

LANDMARKS COMMISSION APPLICATION

LC

Complete all sections of this application, including checklist on page 2.

To request an interpreter, translation, or accommodations, call (608)266-4910.

Para solicitar un intérprete, traducción o acomodaciones llame al (608)266-4910.

Koj muaj txoj cai tau txais kev txhais lus, kev pes lus los sis kev pab cuam txhawm rau

kev tsis taus uas tsis muaj nqi rau koj: Xav paub ntxiv tiv tauj rau (608)266-4910

如需口譯、翻譯或其他便利服務，請致電 (608)266-4910.

City of Madison

Planning Division

215 Martin Luther King Jr Blvd, Ste 017

PO Box 2985

Madison, WI 53701-2985 (608) 266-4635



1. LOCATION

Project Address: _____ Alder District: _____

2. PROJECT

Project Title/Description: _____

This is an application for: (check all that apply)

☐ New Construction/Alteration/Addition in a Local Historic District
or Designated Landmark (specify):

- ☐ Mansion Hill ☐ Third Lake Ridge ☐ First Settlement
☐ University Heights ☐ Marquette Bungalows ☐ Landmark

☐ Land Division/Combination in a Local Historic District
or to Designated Landmark Site (specify):

- ☐ Mansion Hill ☐ Third Lake Ridge ☐ First Settlement
☐ University Heights ☐ Marquette Bungalows ☐ Landmark

☐ Demolition

☐ Development adjacent to a Designated Landmark

☐ Variance from the Historic Preservation Ordinance (Chapter 41)

☐ Landmark Nomination/Rescission or Historic District Nomination/Amendment
(Please contact the Preservation Planner for specific Submission Requirements.)

☐ Informational Presentation

☐ Other (specify): _____

DPCED USE ONLY

Legistar #:

DATE STAMP

3. APPLICANT

Applicant's Name: _____ Company: _____

Address: _____
Street City State Zip

Telephone: _____ Email: _____

Property Owner (if not applicant): _____

Address: _____
Street City State Zip

Property Owner's Signature: _____ Date: _____

NOTICE REGARDING LOBBYING ORDINANCE: If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of \$10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance (Sec. 2.40, MGO). You are required to register and report your lobbying. Please consult the City Clerk's Office for more information. Failure to comply with the lobbying ordinance may result in fines.

4. APPLICATION SUBMISSION REQUIREMENTS (see checklist on reverse)

All applications must be emailed by 12:00pm on the submission date with the Landmarks Commission. Applications submitted after the submission date or incomplete applications will be postponed to the next scheduled submittal date. Submission deadlines can be viewed here: https://www.cityofmadison.com/dpced/planning/documents/LC_Meeting_Schedule_Dates.pdf

APPLICATION SUBMISSION REQUIREMENTS CHECKLIST:

In order to be considered complete, every application submission shall include at least the following information unless otherwise waived by the Preservation Planner. **All application materials should be submitted electronically to landmarkscommission@cityofmadison.com**. Please note that an individual email cannot exceed 20 MB.

- ☐ Landmarks Commission Application w/signature of the property owner.
- ☐ Narrative Description/Letter of Intent addressed to the Landmarks Commission, describing the location of the property and the scope of the proposed project.
 - ☐ Photographs of existing conditions;
 - ☐ Photographs of existing context;
 - ☐ Photographs of comparable historic resources within 200 feet of subject property;
 - ☐ Manufacturer's product information showing dimensions and materials.
- ☐ Architectural drawings reduced to 11" x 17" or smaller pages which may include:
 - ☐ Dimensioned site plans showing siting of structures, grading, landscaping, pedestrian and vehicular access, lighting, mechanicals, signage, and other features;
 - ☐ Elevations of all sides showing exterior features and finishes, subsurface construction, floor and roof;
 - ☐ Floor Plan views of levels and roof;
 - ☐ For proposals of more than two (2) commercial or residential or combination thereof units, a minimum of two (2) accurate street-view normal perspectives shown from a viewpoint of no more than five (5) feet above existing grade.
- ☐ Any other information requested by the Preservation Planner to convey the aspects of the project which may include:
 - ☐ Perspective drawing
 - ☐ Other _____

Landmarks Commission staff will preliminarily review projects for additions and/or new construction with Zoning staff in order to determine the completeness of the submission materials. Applicants are encouraged to contact Zoning staff to discuss projects early in the process to ensure the project considered by the Landmarks Commission meets Zoning requirements.

CONTACT THE PRESERVATION PLANNER:

Please contact the Preservation Planner with any questions.

City of Madison Planning Division
215 Martin Luther King Jr Blvd, Suite 017
PO Box 2985 (mailing address)
Madison, WI 53701-2985
landmarkscommission@cityofmadison.com
(608) 266-6552



Department of Public Works

Engineering Division

James M. Wolfe, P.E., City Engineer

City-County Building, Room 115
210 Martin Luther King, Jr. Boulevard
Madison, Wisconsin 53703
Phone: (608) 266-4751
Fax: (608) 264-9275
engineering@cityofmadison.com
www.cityofmadison.com/engineering

Assistant City Engineer

Bryan Cooper, AIA
Gregory T. Fries, P.E.
Chris Petykowski, P.E.

Deputy Division Manager

Kathleen M. Cryan

Principal Engineer 2

Janet Schmidt, P.E.

Principal Engineer 1

Mark D. Moder, P.E.
Fadi El Musa Gonzalez, P.E.
Andrew J. Zwieg, P.E.

Financial Manager

Steven B. Danner-Rivers

Parcel Number:

070924207016

Situs Address:

215 Martin Luther King Jr Blvd,
Madison, WI 53703

May 2, 2025

The City of Madison is planning to replace the single flagpole at the Madison Municipal Building with two flagpoles. The current single flagpole location was existing during the recent 2016 restoration, but the existing flagpole's age is unknown. The 1980s building renovation drawings show a 50' flagpole in the current location. The original construction drawings and an early photograph show a flagpole on the roof near the front parapet.

Alterations to the site will require approvals from numerous agencies. The Madison Municipal Building is a local landmark and is listed on the National Register of Historic Places. Due to the historic designations, any changes to the site will require review by the Madison Landmarks Commission and the State Historic Preservation Office.

The existing flagpole and monument sign are centered on the northern bay of the front façade. The current proposal is to install two flagpoles within the planters flanking the main staircase to the MMB entrance. This would require the removal of the existing flagpole and its foundation and the installation of two new flagpoles and their foundations. The proposed new flagpoles would be centered on the main entrance. The proposed flagpoles will be around 50' tall to replicate the existing flagpole height and be spaced over 15'-0" apart. The new flagpoles will be installed with an internal halyard system to provide ease of use when it is raised and lowered, and to keep the flag profile as simple as possible. Additional lighting elements will be required to properly light the new flag layout and will be concealed in plantings at the base of the flagpole. Attached are concept sketches of the layout in plan and elevation, as well as photographs of the existing conditions:

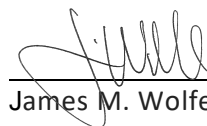

James M. Wolfe, P.E., City Engineer



Figure 1: Existing Flagpole



Figure 2: Existing Monument Sign + Lighting

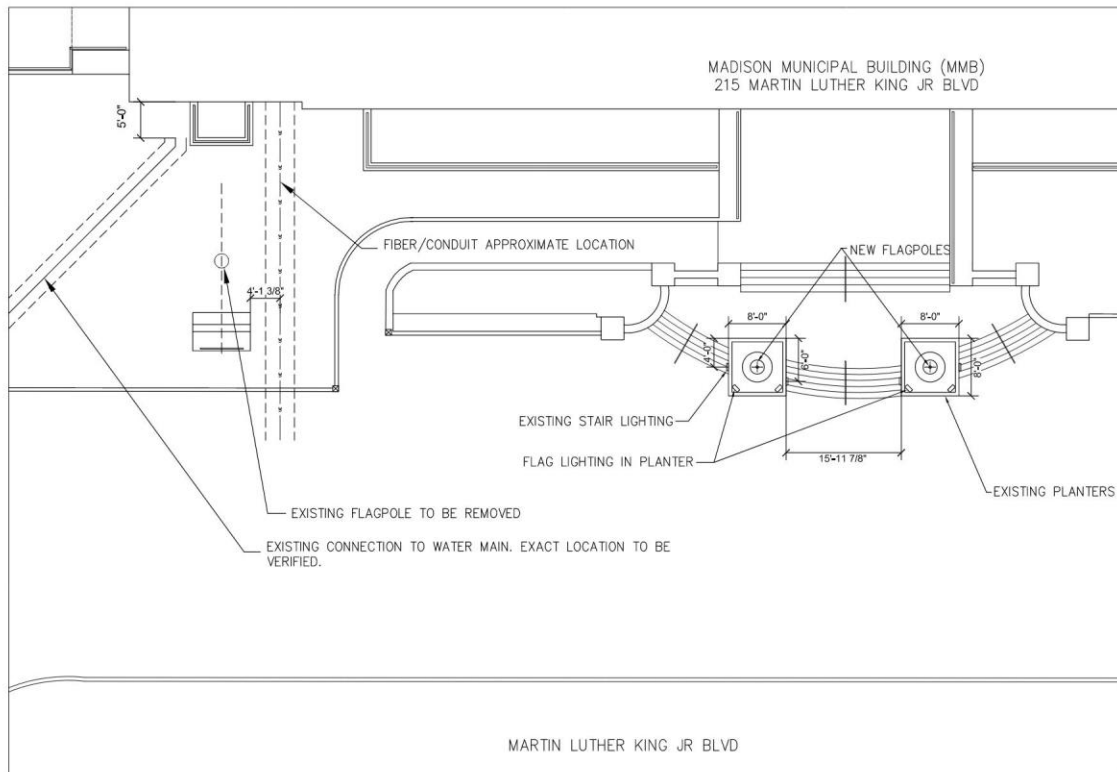


Figure 3: Proposed Site Plan

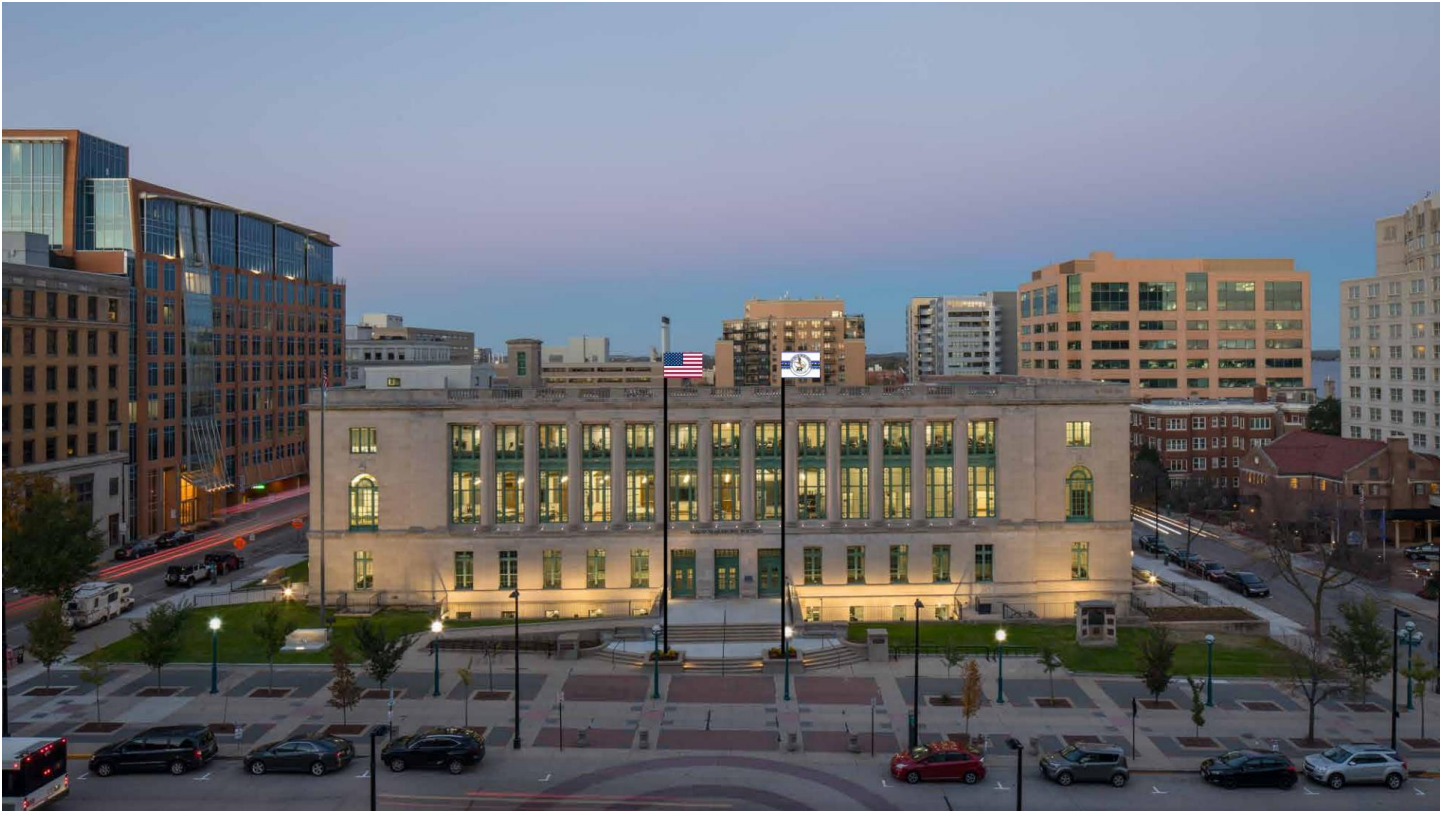


Figure 4: Render of Proposal