

# 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 \_\_\_\_\_

received

7/11/22  
11:43 a.m.

Zoning District \_\_\_\_\_

Urban Design District \_\_\_\_\_

Submittal reviewed by \_\_\_\_\_

Legistar # \_\_\_\_\_

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** \_\_\_\_\_

Street address \_\_\_\_\_

Telephone \_\_\_\_\_

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

Street address \_\_\_\_\_

Telephone \_\_\_\_\_

**Property owner (if not applicant)** \_\_\_\_\_

Street address \_\_\_\_\_

Telephone \_\_\_\_\_

Company \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Email \_\_\_\_\_

Company \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Email \_\_\_\_\_

City/State/Zip \_\_\_\_\_

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

July 11, 2022

Ms. Jessica Vaughn  
Urban Design Commission Secretary – Planning Division  
Department of Planning, Community & Economic Development  
215 Martin Luther King Jr. Blvd., Ste 017  
Madison, Wisconsin 53703



Re: Letter of Intent – UDC Informational  
5602 & 5606 Schroeder Road  
KBA Project #2230

Ms. Jessica Vaughn,

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

The proposed new development located at 5602 and 5606 Schroder Road is a 4-story apartment building, with a mix of studio, one-bedroom and two-bedroom units for 80 dwelling units total. This project site is in zoning district CC-T (Commercial Corridor – Transition District) and is also within Urban Design District #2. This building will replace the former Michael's and Subway restaurant buildings. This apartment building will have underground parking with (71) spaces, as well as (39) surface parking stalls. The new proposed building at 4 stories in height will tie in well with the recently completed 4-story Tailor Place Apartments and will provide much needed housing at an easily accessible location that also has a bus stop at this property. These design concepts 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

**Project #2230 – McCormick Schroeder Rd Project - 5602 & 5606 Schroeder Road**  
**Context Photos**



Looking west on Schroeder Road



Looking west on Schroeder Road





Looking west on Schroeder Road



Looking north on Schroder road, 5602 Schroder Road, from Vitense Golfand





Looking west on Schroder Road, 5606 Schroder Road



Looking north on Schroder Road, 5606 Schroder Road, from Vitense Golfland





Looking northeast from Schroeder Road



Looking northeast from Schroder Road





Looking southwest towards Schroeder road from the other side of the Beltline



Looking southwest towards Schroeder road from the other side of the Beltline – 5602 Schroeder Road





Looking southwest towards Schroeder road from the other side of the Beltline – 5606 Schroeder Road



**knothe • bruce**  
ARCHITECTS

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

ISSUED  
Issued for UDC Info. Submittal - July 11, 2022

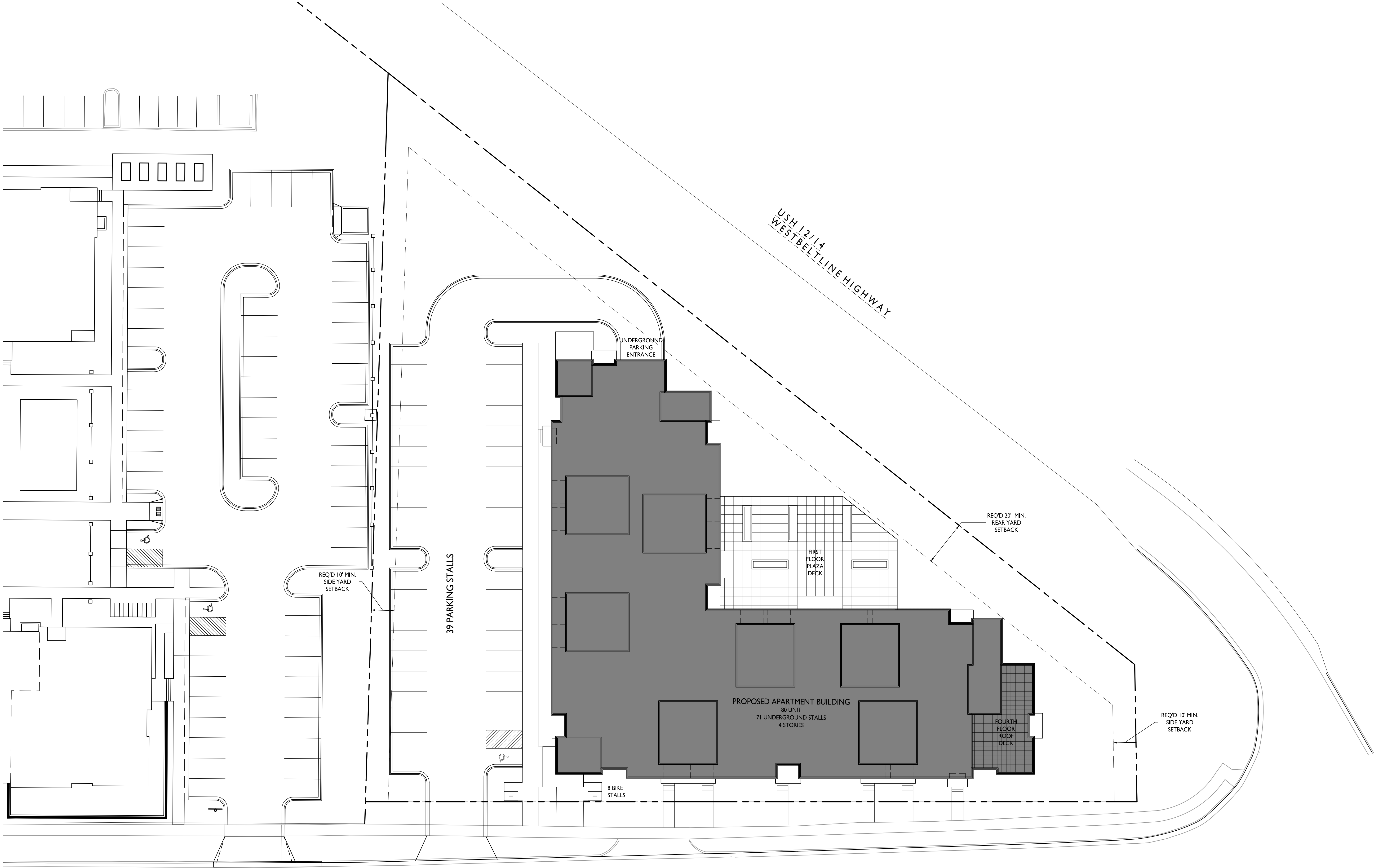
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**5602 & 5606**  
**Schroeder Road**

Madison, Wisconsin  
SHEET TITLE  
**Site Plan**

SHEET NUMBER

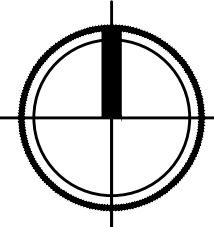
**C-1.1**

PROJECT NO. **2230**  
© Knothe & Bruce Architects, LLC

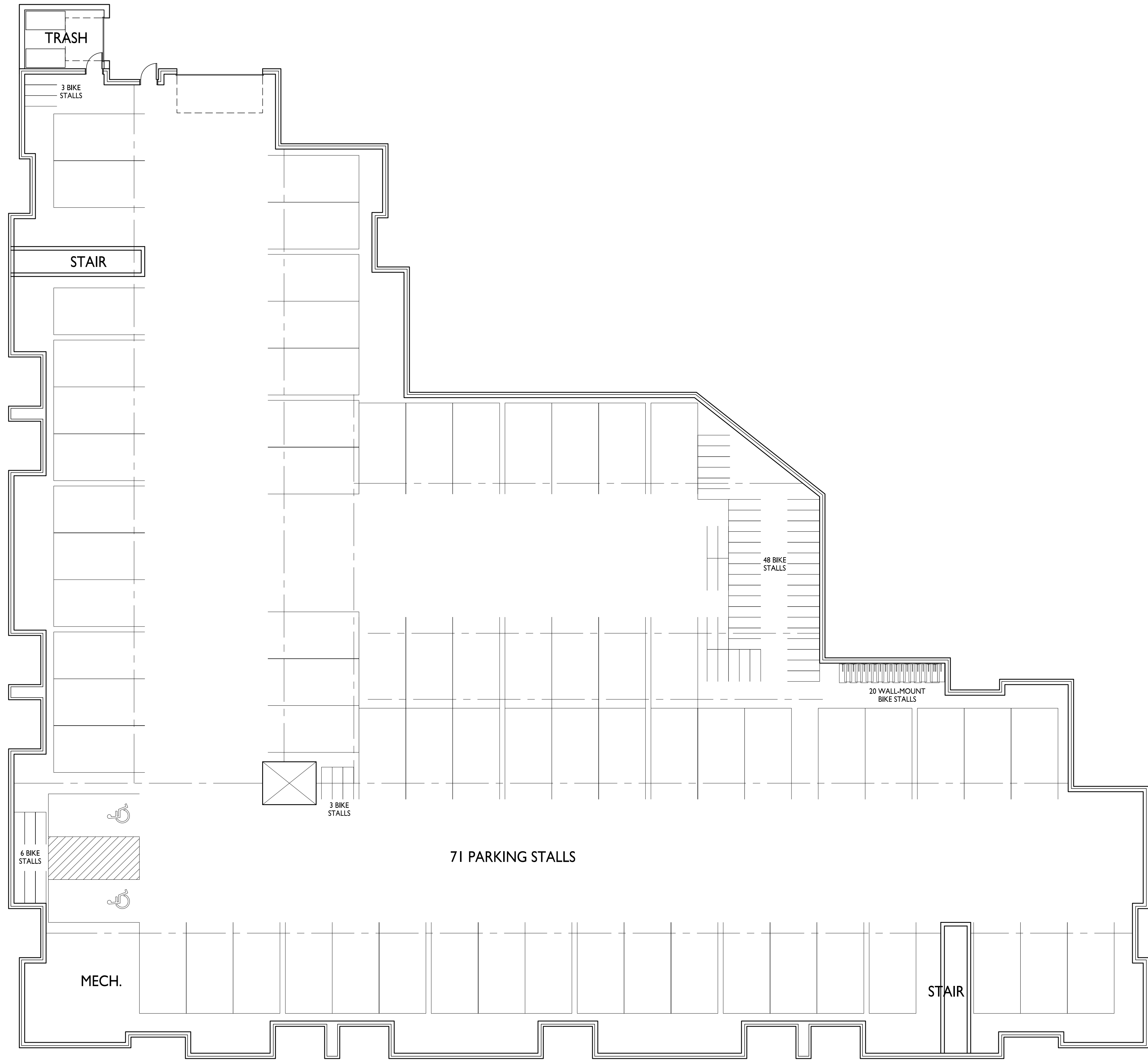


SCHROEDER ROAD  
R/W=80'

**I SITE PLAN**  
C-1.1 1" = 20'-0"



GRAPHIC SCALE  
0 20 40 60  
1 INCH = 20 FT. (24X36 SHEET)



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ARCHITECTS

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

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Issued for UDC Info. Submittal - July 11, 2022

PROJECT TITLE  
**5602 & 5606**  
Schroeder Road

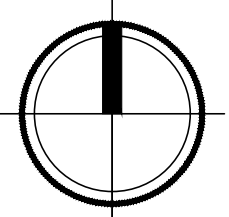
Madison, Wisconsin  
SHEET TITLE  
**Basement Floor**  
Plan

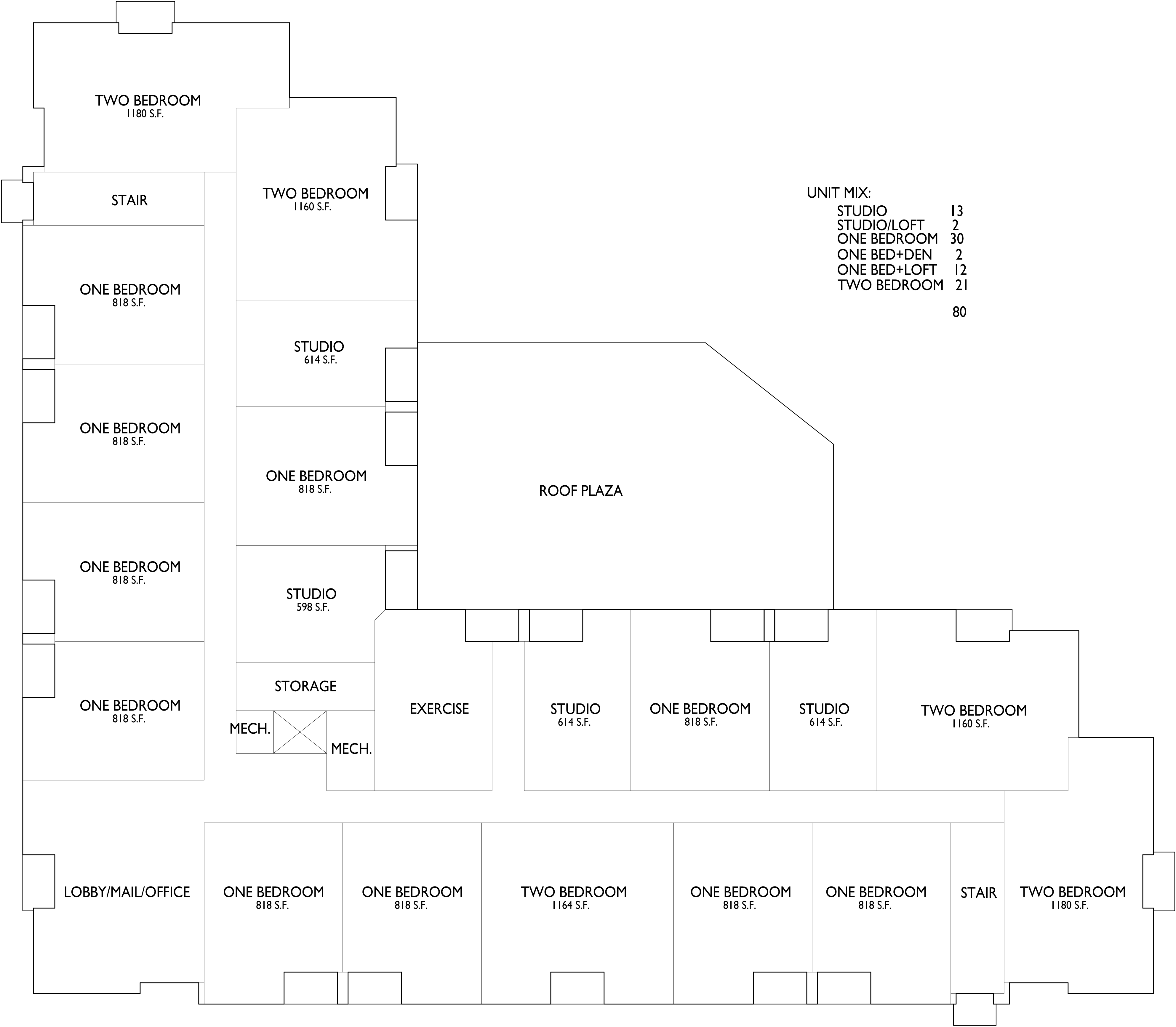
SHEET NUMBER

**A-1.0**

PROJECT NO. **2230**  
© Knothe & Bruce Architects, LLC

**BASEMENT FLOOR PLAN**  
A-1.0 3/32" = 1'-0"





UNIT MIX:

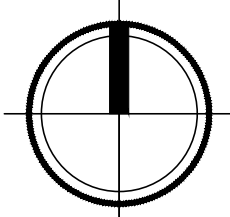
STUDIO	13
STUDIO/LOFT	2
ONE BEDROOM	30
ONE BED+DEN	2
ONE BED+LOFT	12
TWO BEDROOM	21
	80

ISSUED  
Issued for UDC Info. Submittal - July 11, 2022

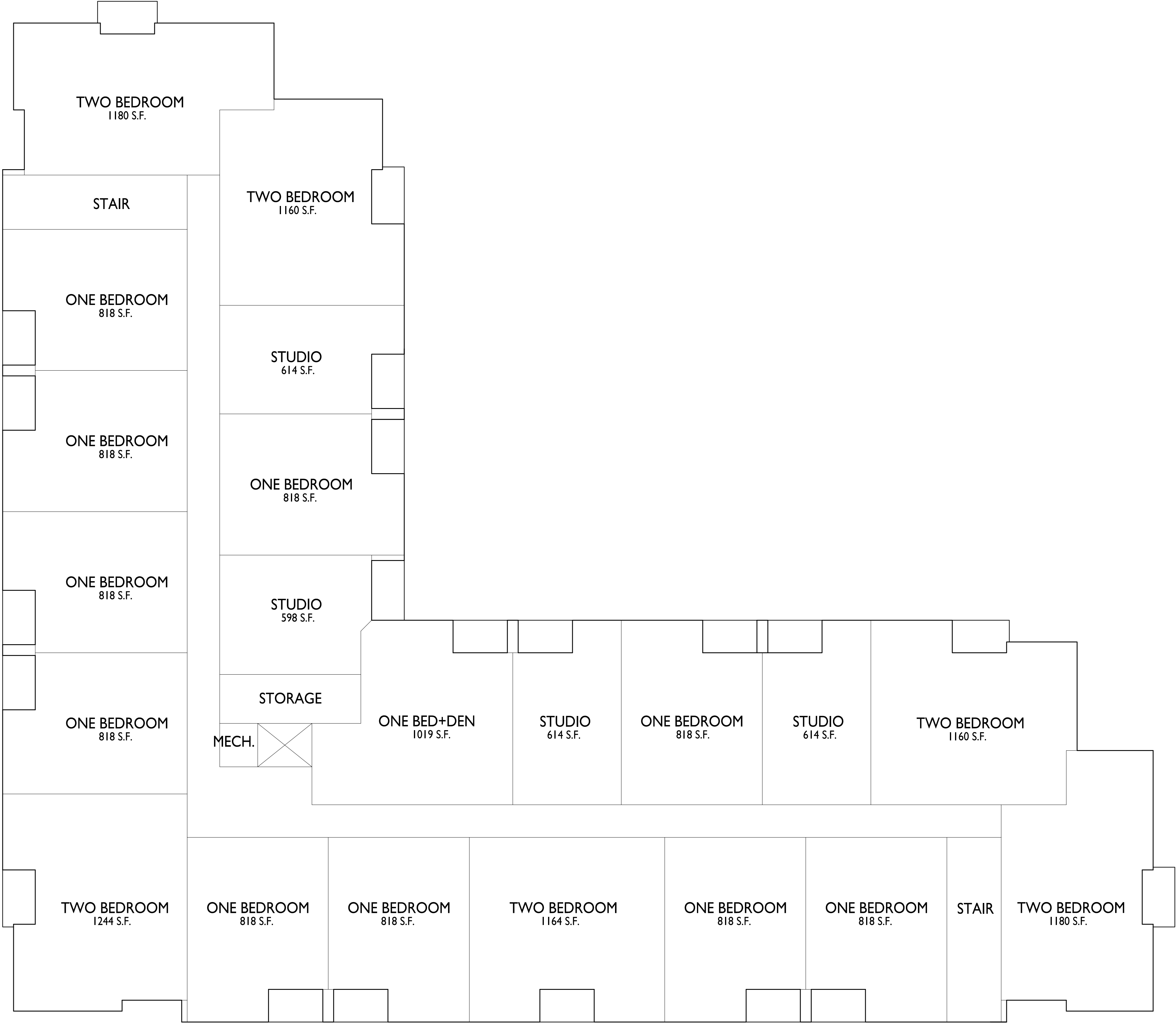
PROJECT TITLE  
5602 & 5606  
Schroeder Road

Madison, Wisconsin  
SHEET TITLE  
First Floor Plan

SHEET NUMBER







**knothe • bruce**  
ARCHITECTS  
Phone: 7601 University Ave, Ste 201  
608.836.3690 Middleton, WI 53562

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Issued for UDC Info. Submittal - July 11, 2022

PROJECT TITLE  
**5602 & 5606**  
**Schroeder Road**

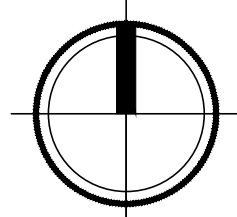
Madison, Wisconsin  
SHEET TITLE  
**Second-Third**  
**Floor Plan**

SHEET NUMBER

**A-1.2**

PROJECT NO. **2230**  
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**1**  
**A-1.2**  
**SECOND-THIRD FLOOR PLAN**  
3/32" = 1'-0"





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Issued for UDC Info. Submittal - July 11, 2022

Madison, Wisconsin  
SHEET TITLE  
Fourth Floor Plan

SHEET NUMBER

PROJECT NO. **2230**  
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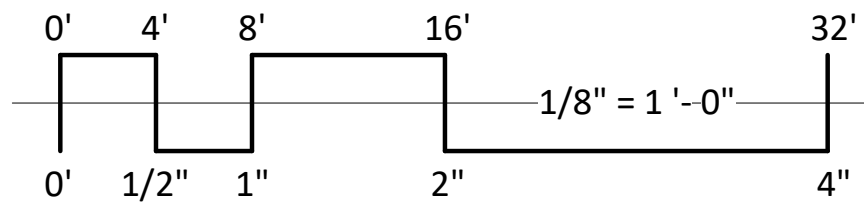




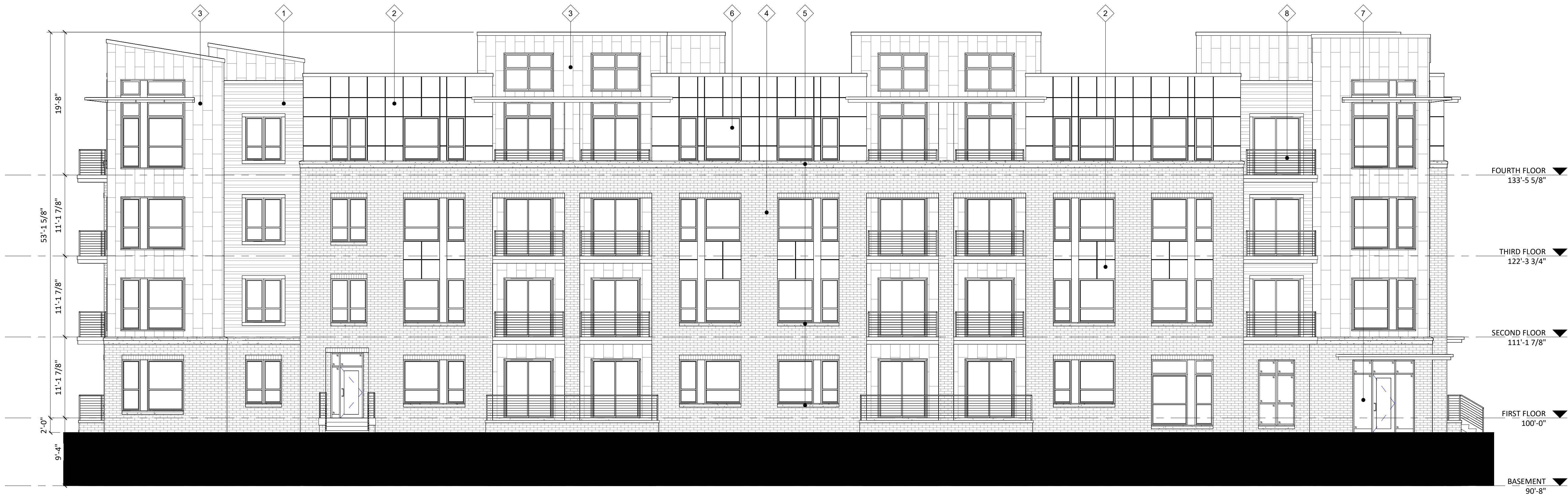
1 ELEVATION - SOUTH  
A201 1/8" = 1'-0"



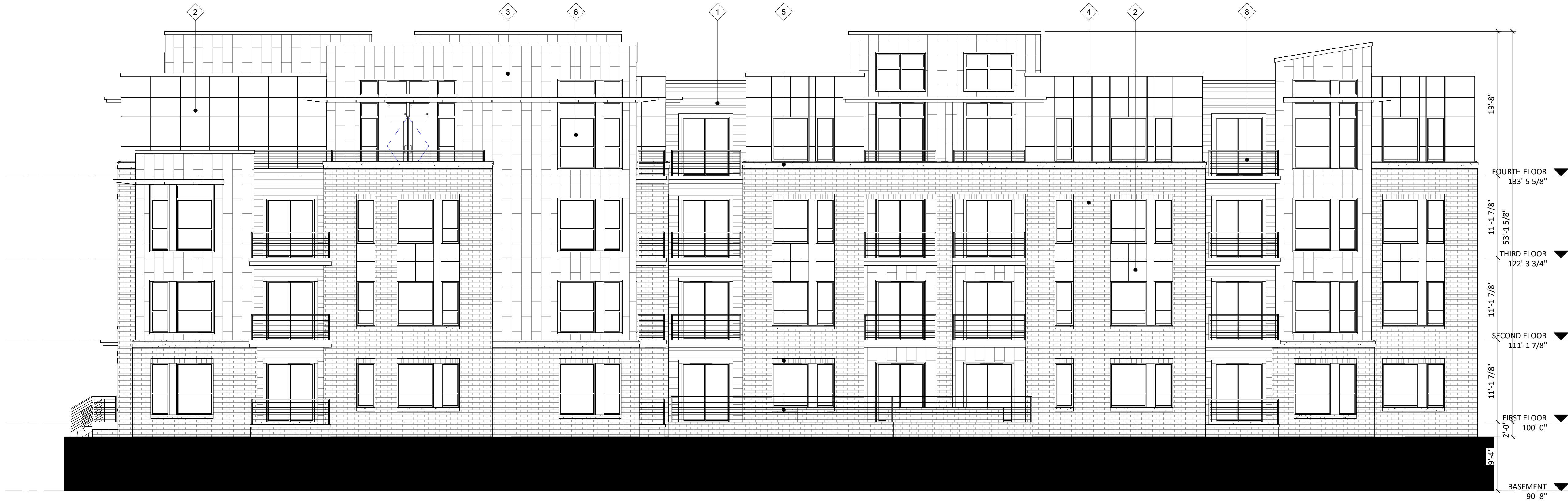
2 ELEVATION - NORTH  
A201 1/8" = 1'-0"



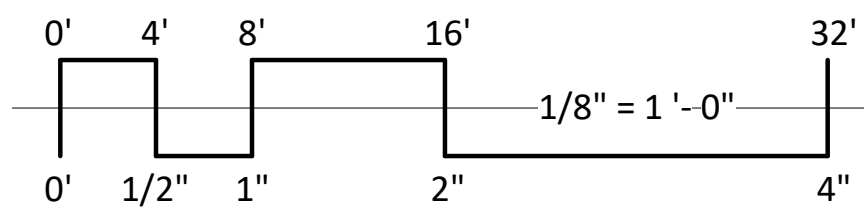
EXTERIOR MATERIAL SCHEDULE					
BUILDING ELEMENT	MANUFACTURER	COLOR	BUILDING ELEMENT	MANUFACTURER	COLOR
(#1) - COMPOSITE LAP SIDING 6" - 4" - 6"	JAMES HARDIE	CHARCOAL	(#6) - COMPOSITE WINDOWS	ANDERSEN 100	BLACK
(#2) - METAL PANEL	CMG	WEATHERED ZINC	(#7) - ALUM. STOREFRONT	N/A	BLACK
(#3) - VERTICAL FLAT LOCK PANEL	CMG	SILVER	CANOPY & BAY SOFFITS	JAMES HARDIE	MATCH ADJ. SIDING
COMPOSITE TRIM	JAMES HARDIE	MATCH ADJ. SIDING	TREATED-EXPOSED DECK BEAMS	N/A	BROWN TREATED
(#4) - BRICK VENEER	N/A	RED	(#8) - RAILING & HANDRAILS	SUPERIOR	BLACK
(#5) - CAST STONE BANDS & HEADERS	N/A	CREME			



1 ELEVATION - WEST  
A202 1/8" = 1'-0"



2 ELEVATION - EAST  
A202 1/8" = 1'-0"



EXTERIOR MATERIAL SCHEDULE					
BUILDING ELEMENT	MANUFACTURER	COLOR	BUILDING ELEMENT	MANUFACTURER	COLOR
(#1) - COMPOSITE LAP SIDING 6" - 4" - 6"	JAMES HARDIE	CHARCOAL	(#6) - COMPOSITE WINDOWS	ANDERSEN 100	BLACK
(#2) - METAL PANEL	CMG	WEATHERED ZINC	(#7) - ALUM. STOREFRONT	N/A	BLACK
(#3) - VERTICAL FLAT LOCK PANEL	CMG	SILVER	CANOPY & BAY SOFFITS	JAMES HARDIE	MATCH ADJ. SIDING
COMPOSITE TRIM	JAMES HARDIE	MATCH ADJ. SIDING	TREATED-EXPOSED DECK BEAMS	N/A	BROWN TREATED
(#4) - BRICK VENEER	N/A	RED	(#8) - RAILING & HANDRAILS	SUPERIOR	BLACK
(#5) - CAST STONE BANDS & HEADERS	N/A	CREME			

NOT FOR CONSTRUCTION

ISSUED  
UDC Informational July 11, 2022

PROJECT TITLE  
5602 & 5606  
Schroeder Road

Madison, Wisconsin  
SHEET TITLE  
EXTERIOR  
ELEVATIONS

SHEET NUMBER

A202  
PROJECT NUMBER 2230



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UDC Informational July 11, 2022

PROJECT TITLE  
5602 & 5606  
Schroeder Road

Madison, Wisconsin  
SHEET TITLE  
EXTERIOR  
ELEVATIONS  
COLORED

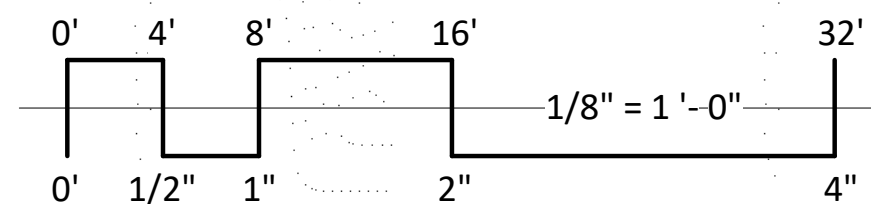
SHEET NUMBER  
**A203**  
PROJECT NUMBER 2230



1 COLORED ELEVATION - NORTH  
1/8" = 1'-0"



2 COLORED ELEVATION - SOUTH  
1/8" = 1'-0"



EXTERIOR MATERIAL SCHEDULE					
BUILDING ELEMENT	MANUFACTURER	COLOR	BUILDING ELEMENT	MANUFACTURER	COLOR
(#1) - COMPOSITE LAP SIDING 6" - 4" - 6"	JAMES HARDIE	CHARCOAL	(#6) - COMPOSITE WINDOWS	ANDERSEN 100	BLACK
(#2) - METAL PANEL	CMG	WEATHERED ZINC	(#7) - ALUM. STOREFRONT	N/A	BLACK
(#3) - VERTICAL FLAT LOCK PANEL	CMG	SILVER	CANOPY & BAY SOFFITS	JAMES HARDIE	MATCH ADJ. SIDING
COMPOSITE TRIM	JAMES HARDIE	MATCH ADJ. SIDING	TREATED-EXPOSED DECK BEAMS	N/A	BROWN TREATED
(#4) - BRICK VENEER	N/A	RED	(#8) - RAILING & HANDRAILS	SUPERIOR	BLACK
(#5) - CAST STONE BANDS & HEADERS	N/A	CREME			

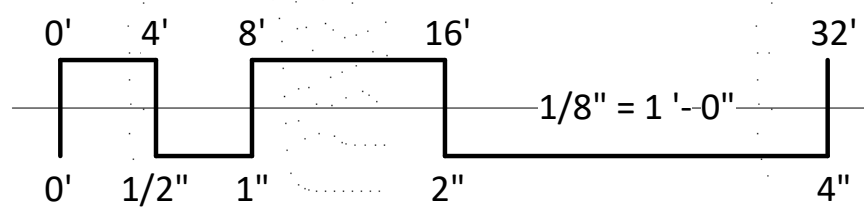




1 COLORED ELEVATION - WEST  
1/8" = 1'-0"



2 COLORED ELEVATION - EAST  
1/8" = 1'-0"



EXTERIOR MATERIAL SCHEDULE					
BUILDING ELEMENT	MANUFACTURER	COLOR	BUILDING ELEMENT	MANUFACTURER	COLOR
(#1) - COMPOSITE LAP SIDING 6" - 4" - 6"	JAMES HARDIE	CHARCOAL	(#6) - COMPOSITE WINDOWS	ANDERSEN 100	BLACK
(#2) - METAL PANEL	CMG	WEATHERED ZINC	(#7) - ALUM. STOREFRONT	N/A	BLACK
(#3) - VERTICAL FLAT LOCK PANEL	CMG	SILVER	CANOPY & BAY SOFFITS	JAMES HARDIE	MATCH ADJ. SIDING
COMPOSITE TRIM	JAMES HARDIE	MATCH ADJ. SIDING	TREATED-EXPOSED DECK BEAMS	N/A	BROWN TREATED
(#4) - BRICK VENEER	N/A	RED	(#8) - RAILING & HANDRAILS	SUPERIOR	BLACK
(#5) - CAST STONE BANDS & HEADERS	N/A	CREME			





SOUTH - EAST







SOUTH





SOUTH - WEST







RESTAURANT

SOUTH - WEST







SOUTH - WEST







NORTH - WEST







NORTH - WEST







NORTH - EAST

