# **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



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.

FOR OFFICE USE ONLY:

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

### 1. Project Information

	Address: Title:									
2.	2. Application Type (check all that apply) and Requested Date									
	UDC meeting date requested									
		New development		Alteration to an existing or	ously-approved development					
		Informational		Initial approval		Final approval				
3. Project Type										
		Project in an Urban Design District			Signage					
		Mixed-Use District (UMX), or Mixed-Use Center District (MXC)				Comprehensive Design Review (CDR)				
	_					Signage Variance (i.e. modification of signage height,				
		<ul> <li>Project in the Suburban Employment Center District (SEC), Campus Institutional District (CI), or Employment Campus</li> </ul>				area, and setback)				
		District (EC)			Other					
		Planned Development (PD	)			Please specify				
		General Development Plan (GDP)								
	Specific Implementation Plan (SIP)									
		Planned Multi-Use Site or Residential Building Complex								
4. Applicant, Agent, and Property Owner Information										
	Applicant name				Company					
	Street address					City/State/Zip				
	Telephone				Email					
Street address					City/State/Zip					
Telephone					Email					
Property owner (if not applicant)										
Street address				City/State/Zip						
Telephone					Em	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\*

Both the paper copies and electronic copies <u>must</u> 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 <u>udcapplications@cityofmadison.com</u>. 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 Syld2019
- 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 pro	Relationship to property		
Authorizing signature of property owner	D. Sort (	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

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

### 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:

- <u>Informational Presentation</u>. 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)
- <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**

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.

Providing additional

information beyond these

minimums may generate

from the Commission.

a greater level of feedback

### 1. Informational Presentation

- Locator Map
- □ Letter of Intent (If the project is within an 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.

### 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)
- D PD text and Letter of Intent (if applicable)

### 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)
- D 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

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
- Fully dimensioned plans, scaled at 1"= 40' or larger

\*\* All plans must be legible, including the full-sized landscape and lighting plans (if required)

UDC



May 29th, 2019

City of Madison Urban Design Commission 126 South Hamilton Street Madison, WI 53703

Re: 1 Exact Lane, Madison WI, 53719 Exact Sciences Office Building Site improvements

Dear Commission Members:

Please accept this Letter of Intent, Application and attachments as our formal request for initial and final approval of the various site plan approvals for 1 Exact Lane. The site improvements include in no particular order:

- a. Fitness sports court and associated lighting on an existing patio.
- b. New egress stair and sidewalk as required for patio with new fitness sports court.
- c. New Canopy and bench for existing entrance ramp.
- d. New Dumpster enclosure.
- e. New screen wall to hide trash compactor.
- f. 8 new Accessible parking stalls.
- g. New sidewalk connecting northwest parking lot to front entrance parking lot.
- h. New landscape screen for existing emergency generator.
- i. New concrete Pad for Freight Farm gardening trailer.

### **Project Team**

Owner:

CG Growth LLC 441 Charmany Drive Madison, WI 53719 (608) 210-5176

Architect:

Jody Shaw Potter Lawson, Inc. 749 University Avenue, Suite 300 Madison, Wisconsin 53705 (608) 274-2741 Jodys@Potterlawson.com

**Civil Engineer:** 

Justin Zampardi Vierbicher Associates Inc. 999 Fourier Dr # 201, Madison, WI 53717 (608) 826-0532 jdoy@vierbicher.com Landscape Architect:

Suzanne Vincent Vierbicher Associates Inc. 999 Fourier Dr # 201, Madison, WI 53717 (608) 826-0532 svin@vierbicher.com

Contractor:

Bob Hougard J.H. Findorff & Son 300 S. Bedford St. Madison, WI 53703 (608) 257-5321 bhougard@findorff.com

### The Existing Conditions

The site is located on the northwest side of the existing 1 Exact Lane office building. The existing entrance serves as a main employee entrance and is directly adjacent to the loading dock. These projects provide a more inviting entrance a serve as additional employee amenities to the growing Exact Sciences campus.

### **Project Overview**

Exact Sciences Corporation is a molecular diagnostics company focused on the early detection and prevention of the deadliest forms of cancer. The company has exclusive intellectual property protecting Cologuard, its non-invasive, molecular screening technology for the detection of colorectal cancer.

Exact Sciences has completely renovated the previous Rayovac building on this site and transformed it into the site for their Clinical and Production Labs, supporting their Cologuard product. The existing office building has been renovated to serve as the main office and amenity building for the campus.

These projects address the western employee entrance that is currently serving the 500+ parking lot on the Northwest corner of the campus. This entrance is directly adjacent to the loading dock and will provide much needed improvements to the campus amenities, entry sequence and experience for the Exact employees.

The Freight Farm is a turn-key Container farm that will provide salad greens year-round for the Food service at 1 Exact Lane.

### Working within the Urban Design District Number 2

Grading: These projects do not alter the existing grading to any significant extent.

**Landscape:** There is currently no additional landscaping provided with these improvements. Landscaping is as approved for previous submittals.

**Structures:** The dumpster enclosure in the only structure associated with these projects. The dumpster enclosure is specifically designed to screen the dumpsters and meet the Design District Guidelines.

**Lighting:** Any associated lighting will meet City of Madison Ordinances and the Urban Design District Number 2 guidelines by providing glare free lighting in a minimal and attractive manner.

**Screening:** The landscape screen, dumpster enclosure and compactor screen are specifically designed to hide the mechanical and service functions of the loading side of the building. The dumpster enclosure and the compactor screen are both made of materials that are currently used on the Campus.

## **Requested approval**

With your recommendations and approval, we look forward to providing Exact Sciences with these proposed Site Improvements for the 1 Exact Lane Campus.

Regards,

Jody Shaw, AIA LEED AP Potter Lawson, Inc.



# Site Improvements Exact Sciences - 1 Exact Lane - Madison UDC Submittal June 26, 2019











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# Aerial view of West Employee Entrance





# Aerial view of West Employee Entrance





# Perspective of Entry





# Perspective of Canopy





Perspective of Freight Farm Container





Example Container

# FREIGHT FARM SAMPLE IMAGES



