wisconsin
 SHEET TITLE
**Exterior
Elevations
Building #1**

SHEET NUMBER

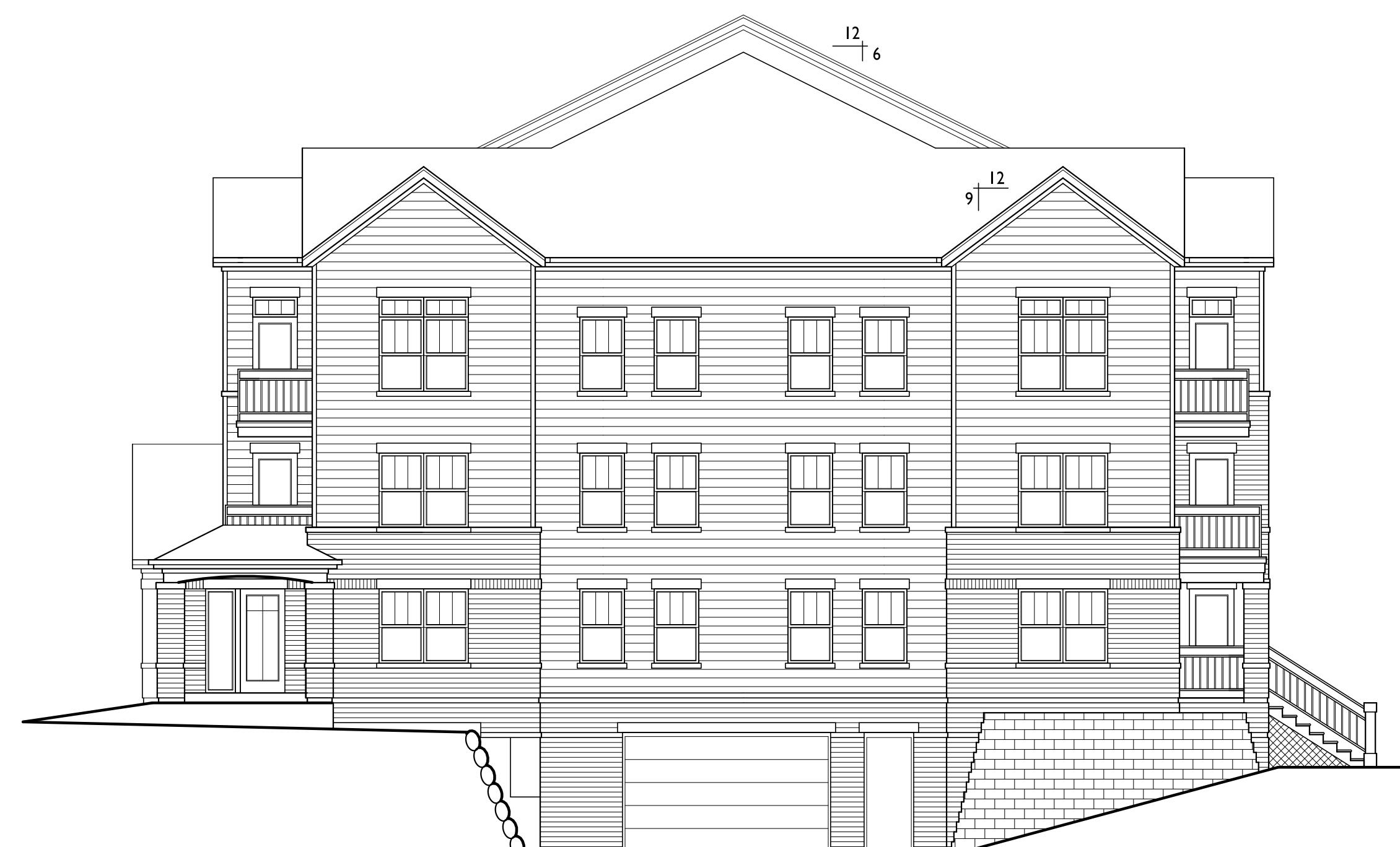
 2 NORTH ELEVATION
 A-2.1 1/8"=1'-0"

A-2.1



ISSUED
Issued for UDC Informational - March 3, 2021

1 WEST ELEVATION
A-2.2 1/8"=1'-0"



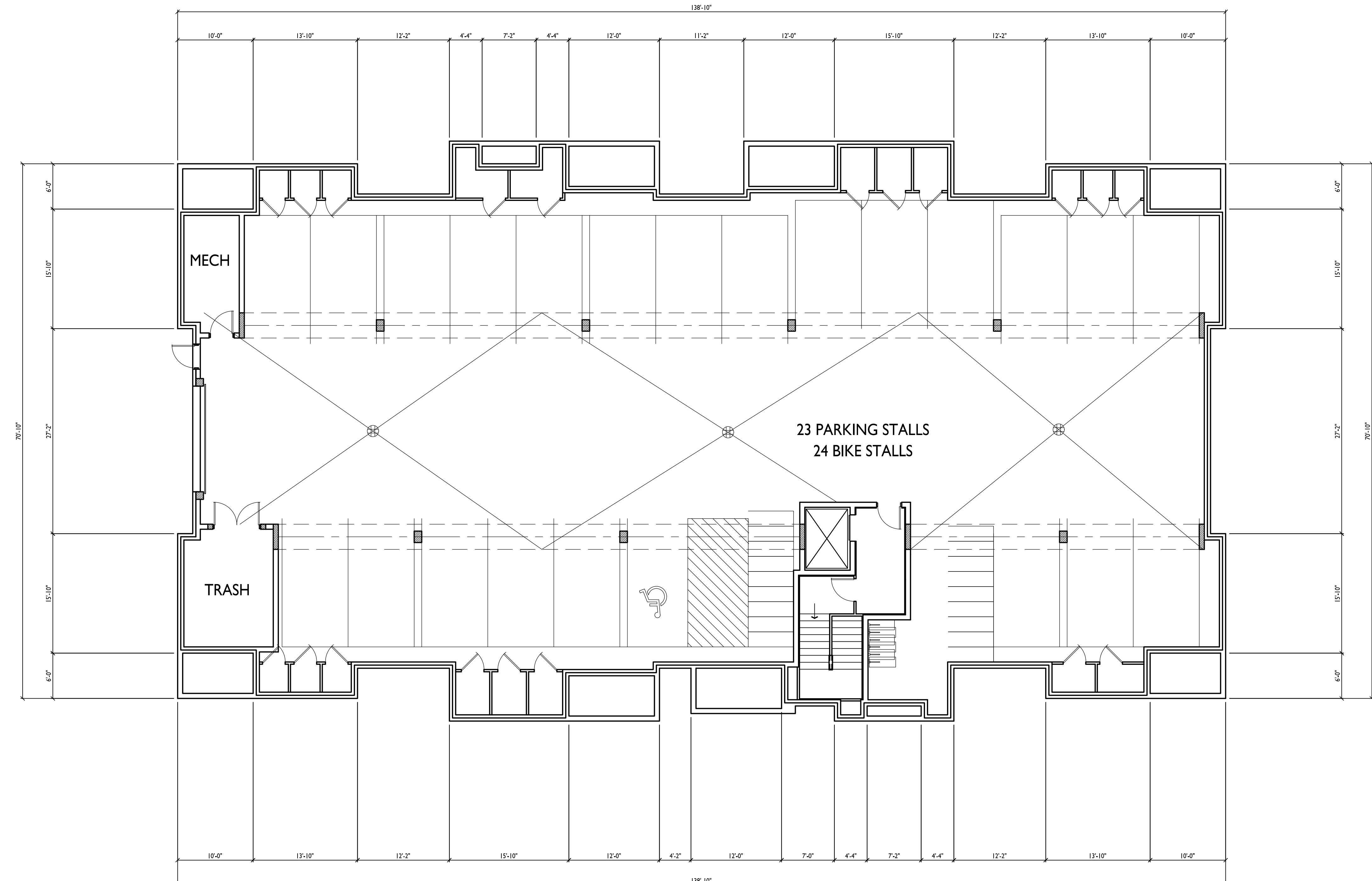
PROJECT TITLE
ELLEFSON
METRO TECH
APARTMENTS

6321 Town Center Dr
Madison, Wisconsin
SHEET TITLE
Exterior
Elevations
Building #1

SHEET NUMBER

2 SOUTH ELEVATION
A-2.2 1/8"=1'-0"

A-2.2



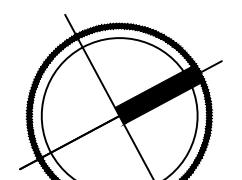


PROJECT TITLE
**ELLEFSON
METRO TECH
APARTMENTS**

6321 Town Center Dr
 Madison, Wisconsin
 SHEET TITLE
**First Floor Plan
Building #2**

SHEET NUMBER

1
A-1.1
1/8" = 1'-0"
FIRST FLOOR PLAN


A-1.1

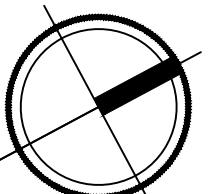

 ISSUED
 Issued for UDC Informational - March 3, 2021

 PROJECT TITLE
**ELLEFSON
METRO TECH
APARTMENTS**

 6321 Town Center Dr
 Madison, Wisconsin

 SHEET TITLE
**Second Floor Plan
Building #2**

SHEET NUMBER

 1
SECOND FLOOR PLAN
 A-1.2 1/8" = 1'-0"

A-1.2

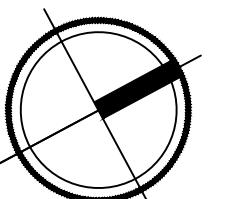

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 Issued for UDC Informational - March 3, 2021

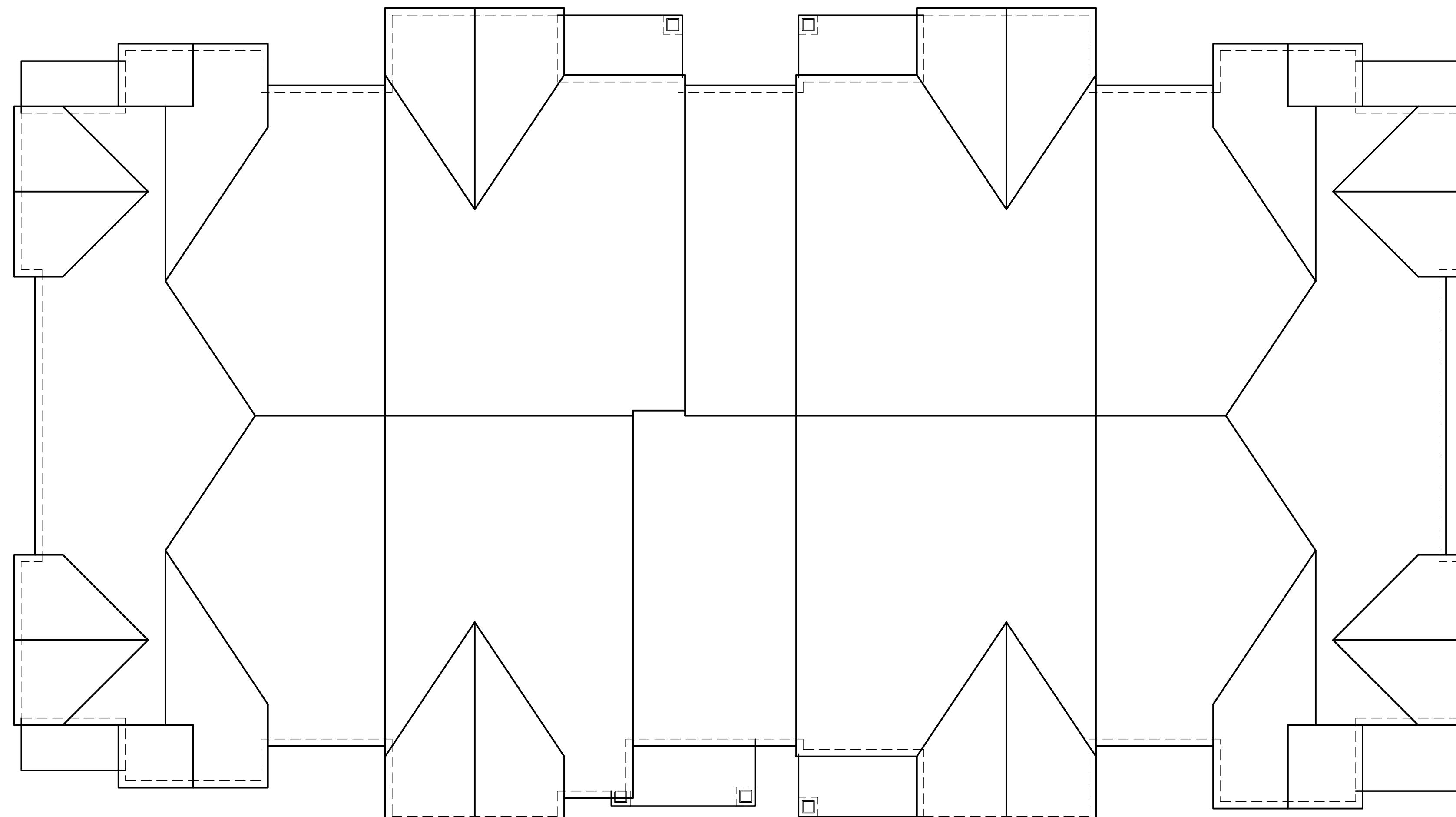
 PROJECT TITLE
**ELLEFSON
METRO TECH
APARTMENTS**

 6321 Town Center Dr
 Madison, Wisconsin

 SHEET TITLE
**Third Floor Plan
Building #2**

SHEET NUMBER

 1
 A-1.3
 THIRD FLOOR PLAN
 1/8" = 1'-0"

A-1.3

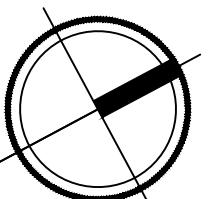


ISSUED
 Issued for UDC Informational - March 3, 2021

PROJECT TITLE
**ELLEFSON
 METRO TECH
 APARTMENTS**

6321 Town Center Dr
 Madison, Wisconsin
 SHEET TITLE
**Roof Plan
 Building #2**

1
 A-1.4
 1/8" = 1'-0"
ROOF PLAN



SHEET NUMBER

A-1.4


1 NORTH ELEVATION

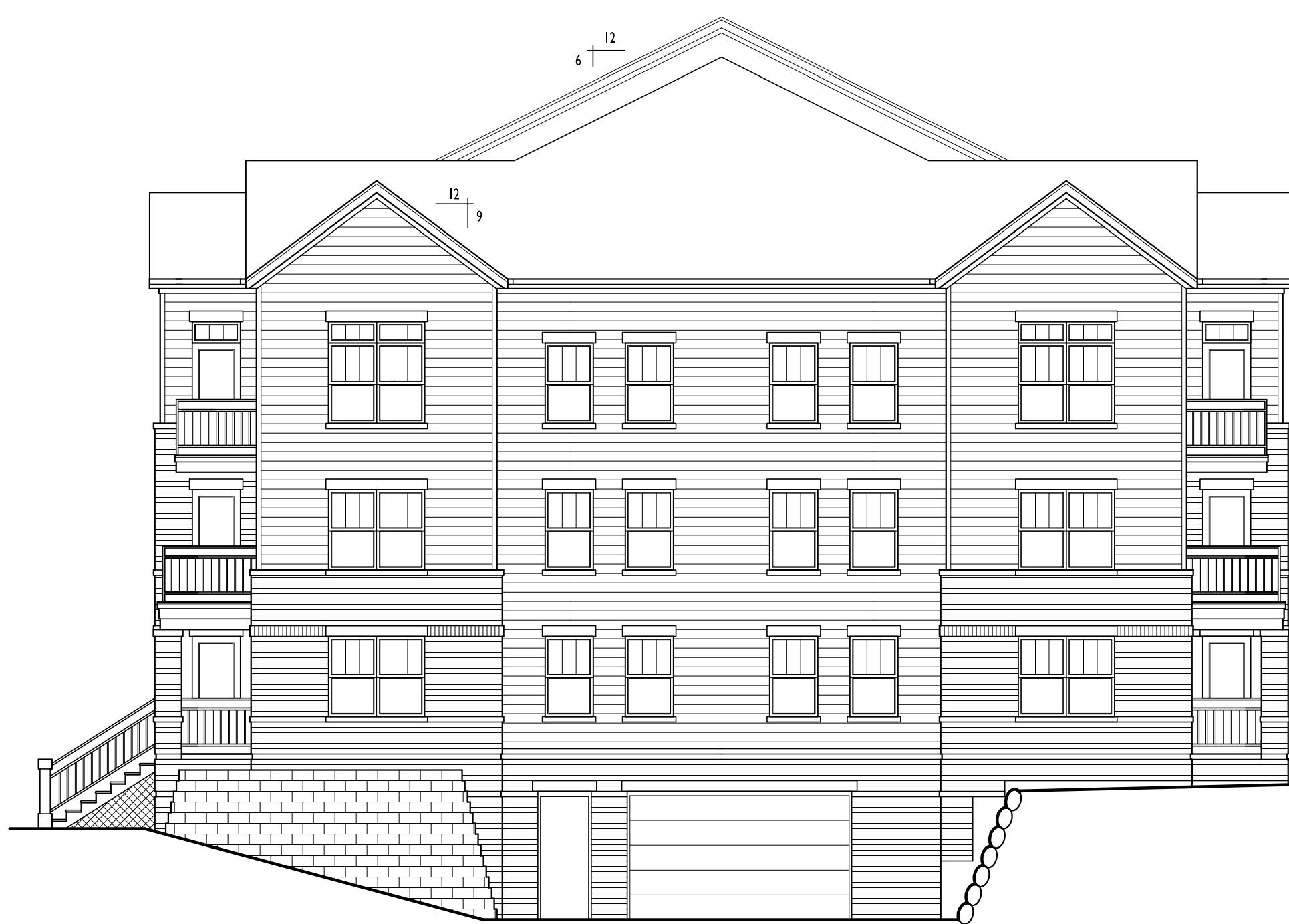
A-2.1

1/8"=1'-0"


2 WEST ELEVATION

A-2.1

1/8"=1'-0"

 ISSUED
 Issued for UDC Informational - March 3, 2021

3 SOUTH ELEVATION

A-2.1

1/8"=1'-0"

TYPICAL MATERIALS:

ASPHALT SHINGLES

COMPOSITE BOARD & BATTEN SIDING

COMPOSITE FASCIA & TRIM

COMPOSITE SIDING

COMPOSITE WINDOW TRIM

PREFABRICATED ALUMINUM RAILING

PRECAST SILL

BRICK VENEER

SOLDIER COURSE

PRECAST BAND


 PROJECT TITLE
ELLEFSON
 METRO TECH
 APARTMENTS

 6321 Town Center Dr
 Madison, Wisconsin

 SHEET TITLE
Exterior
 Elevations
 Building #2

SHEET NUMBER

4 EAST ELEVATION

A-2.1

1/8"=1'-0"

A-2.1



3 NORTH ELEVATION



1 WEST ELEVATION

ISSUED
Issued for UDC Informational - March 3, 2021



4 SOUTH ELEVATION



2 EAST ELEVATION

PROJECT TITLE
ELLEFSON
METRO TECH
APARTMENTS

6321 Town Center Dr
Madison, Wisconsin
SHEET TITLE
Exterior
Elevations
Building #2

SHEET NUMBER

A-2.1

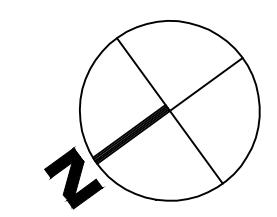

 ISSUED
 Issued for UDC Informational - March 3, 2021

 PROJECT TITLE
**ELLEFSON
METRO TECH
APARTMENTS**

 6321 Town Center Dr
 Madison, Wisconsin
 SHEET TITLE
**First Floor Plan
Building # 3**

SHEET NUMBER

A-1.1

 I
 A-1.1
 FIRST FLOOR PLAN
 1/8"=1'-0"




PROJECT TITLE
**ELLEFSON
METRO TECH
APARTMENTS**

6321 Town Center Dr
Madison, Wisconsin

SHEET TITLE

Second Floor Plan

Building # 3

SHEET NUMBER



SECOND FLOOR PLAN

A-I.2


 ISSUED
 Issued for UDC Informational - March 3, 2021

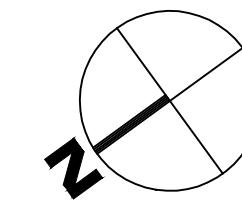
 PROJECT TITLE
**ELLEFSON
METRO TECH
APARTMENTS**

 6321 Town Center Dr
 Madison, Wisconsin

 SHEET TITLE
**Third Floor Plan
Building # 3**

SHEET NUMBER

A-1.3

 I
 A-1.3
 1/8"=1'-0"




ISSUED
Issued for UDC Informational - March 3, 2021



PROJECT TITLE
**ELLEFSON
METRO TECH
APARTMENTS**

6321 Town Center Dr
Madison, Wisconsin
SHEET TITLE
**Exterior
Elevations
Building #3**

SHEET NUMBER

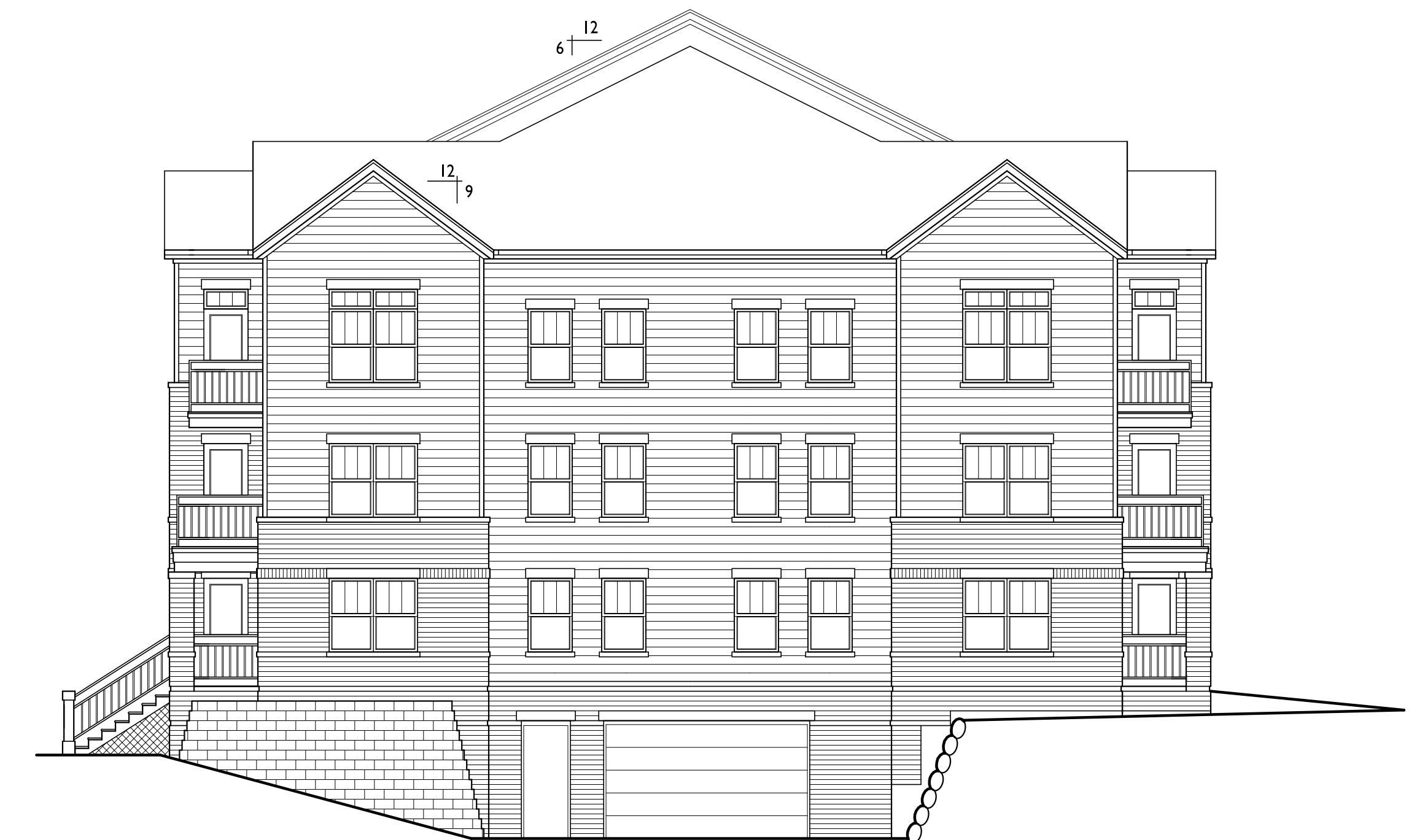
2 SOUTH ELEVATION
A-2.1 1/8"=1'-0"

A-2.1



ISSUED
Issued for UDC Informational - March 3, 2021

1 WEST ELEVATION
A-2.2 1/8"=1'-0"



2 NORTH ELEVATION
A-2.2 1/8"=1'-0"

PROJECT TITLE
ELLEFSON
METRO TECH
APARTMENTS

6321 Town Center Dr
Madison, Wisconsin
SHEET TITLE
Exterior
Elevations
Building #3

SHEET NUMBER

A-2.2