

# 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 3/15/26 9:24 p.m.

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): 5817 Halley Way

Title: Capitol View Apartments

### 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** Scott Frank Company Oak Park Place  
**Street address** 719 Jupiter dr City/State/Zip Madison, WI 53718  
**Telephone** 608.663.6800 Email sfrank@oakparkplace.com

**Project contact person** Bradley R Servin Company Architectural Design Consultants, Inc  
**Street address** 5100 Eastpark Blvd, Suite 310 City/State/Zip Madison, WI 53718  
**Telephone** 608.254.6181 Email b.servin@adcdesign.com

**Property owner (if not applicant)** \_\_\_\_\_  
**Street address** \_\_\_\_\_ City/State/Zip \_\_\_\_\_  
**Telephone** \_\_\_\_\_ Email \_\_\_\_\_

APPLICATION FORM (CONTINUED)

5. Project Description

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

97 Unit Age restrict apartment Complex

Proposed Square-Footages by Type:

Overall (gross): 208,856 SF Commercial (net): N/A 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: 1 2-Bedroom: 96 3-Bedroom: N/A 4+ Bedroom: N/A  
 Density (dwelling units per acre): 42.5 Lot Size (in square feet & acres): 2.28 Acres / 99,232 sf

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

Surface Stalls: 10 Under-Building/Structured: 97

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

Indoor: 68 Outdoor: 16

Scheduled Start Date: June 2026 Planned Completion Date: August 2027

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 Jessica Vaughn & Chris Wells Date Jan 7, 2026

Zoning staff Jenny Kirchgatter Date Jan 7, 2026

- 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.

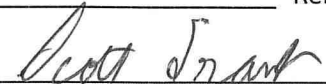
District Alder Lindsay Lemmer Date 08/24/202

Neighborhood Association(s) North Star Neighborhood Date 08/24/2021

Business Association(s) N/A Date

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

Name of applicant Scott Frank Relationship to property Owner

Authorizing signature of property owner  Date 3/2/2026