

# 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](#).

## APPLICATION FORM

### 1. Project Information

Address (list all addresses on the project site): 341 State Street, 315/319/321 West Gorham, 322 West Johnson Street

Title: \_\_\_\_\_

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

- Zoning Map Amendment (Rezoning) from DC, UMX to PD-GDP/SIP
- 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** Rob Back                                      **Company** Core Campus Manager, LLC.

**Street address** 1643 North Milwaukee Street                                      **City/State/Zip** Chicago, Illinois 60647

**Telephone** \_\_\_\_\_                                      **Email** markg@corespaces.com

**Project contact person** Brian Munson                                      **Company** Vandewalle & Associates

**Street address** 120 East Lakeside Street                                      **City/State/Zip** Madison, Wisconsin 53715

**Telephone** (608)255-3988                                      **Email** bmunson@vandewalle.com

**Property owner (if not applicant)** See Attached

**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 (\$ )	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 (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 <a href="#">City's Demolition Listserv</a> 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 <a href="#">Land Use Application Form LND-B</a>																																					
	<table border="1"> <thead> <tr> <th>Req.</th> <th></th> <th>✓</th> <th>Req.</th> <th></th> <th>✓</th> <th>Req.</th> <th></th> <th>✓</th> </tr> </thead> <tbody> <tr> <td></td> <td>Site Plan</td> <td></td> <td></td> <td>Utility Plan</td> <td></td> <td></td> <td>Roof and Floor Plans</td> <td></td> </tr> <tr> <td></td> <td>Survey or site plan of existing conditions</td> <td></td> <td></td> <td>Landscape Plan and Landscape Worksheet</td> <td></td> <td></td> <td>Fire Access Plan and Fire Access Worksheet</td> <td></td> </tr> <tr> <td></td> <td>Grading Plan</td> <td></td> <td></td> <td>Building Elevations</td> <td></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						
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	Supplemental Requirements (Based on Application Type)	<p>Additional materials are required for the following application types noted below. See <a href="#">Land Use Application Form LND-B</a> for a detailed list of the submittal requirements for these application types.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The following Conditional Use Applications: <ul style="list-style-type: none"> <li><input type="checkbox"/> Lakefront Developments</li> <li><input type="checkbox"/> Outdoor Eating Areas</li> <li><input type="checkbox"/> Development Adjacent to Public Parks</li> </ul> </li> <li><input type="checkbox"/> Modifications to Parking Requirements (i.e. Parking Reductions or Exceeding the Maximum)</li> <li><input type="checkbox"/> Demolition Permits</li> <li><input type="checkbox"/> Zoning Map Amendments (i.e. Rezoning)</li> <li><input type="checkbox"/> Planned Development General Development Plans (GDPs) / Planned Development Specific Implementation Plans (SIPs)</li> <li><input type="checkbox"/> Development within Downtown Core (DC) and Urban Mixed-Use (UMX) Zoning Districts</li> </ul>																																					

## APPLICATION FORM (CONTINUED)

### 5. Project Description

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

Redevelop site into a mixed use commercial/student housing project featuring 23,229 square feet of retail, 386 apartments,  
and 211 enclosed/lower level parking spaces.

#### Proposed Square-Footages by Type:

Overall (gross): 434,246 Commercial (net): \_\_\_\_\_ Office (net): \_\_\_\_\_  
Industrial (net): \_\_\_\_\_ Institutional (net): \_\_\_\_\_

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

Efficiency: \_\_\_\_\_ 1-Bedroom: 121 2-Bedroom: 119 3-Bedroom: 25 4+ Bedroom: 121  
Density (dwelling units per acre): 219 Lot Size (in square feet & acres): 76,793 sq. ft. (1.76 acres)

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

Surface Stalls: \_\_\_\_\_ Under-Building/Structured: 211

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

Indoor: 595 Outdoor: \_\_\_\_\_

Scheduled Start Date: Spring 2022 Planned Completion Date: Fall 225

### 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 DAT Date 12/17/20

Zoning staff DAT Date 12/17/20

- 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 Verveer Date 9/18/20

Neighborhood Association(s) CNI, CANA Date 1/11/2021

Business Association(s) GSSBA Date 1/28/2021

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

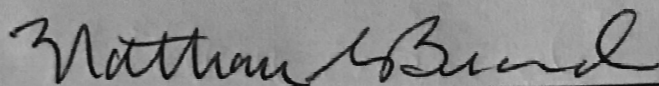
Name of applicant Rob Bak Relationship to property Buyer/Developer

Authorizing signature of property owner See Attached Date July 14, 2021

January 13, 2021

To Whom It May Concern:

As an authorized signatory for Fire House Joint Venture II, which owns the property at Gorham Street, I authorize Core Campus Manager, LLC to submit the attached Urban Design Commission application for the proposed "Core Spaces: Gorham and State Project".

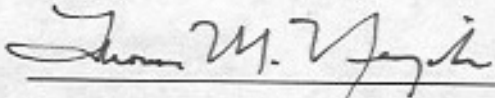


By: NATHAN S. BRAND, authorized signatory Fire House Joint Venture II

January 13, 2021

To Whom It May Concern:

As an authorized signatory for 317 West Gorham, LLC, which owns the property at 315-319 West Gorham Street, I authorize Core Campus Manager, LLC to submit the attached Urban Design Commission application for the proposed "Core Spaces: Gorham and State Project".

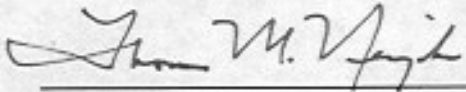
  
\_\_\_\_\_

By: Thomas M. Neujahr, Member, authorized signatory for 317 West Gorham, LLC

January 13, 2021

To Whom It May Concern:

As an authorized signatory for Fire House Joint Venture II, <sup>LLP</sup> which owns the property at 321 West Gorham Street, I authorize Core Campus Manager, LLC to submit the attached Urban Design Commission application for the proposed "Core Spaces: Gorham and State Project".

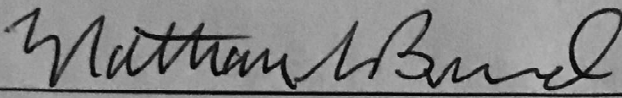


By: Thomas M. Neujahr, Partner, authorized signatory Fire House Joint Venture II <sup>LLP</sup>

January 13, 2021

To Whom It May Concern:

As an authorized signatory for 322 West Johnson Street, LLP, which owns the property at 322 West Johnson Street, I authorize Core Campus Manager, LLC to submit the attached Design Commission application for the proposed "Core Spaces: Gorham and State I

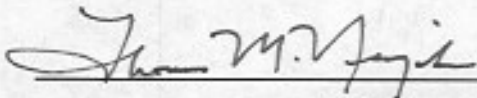
  
\_\_\_\_\_

By: NATHAN S. BRAND, authorized signatory for  
Johnson Street, LLP

January 13, 2021

To Whom It May Concern:

As an authorized signatory for McCaughey Development Associates, LLP, which owns the property at 341 State Street, I authorize Core Campus Manager, LLC to submit the attached Urban Design Commission application for the proposed "Core Spaces: Gorham and State Project".



By: Thomas M. Neujahr, Partner, authorized signatory for McCaughey Development Associates, LLP