

LANDMARKS COMMISSION APPLICATION

LC

Complete all sections of this application, making sure to note the requirements on the accompanying checklist (reverse).

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

City of Madison
Planning Division
215 Martin Luther King Jr Blvd, Ste 017
PO Box 2985
Madison, WI 53701-2985
(608) 266-4635



1. LOCATION

Project Address: _____ Alder District: _____

2. PROJECT

Project Title/Description: _____

This is an application for: *(check all that apply)*

- New Construction/Alteration/Addition in a Local Historic District or Designated Landmark** *(specify):*
 - Mansion Hill Third Lake Ridge First Settlement
 - University Heights Marquette Bungalows Landmark
- Land Division/Combination in a Local Historic District or to Designated Landmark Site** *(specify):*
 - Mansion Hill Third Lake Ridge First Settlement
 - University Heights Marquette Bungalows Landmark
- Demolition**
- Development adjacent to a Designated Landmark**
- Variance from the Historic Preservation Ordinance (Chapter 41)**
- Landmark Nomination/Rescission or Historic District Nomination/Amendment**
(Please contact the Historic Preservation Planner for specific Submission Requirements.)
- Informational Presentation**
- Other** *(specify):*

DPCED USE ONLY	Registrar #:
	DATE STAMP RECEIVED 5/15/23 3:17 pm

3. APPLICANT

Applicant's Name: _____ Company: _____

Address: _____
Street City State Zip

Telephone: _____ Email: _____

Property Owner *(if not applicant)*: _____

Address: _____
Street City State Zip

Property Owner's Signature: _____ Date: _____

NOTICE REGARDING LOBBYING ORDINANCE: If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of \$10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance (Sec. 2.40, MGO). You are required to register and report your lobbying. Please consult the City Clerk's Office for more information. Failure to comply with the lobbying ordinance may result in fines.

4. APPLICATION SUBMISSION REQUIREMENTS *(see checklist on reverse)*

All applications must be filed by 12:00pm on the submission date with the Preservation Planner. Applications submitted after the submission date or incomplete applications will be postponed to the next scheduled filing time. Submission deadlines can be viewed here: https://www.cityofmadison.com/dpced/planning/documents/LC_Meeting_Schedule_Dates.pdf



BETHEL

LUTHERAN CHURCH

March 28, 2023

Zoning Department
City of Madison
PO Box 2984
Madison WI 53701-2984

Re: Conditional Use Alteration
Removal of Parking lot attendant structure
Bethel Lutheran Church
312 Wisconsin Ave
Madison, WI 53703

To Whom It May Concern:

We would like to remove the parking attendant structure located at the West Side of our parking lot driveway immediately adjacent to 15 W. Gohram St.

This structure is no longer used by Bethel as we have installed a parking gate within our parking lot thus eliminating the need for a parking lot attendant.

Please see the following documents which include the conditional use alteration application, email from Mike Verveer supporting the removal, a site plan and pictures.

Please let me know if you have any questions or require any additional information.

Best;
Steve Lawrence
Building Manger
Bethel Lutheran Church
(608) 257-3577 Ext 426
buildingmanager@bethel-madison.org

312 Wisconsin Avenue
Madison, WI 53703
608.257.3577
bethel-madison.org



City of Madison APPLICATION FOR ALTERATION OF EXISTING CONDITIONAL USE

FOR OFFICE USE ONLY	
Date:	_____
LNDMAC:	_____
Parcel #	_____

TO ZONING ADMINISTRATOR:

The undersigned owner (contract owner) of property herein described hereby applies for approval to make minor alterations to an existing conditional use.

Location of Property/Street Address: 312 Wisconsin Ave. Ald. District: 4
Madison, WI 53703 Zoning District: _____

Existing Conditional Use: _____

Proposed Alteration (Describe): Remove the parking attendant structure at the West edge of the driveway adjacent to
15 W. Gorham St. Infill depression in soil with soil, mulch, and plantings to match
the existing plants.

This application must be accompanied by an Adobe Acrobat PDF file of construction and plot plans indicating the proposed alteration, submitted either on a non-returnable CD or USB flash drive, or emailed to sprapplications@cityofmadison.com. The application fee is \$100, in addition to applicable site plan review fees.

Section 28.183(8). states: "No alteration of a conditional use shall be permitted unless approved by the City Plan Commission provided, however, the Zoning Administrator following consideration by the alderperson of the district, may approve minor alterations or additions which are approved by the Director of Planning and Community and Economic Development and are compatible with the concept approved by the Plan Commission and the standards in subsection 28.183(6)."

Respectfully submitted, Steve Lawrence
 Building Manager
 Bethel Lutheran Church

Name _____ Address 312 Wisconsin Ave.
Madison, WI 53703

Telephone (608) 257-3577 x426 Email buildingmanager@bethel-madison.org

ALDER'S RECOMMENDATION:

<u>See attached email from Mike Verveer.</u>

ZONING ADMINISTRATOR'S COMMENTS:

Occupancy Certificate Status _____
Outstanding Orders _____
Conditions of Approval Met _____
Compatibility of Proposed Alteration with Concept Approved By Plan Commission

Compatibility of Proposed Alteration with Standards 28.183(6)

Approved according to 28.183(8).	_____
	<input type="checkbox"/> Director of Planning & Community & Economic Development/Date
Disapproved – Refer to Plan Commission	_____
	<input type="checkbox"/> Director of Planning & Community & Economic Development/Date

3/28/23, 3:30 PM

Bethel Lutheran Church Mail - FW: Bethel Lutheran Church Proposed Parking Attendant Shelter Removal



Steve Lawrence <buildingmanager@bethel-madison.org>

FW: Bethel Lutheran Church Proposed Parking Attendant Shelter Removal

2 messages

Steve Lawrence <buildingmanager@bethel-madison.org>
To: district4@cityofmadison.com

Mon, Mar 27, 2023 at 10:34 AM

Thanks,

Steve Lawrence

Bethel – Building Manager

(608) 257-3577 ext 426

(608) 661-2114 Direct

From: Steve Lawrence <buildingmanager@bethel-madison.org>
Sent: Thursday, March 16, 2023 3:01 PM
To: 'district4@cityofmadison.com' <district4@cityofmadison.com>
Subject: Bethel Lutheran Church Proposed Parking Attendant Shelter Removal

Mr. Verveer,

Bethel Lutheran Church would like to remove the parking attendant shelter located at the West side of our driveway adjacent to 15 W. Gorham Street.

This shelter is no longer used in our daily operations.

We would propose to infill the depression in the soil with soil, mulch, plantings to match the existing plantings.

At some point we may seek to add an additional parking space to the parking lot but we are not seeking approval for that at this time.

I have attached a site plan and a few photo's of the structure that we wish to remove.

I need your recommendation for the change of use to the site to attach to our change of use application with the zoning department.

Please let me know if you have any questions or require any additional information.

3/28/23, 3:30 PM

Bethel Lutheran Church Mail - FW: Bethel Lutheran Church Proposed Parking Attendant Shelter Removal

Please reply with your recommendation allowing us to remove this small structure.

Thank You,

Steve Lawrence

Building Manager

Bethel Lutheran Church

312 Wisconsin Ave.

Madison, WI 53703

(608) 257-3577 Ext. 426


(608) 661-2114 Direct

(608) 257-4044 Fax




bethelmadison.org

2 attachments

 **Parking attendant shelter removal 2023.pdf**

161K

 **Alt CU 10-2021.pdf**

369K

Verveer, Michael <district4@cityofmadison.com>
To: Steve Lawrence <buildingmanager@bethel-madison.org>

Mon, Mar 27, 2023 at 10:49 AM

Hi Steve,

As per our conversation, please consider this my formal recommendation of approval of the pending minor Alteration of Existing Conditional Use application for 312 Wisconsin Avenue.

Please let me know if you require anything further from me in this regard.

Thanks,

Mike

3/28/23, 3:30 PM

Bethel Lutheran Church Mail - FW: Bethel Lutheran Church Proposed Parking Attendant Shelter Removal

Michael E. Verveer, Alderperson

Madison Common Council

City-County Building, Room 417

210 Martin Luther King, Jr. Boulevard

Madison, WI 53703

608-266-4071 Office

608-576-4355 Cell

mverveer@cityofmadison.com

cityofmadison.com/council/district4

From: Steve Lawrence <buildingmanager@bethel-madison.org>

Sent: Monday, March 27, 2023 10:35 AM

To: Verveer, Michael <district4@cityofmadison.com>

Subject: FW: Bethel Lutheran Church Proposed Parking Attendant Shelter Removal

Caution: This email was sent from an external source. Avoid unknown links and attachments.

[Quoted text hidden]

Bethel Lutheran Church
312 Wisconsin Ave.
Madison, WI 53703
Proposed work 3/16/2023

WEST GORHAM STREET

RELOCATED BUILDING
FFE = 899.6

Remove Parking
located at the V
to 15W. Gorham

(3) EXISTING MOVABLE PLANTER
BEDS TO BE SALVAGED AND
RELOCATED ACCORDINGLY

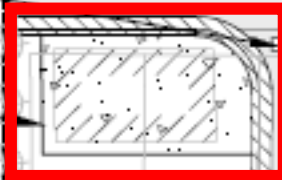
2 CONSTRUCTION ENTRANCE
C400

CONCRETE WHEEL STOP (BY OTHERS)

11 6" CONCRETE PAVEMENT SECTION
C400 RELOCATE PARKING ATTENDANT
STRUCTURE

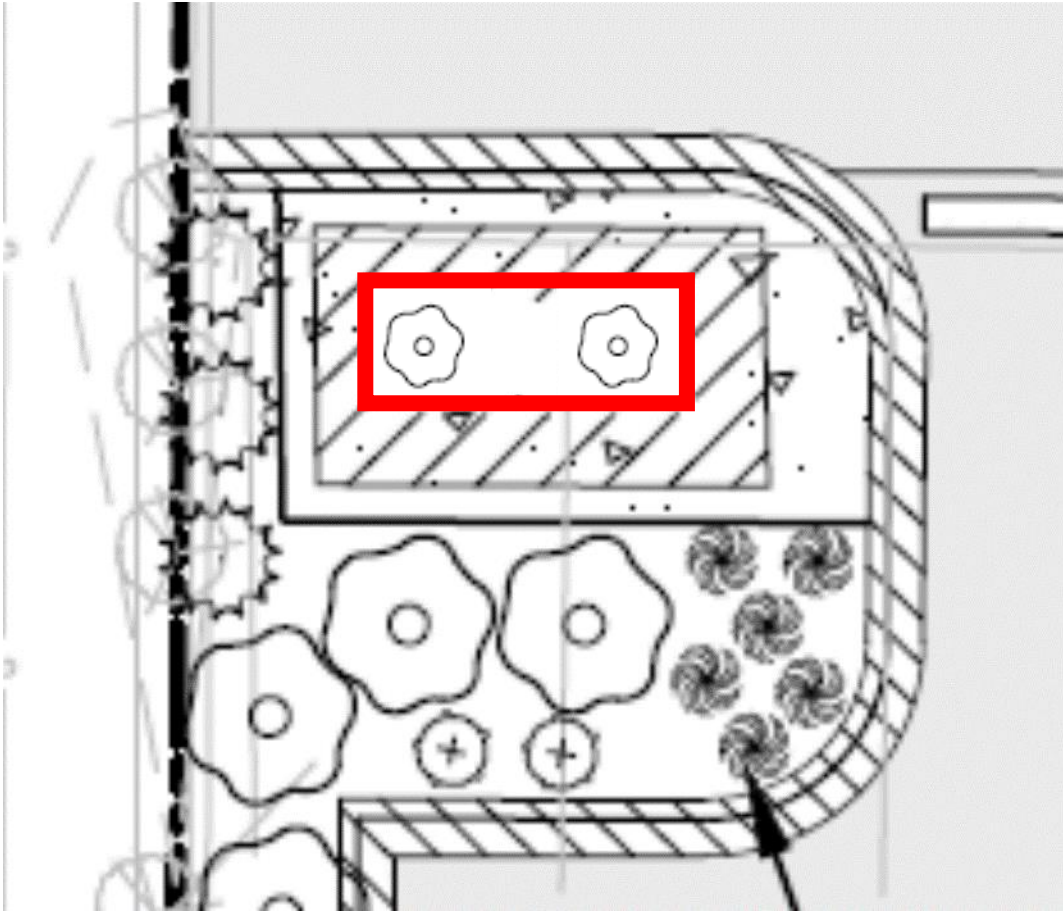
EXISTING LIGHT POLE TO REMAIN. LIGHT
FIXTURE TO BE REPLACED. REFER TO
PHOTOMETRIC PLAN AND CUT SHEET

Remove parking attendant structure
Located at the West side of the
Driveway adjacent to 15 W. Gorham St.





The tan'ish approximately 15'x8'
Attendant structure to be removed.
Landscaping to be filled in with
Dirt / mulch / plants to match
Existing plantings.



Upright Red Chokeberry

Add 2 Upright Red Chokeberry
Plants roughly center and 1/3'rd
Spacing where structure stood.

Proposed landscaping
Bethel Lutheran Church
312 Wisconsin Ave.
Parking Attendant Structure Removal
May 15, 2023