

# 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 6/13/22  
11:06 a.m. **received**

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): 1801 Northport Drive, Madison, WI 53704

Title: MOKA Drive-up Coffee

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

- ☐ Zoning Map Amendment (Rezoning) from n/a to n/a
- ☐ 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 n/a

### 3. Applicant, Agent, and Property Owner Information

**Applicant name** Pat Schmitt **Company** PS Architecture  
**Street address** 6621 Boulder Lane **City/State/Zip** Middleton/WI/53562  
**Telephone** (608) 770-5848 **Email** psarch@tds.net

**Project contact person** Pat Schmitt **Company** PS Architecture  
**Street address** 6621 Boulder Lane **City/State/Zip** Middleton/WI/53562  
**Telephone** (608) 770-5848 **Email** psarch@tds.net

**Property owner (if not applicant)** Northside Town Center  
**Street address** 1865 Northport Drive **City/State/Zip** Madison/WI/53704  
**Telephone** (608) 255-0620 **Email** coachbruns@gmail.com

## APPLICATION FORM (CONTINUED)

### 5. Project Description

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

Replace an existing ATM facility with a drive-up coffee facility. The building will be approximately 530 sf and will feature one drive-up service window as well as one pedestrian walk-up service window. The building will face Northport Drive. Amenities to include a drive up window, a walk-up window, an outdoor seating area, and a drive-up coffee facility.

**DRIVE UP COFFEE FACILITY; SEE LETTER OF INTENT**

#### Proposed Square-Footages by Type:

Overall (gross): 520 Commercial (net): 520 Office (net): n/a  
Industrial (net): n/a Institutional (net): n/a

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

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

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

Surface Stalls: 18 new proposed Under-Building/Structured: n/a

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

Indoor: 0 Outdoor: 2

Scheduled Start Date: asap pending City review & approval Planned Completion Date: September 2022

### 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 Jenny Kirchgatter & others Date 03/17/22

Zoning staff Jenny Kirchgatter & others Date 03/17/22

- ☐ **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 (District 12) Date 11/27/21

Neighborhood Association(s) Michelle Martin Date 06/10/22

Business Association(s) Sue Peck Date 04/31/22

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

Name of applicant Pat Schmitt Relationship to property Architect

Authorizing signature of property owner  Date 06-13-22