

LAND USE APPLICATION - INSTRUCTIONS & FORM

LND-A

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 _____

Original Submittal Revised Submittal

Parcel # _____

Aldermanic District _____

Zoning District _____

Special Requirements _____

Review required by _____

UDC PC

Common Council Other _____

Reviewed By _____

8/31/21
2:44 p.m.

RECEIVED

All Land Use Applications must be filed with the Zoning Office. Please see the revised submittal instructions on Page 1 of this document.

This completed form is required for all applications for Plan Commission review except subdivisions or land divisions, which should be filed using the [Subdivision Application](#).

APPLICATION FORM

1. Project Information

Address (list all addresses on the project site): 1501 Monroe St. Madison, WI 53711

Title: 1501 Monroe St. Reuse

2. This is an application for (check all that apply)

- Zoning Map Amendment (Rezoning) from _____ to _____
- Major Amendment to an Approved Planned Development - General Development Plan (PD-GDP)
- Major Amendment to an Approved Planned Development - Specific Implementation Plan (PD-SIP)
- Review of Alteration to Planned Development (PD) (by Plan Commission)
- Conditional Use or Major Alteration to an Approved Conditional Use
- Demolition Permit Other requests _____

3. Applicant, Agent, and Property Owner Information

Applicant name Dan Seeley **Company** Steve Brown Apartments

Street address 120 W. Gorham St. **City/State/Zip** Madison WI 53703

Telephone 608-255-7100 **Email** dseeley@stevebrownapts.com

Project contact person Dan Seeley **Company** Steve Brown Apartments

Street address 120 W. Gorham St. **City/State/Zip** Madison WI 53703

Telephone 608-255-7100 **Email** dseeley@stevebrownapts.com

Property owner (if not applicant) Mike Erickson/Red Hospitality, LLC

Street address 1501 Monroe St. **City/State/Zip** Madison, WI 53711

Telephone 415-425-3812 **Email** merickson1@yahoo.com

4. Required Submittal Materials

Pursuant to Section 28.181(4), MGO, no application is complete unless all required information is included and all application fees have been paid. **The Zoning Administrator may reject an incomplete application.** Use this checklist to prepare a complete Land Use Application. Make sure to review the *Submittal Requirements for PDFs* (listed on Pages 3 and 4). Note: Not all development plan materials listed below are required for all applications. Submittal materials are as determined by staff. Those application types which have specific additional submittal requirements, as noted below, are outlined in [Land Use Application Form LND-B](#).

Req.	Required Submittal Information	Contents	✓																																				
<input checked="" type="checkbox"/>	Filing Fee (\$ 600.00)	Refer to the Fee Schedule on Page 8 and the Revised Fee Submittal Instructions on Page 1.																																					
<input checked="" type="checkbox"/>	Digital (PDF) Copies of all Submitted Materials noted below	Digital (PDF) copies of all items are required. All PDFs must comply with the <i>Submittal Requirements for PDFs</i> (listed on Pages 3 and 4) and follow the revised submittal procedures outlined on Page 1.																																					
<input checked="" type="checkbox"/>	Land Use Application	Forms must include the property owner's authorization																																					
	Legal Description (For Zoning Map Amendments only)	Legal description of the property, complete with the proposed zoning districts and project site area in square feet and acres.																																					
<input checked="" type="checkbox"/>	Pre-Application Notification	Proof of written 30-day notification to alder, neighborhood association, and business associations. In addition, Demolitions require posting notice of the requested demolition to the City's Demolition Listserv at least 30 days prior to submitting an application. For more information, see Page 1 of this document.																																					
<input checked="" type="checkbox"/>	Letter of Intent (LOI)	Narrative description of the proposal in detail, including, but not limited to, the existing site conditions, project schedule, phasing plan, proposed uses, hours of operation, number of employees, gross square footage, number of units and bedrooms, public subsidy requested, project team, etc.																																					
	Development Plans	For a detailed list of the content requirements for each of these plan sheets, see Land Use Application Form LND-B																																					
	<table border="1"> <thead> <tr> <th>Req.</th> <th></th> <th>✓</th> <th>Req.</th> <th></th> <th>✓</th> <th>Req.</th> <th></th> <th>✓</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td>Site Plan</td> <td></td> <td></td> <td>Utility Plan</td> <td></td> <td><input checked="" type="checkbox"/></td> <td>Roof and Floor Plans</td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>Survey or site plan of existing conditions</td> <td></td> <td><input checked="" type="checkbox"/></td> <td>Landscape Plan and Landscape Worksheet</td> <td></td> <td></td> <td>Fire Access Plan and Fire Access Worksheet</td> <td></td> </tr> <tr> <td></td> <td>Grading Plan</td> <td></td> <td><input checked="" type="checkbox"/></td> <td>Building Elevations</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Req.		✓	Req.		✓	Req.		✓	<input checked="" type="checkbox"/>	Site Plan			Utility Plan		<input checked="" type="checkbox"/>	Roof and Floor Plans		<input checked="" type="checkbox"/>	Survey or site plan of existing conditions		<input checked="" type="checkbox"/>	Landscape Plan and Landscape Worksheet			Fire Access Plan and Fire Access Worksheet			Grading Plan		<input checked="" type="checkbox"/>	Building Elevations						
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	Grading Plan		<input checked="" type="checkbox"/>	Building Elevations																																			
	Supplemental Requirements (Based on Application Type)	<p>Additional materials are required for the following application types noted below. See Land Use Application Form LND-B for a detailed list of the submittal requirements for these application types.</p> <ul style="list-style-type: none"> <input type="checkbox"/> The following Conditional Use Applications: <ul style="list-style-type: none"> <input type="checkbox"/> Lakefront Developments <input type="checkbox"/> Outdoor Eating Areas <input type="checkbox"/> Development Adjacent to Public Parks <input type="checkbox"/> Modifications to Parking Requirements (i.e. Parking Reductions or Exceeding the Maximum) <input type="checkbox"/> Demolition Permits <input type="checkbox"/> Zoning Map Amendments (i.e. Rezoning) <input type="checkbox"/> Planned Development General Development Plans (GDPs) / Planned Development Specific Implementation Plans (SIPs) <input type="checkbox"/> Development within Downtown Core (DC) and Urban Mixed-Use (UMX) Zoning Districts 																																					

APPLICATION FORM (CONTINUED)

5. Project Description

Provide a brief description of the project and all proposed uses of the site:

Conversion of existing hotel to a mixed-use building containing ground floor commercial exceeding 51% of frontage and 50 apartment units. As the site will no longer be used as a hotel, the existing restrictive covenants recorded as part of the original approvals will need to be terminated.

Proposed Square-Footages by Type:

Overall (gross): 56,345 Commercial (net): 2,986 Office (net): _____
 Industrial (net): _____ Institutional (net): _____

Proposed Dwelling Units by Type (if proposing more than 8 units):

Efficiency: 42 1-Bedroom: 5 2-Bedroom: 3 3-Bedroom: _____ 4+ Bedroom: _____
 Density (dwelling units per acre): 113 Lot Size (in square feet & acres): 19,515sqft (.44 acres)

Proposed On-Site Automobile Parking Stalls by Type (if applicable):

Surface Stalls: 10 Under-Building/Structured: 49

Proposed On-Site Bicycle Parking Stalls by Type (if applicable):

Indoor: 57 Outdoor: 18

Scheduled Start Date: Winter '21 Planned Completion Date: Spring '22

6. Applicant Declarations

- Pre-application meeting with staff.** Prior to preparation of this application, the applicant is strongly encouraged to discuss the proposed development and review process with Zoning and Planning Division staff. Note staff persons and date.

Planning staff Tim Parks Date 8/11/21

Zoning staff Matt Tucker & Jacob Moskowitz Date 8/11/21

- Posted notice of the proposed demolition on the [City's Demolition Listserv](#) (if applicable).**

- Public subsidy is being requested (indicate in letter of intent)**

- Pre-application notification:** The zoning code requires that the applicant notify the district alder and all applicable neighborhood and business associations **in writing no later than 30 days prior to FILING this request.** Evidence of the pre-application notification or any correspondence granting a waiver is required. List the alderperson, neighborhood association(s), business association(s), AND the dates notices were sent.

District Alder Alder Tag Evers Date 7/29/21 via phone, 7/30/21 via email

Neighborhood Association(s) Vilas Neighborhood Association, Sarah Bahauddin Date 7/29/21 via phone, 7/30/21 via email

Business Association(s) Monroe St. Business Association, Carol Schroeder Date 7/29/21 via phone, 7/30/21 via email

The applicant attests that this form is accurately completed and all required materials are submitted:

Name of applicant Dan Seeley Relationship to property Buyer

Authorizing signature of property owner  Date 8/30/21