

# 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 \_\_\_\_\_

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

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

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

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

2/17/21  
12:07 p.m. RECEIVED

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

February 17, 2021

City of Madison  
Madison Municipal Building, Suite 017  
Attn. Janine Glaeser, Urban Design Commission Secretary  
215 Martin Luther King Jr. Blvd.  
P.O. Box 2985  
Madison, WI 53701-2985  
*Email Address: UDCapplications@cityofmadison.com*

RE: Letter of Intent – UDC Informational Presentation  
New First and East Washington Mixed-Use Development  
1858 East Washington Avenue, Madison, WI 53704

Dear Ms. Glaeser,

The following is submitted for review by City Staff and the Urban Design Commission, for consideration of approval.

**PROJECT TEAM:**

Owner: Washington Plaza Capital, LLC C/O: Galway Companies, Inc., 800 West Broadway - Suite 400, Monona, WI 53713

Architect: JLA Architects + Planners, 800 West Broadway - Suite 200, Monona, WI 53713

**PROJECT OVERVIEW:**

Galway Companies is proposing a multi-family/commercial mixed-use project, to be located at the corner of First and East Washington Avenue where Washington Plaza shopping center is currently located. The project as proposed would have approximately 344 residences with 15,000sf of commercial/retail space that would include restaurants and/or retailers that embrace and support the neighborhood and public market. Galway Companies is a long-term holder and intends to build and retain ownership of this property for the long term. As such, an incredible amount of thought/design has been placed into ensuring the project is sustainable, respectful to its surroundings, and environmentally conscious. We intend on promoting the use of carbon free transportation (bicycles) as much as possible with the project as well as encourage the use of public transit. (BRT) In addition, we intend on offering numerous electrical car charging stations within the project with the ability to expand over time as we see demand increase. The project as proposed is seven stories although the building steps back after five stories along First Street and East Washington Avenue. In addition, walk up townhomes are being designed along First Street to scale the building down appropriately to the neighborhoods to the east

Specific building areas and other pertinent information is provided in the attached drawings.

#### SITE:

The project is located on a 3.4-acre site at 1858 E. Washington Avenue and 1890 E. Washington Avenue, in the 12th Aldermanic District within the confines of the Emerson East Ken Park Yahara Neighborhood and East Washington Capitol Gateway Corridor. It is currently zoned Commercial Corridor – Transitional District (CC-T) and resides in Urban Design District No. 8 on Block No. 9

The project is intended to be a key implementation mechanism to further the four core development principles set out in the adopted East Washington Avenue Capitol Gateway Corridor Plan. These principles are 1) to protect the iconic view of the Capitol, 2) to respect and strengthen the existing neighborhood, 3) to establish a transit-oriented employment corridor, and 4) to create a vibrant boulevard along East Washington Avenue.

A summary of how the development proposal addresses the district criteria is as follows:

- Building Height: 7 Stories / 85' tall.
- Building Location and Orientation: Building footprint is maximized with perimeter access.
- Building setback and stepback: Per UDD 8, Block 9, Building setbacks are 15' on East and West streets and 5'-10' on North and South. Building is to step back above 5 floors on First Street and on East Washington Ave.
- Parking and Service Areas: There are a total of 52 surface parking spaces and 323 covered spaces for 344 dwelling units and 15,000 sf of commercial space.
- Landscaping and Open Space: Two green roof areas are provided as well as well landscaped perimeter.
- Building Massing and Articulation: The building has been designed to maximize efficiency and quality of views from the dwelling units with the orientation of the green roofs facing Burr Jones Park and downtown. Commercial spaces will front East Washington and walk-up units are designed to transition scale along 1<sup>st</sup> Street.
- Materials and Colors: Material palette is very simple with brick and black metal panels and black fiber cement panels.
- Windows and Entrances: Windows are intended to be black in color and have an industrial quality. Entrances will be provided to the commercial from both the parking area as well as the East Washington Street scape. Commercial users will be encouraged to prominently display seating, merchandise and/or offices along E. Washington Avenue to activate the corridor and promote vibrancy at the street level. The developer will be providing patios along the E. Washington Avenue corridor for patio seating along the street scape. As can be seen from the imagery the E. Washington Avenue street scape is heavily landscaped with planter boxes and urban green spaces. The residential entrance lobby will face Burr Jones Park along the drive aisle that is located on the west side of the property
- Signage: A traditional signage band is provided above the ground floor windows. The developer will require high quality signs that allow tenants to promote their business but ensure the signs have uniformity in sign type. Landlord intends to allow Tenants to have their own colors and font with channel lit letter (LED only) signs but require consistency in returns, trims and mounting.

There are currently two one-story structures on site that will be demolished prior to construction, which houses retail as well as a car repair facility on the corner. The remainder of the site is predominantly asphalt parking lot with landscape islands. Photographs of the existing buildings are attached (Exhibit A).

#### NEIGHBORHOOD INPUT:

The project is located in the Emerson East Ken Park Yahara neighborhood. The Alder was notified in writing of this project (See attached copy). A neighborhood meeting is scheduled for March 4, 2021. We will continue to meet on an as-needed basis as the final details of the project are worked through.

#### ARCHITECTURE:

The building is designed with a contemporary aesthetic - meant to relate to the unique urban / industrial / residential aspects of the area. It will be built with a very high-quality exterior, primarily consisting of masonry and metal panel. Six floors of residential units are situated in a loose E-shape above at-grade commercial space fronting East Washington Avenue, Residential Lobby and Amenity space facing the park, and walk-up units facing 1<sup>st</sup> Street. These programmatic spaces veil the internal parking. Green roof courtyards bring together the negative space the middle of the "E." Upper-level parking is accessed from east and west entry points off First Street and the new private road along the railroad corridor. The lower-level parking is accessed from the north side closest to the MMSD building.

#### REFUSE & RECYCLING:

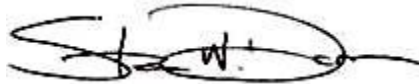
Garbage and recycling containers serving the building will be located in an enclosed room adjacent to the south west parking entrance. Residential refuse chutes are located at the north corner of the building and will be collected from the lower-level parking. A private collection service will be utilized at a frequency appropriate for required volume.

#### PROJECT SCHEDULE:

February 11, 2021: Pre-Application Review Meeting  
February 11, 2021: Notification to the District Alder  
March 4, 2021: Neighborhood Meeting  
March 10, 2021: Urban Design Commission - Informational Presentation  
March 31, 2021: Submittal Deadline  
May 26, 2021: Urban Design Commission - Initial and Final Approval  
June 7, 2021: Plan Commission  
June 15, 2021: Common Council  
September 2021: Start Demolition/Construction  
Spring 2023: Certificate of Occupancy

Please feel free to contact me if additional information is needed.

Sincerely,  
Steve Doran



Galway Companies, Inc.  
on behalf of Washington Plaza Capital, LLC

Cc: Janine Glaeser  
Email Address: [jglaeser@cityofmadison.com](mailto:jglaeser@cityofmadison.com)



EXHIBIT A













NOTE:  
ALL SITE INFORMATION CONTAINED IN THIS CONCEPTUAL SITE PLAN - INCLUDING PROPERTY BOUNDARIES, WETLANDS, FLOOD PLANES, EASEMENTS, ETC. - HAVE BEEN ACQUIRED THROUGH PUBLICLY AVAILABLE INFORMATION. JLA ARCHITECTS DOES NOT GUARANTEE THE ACCURACY OR COMPLETENESS OF THIS INFORMATION. AS THE PROJECT PROGRESSES, OWNER SHALL OBTAIN A CURRENT, COMPLETE, AND ACCURATE SITE SURVEY.



**JLA**  
ARCHITECTS

EAST WASH & 1ST STREET

PROPOSED PROJECT LOCATION MAP & PRELIMINARY SITE PLAN

FEBRUARY 17, 2021  
1"=40' @ 11x17



BUILDING DATA											
FLOOR	UNITS							COMMERCIAL	PARKING PROVIDED		
	STUDIO	1BR	1BR+	2BR	TH	TOTAL	BR'S		COVERED	SURFACE	RATIOS
7	13	26	1	11		51	71				
6	13	26	1	13		53	75				
5	15	29	3	14		61	75				
4	15	29	3	14		61	75				
3	15	29	3	14		61	75				73'
2	12	24	3	12		51	58				
1					6	6	12	13,000 GSF	143	52	
B									180		
T.	83	163	14	78	6	344	429		323	52	
	24%	47%	4%	23%	2%				375 TOTAL	.9/ UNIT	

WOOD FRAME  
TYPE 3A

CONCRETE  
TYPE 1B

944' APPROX. MAX HEIGHT FOR TYPE 3 WOOD (85' ABOVE AGP)

933'

922'

911'

900'

889'

878' – 16' MIN. CLEAR FOR SEMI DELIVERY (–2')

860' – 858' APPROX. AVG GRADE PLANE

850'

310 CARS

5 PER 1,000 = 

65 CARS

375 CARS

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## EAST WASH & 1ST STREET

### EXTERIOR PERSPECTIVES

FEBRUARY 17, 2021  
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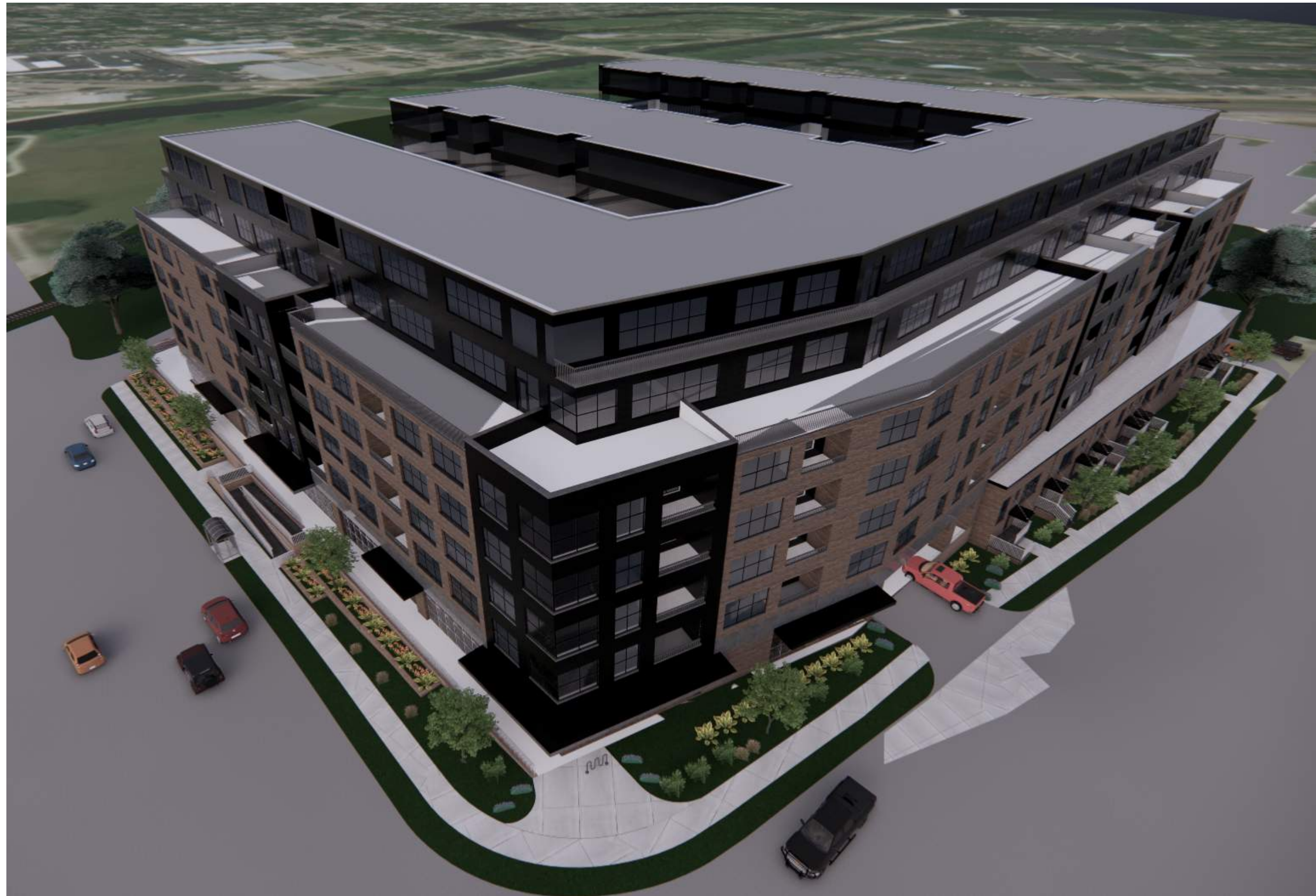
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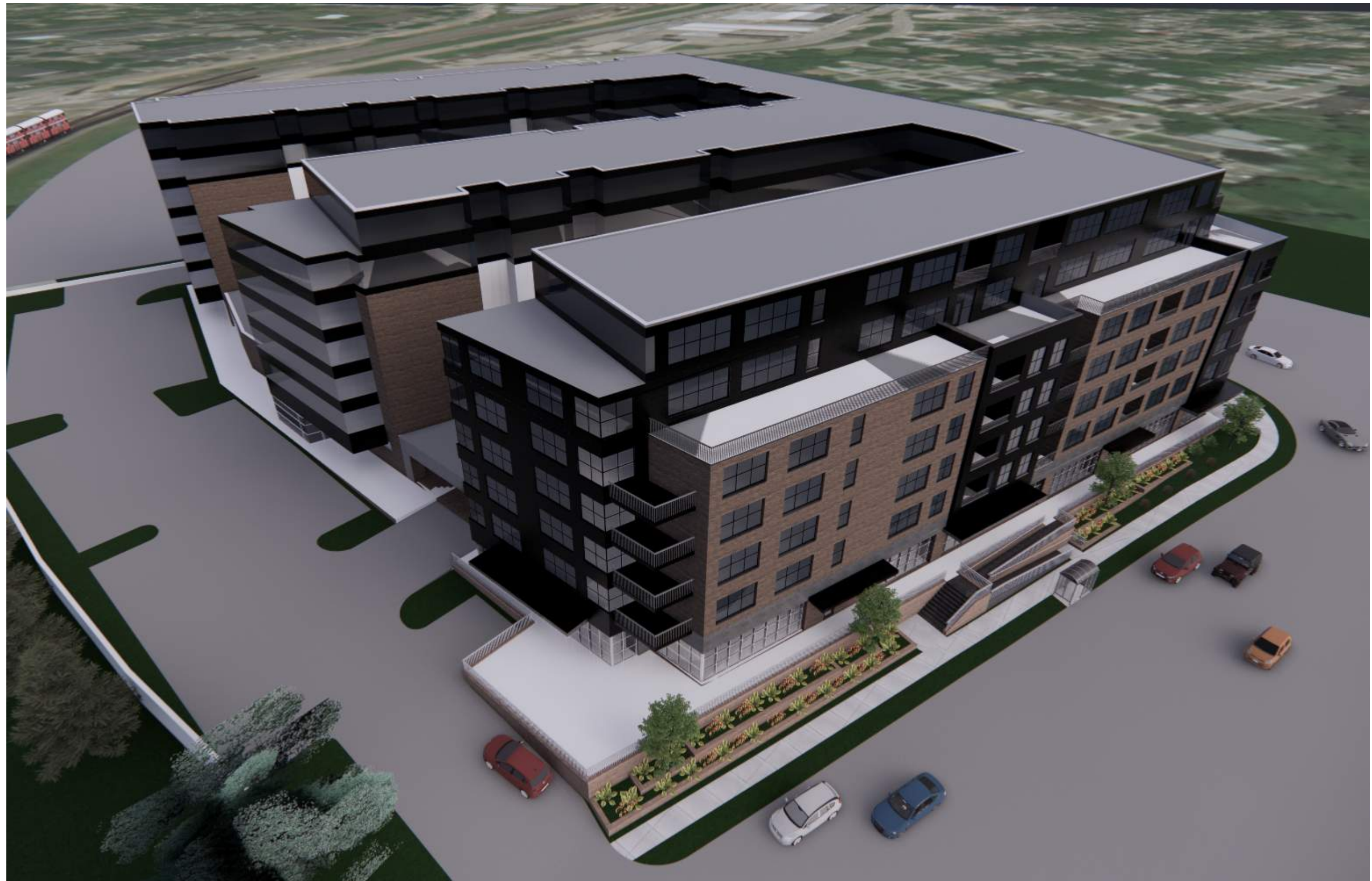
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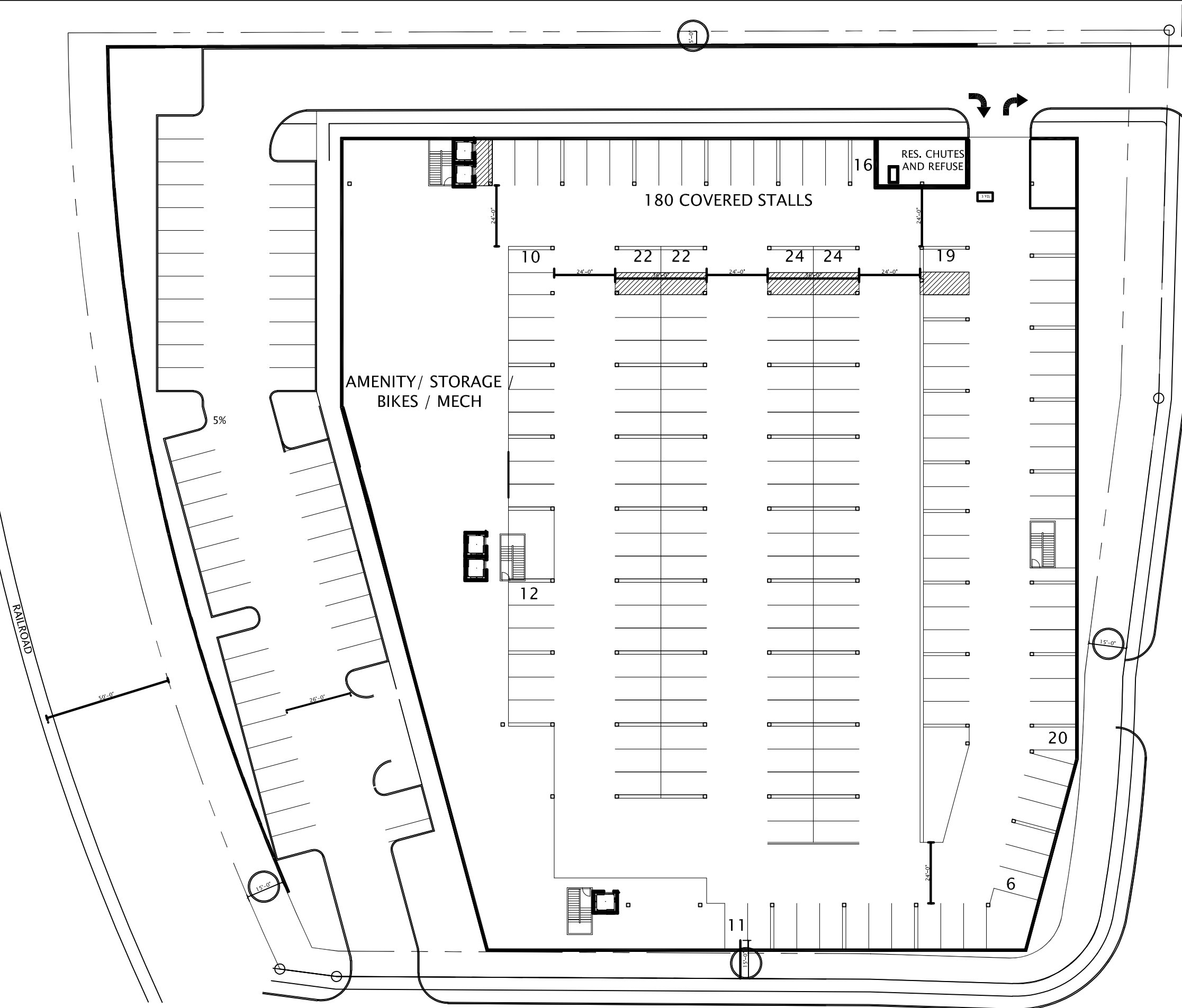
FEBRUARY 17, 2021  
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## EAST WASH & 1ST STREET

### CONCEPTUAL MASTERPLAN - LOWER LEVEL PLAN - ELEVATION 850' ASL



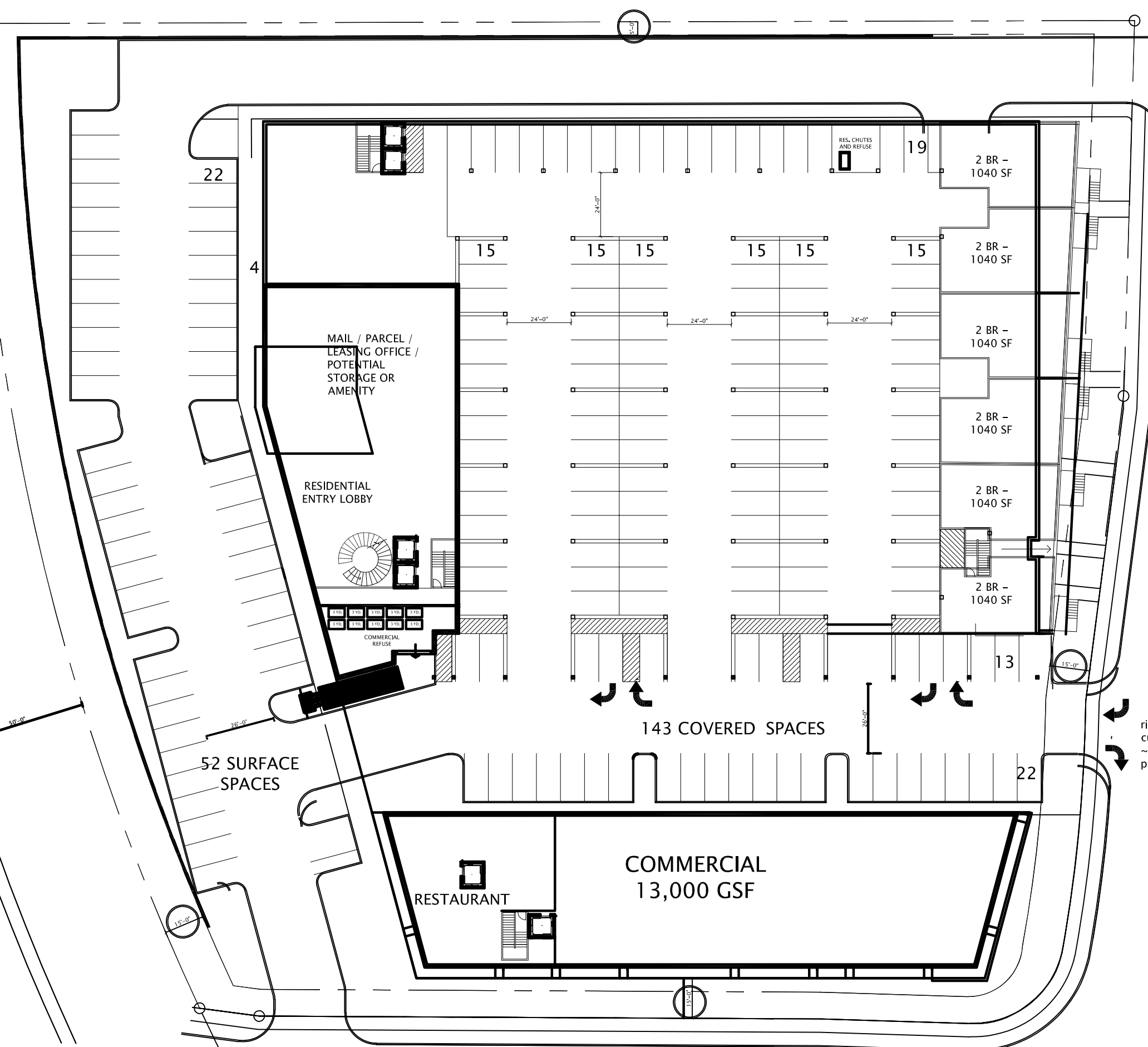
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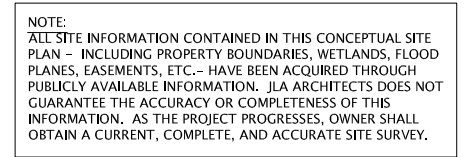
RAILROAD

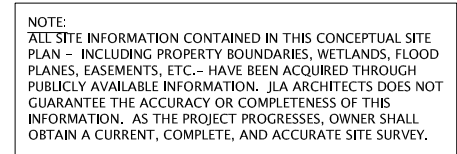


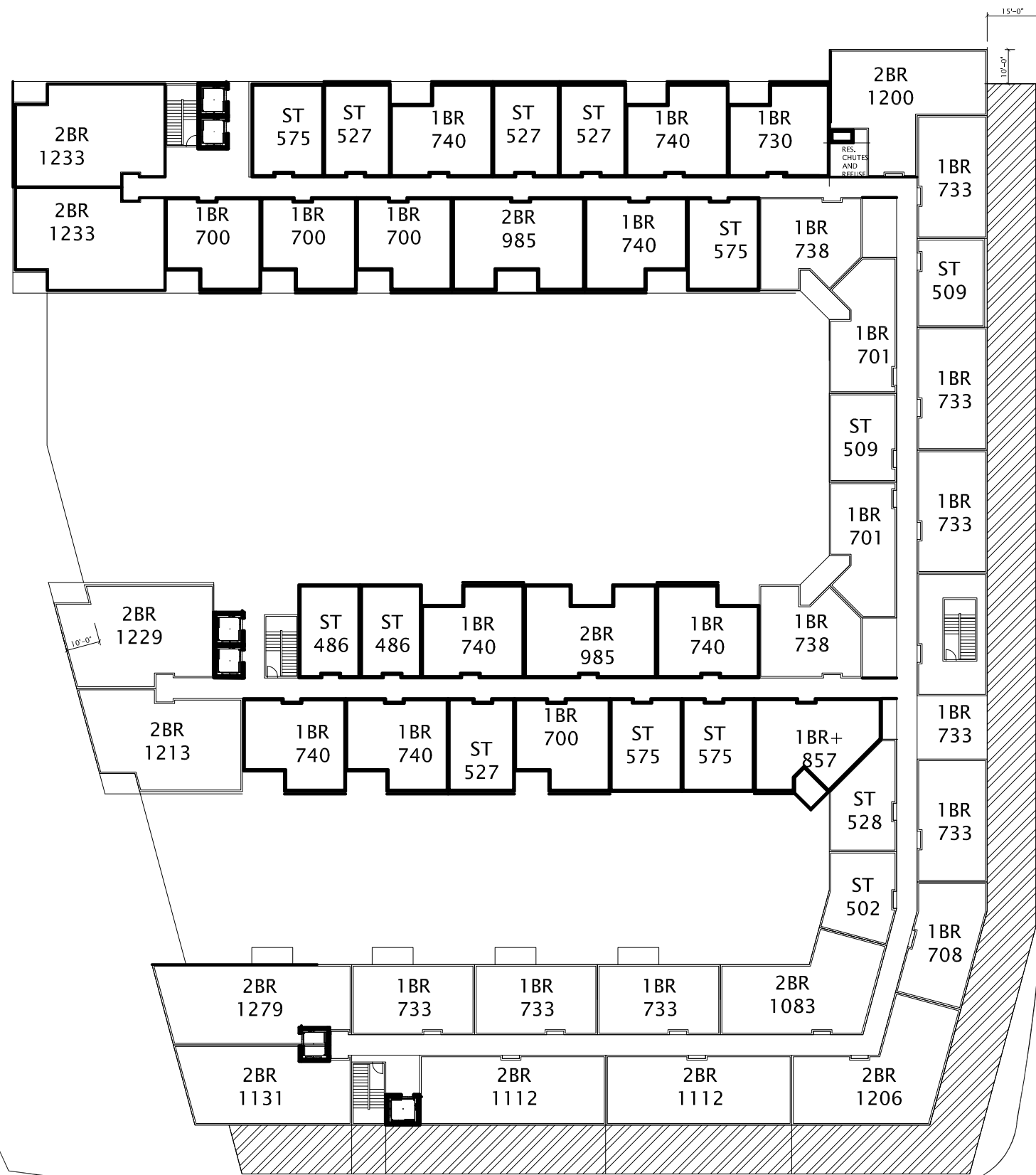
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# EAST WASH & 1ST STREET CONCEPTUAL MASTERPLAN - FLOOR 6

NOTE:  
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