

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:

Date Received 2/24/25 11:40 a.m. Initial Submittal

_____ Paid Revised Submittal

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](#). If your project requires both Land Use and Urban Design Commission (UDC) submittals, a completed [UDC Application](#) and accompanying submittal materials are also required to be submitted.

If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call the Planning Division at (608) 266-4635.

Si necesita interprete, traductor, materiales en diferentes formatos, u otro tipo de ayuda para acceder a estos formularios, por favor llame al (608) 266-4635.

Yog tias koj xav tau ib tug neeg txhais lus, tus neeg txhais ntawv, los sis xav tau cov ntaub ntawv ua lwm hom ntawv los sis lwm cov kev pab kom paub txog cov lus qhia no, thov hu rau Koog Npaj (Planning Division) (608) 266-4635.

APPLICATION FORM

1. Project Information

Address (list all addresses on the project site):

Title: _____

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 _____ Company _____

Street address _____ City/State/Zip _____

Telephone _____ Email _____

Project contact person _____ Company _____

Street address _____ City/State/Zip _____

Telephone _____ Email _____

Property owner (if not applicant) _____

Street address _____ City/State/Zip _____

Telephone _____ Email _____

APPLICATION FORM (CONTINUED)

5. Project Description

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

AN INTERIOR RENOVATION OF AN EXISTING TENANT SPACE INTO A PICKLEBALL FACILITY. THE FACILITY WILL HAVE 10 COURTS
 VENDING/CONCESSION AREA, AND A PRO-SHOP. OTHER SPACES WILL INCLUDE OFFICE AND SMALL CONFERENCE ROOM.

Proposed Square-Footages by Type:

Overall (gross): 26,142 Commercial (net): 25,308 Office (net): 344
 Industrial (net): _____ Institutional (net): _____

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

Efficiency: _____ 1-Bedroom: _____ 2-Bedroom: _____ 3-Bedroom: _____ 4 Bedroom: _____ 5-Bedroom: _____
 Density (dwelling units per acre): _____ Lot Area (in square feet & acres): _____

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

Surface Stalls: 65 Under-Building/Structured: 0 Electric Vehicle-ready¹: _____ Electric Vehicle-installed¹: _____
¹ See [Section 28.141\(8\)\(e\), MGO](#) for more information

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

Indoor (long-term): 0 Outdoor (short-term): 14

Scheduled Start Date: April 2025 **Planned Completion Date:** September 2025

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 Lisa McNabola Date 2/20/2025
 Zoning staff Jacob Moskowitz Date 2/20/2025


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

- 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 Jael Currie; District 16 Date 2/20/2025
 Neighborhood Association(s) N/A Date _____
 Business Association(s) N/A Date _____

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

Name of applicant Bret Newcomb Relationship to property Building Owner
 Authorizing signature of property owner  Date 2/24/2025