

City of Madison
 Planning Division
 126 S. Hamilton St.
 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 _____
 Submittal reviewed by _____

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: 6918 Seybold Rd
 Title: Seybold Renovation

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

UDC meeting date requested _____

- New development
- Informational
- Alteration to an existing or previously-approved development
- 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)

Other

Please specify _____

4. Applicant, Agent, and Property Owner Information

Applicant name Tom Sanford Company Sanford Enterprises, Inc.
Street address 2669 Scott Ln City/State/Zip McFarland, WI 53558
Telephone 608-347-8299 Email Tom@SEICommercial.com
Project contact person Same as above Company _____
 Street address _____ City/State/Zip _____
 Telephone _____ Email _____
Property owner (if not applicant) Royal Partners, LLC
 Street address 6816 Seybold Rd City/State/Zip Madison, WI 53719
 Telephone 608-273-9830 Email stevewelch@roadstarinns.net

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*

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.

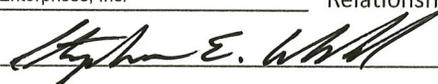
For projects also requiring Plan Commission approval, applicants must also have submitted an accepted application for Plan Commission consideration prior to obtaining any formal action (initial or final approval) from the UDC. All plans must be legible when reduced.

**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. 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 Kevin Firchow on 01/14/2019 & acknowledged by Janine Glaeser. on Email Janine elevation on 01/21/2019.
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 Thomas B Sanford / Sanford Enterprises, Inc. Relationship to property Consultant

Authorizing signature of property owner  Date 01 / 22 / 2019

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



LETTER OF INTENT
6918 Seybold Rd
Renovation of Existing Building

January 23, 2019

1. Site Location: The corner of Gammon Rd and Seybold Rd (and bordered on the north side by the Beltline's eastbound entrance ramp).
2. Project Description: Renovating the existing Slice Deli building for a single retail tenant. Renovation includes new exterior and interior treatment, new roof, exterior concrete curbs and flatwork will be repaired or replaced. New asphalt for the existing parking lot. NOTE: No interior plans yet, but the interior shall probably be an open space with display counters for customers, a small storage area / office and men & women restroom.
3. Site: This approximately 1.3 acres property was in the Town of Middleton and has been attached (with Commercial Center zoning) to the City of Madison. Because Seybold Road is an unimproved street, there will be an assessment by the City for widening the street, new sidewalk, street lighting and curb & gutter in the future. The street project has not been scheduled for construction at this time. The developer believes that having a real street will benefit this project for accessibility, aesthetics and safety.
4. Site Description: The property sits at the bottom of a hill that rises to the east along Seybold Rd. The current building's elevation is above the Gammon sidewalk grade. There is an ATC electric line easement for the overhead electric power lines running along the north property line. There is a DOT fence on the north property line and continues along the west property line (Gammon Rd). The portion of the fence that runs along the west property line will be permanently removed at the end of renovation - it will remain along the north property line. There is no pedestrian access from the Gammon sidewalk directly to the building. Instead, the Gammon sidewalk will connect to the new Seybold sidewalk for pedestrian accessibility to the property.
5. Proposed CSM / Subdivision: The property owner may sell or develop the east side of this parcel (see attached Proposed Lot Line & Curb Cut). Eric Halvorson from Traffic Engineering suggested a joint driveway that serves both parcels. The new curb cut shall be located east so that it can align with an existing curb cut for a property on the south side of Seybold Rd.
6. Conditional Use: None
7. Parking Stalls / Ratios: Currently there are thirty-six (36) total parking spaces. Per code: retail is 1 stall per 400 square feet or 8 stalls for current building as a retail store. NOTE: There is an additional 10 feet of right of way for the Seybold Road improvement and that R-O-W does impacts the parking lot about 10 feet and approximately six existing parking stalls.
8. Existing Structure: A vacant 3,178 square foot wood frame building. In the past it was utilized as a fast food restaurant (Former Arby / Slice Deli).
9. Project Schedule: Renovation will start in April 2019 (assuming that the project will be approve by Urban Design Commission on March 27, 2019. Renovation work should be completed by September 1st, 2019



10. Hours of Operation: The single retail tenant will mirror West Towne hours: 10:00 am – 900 pm.

11. Project Team:

- a. Owner: Royal Partners, LLC / Steve Welch, sole member
6816 Seybold Rd
Madison, WI 53719

- b. Developer: Sanford Enterprises, Inc
Tom Sanford (Contact Person)
2669 Scott Ln
McFarland, WI 53558

- c. Civil Engineer /
Surveyor: Homburg Contractors
5590 Monona Drive
Monona, WI 53716

- d. Architect: Dimension IV
6515 Grand Teton Plaza
Suite 120
Madison, WI 53719



West Towne Mall

Walmart

Mineral Point Rd

Stearns Rd

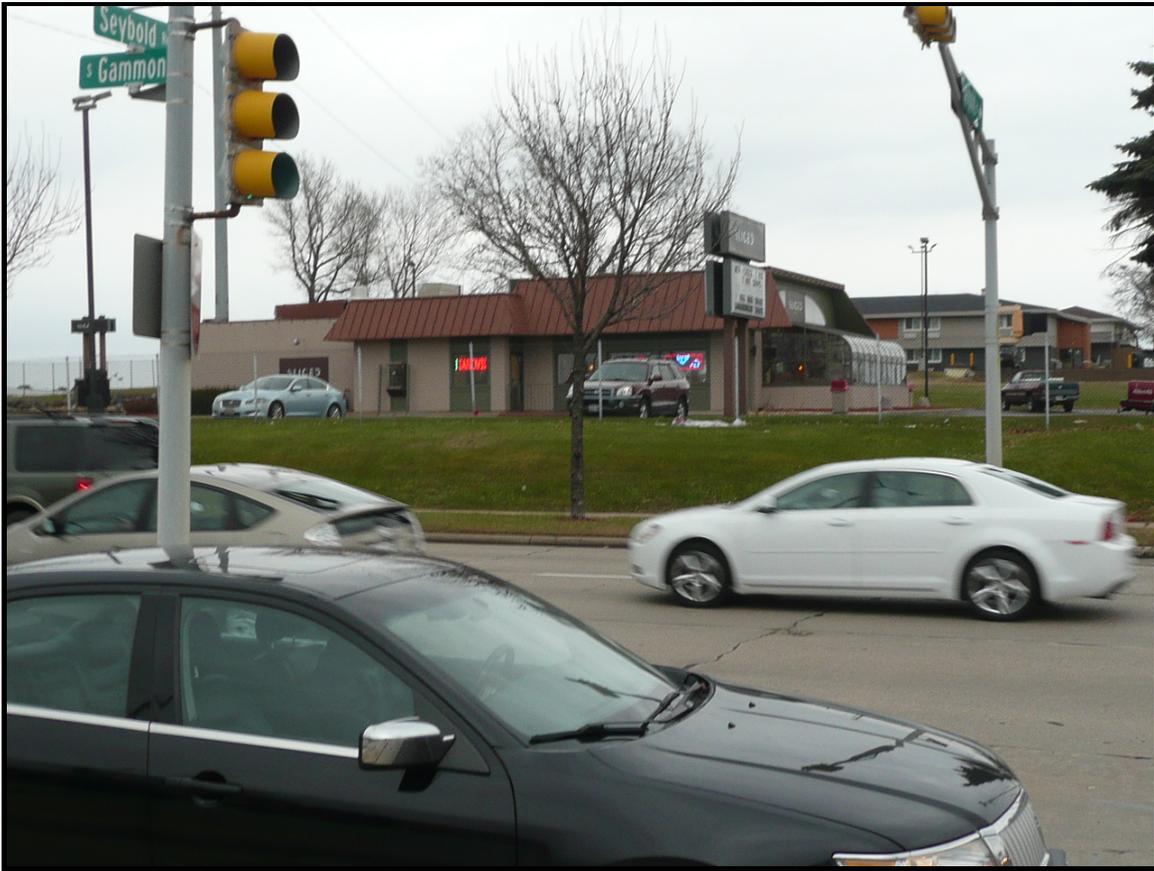
Odana Rd

255

Subject Site



Seybold Renovation



Looking East - Across Gammon Road (Motel in the Background)



Looking West from the Motel

Seybold Renovation



Looking North from Seybold Rd



View from Beltline East Exit Ramp – looking East Southeast

Seybold Renovation



Renovated Motel (Neighbor to the East)





2 SLICE RENOVATION - 3D VIEW
 1/8" = 1'-0" ON 22x34 HALF SCALE ON 11x17



1 SLICE RENOVATION - GAMMON ELEVATION
 1/4" = 1'-0" ON 22x34 HALF SCALE ON 11x17

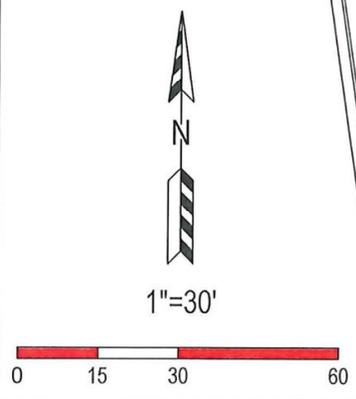
COMMERCIAL DEVELOPMENT GAMMON & SEYBOLD RD.



1 SLICE - EXISTING 3D VIEW AERIAL
1/8" = 1'-0" ON 22x34 HALF SCALE ON 11x17

LEGEND

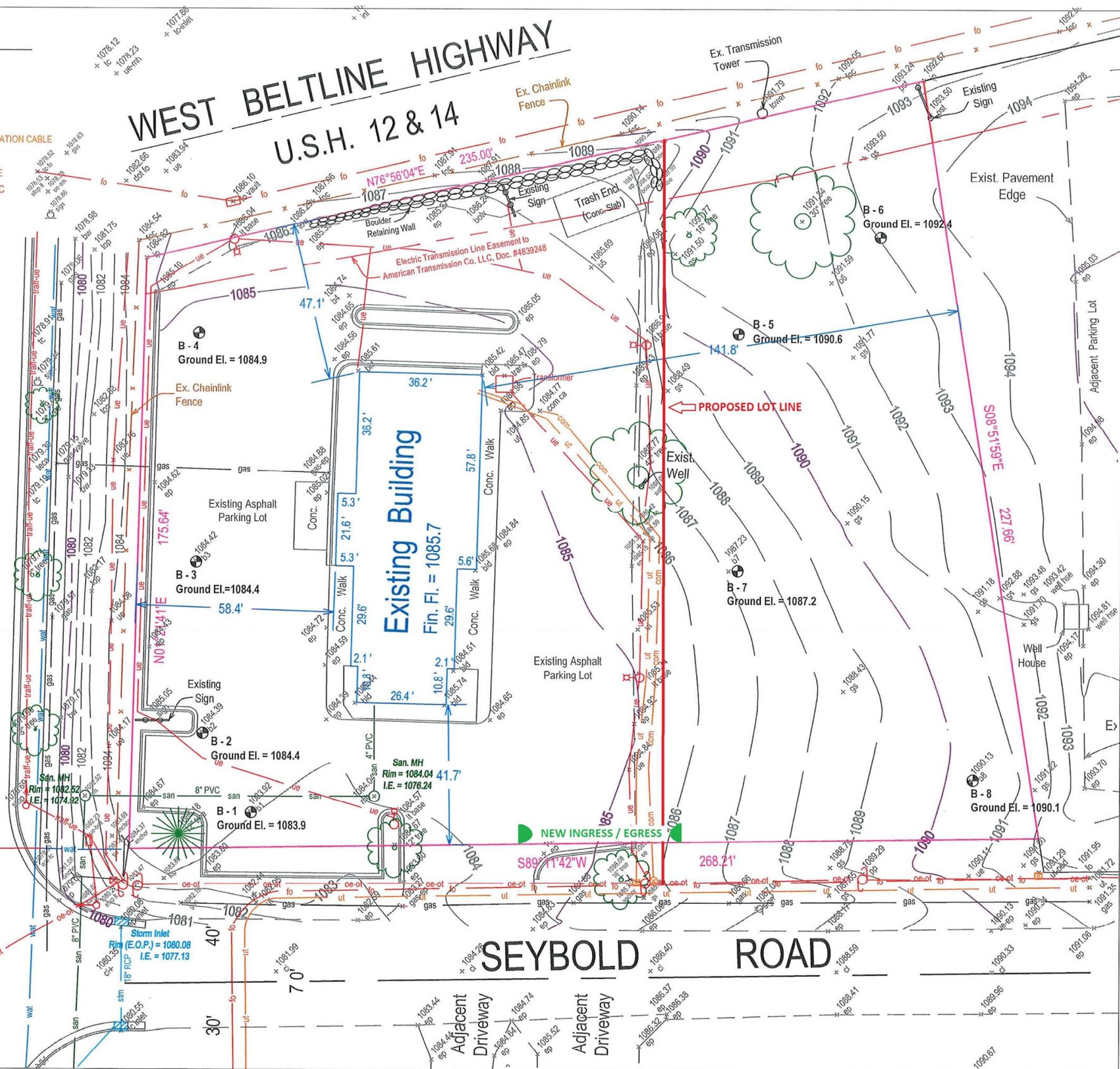
- FOUND 3/4" REBAR
- FOUND 1 1/4" IRON PIPE
- STORM INLET
- MANHOLE
- FIRE HYDRANT
- UTILITY VALVE
- LIGHT POLE
- UTILITY POLE & ANCHOR
- SIGN
- TRAFFIC SIGNAL
- DECIDUOUS TREE
- CONIFEROUS TREE
- + SPOT ELEVATION
- low TOP OF WALL
- bow BOTTOM OF WALL
- MAJOR CONTOUR
- MINOR CONTOUR
- B-2 SOIL BORING
- SANITARY SEWER
- STORM SEWER
- WATER MAIN
- GAS MAIN
- UNDERGROUND COMMUNICATION CABLE
- UNDERGROUND ELECTRIC
- UNDERGROUND TELEPHONE
- UNDERGROUND FIBER OPTIC
- OVERHEAD ELECTRIC
- UTILITY PEDESTAL
- STREET CENTERLINE
- FENCE LINE
- PROPERTY LINE
- EASEMENT LINE



SOUTH GAMMON ROAD

**WEST BELTLINE HIGHWAY
U.S.H. 12 & 14**

SEYBOLD ROAD



Site Contractor/Engineer:
HOMBURG CONTRACTORS, INC.
 A GREEN TIER program for superior environmental performance
 5590 Monona Drive
 Monona, WI 53716
 (608) 222-6597
 (608) 244-9113 Fax
 www.HomburgInc.com
 Architect/Engineer:

General Contractor:

PROJECT
 6918 SEYBOLD ROAD
 MADISON, WI

ISSUED

1-17-19

REVISED

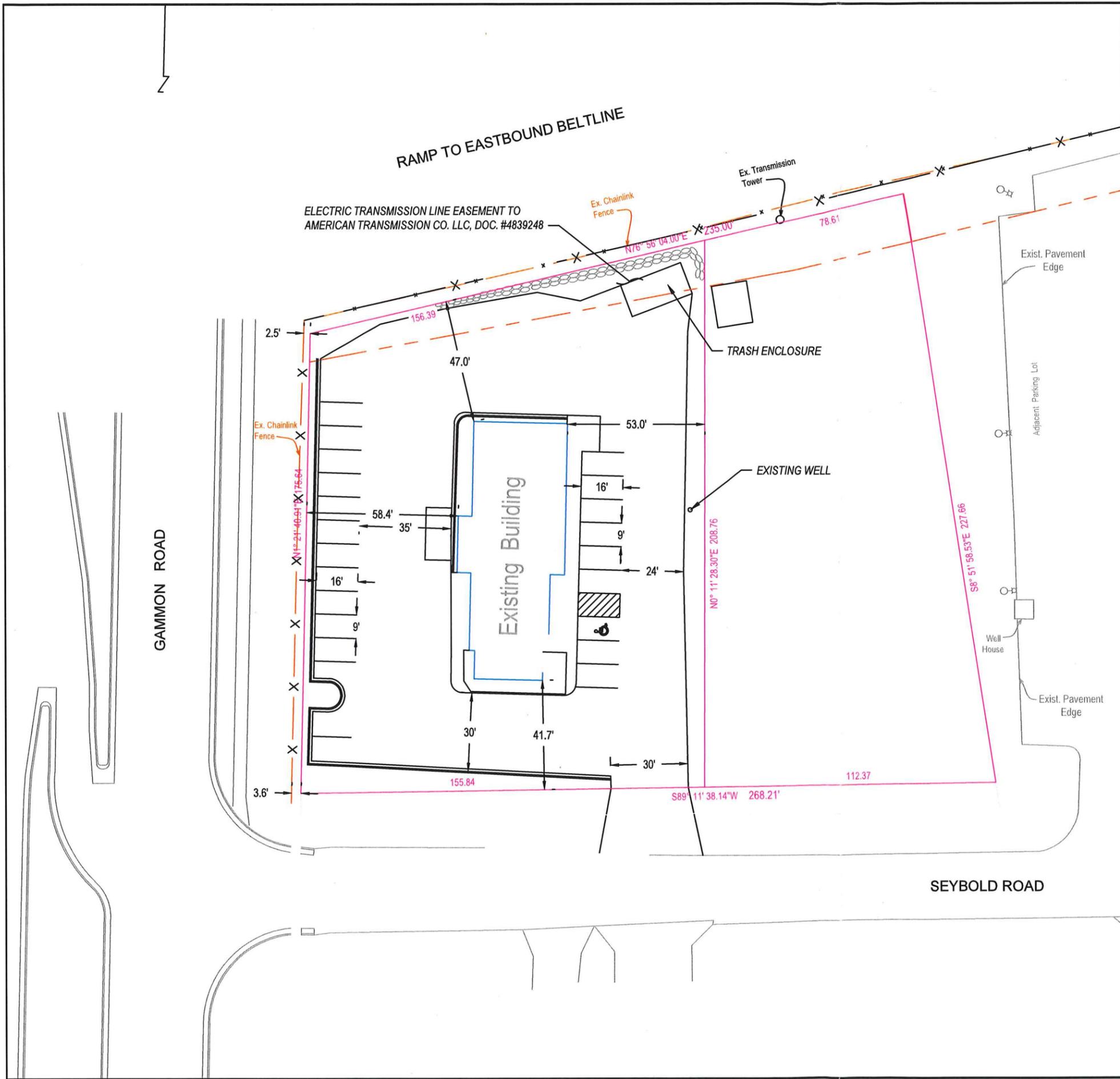
DRAWN BY: JEC

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EXISTING CONDITIONS

SCALE: 1" = 30'

CI.O



Parking Lot Plan Site Information	
Site address:	6918 SEYBOLD ROAD
Site acreage (total):	0.6787
Number of building stories (above ground):	1
Building height:	
DILHR type of construction (new structures or additions):	5B WOOD FRAME UNPROTECTED
Total square footage of building:	3400
Use of property:	COMMERCIAL
Gross square feet of office:	
Gross square feet of retail:	
Number of employees in warehouse:	
Number of employees in production area:	
Capacity of restaurant or place of assembly:	
Number of bicycle stalls shown:	
Number of parking stalls:	
Small car:	0
Large car:	23
Accessible:	1
Total:	24
Number of trees shown:	

LEGEND:

PROJECT:
6918 SEYBOLD ROAD
CITY OF MADISON

OWNER:
ROYAL PARTNERS LLC

SITE CONSULTANT:
HOMBURG CONTRACTORS, INC.

5590 Monona Drive
Monona, WI 53716
(608) 222-6697
(608) 244-9113 Fax
homburginc.com

GREEN TIER
A DNR program for superior environmental performance

ISSUED
2/13/2019 CITY OF MADISON REVIEW

REVISED

Drawn By: RR
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SITE PLAN

C 200

