

# 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:

Paid \_\_\_\_\_ Receipt # \_\_\_\_\_  
Date received \_\_\_\_\_  
Received by \_\_\_\_\_  
Aldermanic District \_\_\_\_\_  
Zoning District \_\_\_\_\_  
Urban Design District \_\_\_\_\_  
Submission reviewed by \_\_\_\_\_  
Legistar # \_\_\_\_\_

7/28/21  
11:13 a.m.

RECEIVED

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.*

## 1. Project Information

Address: \_\_\_\_\_

Title: \_\_\_\_\_

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

UDC meeting date requested \_\_\_\_\_

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** \_\_\_\_\_ Company \_\_\_\_\_

Street address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

**Project contact person** \_\_\_\_\_ Company \_\_\_\_\_

Street address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

**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.

Each submittal must include fourteen (14) 11" x 17" **collated** paper copies. Landscape and Lighting plans (if required) must be **full-sized and legible**. Please refrain from using plastic covers or spiral binding.

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](mailto: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 \_\_\_\_\_ on \_\_\_\_\_.
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 \_\_\_\_\_ Relationship to property \_\_\_\_\_

Authorizing signature of property owner \_\_\_\_\_ Date \_\_\_\_\_

**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

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



Department of Public Works  
**Engineering Division**  
Robert F. Phillips, 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](mailto:engineering@cityofmadison.com)  
[www.cityofmadison.com/engineering](http://www.cityofmadison.com/engineering)

**Deputy City Engineer**  
Gregory T. Fries, P.E.  
**Deputy Division Manager**  
Kathleen M. Cryan  
**Principal Engineer 2**  
John S. Fahrney, P.E.  
Christopher J. Petykowski, P.E.  
Janet Schmidt, P.E.  
**Principal Engineer 1**  
Christina M. Bachmann, P.E.  
Mark D. Moder, P.E.  
James M. Wolfe, P.E.  
**Facilities & Sustainability**  
Bryan Cooper, Principal Architect  
**Land Information & Official Map Manager**  
Eric T. Pederson, P.S.  
**Financial Manager**  
Steven B. Danner-Rivers

July 28, 2021

**Urban Design Commission  
Letter of Intent  
Fire Station 6 Informational Presentation**

Fire Station 6 is located at 825 West Badger Road in Urban Design District 1 and was constructed in 1988. After 33 years of continuous service, the building requires system upgrades, improvements to interior spaces, and additional space in the apparatus bay. With the annexation of the Town of Madison, Fire Station 6 has seen a significant increase in service calls which has made Madison Fire Department leadership consider using this needed renovation as a time to make Fire Station 6 large enough to accommodate a double company.

During the Schematic Design phase, the Fire Department conducted a survey of staff to understand the needs of the firefighters which would then inform the goals of the Fire Station 6 project. The survey responses indicated the top goals should be:

- Promoting the health and wellness of the fire fighters
- Creating a functional and efficient space for fire fighters and the community
- Reducing building energy costs and long term maintenance

The design was presented to each Fire Station 6 crew to get their specific feedback about the function and layout. The resulting design is the combination of the goals and the feedback from the firefighters and the design team's approach to meet Urban Design District 1 standards.

Site Planning

The existing site has experienced stormwater management issues but upon completion of the adjacent MATC South Campus these issues have been improved. Additional grading will be conducted to ensure no further issues occur. The proposed landscaping will include numerous varieties of native plantings that are easily maintained and that provide screening and enhance the architectural design. The existing building and parking lot placement on the site pushes the addition to the west side toward Perry Street.

Lighting

The proposed lighting will be integrated into the architectural design of the building. The lighting plan will come before the Urban Design Commission for review when it is more developed.

Utility Service

City staff met with MG&E Engineering on site to review the elimination of overhead wiring at Badger Road and Perry Street. Due to the number of transformers on the pole directly in front of the proposed apparatus bay addition, the pole can only be relocated 10 feet to the west. The pole and the overhead wiring must remain in place.

### Signs

The design team will integrate the signs on the building into the architectural design of the building. The current design shows the general design direction for the signage. The signage will return to the Urban Design Commission for review when more complete.

### Parking and Service Areas

The existing parking lot will be enlarged toward West Badger Road to accommodate staff of a potential double company. The larger parking lot will also better serve the members of the public that utilize the community room. The grassy area between the parking lot and West Badger Road will be landscaped with plantings that screen the parking area. Additional landscaping is being proposed around parking stalls at the Perry Street drive entrance. The trash will be located inside the building.

### Building Design

The proposed addition materials will complement the existing building materials. The existing building consists of terracotta and blonde brick with dark bronze trim at doors, windows and eaves, overhead door panels, and gutters and downspouts. The existing roof shingle is dark brown. The proposed addition would be a dark bronze metal panel that relates to the existing metal elements and an accent of brick at the Exercise Room and mechanical mezzanine to match the existing terracotta brick. The massing of the addition was kept low to relate to the scale of the residential neighborhood to the west. The horizontal brow at the front façade unifies the doors and simplifies the overall appearance while providing a new identity along Badger Road. Full glass overhead doors provide better transparency into and out of the building providing better connectivity between the fire fighters and community. Utilizing flat roofs at the addition allows the steeply sloped main roof to retain its prominence.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert Phillips". The signature is stylized with large, flowing loops.

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Robert F. Phillips, P.E.,  
City Engineer

# City of Madison Fire Station 6 Remodel

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Urban Design Commission - Informational Meeting

July 27th, 2021



# **Project Goals & Priorities**



ZERO-CARBON  
EQUITABLE  
RESILIENT  
HEALTHY

Even small projects can address big issues and provide creative solutions

**DESIGN FOR COMMUNITY**



**DESIGN FOR DISCOVERY**

**DESIGN FOR CHANGE**



**DESIGN FOR INTEGRATION**  
**DESIGN FOR WELLNESS**

**DESIGN FOR RESOURCES**



**DESIGN FOR ECOLOGY**  
**DESIGN FOR ECONOMY**

**DESIGN FOR ENERGY**



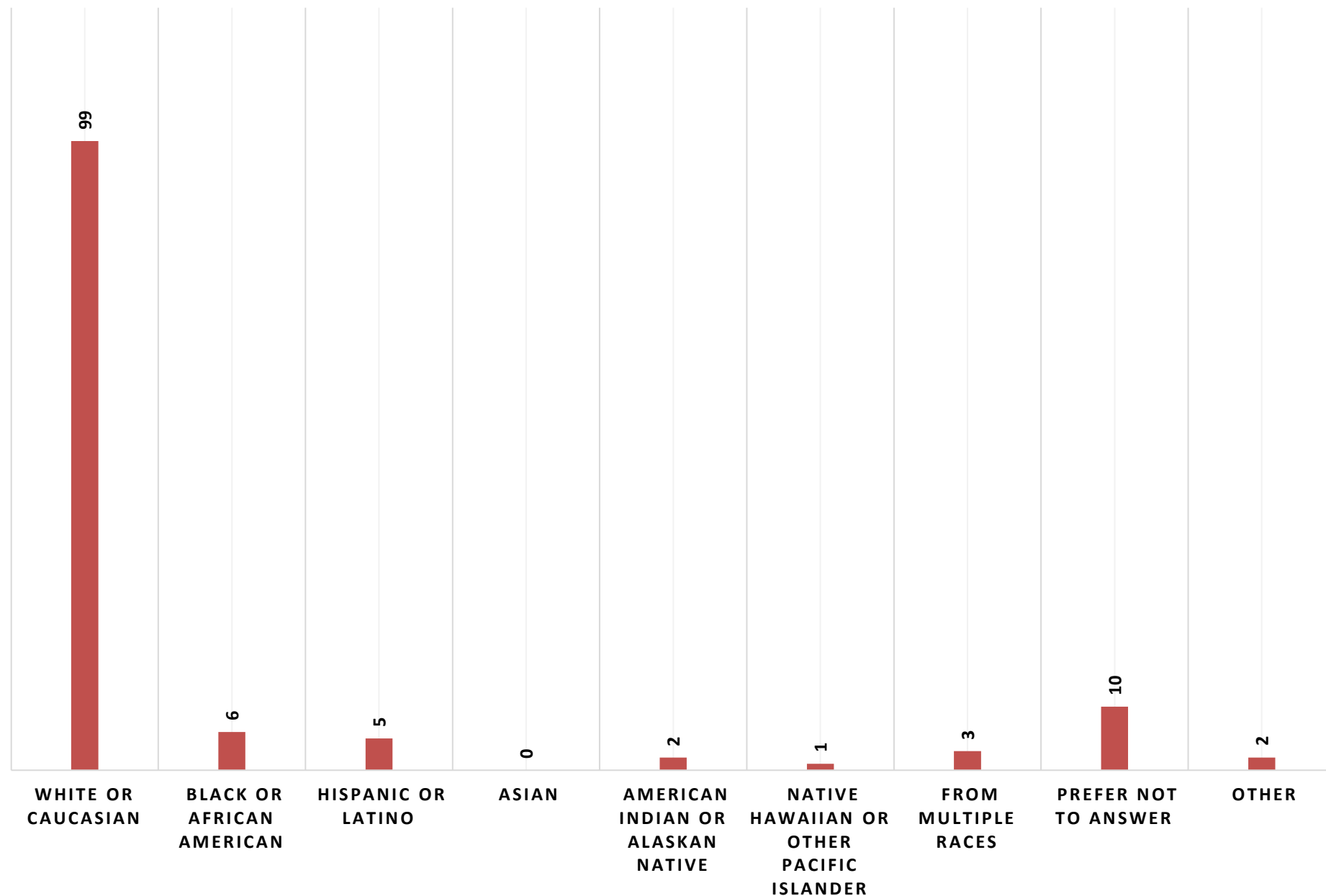
**DESIGN FOR WATER**

## Project Goals & Priorities | Main Goals

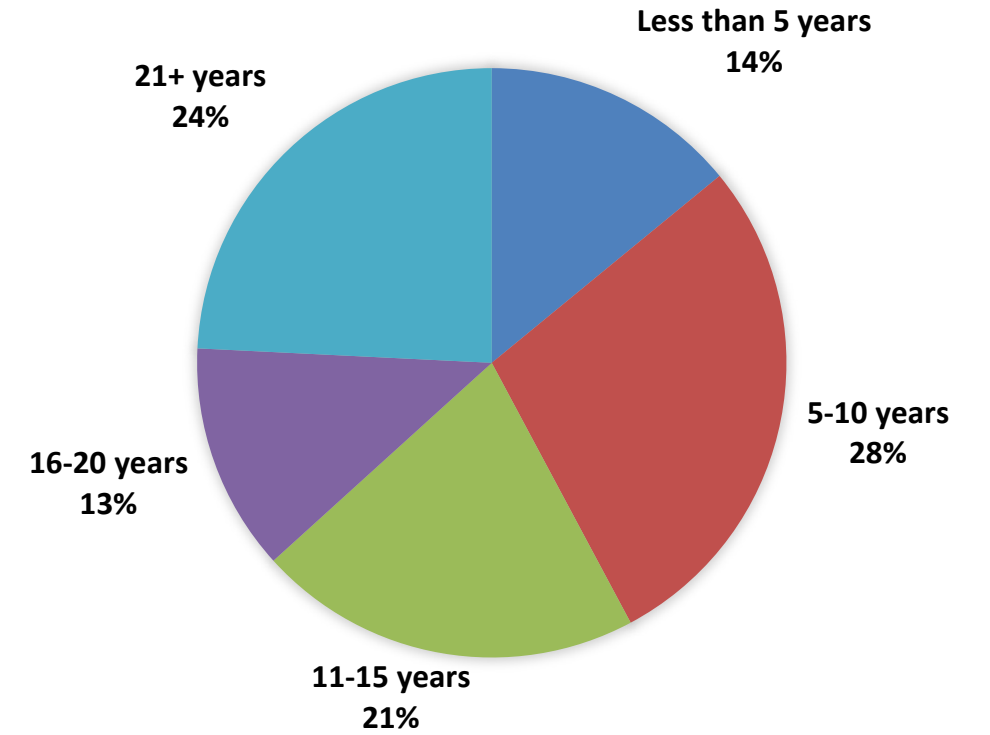
- Promote the health and wellness of the fire fighters
- Create a functional and efficient space
- Reduce building energy costs and long term maintenance

# 128 Responses

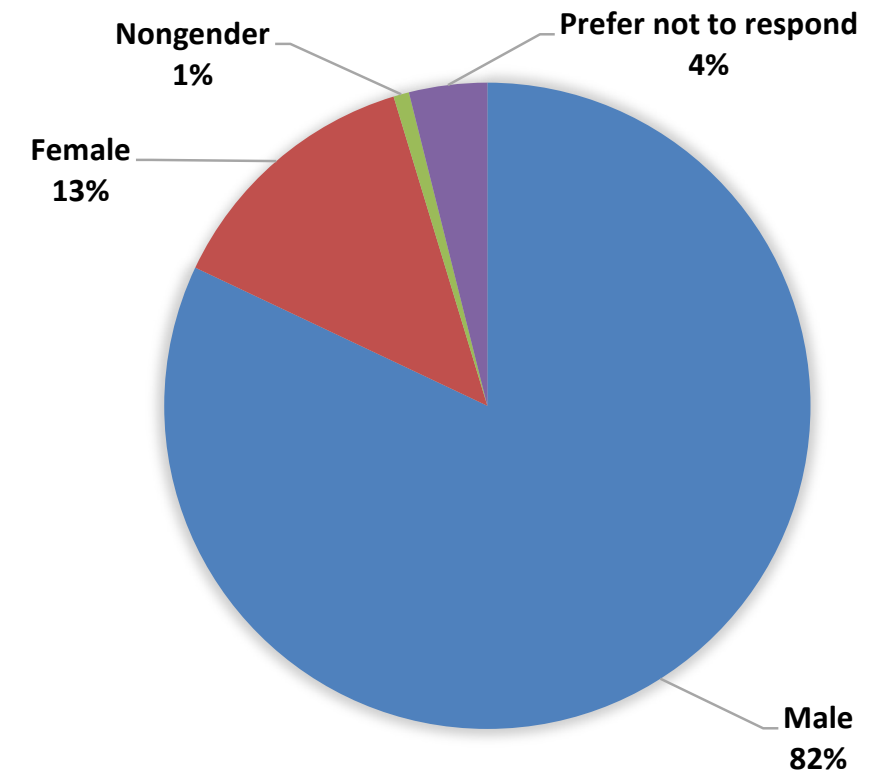
WHAT RACE WOULD YOU ASSOCIATE AS?



HOW LONG HAVE YOU BEEN WITH THE MADISON FIRE DEPARTMENT?

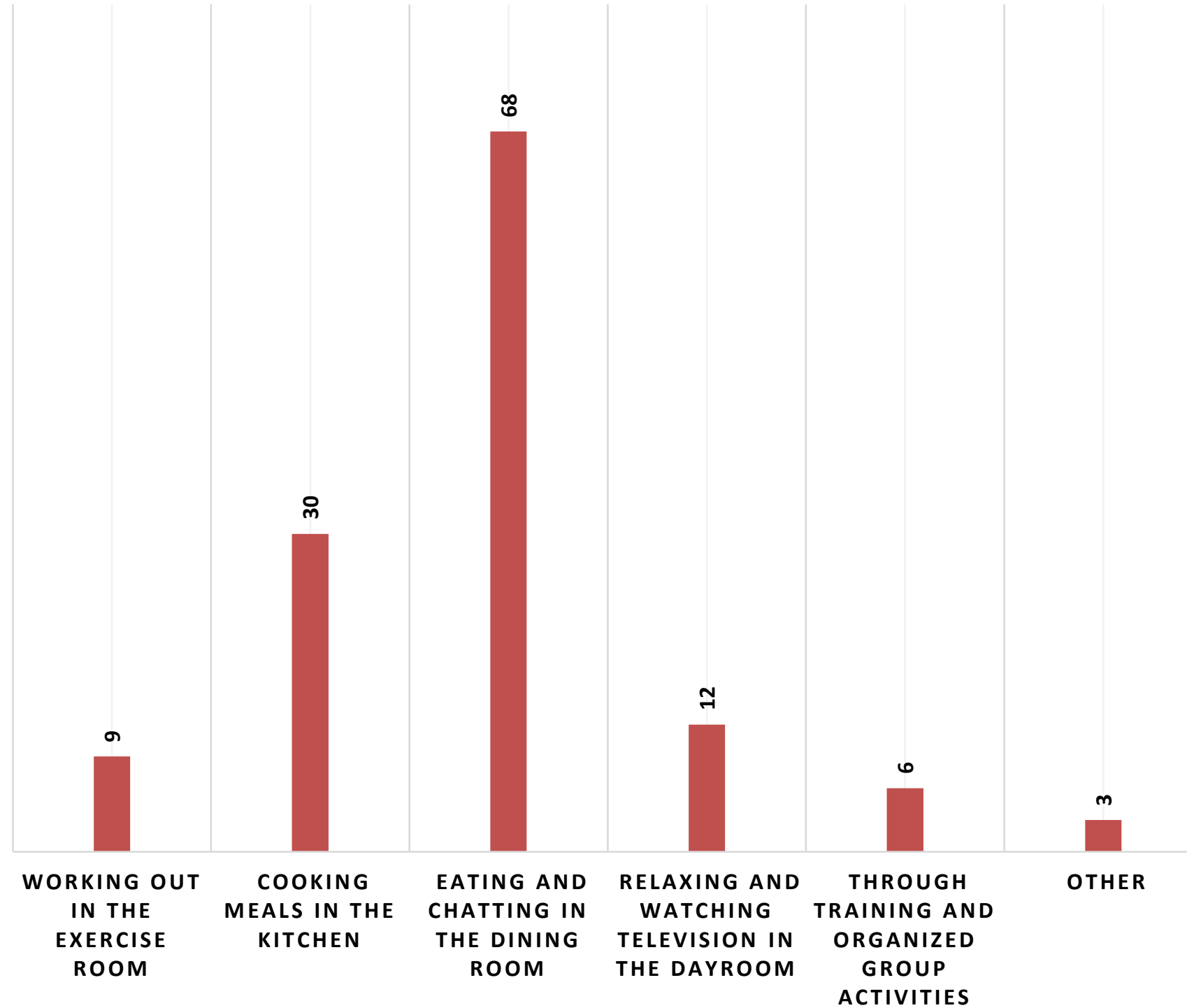


WHAT GENDER WOULD YOU ASSOCIATE AS?

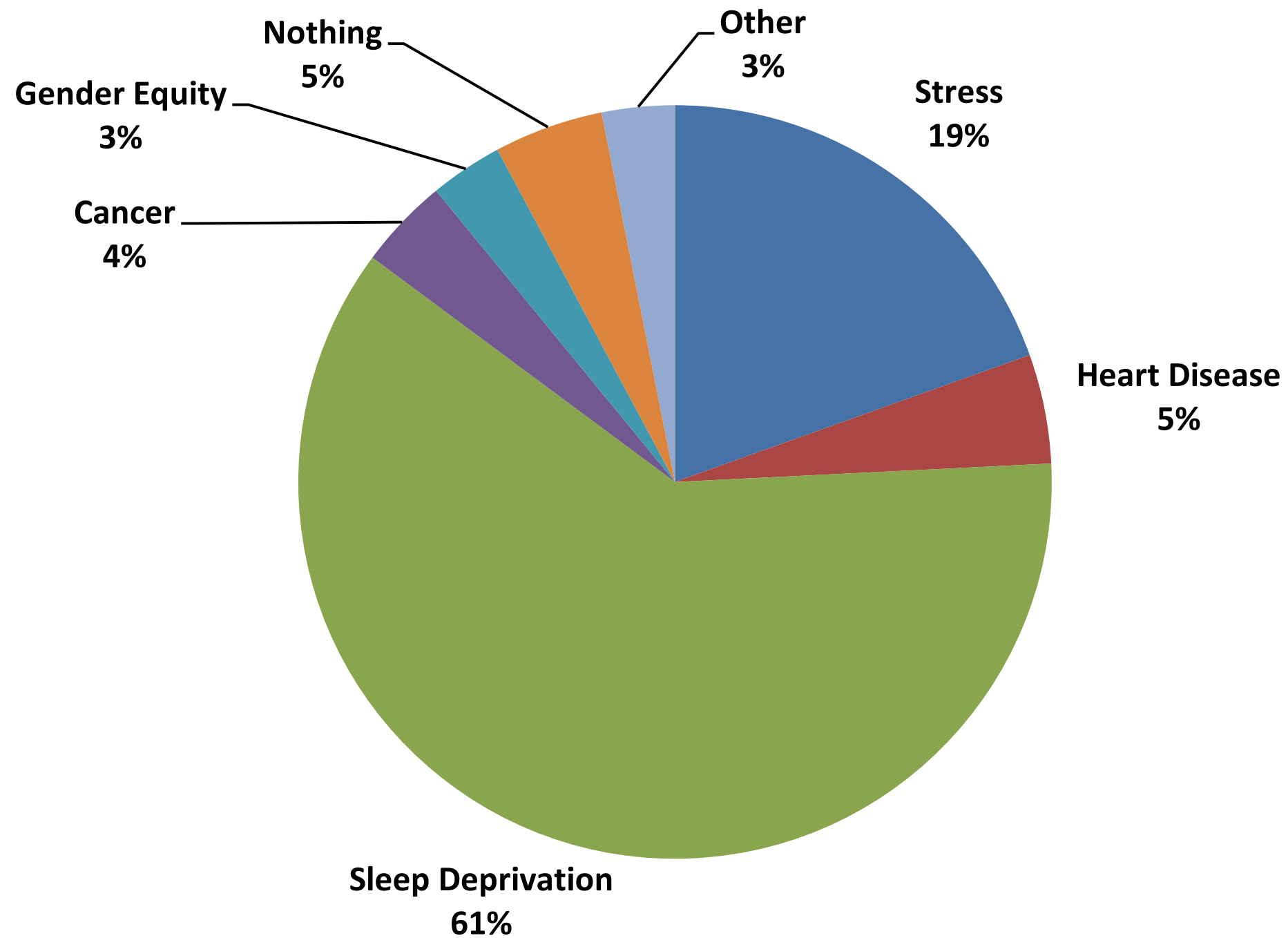


# Project Goals & Priorities | Survey Results

WHERE DO YOU MOST ENJOY SPENDING TIME WITH OTHER FIRE FIGHTERS AND BUILDING COMRADERY WITHIN THE STATION?



**WHAT DO YOU FEEL IS THE NUMBER ONE JOB RELATED HEALTH RISK FACING FIRE FIGHTERS TODAY THAT A NEW OR REMODELED FIRE STATION COULD HELP REDUCE?**



Obstacles to Overcome:

**Lack of Interior Space**

**Site Restraints**

**Budget**

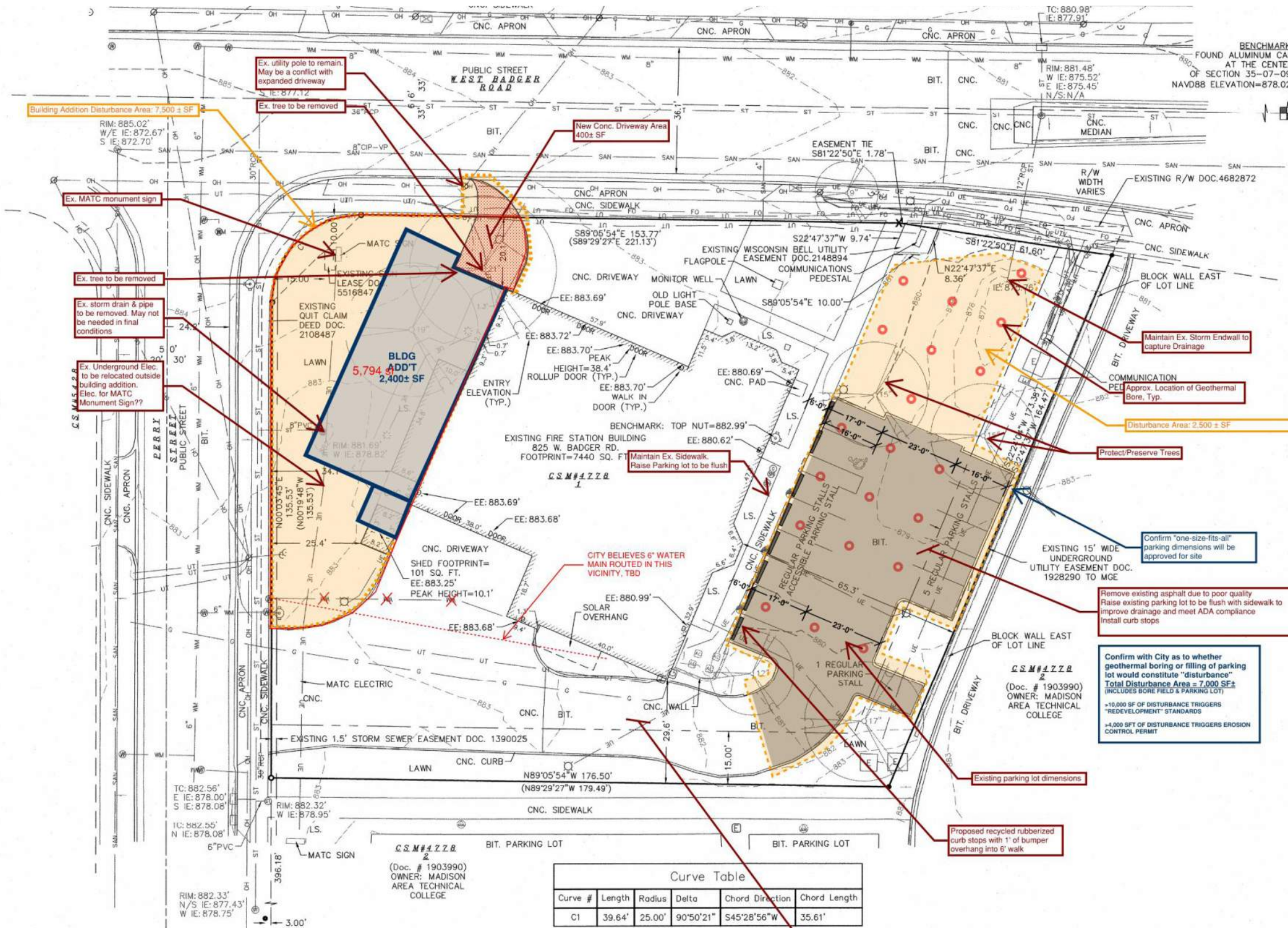


# Planning

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# Planning | Existing Site Analysis



- ### LEGEND
- MAG NAIL SET
  - 3/4" SOLID IRON ROD FOUND
  - ✕ FOUND CHISELED "X" IN CONCRETE
  - 3/4" X 18" SOLID IRON RE-ROD SET, WT. 1.50 lbs./ft.
  - OH OVERHEAD UTILITY WIRE
  - G BURIED GAS LINE
  - WM WATER MAIN
  - SAN SANITARY SEWER
  - ST STORM SEWER
  - UT BURIED TELEPHONE
  - UE BURIED ELECTRIC
  - UTV BURIED CABLE ACCESS TELEVISION LINE
  - FO BURIED FIBER OPTIC
  - ⊙ WATER VALVE
  - ⊙ GAS VALVE
  - ⊕ GAS METER
  - Ⓜ AIR CONDITIONER
  - Ⓣ TV PEDESTAL
  - Ⓧ ELECTRIC PEDESTAL
  - Ⓛ UTILITY POLE
  - Ⓛ LIGHT POLE
  - Ⓛ GROUND LIGHT
  - Ⓛ TELEPHONE PEDESTAL
  - Ⓛ FIRE HYDRANT
  - Ⓛ SIGN
  - Ⓛ GUY WIRE
  - Ⓛ MAILBOX
  - Ⓛ BOLLARD
  - Ⓛ STORM SEWER INLET
  - Ⓛ ELECTRIC MANHOLE
  - Ⓛ TELEPHONE MANHOLE
  - Ⓛ STORM SEWER MANHOLE
  - Ⓛ ROUND CATCH BASIN
  - Ⓛ STORM SEWER STRUCTURE
  - Ⓛ SANITARY SEWER MANHOLE
  - Ⓛ DECIDUOUS TREE (DBH IN INCHES)
  - Ⓛ CONIFEROUS TREE (DBH IN INCHES)
  - ( ) INDICATES RECORDED AS
  - EE ENTRY FLOOR ELEVATION
  - N/A PIPES TOO FAR BACK IN STRUCTURE TO MEASURE
- DISTANCES ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT. BUILDINGS ARE MEASURED TO THE NEAREST TENTH OF A FOOT.

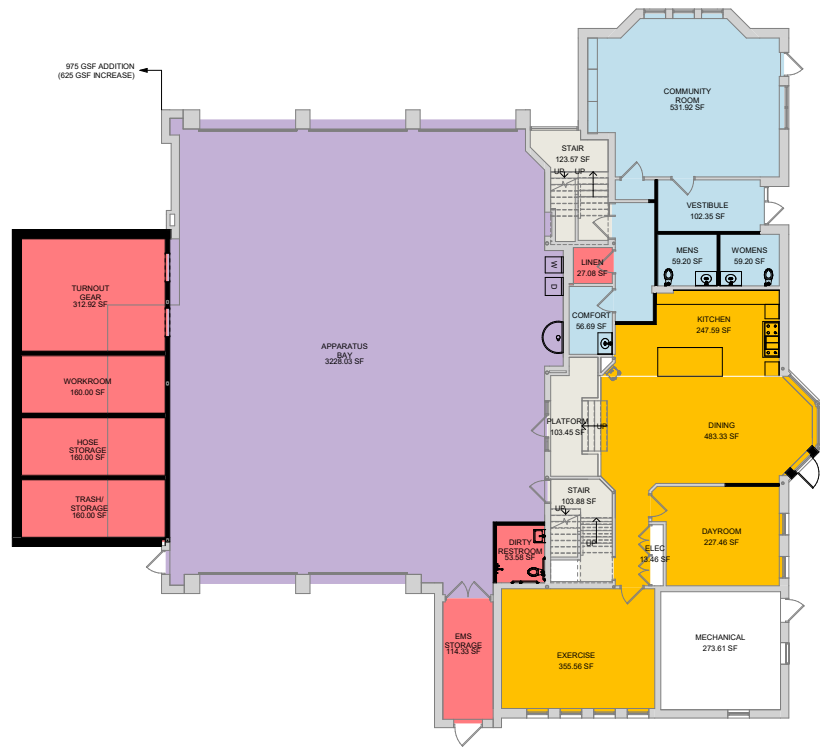
Possible to Repair Remaining Asphalt Parking Area: 1,400± SF. Grade would be maintained, likely not considered disturbance

# Planning | Program Development

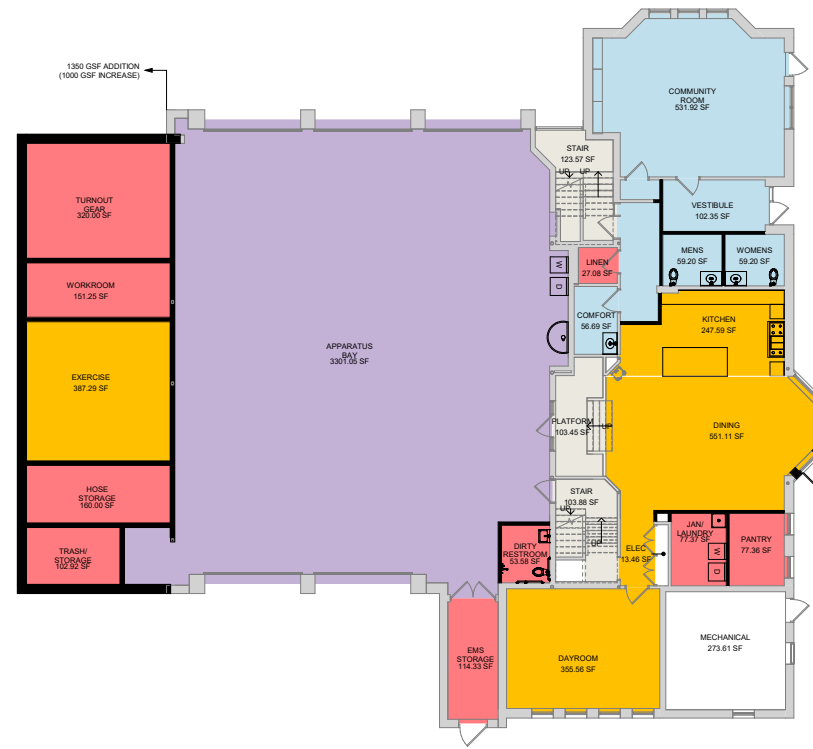
## Space Requirements Worksheet

	# of Spaces	NSF per Space	NSF Subtotal	NSF Total	% of Total NSF
<b>First Floor</b>					
<b>Public (Unsecured)</b>				<b>750</b>	<b>8.40%</b>
Community Room	1	500	500		
Storage	1	50	50		
Toilet - Unisex	2	60	120		
Comfort Room	1	80	80		
<b>Living Areas</b>					
Kitchen	1	250	250		
Dining	1	550	550		
Day Room	1	355	355		
Exercise	1	600	600		
<b>Operations Support</b>					
Dirty Linen	1	40	40		
Janitor	1	50	50		
Workshop/Storage	1	200	200		
Turnout Gear Storage	1	350	350		
SCBA Fill/Storage	1	70	70		
EMS Storage	1	80	80		
Dirty Restroom	1	60	60		
Laundry	1	50	50		
Trash Enclosure	1	100	100		
Exterior Supply Storage	1	100	100		
<b>Apparatus Bays (Secured)</b>					
Apparatus Room (Existing)	1	3,300	3,300		
Apparatus Room (New)	1	750	750		
<b>Second Floor</b>					
<b>Administration</b>				<b>350</b>	<b>2.84%</b>
Office	1	350	350		
<b>Operations Support</b>					
Locker Room	1	440	440		
Unisex Shower Rooms	4	80	320		
Janitor	1	40	40		
Linen	1	50	50		
Sauna	1	90	90		
<b>Living Areas</b>					
Officers' Dorm	1	180	180		
Sleeping Chamber	9	100	900		
<b>Total Net Assignable Area</b>				<b>8,925</b>	<b>NSF</b>
<b>Total Net Assignable Area x Circulation Factor (1.20) = Net Occupiable Area:</b>				<b>10,710</b>	<b>NOSF</b>
<b>Total Department Area x Building Grossing Factor (1.15) = Total Building Area:</b>				<b>12,317</b>	<b>GSF</b>

# Planning | Level 1 - Options



Option 1



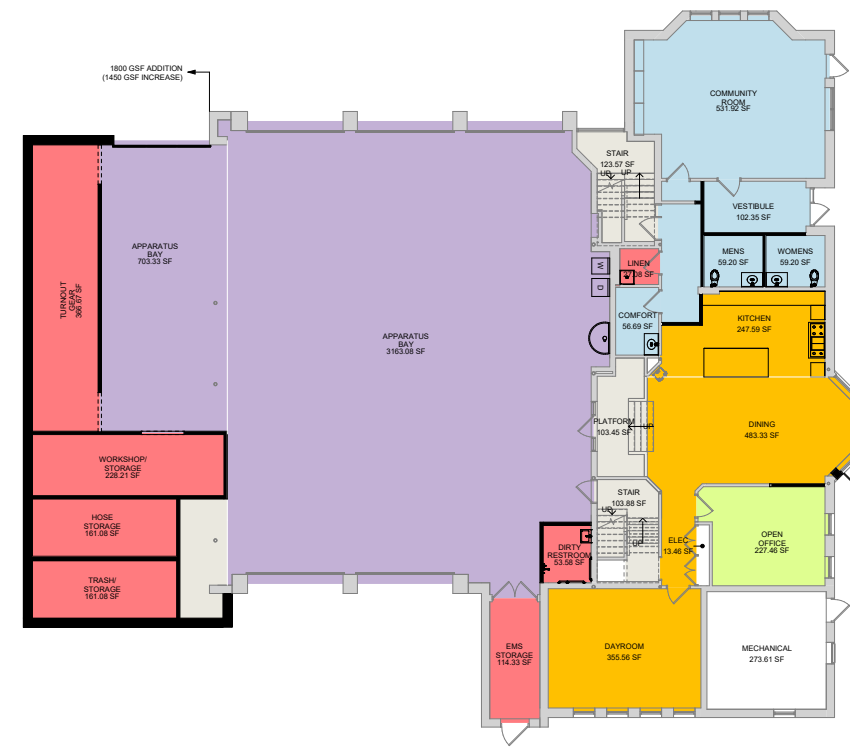
Option 2



Option 3

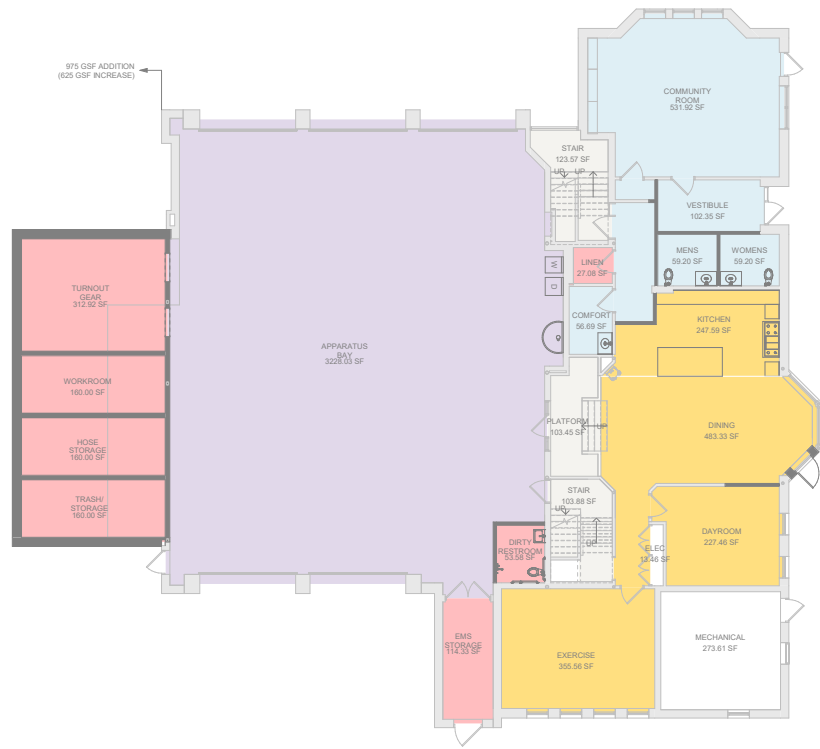


Option 4

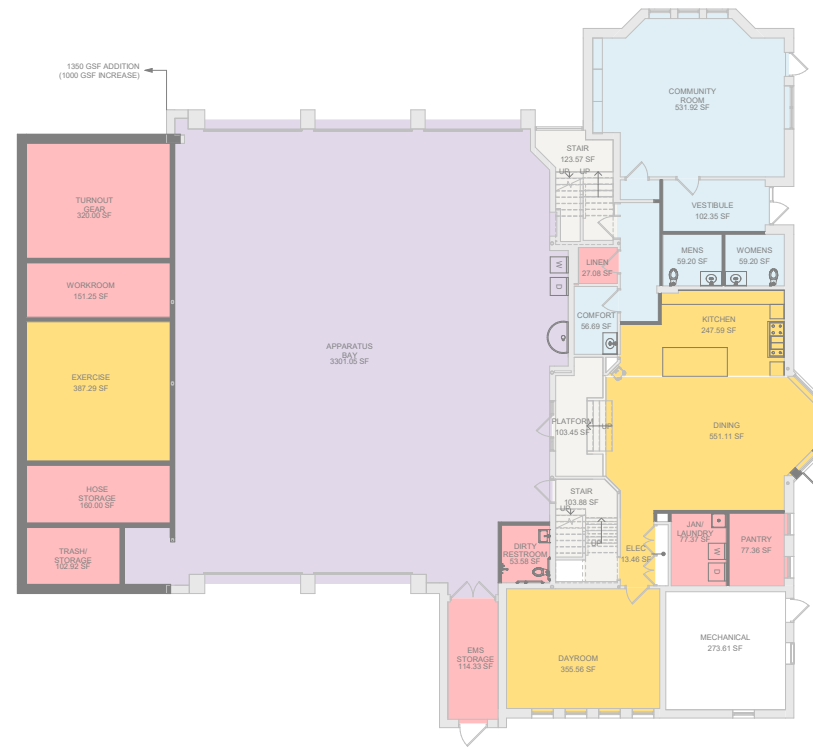


Option 5

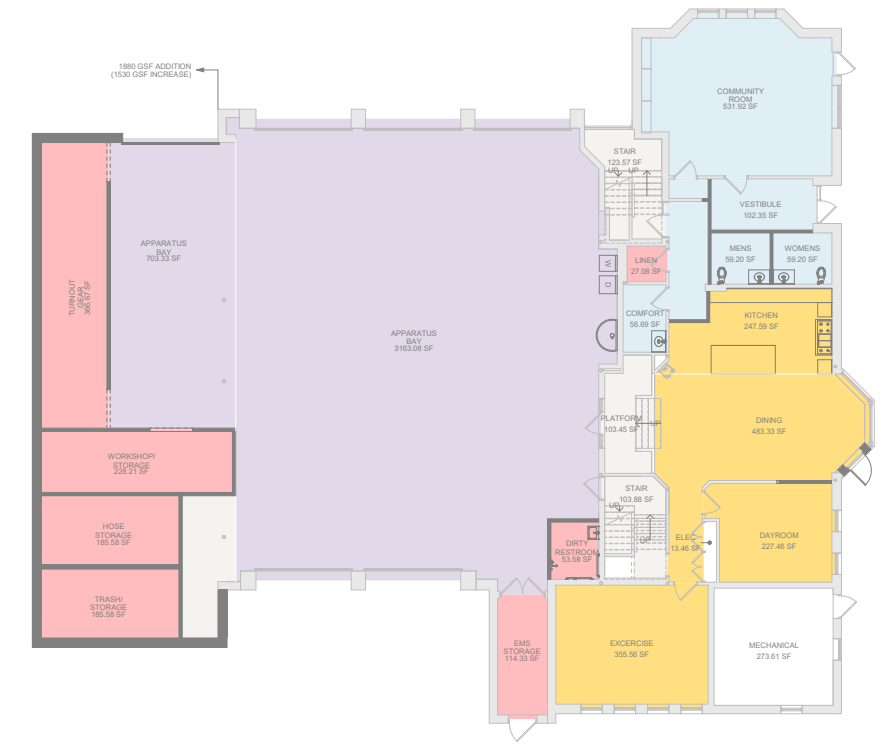
# Planning | Level 1 - Preferred Option



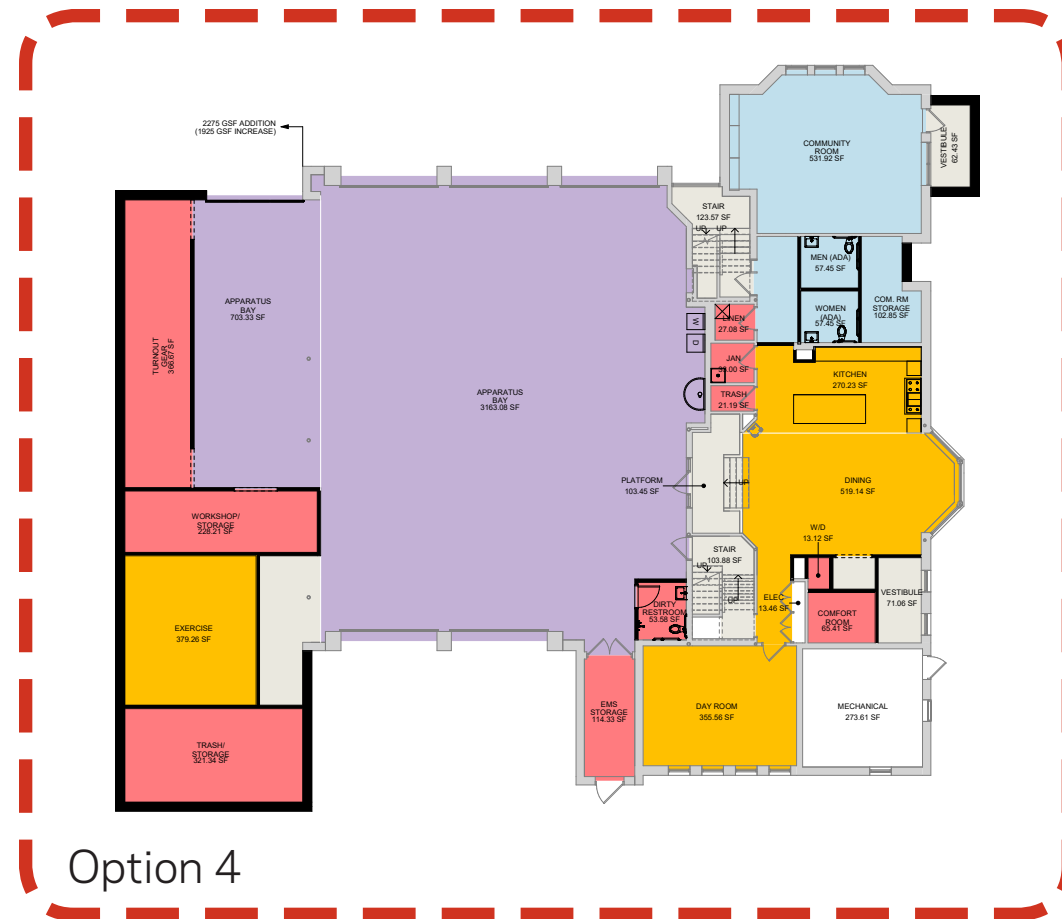
Option 1



Option 2



Option 3

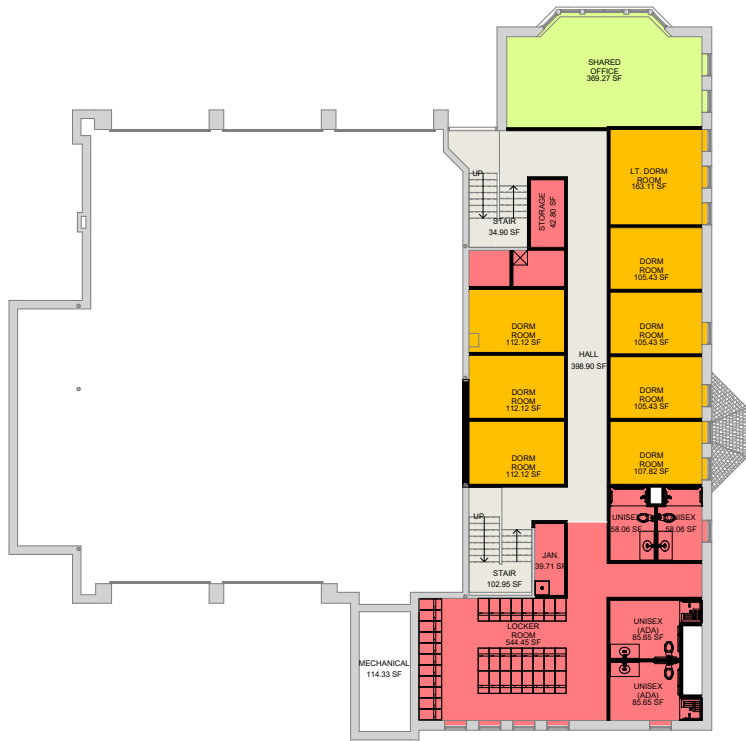


Option 4

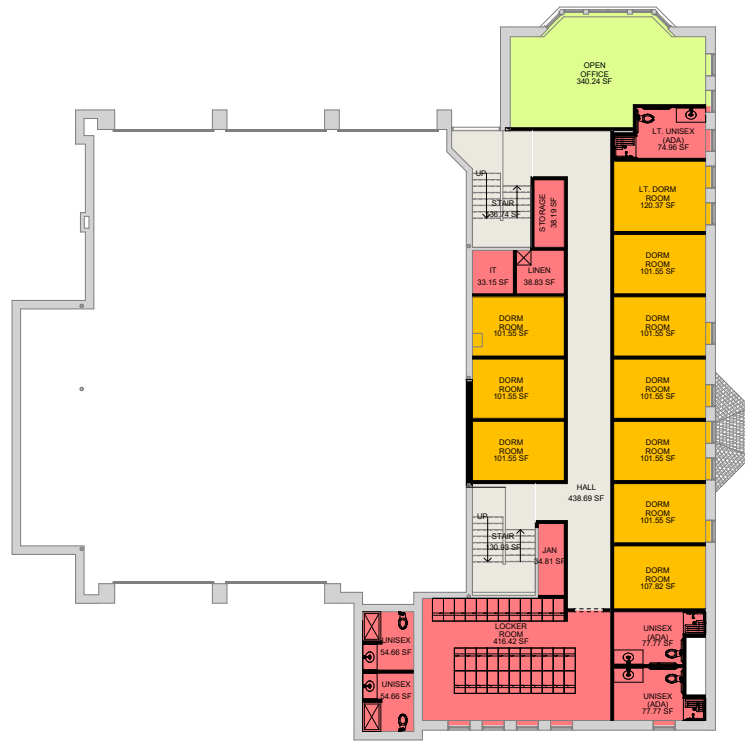


Option 5

# Planning | Level 2 - Options



Option 1

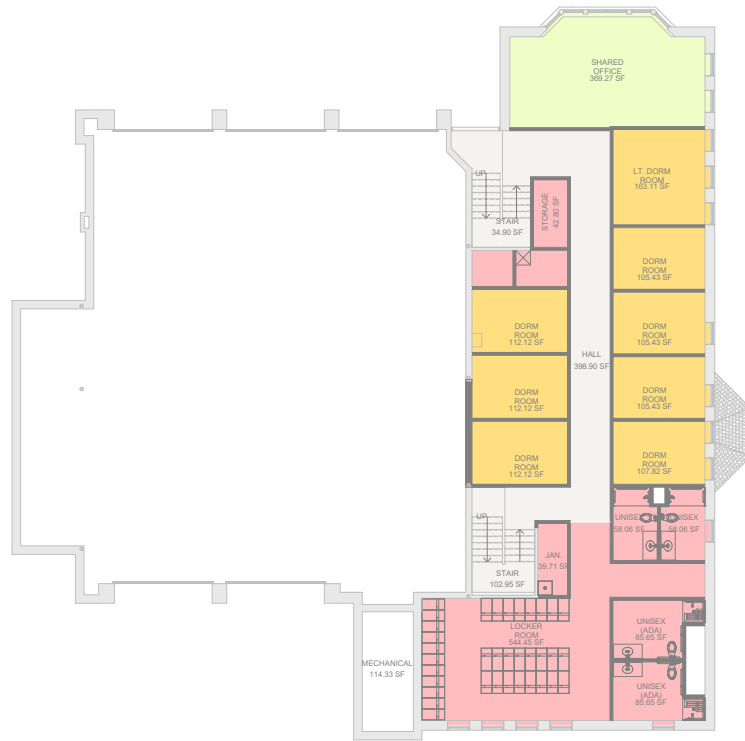


Option 2

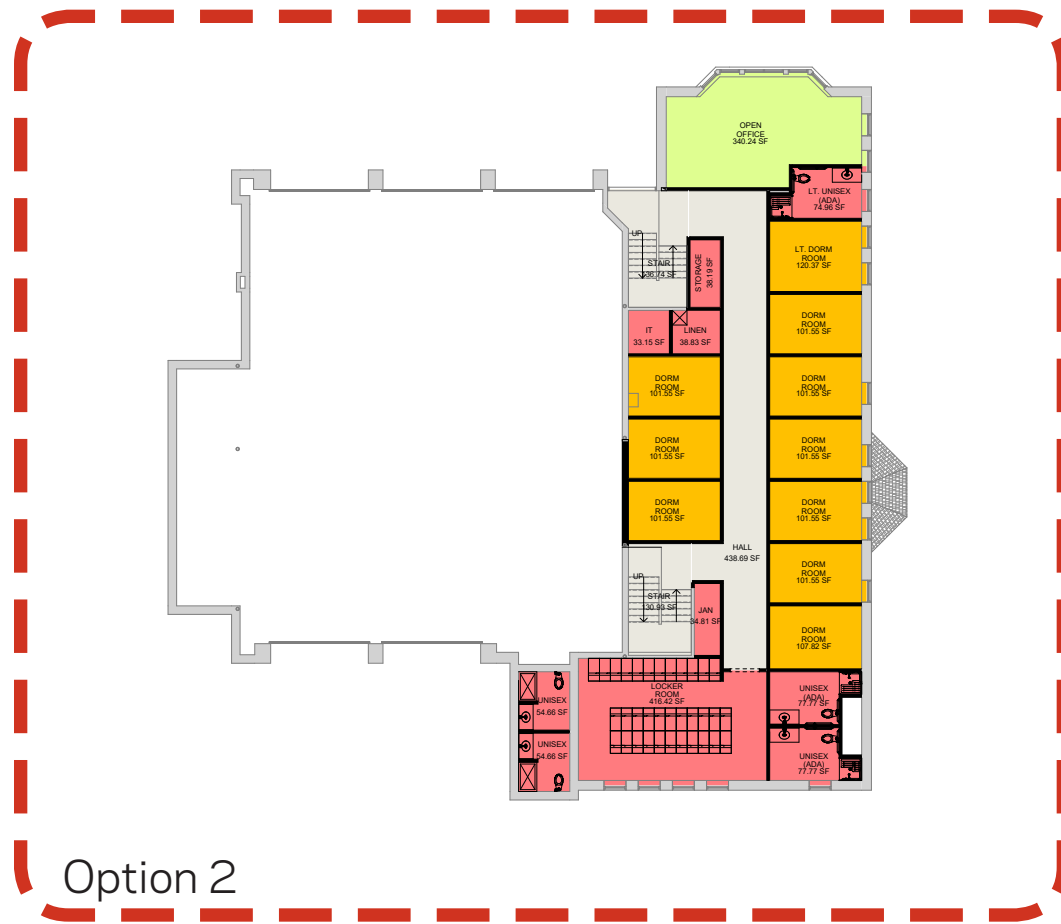


Option 3

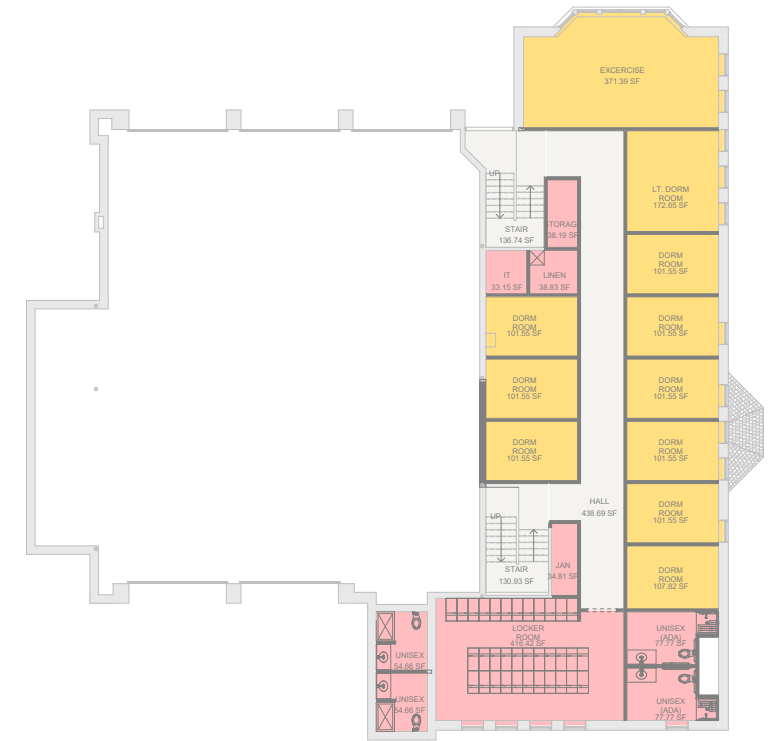
# Planning | Level 2 - Preferred Option



Option 1



Option 2

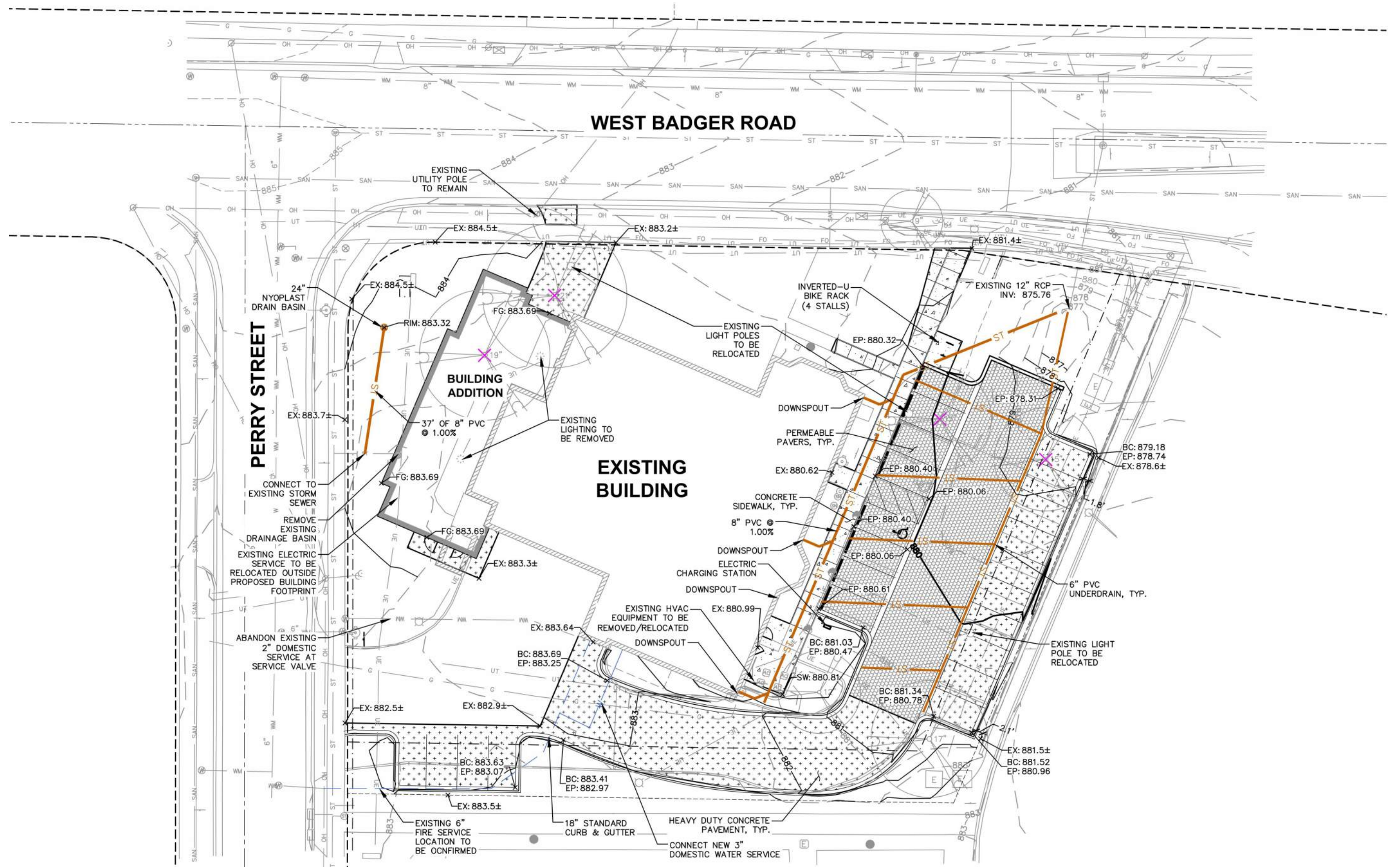


Option 3

# Current Design

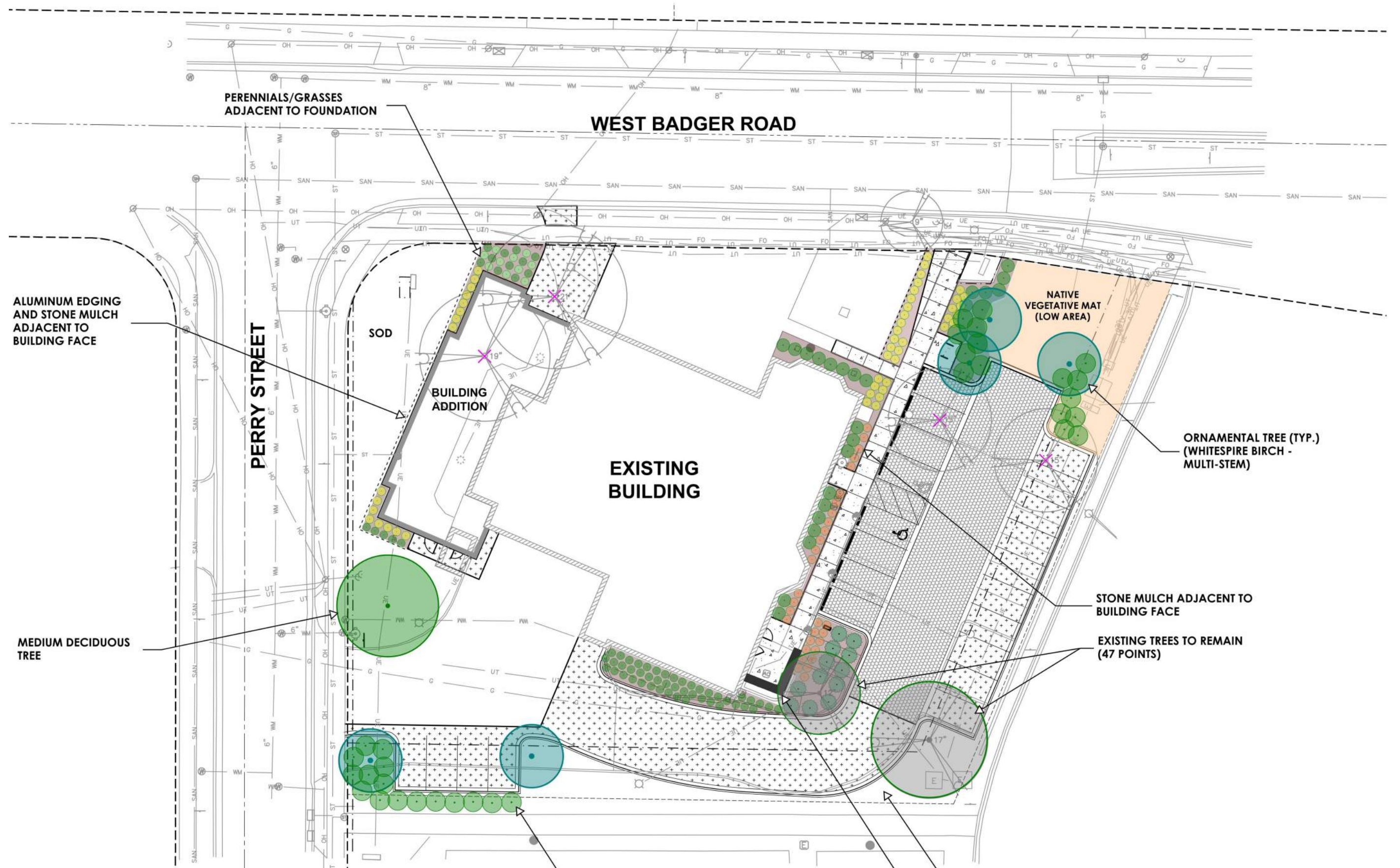
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# Current Design | Site Design





# Current Design | Landscape Design



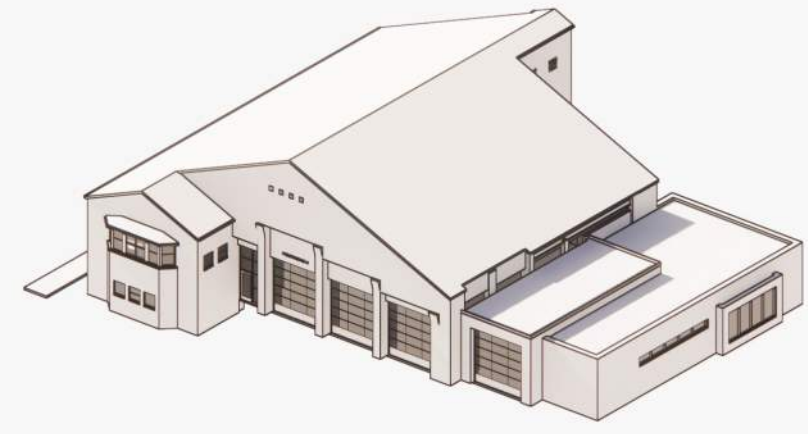
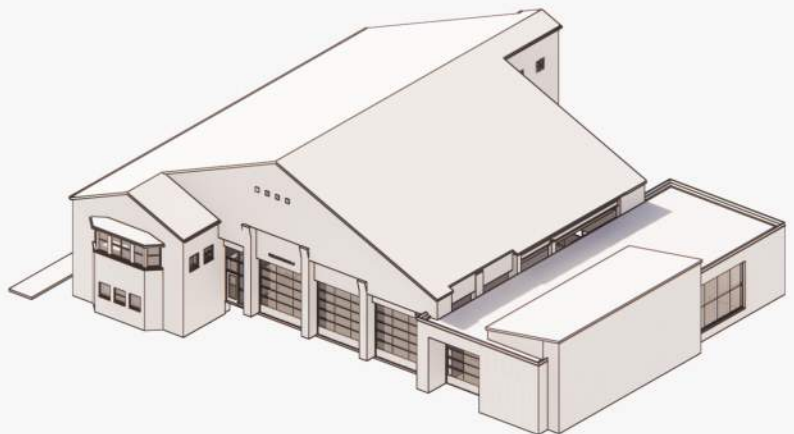
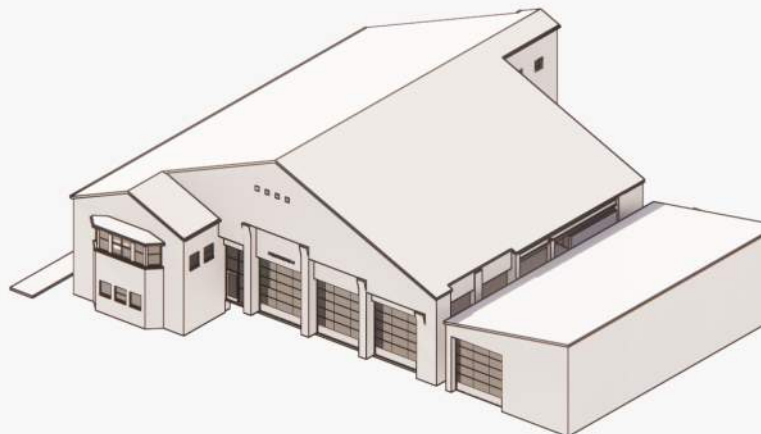
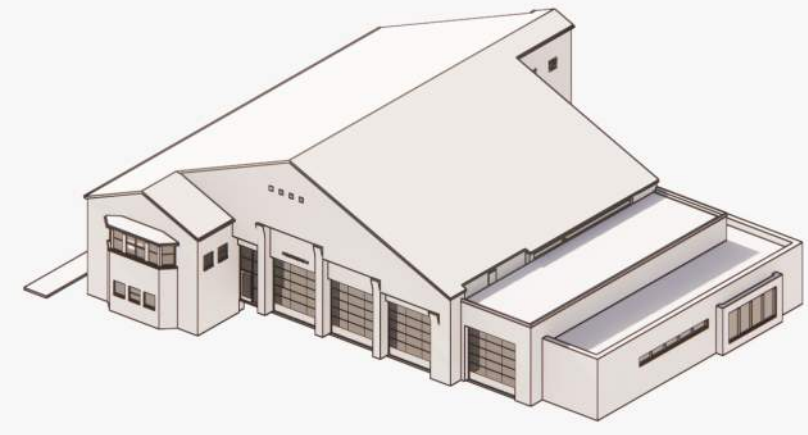
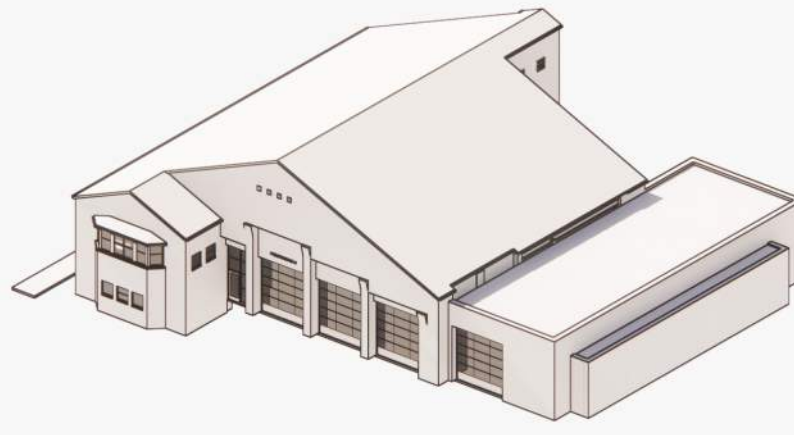
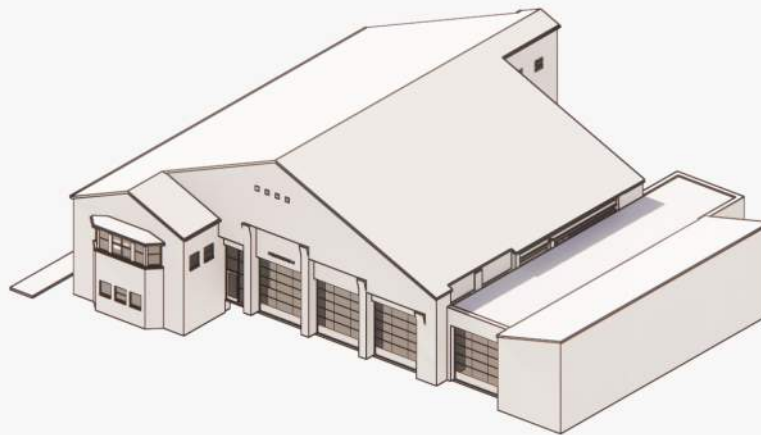
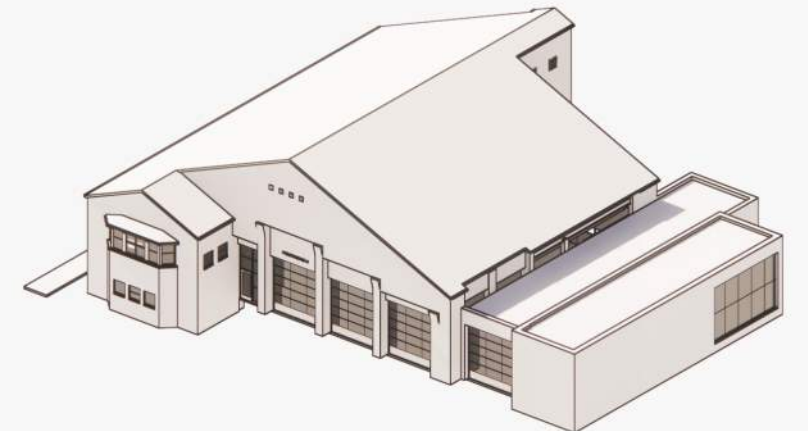
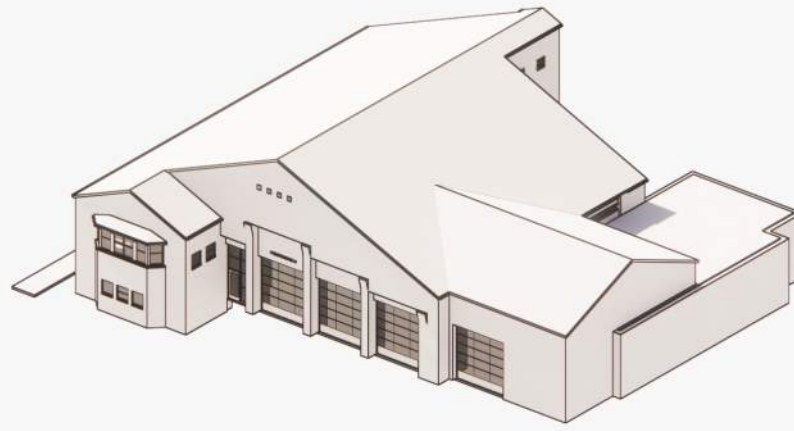
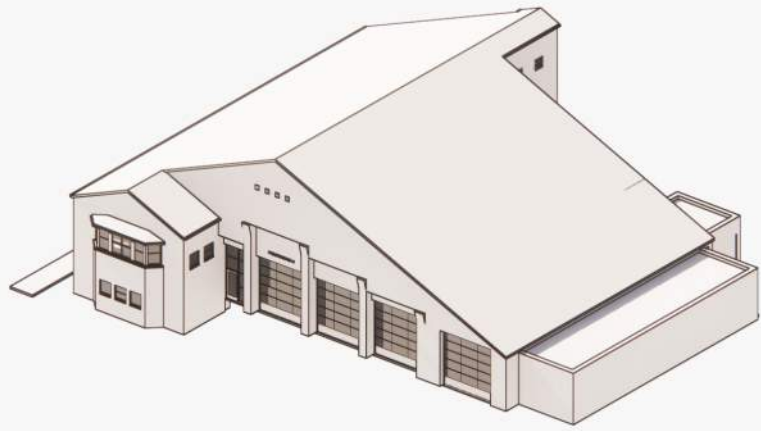
# Planning | Level 1 Refined Floor Plan



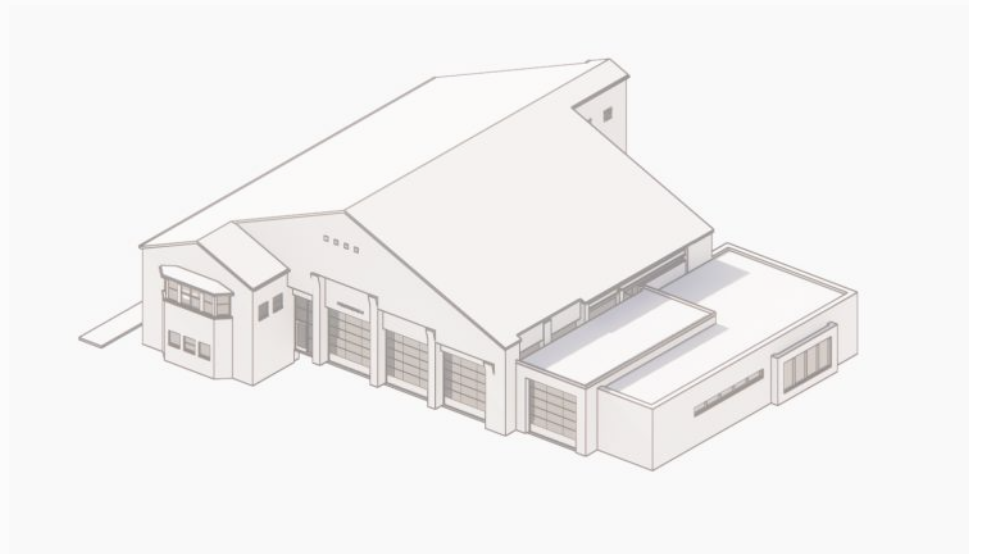
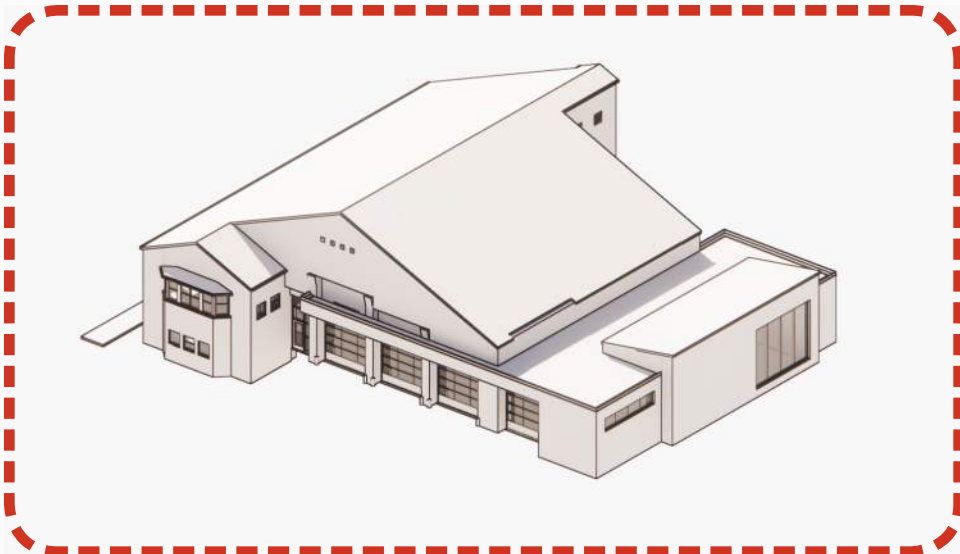
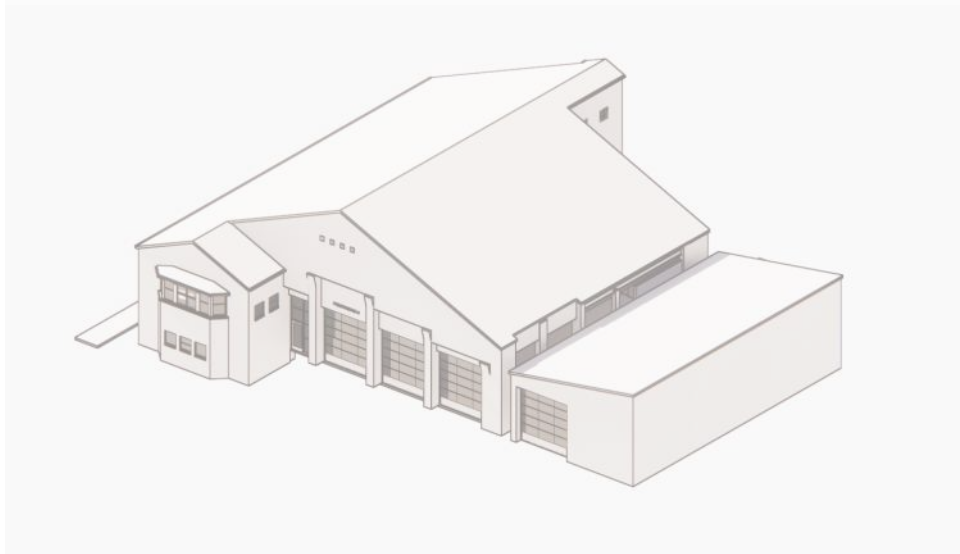
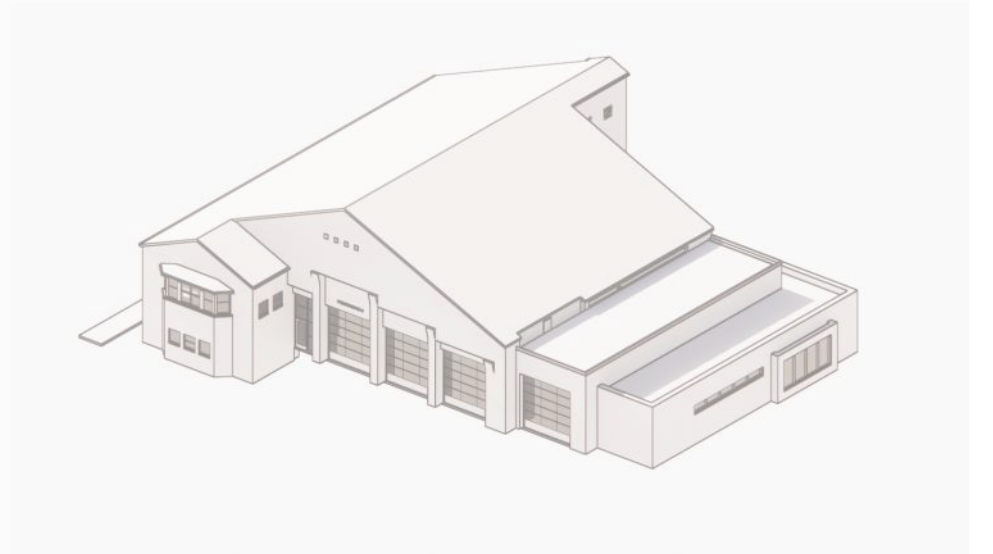
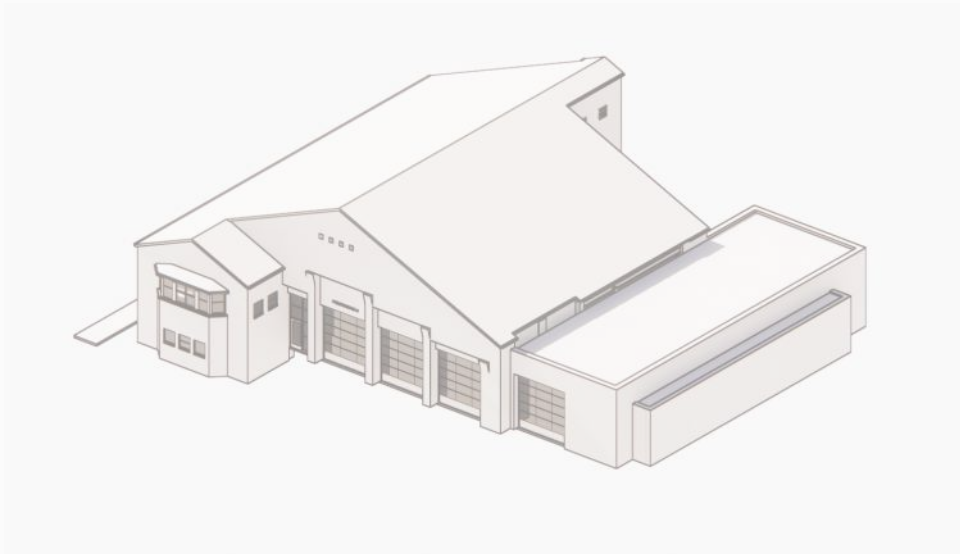
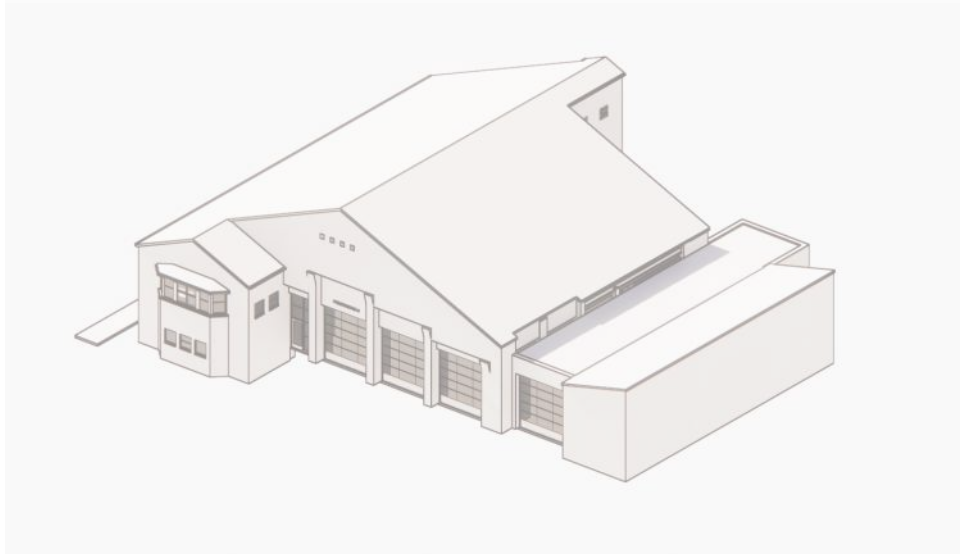
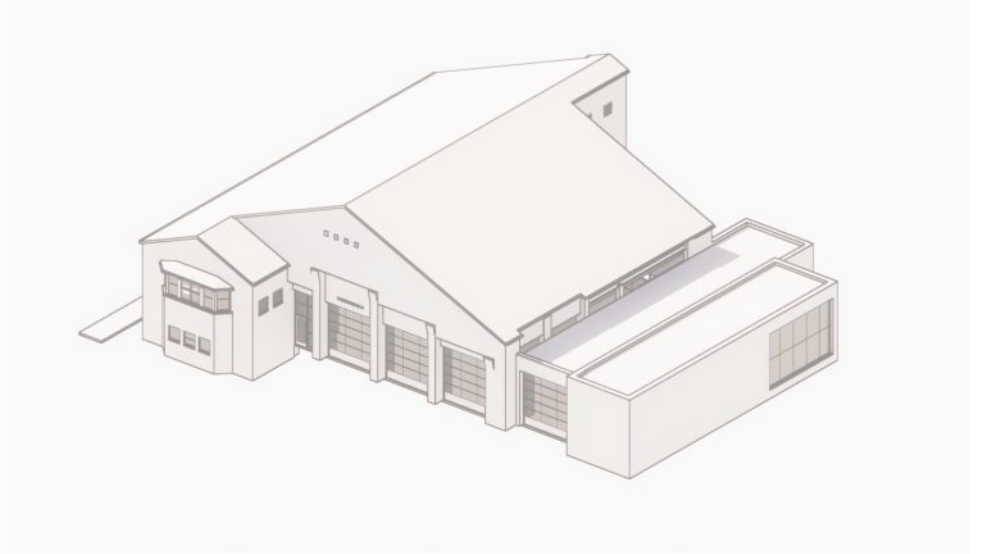
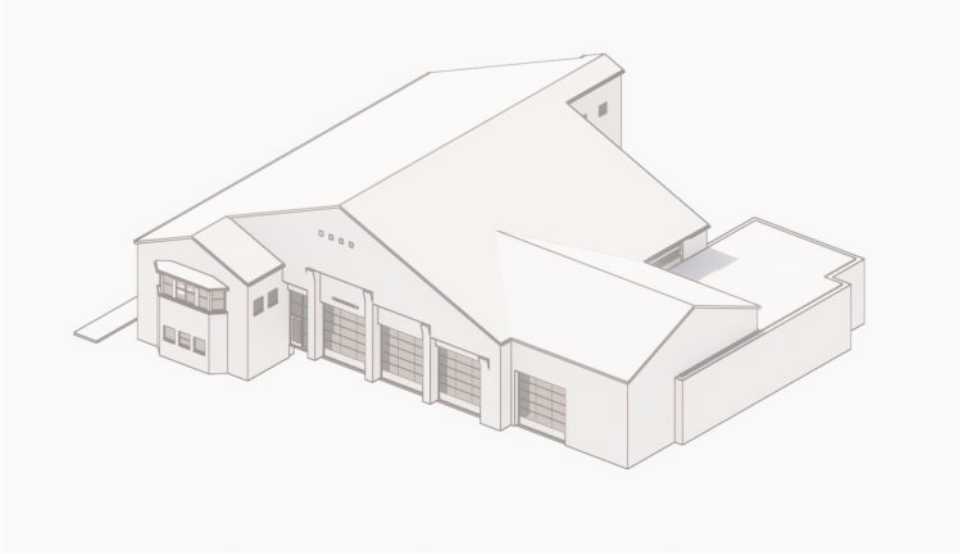
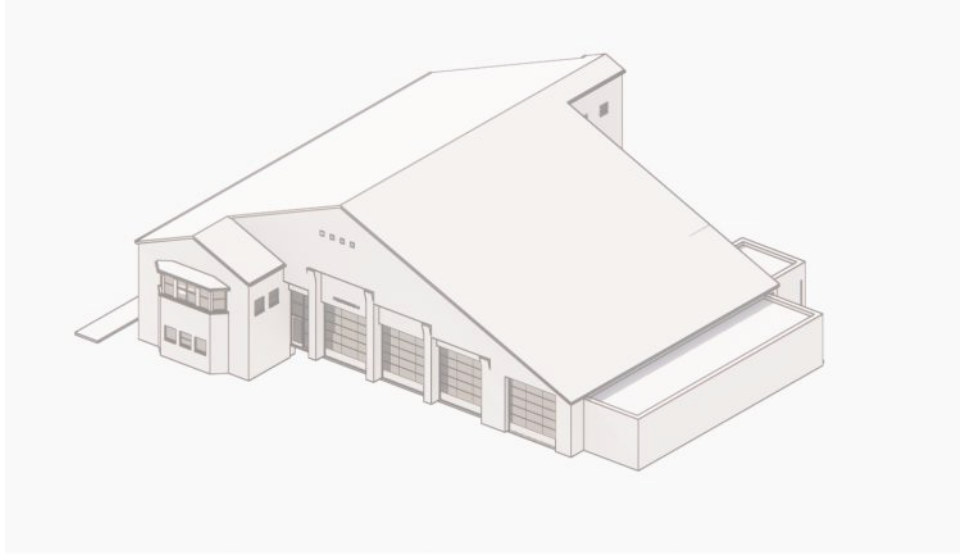
# Planning | Level 2 Refined Floor Plan



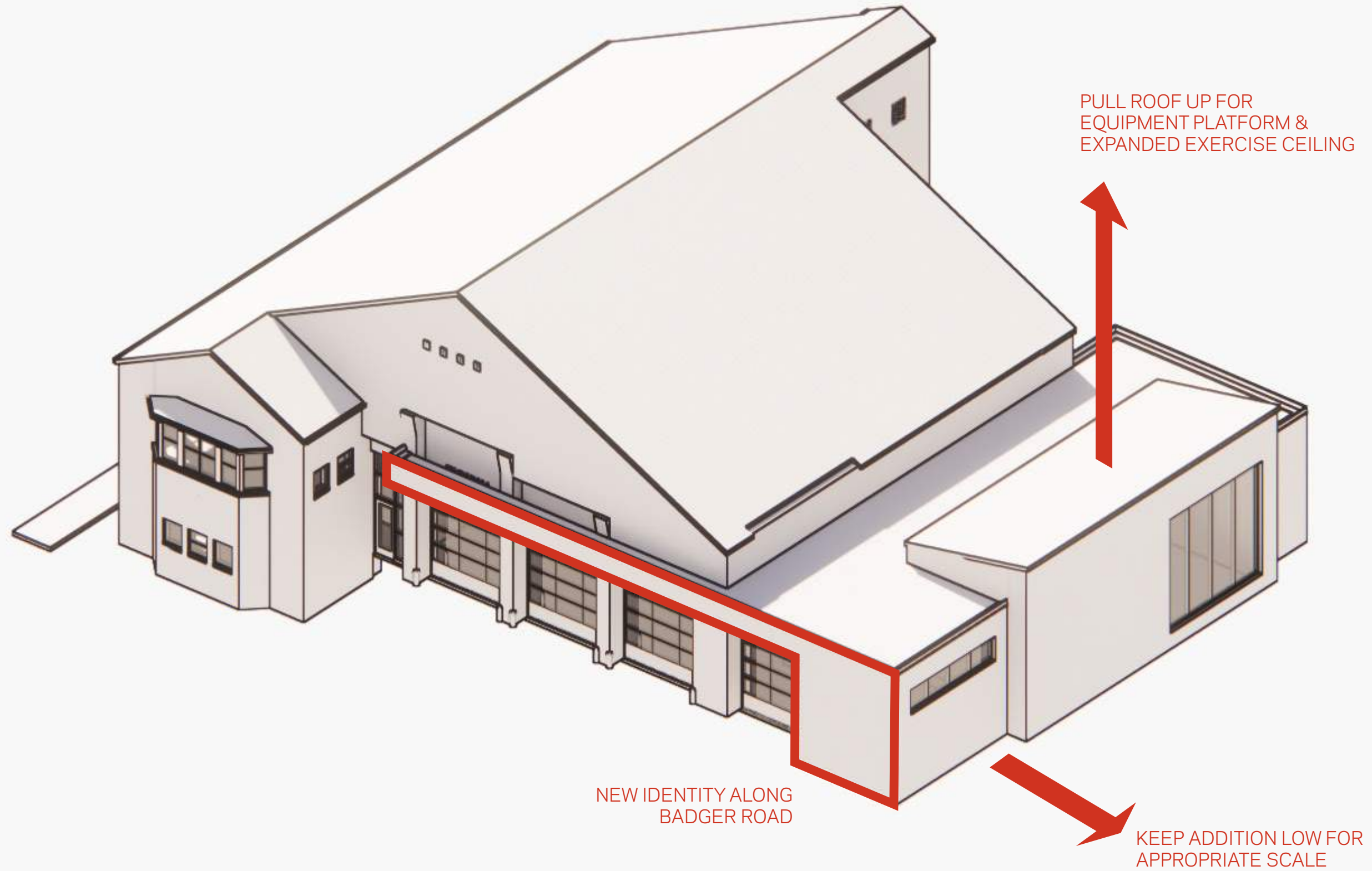
# Current Design | Addition Massing Exploration



# Current Design | Addition Massing Exploration



## Current Design | Addition Massing Exploration



**Current Design** | Existing Building

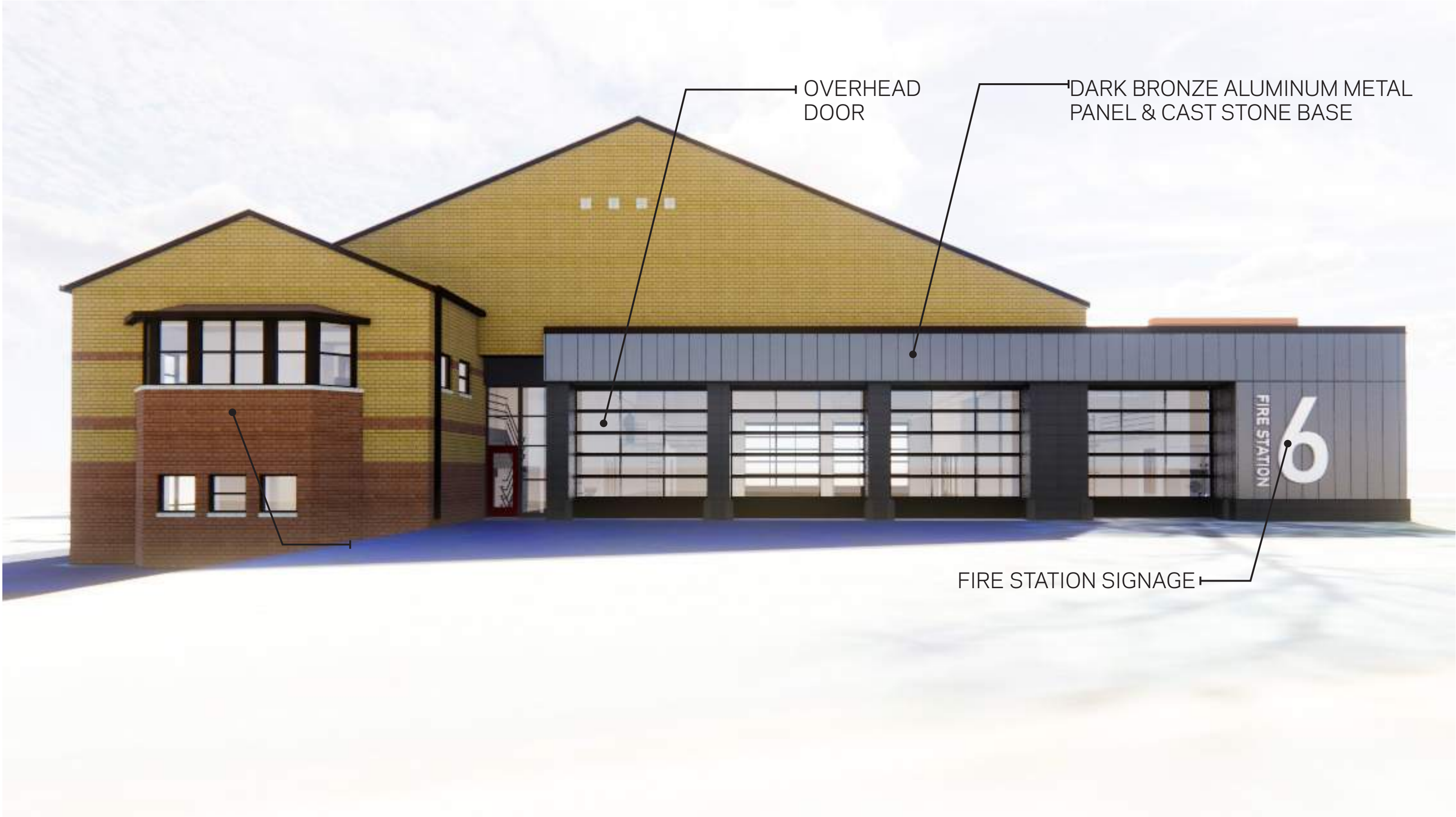


**Current Design** | Northwest Aerial Perspective





**Current Design | North Elevation**



# Current Design | West Elevation



# Current Design | South Elevation



OVERHEAD DOOR

DARK BRONZE ALUMINUM METAL PANEL & CAST STONE BASE

# Current Design | East Elevation



**Current Design** | Northeast Corner Perspective



**Current Design** | Northwest Corner Perspective



**Current Design** | Southwest Corner Perspective



**Thank You**

