URBAN DESIGN COMMISSION APPLICATION

UDC

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: 929 East Washington Avenue

Title: Archipelago Village

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

UDC meeting date requested: April 10, 2019

- ☒ 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)

Other

- ☐ Please specify

_____

4. Applicant, Agent, and Property Owner Information

Applicant name Curt Brink Company Archipelago Village, LLC

Street address 701 E. Washington, Suite 105 City/State/Zip Madison, WI 53703

Telephone (608) 575-4845 Email curtbrink@hotmail.com

Project contact person Doug Hursh Company Potter Lawson

Street address 749 University Row, Suite 300 City/State/Zip Madison, WI 53705

Telephone (608) 274-2741 Email dough@potterlawson.com

Property owner (if not applicant) Archipelago Village, LLC

Street address P.O. Box 512, 505 N. Carroll Street City/State/Zip Madison, WI 53701

Telephone (608) 255-8633 Email matt.carlson@carlsonblack.com

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 provided below 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. 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 Janine Glaeser on January 4, 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.

Applicant name Curt Brink Relationship to property Developer

Authorized signature of **Property Owner** Curt Brink Date 4 / 2 / 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

URBAN DESIGN COMMISSION APPROVAL PROCESS UDC

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 what 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

UDC

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 a Urban Design District, a summary of <u>how</u> 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 <u>how</u> 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), **<u>plus</u>**:

- ▣ 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 (***<u>Signage applications only</u>***)

- ☐ Locator Map
- ☐ Letter of Intent (a summary of <u>how</u> 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)
- ☐ Graphic of the proposed signage as it relates to what the Ch. 31, MGO would permit

Potter Lawson
Success by Design

April 2, 2019

City of Madison
Urban Design Commission Submittal

Re: **929 East Washington Avenue**
Consideration of proposed façade reconstruction and glazing study

Dear Commission Members and City Staff:

At the Plan Commission meeting on March 25th the development team was instructed to integrate the façade of 924 East Main Street and provide a glare study of the glass facades. The design team is in the process of completing the glare study and will have more information for the April 10th meeting.

924 East Main Street façade reconstruction

The demolition of the 924 building is needed as the existing one-story garage building extends into the footprint of the 5-level parking structure located in the center of the site. The demolition is also needed for excavation, contaminated soil remediation and to provide an area for construction staging. Also, the existing one-story garage building is in the footprint of a future 8 story or higher mixed-use building along East Main Street. The future development will follow the city's master plan for the area and will provide an increase in density, activated streets and provide a higher and better use for this site within the central urban core of the city. The future building on this site will also surround and screen a major portion of the parking structure that is located in the center of the site.

The plan for the 924 East Main façade that is depicted in the attached image, is for the façade to be deconstructed and saved until the future building project at this site is constructed, then the façade can be rebuilt and integrated with the façade of the new building. The images depict that the façade could be a part of an outdoor trellised seating area for a potential ground floor establishment. Building the façade later along with the future building project would allow for excavation for footing and foundations. The final design integration of the façade can be reviewed in the future when the design of the building comes to the city and neighborhood for review. We believe that the old façade will add historical interest and will be a reference for what was existing along Main Street in the past. It also provides a nice building scale element next to the Telephone Garage and Warehouse, which will remain and be renovated in the future.

Glazing Study

The development team is working with a consultant that has experience with glare studies to evaluate the project as was recommended by UDC and Plan Commission. This study is currently under way and is not ready to submit to the city. We plan to have more information for the April 10th UDC meeting with the final report completed for the Plan Commission on the 22nd. We plan to have the consultant available on the 10th to discuss initial thoughts and discuss the plan for the glazing study. We will also have more information to help to compare the reflectivity of the glass as well as how local examples compare.

Thank you for reviewing the proposed development documents. We are excited to present the design for this new mixed-use, urban infill development. Please contact me if you have any questions regarding this submittal.

Sincerely,

Douglas R. Hursh, AIA, LEED AP
Director of Design

924 E Main St - Proposed Future Facade Reinstallation

Archipelago Village - 2016.36.02

April 01, 2019

Potter Lawson

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