URBAN DESIGN COMMISSION APPLICATION



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:								
Date Received7/2	29/24	Initial Submittal						
	_ Paid	Revised Submittal						

Complete all sections of this application, including the desired meeting date and the action requested. If your project requires both UDC and Land Use application submittals, a completed Land Use Application and accompanying submittal materials are also required to be submitted.

If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call the Planning Division at (608) 266-4635.

Si necesita interprete, traductor, materiales en diferentes formatos, u otro tipo de ayuda para acceder a estos formularios, por favor llame al (608) 266-4635.

Yog tias koj xav tau ib tug neeg txhais lus, tus neeg txhais ntawv, los sis xav tau cov ntaub ntawv ua lwm hom ntawv los sis lwm cov kev pab kom paub txog cov lus qhia no, thov hu rau Koog Npaj (Planning Division) (608) 266-4635.

1.	Project Information		
	Address (list all addresses on the pr	oject site):	
	Title:		
_			
2.	Application Type (check all that		
	UDC meeting date requested		
	New development	•	or previously-approved development
	Informational	Initial Approval	Final Approval
3.	Project Type		
	Project in an Urban Design Dist	rict	Signage
	Project in the Downtown Core I		Comprehensive Design Review (CDR)
	Mixed-Use District (UMX), or Mix	, ,	Modifications of Height, Area, and Setback
	Project in the Suburban Employ Campus Institutional District (C District (EC)		Sign Exceptions as noted in <u>Sec. 31.043(3)</u> , MGO
	Planned Development (PD)		Other
	General Development Pla	n (GDP)	Please specify
	Specific Implementation F	Plan (SIP)	
	Planned Multi-Use Site or Resid	dential Building Complex	
4.	Applicant, Agent, and Property	Owner Information	
	Applicant name		Company
	Street address		6: 16: 17:
	Telephone		Email
	Project contact person		Company
	Street address		City/State/Zip
	Telephone		Email
	Property owner (if not applicant)		
	Street address		City/State/Zip
	Telephone		
			PAGE 1 OF 4

URBAN DESIGN COMMISSION APPROVAL PROCESS



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. A request for an Informational Presentation to the UDC may be requested prior to seeking any
 approvals to obtain early feedback and direction before undertaking detailed design efforts. 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 Modification requests)
- <u>Initial Approval</u>. 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.
- <u>Final Approval</u>. 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

The Urban Design Commission meets virtually via Zoom, typically on the second and fourth Wednesdays of each month at 4:30 p.m. Applicant presentations are strongly encouraged, although not required. Prior to the meeting, each individual speaker is required to complete an online registration form to speak at the meeting. A link to complete the online registration will be provided by staff prior to the meeting. Please note that individual presentations will be limited to a **maximum of three (3) minutes**. The pooling of time may be utilized to provide one speaker more time to present, however the additional time will be based on the number of registrants from the applicant team, i.e. two (2) applicant registrants = six (6) minutes for one (1) speaker.

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. Please note that presentation slides, in a PDF file format, are required to be submitted **the Friday before** the UDC meeting.

URBAN DESIGN DEVELOPMENT PLANS CHECKLIST



The items listed below are minimum 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. Informa	πonal 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.	1. 2. 3. 4. 5. 6.	Title block Sheet nun North arro Scale, bot Date Fully dime at 1"= 40' Il plans mus	k ow th w ens	vritten and graphic ioned plans, scaled
2. Initial A	pproval						
	Locator Map Letter of Intent (If the project is within a development proposal addresses the district Contextual site information, including photograms. Site Plan showing location of existing and bike parking, and existing trees over 18" dia Landscape Plan and Plant List (must be legismediated by Building Elevations in both black & white an and color callouts PD text and Letter of Intent (if applicable)	ct cri aphs propamet ble)	iteria is required) and layout of adjacent building posed buildings, walks, drive ter	gs/stru	uctures se lanes,		Providing additional information beyond these minimums may generate a greater level of feedback from the Commission.
3. Final Ap	proval						
All the re	equirements of the Initial Approval (see above Grading Plan Lighting Plan, including fixture cut sheets an Utility/HVAC equipment location and scree Site Plan showing site amenities, fencing, tr PD text and Letter of Intent (if applicable) Samples of the exterior building materials Proposed sign areas and types (if applicable)	nd ph ning rash,	notometrics plan (must be le details (with a rooftop plan i	if roof			
4. Signage	Approval (Comprehensive Design Review (CDR)	, Sign Modifications, and Sig	jn Exc	eptions (pe	?r <u>S</u>	Sec. 31.043(3))
	Locator Map Letter of Intent (a summary of how the proposed Contextual site information, including pho project site Site Plan showing the location of existing significantly driveways, and right-of-ways Proposed signage graphics (fully dimension Perspective renderings (emphasis on pedes	gnag	aphs of existing signage bot se and proposed signage, dim scaled drawings, including ma	th on a	site and w	ith ge s	in proximity to the
	Illustration of the proposed signage that me Graphic of the proposed signage as it relate	eets	Ch. 31, MGO compared to w	hat is		ıes	ted

5. Required Submittal Materials

□ Application Form

• A completed application form is required for <u>each</u> 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.

□ 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 Comprehensive Design Review (CDR) or Signage Modification review criteria is required.
- ☐ **Development Plans** (Refer to checklist on Page 4 for plan details)
- ☐ Filing Fee (Refer to Section 7 (below) for a list of application fees by request type)

☐ Electronic Submittal

- Complete electronic submittals <u>must</u> be received prior to the application deadline before an application will be scheduled for a UDC meeting. Late materials will not be accepted. All plans must be legible and scalable when reduced. Individual PDF files of each item submitted should be submitted via email to <u>UDCapplications@cityofmadison.com</u>. The email must include the project address, project name, and applicant name.
- Email Size Limits. Note that an individual email cannot exceed 20MB and it is the responsibility of the applicant to present files in a manner that can be accepted. Applicants who are unable to provide the materials electronically should contact the Planning Division at (608) 266-4635 for assistance.

□ 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.

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 Jessica Vaughn on 7/29/2024
- 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 Emily & Andrew Hutchison

Relationship to property Owners

Authorizing signature of property owner

Data 7/29/2024

7. Application Filing Fees

Fee payments are due by the submittal date. Payments received after the submittal deadline may result in the submittal being scheduled for the next application review cycle. Fees may be paid in-person, via US Mail, or City drop box. If mailed, please mail to: City of Madison Building Inspection, P.O. Box 2984, Madison, WI 53701-2984. The City's drop box is located outside the Municipal Building at 215 Martin Luther King, Jr. Blvd. on the E Doty Street side of the building. Please make checks payable to City Treasurer, and include a completed application form or cover letter indicating the project location and applicant information with all checks mailed or submitted via the City's drop box.

Please consult the schedule below for the appropriate fee for your request:

- ☐ Urban Design Districts: \$350 (per §33.24(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 Sign Modifications (of 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



Department of Planning & Community & Economic Development

Economic Development Division

Matthew B. Mikolajewski, Director

P.O. Box 2983
Madison, Wisconsin 53701-2983
Phone: (608) 266-4222
Fax: (608) 261-6126
obr@cityofmadison.com
www.cityofmadison.com/business

Office of Business Resources Saran Ouk, Manager souk@cityofmadison.com

Tom Otto, Economic Development Specialist

**Please send all inquiries to Tom totto@cityofmadison.com

Façade Improvement Grant

APPLICATION

Please read the Program Summary, which explains the process for applying for this grant. The first step is to discuss your project with City Staff. Please call or e-mail Tom Otto to set up a conversation about your project before applying.

Tom Otto (608) 243-0178 totto@cityofmadison.com

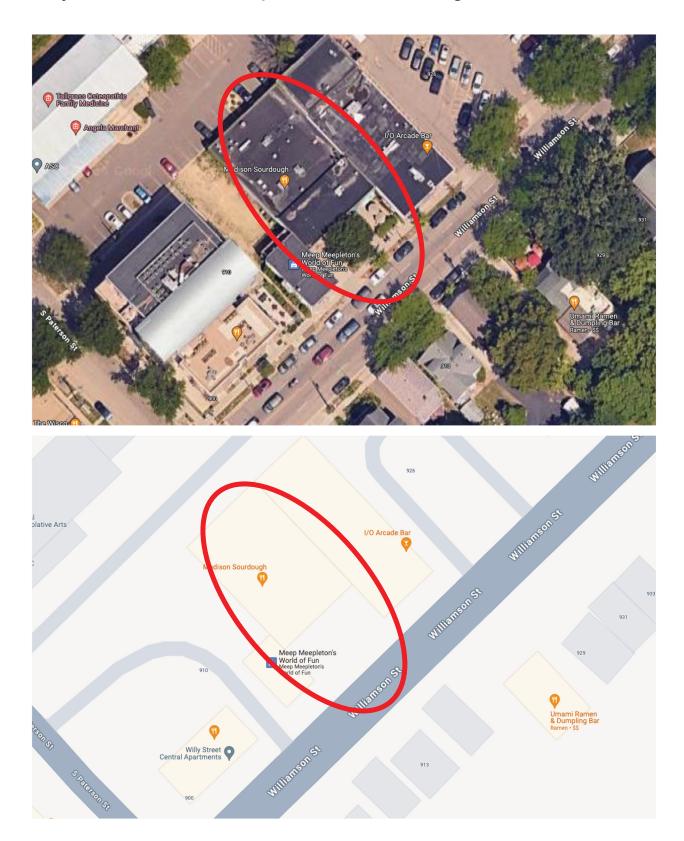
Application Type (select one):		
Mini Grant – Grant up to \$10,000		
 Ideal for smaller projects (I No architectural drawings I No Applicant funding match Streamlined process. Staff 	required h required	age, some maintenance, etc.)
Façade Improvement Grant – Grant	\$10,001-\$20,000 per street	facing facade
 Best for major projects, his Architectural drawings may One-to-one match required Requires Façade Grant Tea 	be required	,
Applicant:		
Phone:		
Business Name:		
Business Address:		
Zip Code:		
E-mail Address:		
Property Owner:		
Property Owner E-mail:		
Property Owner Phone Number:		
Number of Employees of Business:	Full-time	Part-time

Façade Improvement Grant - Gra \$20,000 per street facing facade List Contractors and Sup Contractor/Supplier	, \$40,000 per two stre	Item(s) or work proposed	Amount	Estimate	N)
\$20,000 per street facing facade List Contractors and Sup	, \$40,000 per two stre	Item(s) or work		Estimate	N)
Façade Improvement Grant - Gra \$20,000 per street facing facade List Contractors and Sup	, \$40,000 per two stre pliers	Item(s) or work		Estimate	1)
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Façade Improvement Grant - Gra \$20,000 per street facing facade List Contractors and Sup	, \$40,000 per two stre pliers	Item(s) or work		Estimate	۷)
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Façade Improvement Grant - Gra \$20,000 per street facing facade List Contractors and Sup	, \$40,000 per two stre pliers	Item(s) or work		Estimate	1)
Façade Improvement Grant - Gra \$20,000 per street facing facade	, \$40,000 per two stre	eet facing facades, and \$5		<u> </u>	
Façade Improvement Grant - Gra				on Building	
Mini Grant - Grant requests for a		\$10,000 require a one-to-	one match. Proje		
Totals	mounts up to \$10.000) have no match requirem	ent		
List Individual Project Elements	Total Cost	Grant Do	llars Used	Private Dollars Use	ed
, ,					
Bids, estimates, contra Total Project Budget*	acts, product broc	nures, design drawin	gs as appropri	ate	
Copy of lease, land con Building owner's writt	en authorization	•		wned by applicant)	
Attachments					
Explanation of Project Sco	pe				
Lease Terms:					
Legal Name of Grantee:					
		S-Corporation	B-Corp	oration LLC	
		Sole Proprietorshi	p Partnei	rship Corporati	on
Ownership Type?					
How many Owners? Ownership Type?					

September 28, 2022

Is the Project in target area (City	of Madison Façade Grant Eligible Area	a)? Tes No
If No, please explain rationale th	at Project is in an emerging commerci	al node or activity area:
Applicant's Certification		
The Applicant certifies that all ir	oformation in this application and all in	nformation furnished in support of
this application is given for the	ne purpose of obtaining a grant un	der the City of Madison Facade
Improvement Grant Program and	d is true and complete to the best of the	e applicant's knowledge and belief.
/ 21		
11/1		7/25/2024
Signature:		Date:
Til Mure		7/25/2024
Signature:		Date:
E-mail application to:	Drop off application:	Mail application:
Tom Otto	ATTN: Tom Otto	ATTN: Tom Otto
Economic Development Specialist City of Madison	Economic Development Division Madison Municipal Building	Economic Development Division P.O Box 2983
totto@cityofmadison.com	215 Martin Luther King Jr. Blvd Rm 312	Madison 53701-2983
	Madison, WI 53701	
PREFFERED DELIVERY METHOD		

Project Site Location Map: Madison Sourdough





MADISON SOURDOUGH

Urban Design Commission
City of Madison Planning Division
215 Martin Luther King, Jr. Blvd. Suite 017
PO Box 2985, Madison WI 53701-2985

July 29, 2024

Re: Facade Improvement Grant Application

Dear Urban Design Commission Members,

Thank you for taking the time to consider our facade improvement grant application for our bakery and cafe, Madison Sourdough. Since purchasing our building at the end of 2022, we've been excited to reinvest in our space and maintain it as a beautiful and functional community space. We are requesting \$20,000 to enable us to take on a \$47,000 facade revitalization, where we will remove existing, damaged cloth awnings and gooseneck lights, replacing them with much more durable and aesthetically pleasing architectural awnings and signage which are period appropriate for our 1948 building. The Landmarks Commission has agreed that these proposed changes will be in accordance with the Secretary of the Interior's Standard for Rehabilitation, "Each property shall be recognized as a physical record of its time, place, and use," and Madison's Ordinance 41.18 (3) b. "New signs... shall feature materials and style of illumination typical of the period of significance for the property," and 41.25 (1) b. "Alterations shall be in keeping with the original design and character of the building." They granted us a Certificate of Appropriateness for this project on June 3rd.

Our current facade is suffering from several problems. The fabric awnings have faded and developed mold and fungus growth, especially in the areas lit by gooseneck lights, that have proven unclean-able. We've attempted to clean these with bleach, scrubbing, and power washing, and we've reached out to professional cleaners attempting to salvage the awnings, but we were told the fungal growth could not be removed. A bid for replacement awnings came back at nearly \$10k, making this an unsustainable solution if the awnings only look good for approximately five years, as these did.

Additionally, our current signage is outdated or not visible from the sidewalk. Our blue awning was installed when we expanded in 2015, and that space was originally a connected but separate space, with its own hours and branding. Now that we have merged these back into one larger Madison Sourdough brand, we need a unified design. Our much beloved Honey Locust tree has grown enough that it now completely blocks our name from view, so the placement of our sign needs to change.





Our proposed facade updates would use the period appropriate elements of architectural canopies and neon signage in a clean and elegant way. We are planning canopies constructed of satin black, powder coated aluminum, which would be slatted (except directly over the doors) to allow rainwater to reach the plant beds we have directly against the building. They would be 4'2" deep, and 25'4" and 20' wide, respectively. These architectural canopies would not suffer the same sun damage and mold/ fungus growth that our current fabric awnings have.

Our sign would be simple neon lettering, 1' tall and 17'2" wide, mounted on the building, and would be visible from the sidewalk (currently our signage is mostly blocked by the thriving Honey Locust tree we planted twelve years ago). This will make it easier for new customers to find our business, tucked away from the sidewalk as it is.







We think these updates will be more beautiful, more practical, and more period-appropriate for our sweet and unique 1948 building, and therefore we hope you will approve our facade improvement grant application.

Thank you for your consideration,

Emily and Andrew Hutchison Owners, Madison Sourdough



JNB Signs, Inc. 1221 Venture Drive, Suite #1 Janesville, Wisconsin 53546 608-754-6338 800-243-7997

Fax: 608-754-7822 www.jnbsigns.com

PROPOSAL

Proposal #: 27506

Proposal Date: Customer #:

07/24/24 CRM011531

Page:

1 of 4

SOLD TO:	JOB LOCATION:
Madison Sourdouggh	Madison Sourdouggh
916 Williamson Street	916 Williamson Street
Madison 53703	Madison 53703

JNB SIGNS, INC. ("JNB") HEREBY PROPOSES TO FURNISH MATERIALS AND LABOR NECESSARY FOR THE CONSTRUCTION OF A SIGN DISPLAY DESCRIBED AS FOLLOWS:

QTY 1	DESCRIPTION * QUOTE #66732 Manufacture (2) awnings per drawing #10562-01a.	UNIT PRICE \$29,784.26	TOTAL PRICE \$29,784.26
1	* QUOTE #67287 Manufacture (1) Neon sign per drawing #10562-02b.	\$9,603.20	\$9,603.20
1	* QUOTE #67302 Install (2) awnings per drawing #10562-01a and (1) Neon sign per drawing #10562-02b.	\$5,547.61	\$5,547.61
		SUB TOTAL:	\$44,935.07
* INDICA	ATES TAXABLE ITEM	ESTIMATED SALES TAXES:	\$2,471.43

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED, AND THE ABOVE TO BE IN ACCORDANCE WITH THE DRAWINGS AND OR SPECIFICATIONS SUBMITTED FOR THE ABOVE WORK AND COMPLETED IN A WORKMANLIKE MANNER FOR THE SUM OF:

TOTAL PROPOSAL AMOUNT:

\$47,406.50

TERMS: 50.0% OF THE PRICE SET FORTH ABOVE SHALL BE PAID UPON ACCEPTANCE OF THIS PROPOSAL, AND THE BALANCE SHALL BE DUE IMMEDIATELY UPON COMPLETION OF WORK.

JNB AGREES TO DO ALL WORK DESCRIBED FOR THE TOTAL PRICE AS STATED ABOVE EXCEPT AS OTHERWISE PROVIDED HEREIN. THIS PRICE DOES NOT INCLUDE THE COST OF ELECTRICAL HOOK-UP, PERMITS, ENGINEERING, OR TAXES UNLESS OTHERWISE STATED ABOVE.

THIS PROPOSAL EXPIRES AT THE END OF 30 DAYS FOLLOWING ITS DATE OR AT THE END OF SUCH OTHER TIME AS SET FORTH ABOVE. THIS PROPOSAL MAY BE WITHDRAWIN AT ANY TIME PRIOR TO NOTIFICATION OF ACCEPTANCE.

COMPANY INITIALS	CUSTOMER INITIALS

AWNING SPECIFICATIONS







This original and unpublished design is copyrighted and the exclusive property of JNB Signs, Inc. and is not to be exhibited, copied or reproduced in whole or in part without written permission.

CLIENT:

Madison Sourdough

JOB LOCATION:

916 Williamson Street Madison, WI

SALESMAN:

Chris Campbell

DESIGNER:

Carter

REVISION HISTORY:

Initial Drawing Release

A 6-24/24 CC CV

General Revision

B DATE REQUESTED BY UPDATED B
7-1/24 CC CW

General Revision

C DATE REQUESTED BY U

General Revision

D DATE REQUESTED BY UPDATE

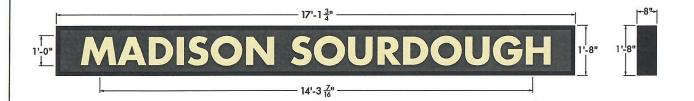
PRODUCTION APPROVAL:

CLIENT SIGNATURE :

10562-02b

Revision 01

7-1/24



SECTION A

Drawing Scale: 1/2" = 1'
As shown on a 17" x 11" Tabloid

DESCRIPTION

CABINET: Skin and bones construction

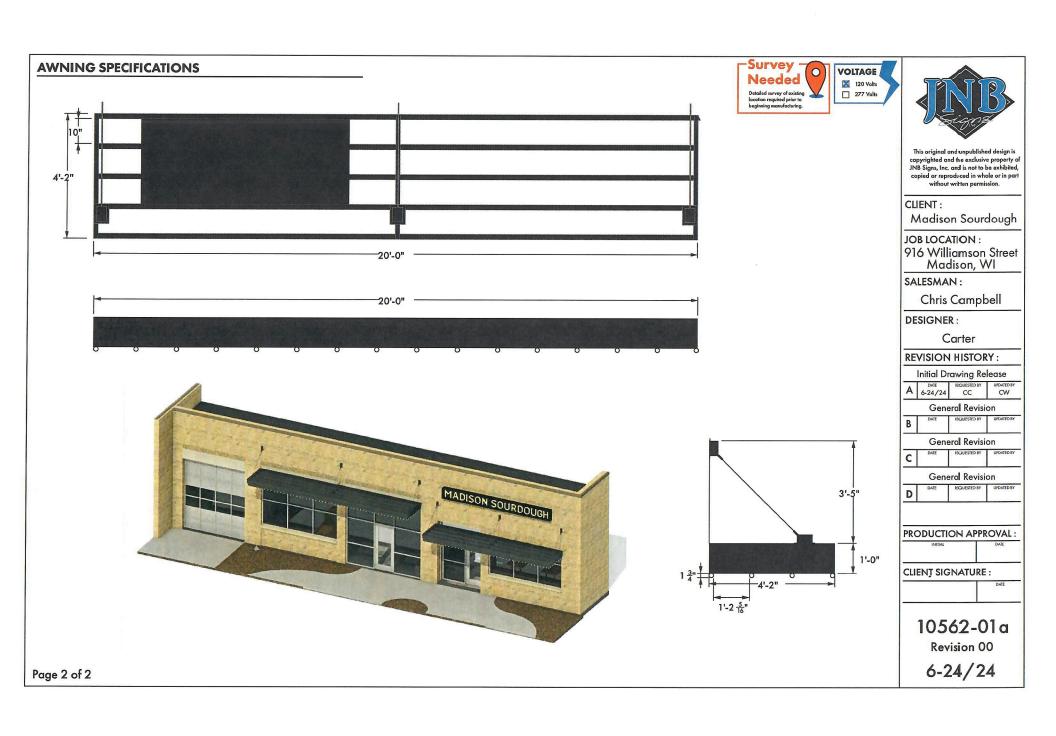
LETTERS: Neon - Single stroke "Warm White" letters,

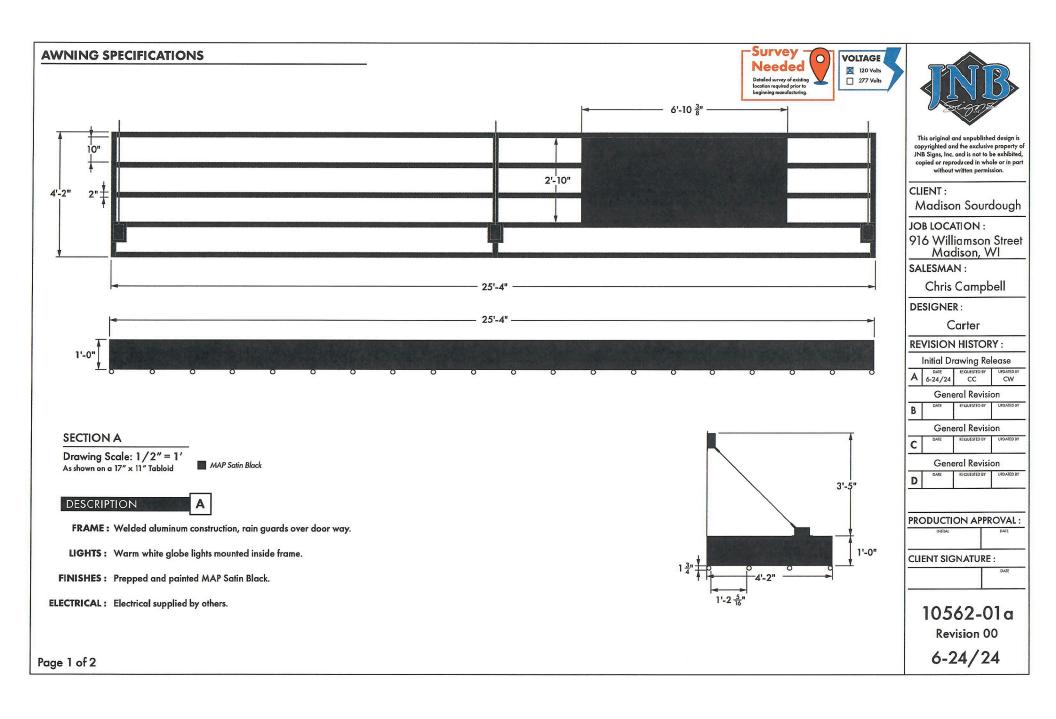
Vinyl - Digitally printed die cut opaque vinyl applied first surface behind neon.

FINISHES: Cabinet finished with MAP Satin Black to match awnings.

ELECTRICAL: Transformer mounted inside of building.









COLORED LED VINTAGE S14 BULB

Add a splash of color to your accent, party, or holiday lighting with these colored LED vintage S14 bulbs.

FEATURES

- Energy efficient replacement for 11W incandescent
- Shatter-resistant plastic lens
- Tinted finished shows off two vertical filaments; frosted finish diffuses the light to help reduce glare
- Standard household medium (E26) base
- Dimmable; see dimmer compatibility sheet for a full list of compatible dimmers

LISTINGS

- UL Listed for wet locations
- FCC
- RoHS
- Rated for use in enclosed fixtures

PERFORMANCE

- CCT: Blue, Green, Red, Pink, Orange, Yellow, Frosted (2700K)
- Rated Lifetime L70: 15,000 hours

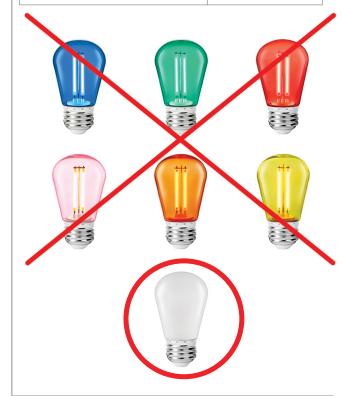
WARRANTY

1 year prorated warranty; see pltsolutions.com for warranty details

APPLICATIONS

- Wall Sconces
- Decorative Fixtures
- Patio String Lights
- Signs and Marquees

project name	type
catalog number	
comments	voltage
approved by	date



RoHS Compliant





	Power Consumption	2 Watt		
	Lumens	120, 180		
PERFORMANCE	Efficacy (LPW)	60, 90		
	CRI	80		
	Beam Angle	330°		
	сст	Blue, Green, Red, Pink, Orange, Yellow, Frosted (2700K)		
	Life (L70)	15000		
ELECTRICAL	Input Voltage	120V		
	Shape	S14		
CONSTRUCTION	Filament Type	Vertical		
CONSTRUCTION	Base	E26		
	Finish	Tinted; Frosted (2700K)		
	Certifications	UL Listed; FCC		
LISTINGS	Material Usage	RoHS – No mercury or lead		
	Environment	Wet Location Rated; Enclosed Fixture Rated		

PERFORMANCE SUMMARY

Item #	Shape	Lumens	Wattage	LPW	Voltage	Replaces	ССТ	CRI	Finish	Life/ Hours	Dimmable
PLTS-12323	S14	25	2	12	120V	11W Incan.	Blue	_	Blue Tint	15,000	Yes
PLTS-12324	S14	175	2	85	120V	11W Incan.	Green	_	Green Tint	15,000	Yes
PLTS-12325	S14	35	2	17	120V	11W Incan.	Red	_	Red Tint	15,000	Yes
PLTS-12326	S14	180	2	90	120V	11W Incan.	Pink	_	Pink Tint	15,000	Yes
PLTS-12327	S14	130	2	65	120V	11W Incan.	Orange	_	Orange Tint	15,000	Yes
PLTS-12328	S14	222	2	110	120V	11W Incan.	Yellow	_	Yellow Tint	15,000	Yes
PLTS-12329	S14	180	2	90	120V	11W Incan.	Frosted (2700K)	80	Frosted	15,000	Yes

DIMENSIONS



DIMENSIONS

Height: 3.27"

Diameter: 1.77"

WARNINGS

 Only use this LED vintage S14 bulb with the dimmers listed in the compatibility list. Using this bulb within compatible dimmers may cause performance issues including humming, buzzing, flickering, and poor dimming performance.