

LAND USE APPLICATION

LND-B

City of Madison
Planning Division
126 S. Hamilton St.
P.O. Box 2985
Madison, WI 53701-2985
(608) 266-4635



All Land Use Application must be file with the Zoning Offi at the above address.

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 found on the City's web site.

FOR OFFICE USE ONLY:

Paid _____ Receipt # _____
Date received _____
Received by _____
Parcel # _____
Aldermanic district _____
Zoning district _____
Special requirements _____
Review required by _____
☐ UDC ☐ PC
☐ Common Council ☐ Other _____
Reviewed By _____

1. Project Information

Address: 26 N. Baldwin St. Madison, WI 53703
Title: 26 N. Baldwin Detached Accessory Dwelling Unit Request

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

- ☐ Zoning Map Amendment (rezoning) from _____ to _____
- ☐ Major Amendment to an Approved Planned Development-General Development Plan (PD-GDP) Zoning
- ☐ 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 Richard & Bethany Radloff **Company** N/A
Street address 258 Division St. #1 **City/State/Zip** Madison, WI 53704
Telephone Bethany: 715-432-5705 Richard: 608-630-1360 **Email** Radloffrents@gmail.com

Project contact person Chris Cook **Company** Chris Cook Homes
Street address 1235 Hanover Trail **City/State/Zip** Waunakee, WI 53597
Telephone 608-577-1945 **Email** Chris@chriscookhomes.com

Property owner (if not applicant) _____
Street address _____ **City/State/Zip** _____
Telephone _____ **Email** _____

4. Project Description

Provide a brief description of the project and all proposed uses of the site: 28x26 garage at rear of property with 17x26 accessory dwelling unit living space above

Scheduled start date As soon as regulatory approvals are granted Planned completion date August 2018

5. Required Submittal Materials

Refer to the Land Use Application Checklist for detailed submittal requirements.

- | | | |
|--|---|--|
| ☒ Filing fee | ☒ Pre-application notification | ☒ Land Use Application Checklist (LND-C) |
| ☒ Land Use Application | ☒ Vicinity map | ☐ Supplemental Requirements |
| ☒ Letter of intent | ☒ Survey or existing conditions site plan | ☒ Electronic Submittal* |
| ☐ Legal description | ☒ Development plans | |

**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 udapplications@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.*

For concurrent UDC application a separate pre-application meeting with the UDC Secretary is required prior to submittal. Following the pre-application meeting, a complete UDC Application form and all other submittal requirements must be submitted to the UDC Secretary. An electronic submittal, as noted above, is required. Electronic submittals should be compiled on a CD or flash drive, or sent via email to udapplications@cityofmadison.com.

6. Applicant Declaration

- ☒ **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 Colin Punt Date 12/12/17
 Zoning staff Matt Tucker & Jacob Moskowitz Date 12/12/17

- ☐ **Demolition Listserv**
- ☐ 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 any nearby neighborhood and business associations **in writing** no later than **30 days prior to FILING this request**. List the alderperson, neighborhood association(s), business association(s), AND the dates you sent the notices:

Alderperson: Ledell Zellers, District 2 Emailed 12/11/17; Tenney Lapham Neighborhood Association: Patty Prime, Mark Bennett & Patrick Heck, Emailed 12/11/17; Central East Business Association: Nate Mathis-Vargas & Jim Wright, Emailed 12/11/17

The alderperson and the Director of Planning & Community & Economic Development may reduce the 30-day requirement or waive the pre-application notification requirement altogether. Evidence of the pre-application notification is required as part of the application materials. A copy of the notification letters or any correspondence granting a waiver is required as part of the application materials.

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

Name of applicant Richard & Bethany Radloff Relationship to property Owners

Authorizing signature of property owner Bethany Radloff Date 12/12/17