

# 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 \_\_\_\_\_

**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.

3/31/21  
11:45 a.m.



## APPLICATION FORM

### 1. Project Information

Address (list all addresses on the project site): 2742 Dahle St

Title: Mader garage

### 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 Todd Mader Company \_\_\_\_\_

Street address 2742 Dahle St City/State/Zip Madison, WI 53704

Telephone 608.335.1775 Email toddmader@yahoo.com

Project contact person Todd Mader Company \_\_\_\_\_

Street address 2742 Dahle St City/State/Zip Madison, WI 53704

Telephone 608.335.1775 Email toddmader@yahoo.com

Property owner (if not applicant) \_\_\_\_\_

Street address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

**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 (\$ 600 )   | 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<br>(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 <u>City's Demolition Listserv</u> 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 <u>Land Use Application Form LND-B</u>  |  |   |   |  |   |  |   |   |   |                      |  |  |  |  |  |  |  |              |  |                     |  |  |  |  |   |
|   | <table border="1"> <thead> <tr> <th>Req.</th> <th>✓</th> <th>Req.</th> <th>✓</th> <th>Req.</th> <th>✓</th> </tr> </thead> <tbody> <tr> <td>Site Plan</td> <td></td> <td>Utility Plan</td> <td></td> <td>Roof and Floor Plans</td> <td></td> </tr> <tr> <td>Survey or site plan of existing conditions</td> <td></td> <td>Landscape Plan and Landscape Worksheet</td> <td></td> <td>Fire Access Plan and Fire Access Worksheet</td> <td></td> </tr> <tr> <td>Grading Plan</td> <td></td> <td>Building Elevations</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 |  |  |  |  | ✓ |
| 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  |  |   |   |  |   |  |   |   |   |                      |  |  |  |  |  |  |  |              |  |                     |  |  |  |  |   |
|   | Supplemental Requirements<br>(Based on Application Type)   | <p>Additional materials are required for the following application types noted below. See <u>Land Use Application Form LND-B</u> for a detailed list of the submittal requirements for these application types.</p> <table border="0"> <tr> <td><input type="checkbox"/> The following Conditional Use Applications:</td> <td><input type="checkbox"/> Demolition Permits</td> </tr> <tr> <td>    <input type="checkbox"/> Lakefront Developments</td> <td><input type="checkbox"/> Zoning Map Amendments (i.e. Rezoning)</td> </tr> <tr> <td>    <input type="checkbox"/> Outdoor Eating Areas</td> <td><input type="checkbox"/> Planned Development General Development Plans (GDPs) / Planned Development Specific Implementation Plans (SIPs)</td> </tr> <tr> <td>    <input type="checkbox"/> Development Adjacent to Public Parks</td> <td><input type="checkbox"/> Development within Downtown Core (DC) and Urban Mixed-Use (UMX) Zoning Districts</td> </tr> <tr> <td><input type="checkbox"/> Modifications to Parking Requirements (i.e. Parking Reductions or Exceeding the Maximum)</td> <td></td> </tr> </table> | <input type="checkbox"/> The following Conditional Use Applications: | <input type="checkbox"/> Demolition Permits | <input type="checkbox"/> Lakefront Developments | <input type="checkbox"/> Zoning Map Amendments (i.e. Rezoning) | <input type="checkbox"/> Outdoor Eating Areas | <input type="checkbox"/> Planned Development General Development Plans (GDPs) / Planned Development Specific Implementation Plans (SIPs) | <input type="checkbox"/> Development Adjacent to Public Parks | <input type="checkbox"/> Development within Downtown Core (DC) and Urban Mixed-Use (UMX) Zoning Districts | <input type="checkbox"/> Modifications to Parking Requirements (i.e. Parking Reductions or Exceeding the Maximum) |                      |  |  |  |  |  |  |  |              |  |                     |  |  |  |  |   |
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**APPLICATION FORM (CONTINUED)**

**5. Project Description**

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

Replace existing detached garage with new, larger residential garage

**Proposed Square-Footages by Type:**

Overall (gross): 528 Commercial (net): \_\_\_\_\_ Office (net): \_\_\_\_\_  
 Industrial (net): \_\_\_\_\_ Institutional (net): \_\_\_\_\_

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

Efficiency: \_\_\_\_\_ 1-Bedroom: \_\_\_\_\_ 2-Bedroom: \_\_\_\_\_ 3-Bedroom: \_\_\_\_\_ 4+ Bedroom: \_\_\_\_\_  
 Density (dwelling units per acre): \_\_\_\_\_ Lot Size (in square feet & acres): \_\_\_\_\_

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

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

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

Indoor: \_\_\_\_\_ Outdoor: \_\_\_\_\_

Scheduled Start Date: \_\_\_\_\_ Planned Completion Date: \_\_\_\_\_

**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 Colin Punt Date 3/26/2021  
 Zoning staff Jacob Moskowitz Date 3/26/2021

- 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 Syed Abbas Date 3/26/2021  
 Neighborhood Association(s) Eken Park Date 3/26/2021  
 Business Association(s) Northside Business Association Date 3/26/2021

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

Name of applicant Todd Mader Relationship to property Owner  
 Authorizing signature of property owner Todd Mader Date 3/30/2021