

**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



**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](#).

**FOR OFFICE USE ONLY:**

Paid \_\_\_\_\_ Receipt # \_\_\_\_\_

Date received \_\_\_\_\_

Received by \_\_\_\_\_

 Original Submittal       Revised Submittal

Parcel # \_\_\_\_\_

Aldermanic District \_\_\_\_\_

11/1/21

11:43 a.m.

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

Special Requirements \_\_\_\_\_

Review required by \_\_\_\_\_

 UDC       PC

 Common Council       Other \_\_\_\_\_

Reviewed By \_\_\_\_\_

**RECEIVED****APPLICATION FORM****1. Project Information**Address (list all addresses on the project site): 504-524 W Johnson Street, 308-312 Bassett Street, and 505-527 Conklin PlaceTitle: Verve - Madison**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)
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- Conditional Use or Major Alteration to an Approved Conditional Use
- Demolition Permit       Other requests \_\_\_\_\_

**3. Applicant, Agent, and Property Owner Information**

**Applicant name** Mitch Korte, Development Manager      **Company** Subtext Development  
**Street address** 3000 Locust Street      **City/State/Zip** St. Louis, MO 63103  
**Telephone** 314-805-1961      **Email** mkorte@subtextlvng.com

**Project contact person** Jessica Vaughn, AICP      **Company** JSD Professional Services, Inc.  
**Street address** 161 Horizon Drive, Suite 101      **City/State/Zip** Verona, WI 53593  
**Telephone** 608-848-5060      **Email** jessica.vaughn@jsdinc.com

**Property owner (if not applicant)** Arthur Luetke  
**Street address** 1741 Commercial Avenue      **City/State/Zip** Madison, WI 53704  
**Telephone** 608-240-8840      **Email** luetkerlty@aol.com

# LAND USE APPLICATION - INSTRUCTIONS & FORM

# LND-A

## 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	✓																																				
	Filing Fee (\$ )	Refer to the Fee Schedule on Page 8 and the Revised Fee Submittal Instructions on Page 1.																																					
	Digital (PDF) Copies of all Submitted Materials noted below	Digital (PDF) copies of all items are required. All PDFs <b>must comply</b> with the <i>Submittal Requirements for PDFs</i> (listed on Pages 3 and 4) and follow the revised submittal procedures outlined on Page 1.																																					
	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.																																					
	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 <a href="#">City's Demolition Listserv</a> at least 30 days prior to submitting an application. For more information, see Page 1 of this document.																																					
	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 <a href="#">Land Use Application Form LND-B</a>																																					
	<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></td> <td>Site Plan</td> <td></td> <td></td> <td>Utility Plan</td> <td></td> <td></td> <td>Roof and Floor Plans</td> <td></td> </tr> <tr> <td></td> <td>Survey or site plan of existing conditions</td> <td></td> <td></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></td> <td>Building Elevations</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Req.		✓	Req.		✓	Req.		✓		Site Plan			Utility Plan			Roof and Floor Plans			Survey or site plan of existing conditions			Landscape Plan and Landscape Worksheet			Fire Access Plan and Fire Access Worksheet			Grading Plan			Building Elevations						
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	Supplemental Requirements (Based on Application Type)	<p>Additional materials are required for the following application types noted below. See <a href="#">Land Use Application Form LND-B</a> for a detailed list of the submittal requirements for these application types.</p> <p><input type="checkbox"/> The following Conditional Use Applications:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Lakefront Developments</li> <li><input type="checkbox"/> Outdoor Eating Areas</li> <li><input type="checkbox"/> Development Adjacent to Public Parks</li> </ul> <p><input type="checkbox"/> Modifications to Parking Requirements (i.e. Parking Reductions or Exceeding the Maximum)</p> <p><input type="checkbox"/> Demolition Permits</p> <p><input type="checkbox"/> Zoning Map Amendments (i.e. Rezoning)</p> <p><input type="checkbox"/> Planned Development General Development Plans (GDPs) / Planned Development Specific Implementation Plans (SIPs)</p> <p><input type="checkbox"/> Development within Downtown Core (DC) and Urban Mixed-Use (UMX) Zoning Districts</p>																																					

**LAND USE APPLICATION - INSTRUCTIONS & FORM****LND-A****APPLICATION FORM (CONTINUED)****5. Project Description**

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

See attached Letter of Intent for proposed development summary, including below information.

Generally, the development proposal includes the redevelopment of eight parcels generally located at the northwest corner of W Johnson and N Bassett streets with one, 12-story multi-family residential building comprised of 144 units. The project site is zoned UMX. This Land Use Application request includes Demolition Permit, Conditional Use, Urban Design Commission Initial/Final.

**Proposed Square-Footages by Type:**

Overall (gross): 278,581 SF Commercial (net): \_\_\_\_\_ Office (net): \_\_\_\_\_  
Industrial (net): \_\_\_\_\_ Institutional (net): \_\_\_\_\_

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

Efficiency: \_\_\_\_\_ 1-Bedroom: 1 2-Bedroom: 27 3-Bedroom: 21 4+ Bedroom: 95

Density (dwelling units per acre): 221 du/acre Lot Size (in square feet & acres): 28,515 SF / 0.65 acres

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

Surface Stalls: \_\_\_\_\_ Under-Building/Structured: 110

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

Indoor: 270 Outdoor: 28

Scheduled Start Date: Fall 2022 Planned Completion Date: Fall 2023

**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 Kevin Firchow Date August 5, 2021

Zoning staff Jenny Kirchgatter Date August 5, 2021

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

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- 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 Mike Verveer Date August 27, 2021

Neighborhood Association(s) CANA Date August 27, 2021

Business Association(s) \_\_\_\_\_ Date \_\_\_\_\_

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

Name of applicant Mitch Korte, Development Manager Relationship to property \_\_\_\_\_

Authorizing signature of property owner Arthur Wette Date 10/27/2021  
DocuSigned by: 562ECCFBE43D439...



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**Project contact person** Jessica Vaughn, AICP      **Company** JSD Professional Services, Inc.  
**Street address** 161 Horizon Drive, Suite 101      **City/State/Zip** Verona, WI 53593  
**Telephone** 608-848-5060      **Email** jessica.vaughn@jsdinc.com

**Property owner (if not applicant)** SOS CONKLIN LLC; 520 WEST JOHNSON LLC; NORTH BASSETT LLC  
**Street address** 505 University Avenue      **City/State/Zip** Madison, WI 53703  
**Telephone** 608-256-7368      **Email** mblazek@oroszproperties.com



**APPLICATION FORM (CONTINUED)**

**5. Project Description**

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

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**Property owner (if not applicant)** Lulu Zhang  
**Street address** 2515 Carmelita Avenue      **City/State/Zip** Belmont, CA 94002  
**Telephone** \_\_\_\_\_      **Email** zhanglulu1@gmail.com

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Authorizing signature of property owner Lulu Zhang  Date 10/25/2021