

# 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 9/9/24 10:35 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 xaw tau ib tug neeg txhais lus, tus neeg txhais ntawv, los sis xaw tau cov ntaub ntawv ua lwv horn ntawv las sis lwv 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):  
933 S Holt Circle, Madison, WI 53719

Title: Bright Beginnings Day School 1

### 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** Sarah Tuttle      **Company** Bright Beginnings Day School LLC  
**Street address** 7560 Tumbledown Trail      **City/State/Zip** Verona  
**Telephone** 6083358808      **Email** sarah@brightbeginningsdayschool.com

**Project contact person** Sarah Tuttle      **Company** Bright Beginnings Day School LLC  
**Street address** 7560 Tumbledown Trail      **City/State/Zip** Verona  
**Telephone** 6083358808      **Email** sarah@brightbeginningsdayschool.com

**Property owner (if not applicant)** 11 Eleven LLC/Sarah & Jonathan Tuttle  
**Street address** 7560 Tumbledown Trail      **City/State/Zip** Verona  
**Telephone** 6083358808      **Email** sarjontut@yahoo.com

APPLICATION FORM (CONTINUED)

5. Project Description

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

Licensed and accredited in-home family day care for 8 children or less in dwelling.

Proposed Square-Footages by Type:

Overall (gross): 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: 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: Under-Building/Structured: Electric Vehicle-ready: Electric Vehicle-installed:

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

See Section 28.141(8)(e), MGO for more information

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

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 8/8/2024

Zoning staff Jacob Moskowitz Date 8/8/2024

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 Barbara McKinney Date 8/22/2024

Neighborhood Association(s) Valhalla Valley Association Date 8/22/2024

Business Association(s) NA Date

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

Name of applicant Sarah Tuttle Relationship to property Owner

Authorizing signature of property owner Date 8/22/2024