



Madison Landmarks Commission APPLICATION

City of Madison Planning Division
215 Martin Luther King Jr. Blvd. | Room LL.100 | P.O. Box 2985 | Madison, WI 53701-2985

1. LOCATION

Project Address: 312 Wisconsin Ave. Aldermanic District: 4

2. PROJECT

Date Submitted: 10/24/14

Project Title / Description: Bethel Lutheran Church Phase I - Steensland House Relocation

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

- ☐ Alteration / Addition to a Designated Madison Landmark
- ☐ Alteration / Addition to a building adjacent to a Designated Madison Landmark
- ☐ Alteration / Addition to a building in a Local Historic District (specify):
 - ☐ Mansion Hill ☐ Third Lake Ridge ☐ First Settlement
 - ☐ University Heights ☐ Marquette Bungalows
- ☐ New Construction in a Local Historic District (specify):
 - ☐ Mansion Hill ☐ Third Lake Ridge ☐ First Settlement
 - ☐ University Heights ☐ Marquette Bungalows
- ☐ Demolition
- ☐ Variance from the Landmarks Ordinance
- ☐ Referral from Common Council, Plan Commission, or other referral

☒ Other (specify): Steensland House Relocation

3. APPLICANT

Applicant's Name: Hans Justeson Company: JSD Professional Services Inc.
Address: 161 Horizon Dr Ste 101 City/State: Verona Zip: WI 53593
Telephone: 608 848 5060 E-mail: _____
Property Owner (if not applicant): Bethel Lutheran Church
Address: 312 Wisconsin Ave. City/State: Madison WI Zip: _____

Property Owner's Signature: _____ Date: _____

GENERAL SUBMITTAL REQUIREMENTS

Twelve (12) collated paper copies and electronic (.pdf) files of the following: (Note the filing deadline is 4:30 PM on the filing day)

- Application
- Brief narrative description of the project
- Scaled plan set reduced to 11" x 17" or smaller pages. Please include:
 - Site plan showing all property lines and structures
 - Building elevations, plans and other drawings as needed to illustrate the project
 - Photos of existing house/building
 - Contextual information (such as photos) of surrounding properties
- Any other information that may be helpful in communicating the details of the project and how it complies with the Landmarks Ordinance, including the impacts on existing structures on the site or on nearby properties.

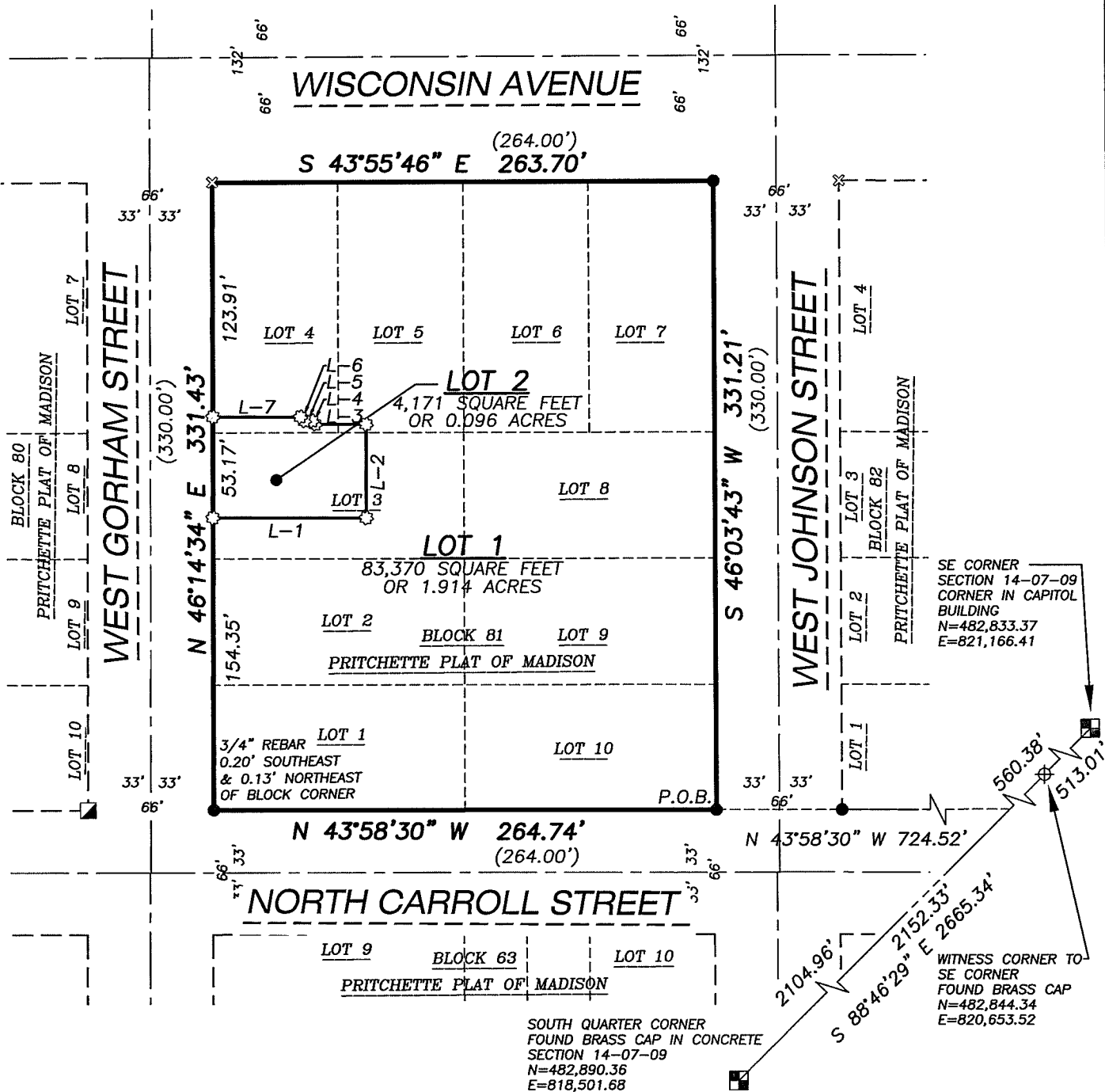
Questions? Please contact the
Historic Preservation Planner:
Amy Scanlon
Phone: 608.266.6552
Email: ascanlon@cityofmadison.com

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.

PRELIMINARY

CERTIFIED SURVEY MAP NO. _____

ALL OF LOT'S 1-10, BLOCK 81, PRITCHETTE PLAT OF MADISON, LOCATED IN THE SOUTHEAST QUARTER
OF THE SOUTHEAST QUARTER OF SECTION 14, TOWN 07 NORTH, RANGE 09 EAST, CITY OF MADISON,
DANE COUNTY, WISCONSIN

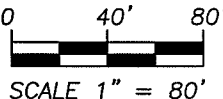


LEGEND

- GOVERNMENT CORNER
- WITNESS MONUMENT
- CHISELED 'X' FOUND
- 1" SQUARE IRON BAR FOUND
- 3/4" REBAR FOUND
- COTTON SPINDLE SET
- PLAT BOUNDARY
- SECTION LINE
- RIGHT-OF-WAY LINE
- CENTERLINE
- PLATTED LOT LINE
- BUILDING

NOTES

- FIELD WORK PERFORMED BY JSD PROFESSIONAL SERVICES, INC. THE WEEKS OF JULY 22 & 29, 2013.
- BEARINGS FOR THIS SURVEY AND MAP ARE BASED ON THE WISCONSIN COUNTY COORDINATE SYSTEM (WCCS), DANE COUNTY, THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SECTION 14-07-09, BEARS S 88°46'29" E.



SCALE 1" = 80'

PREPARED BY:

JSD Professional Services, Inc.
• Engineers • Surveyors • Planners

161 HORIZON DRIVE, SUITE 101
VERONA, WISCONSIN 53593
PHONE: (608)848-5060

PREPARED FOR:

BETHEL LUTHERAN CHURCH
312 WISCONSIN AVENUE
MADISON WI 53703

PROJECT NO: 12-5105

FILE NO: B-260

FIELDBOOK/PG: -

SHEET NO: 1 OF 4

SURVEYED BY: -

DRAWN BY: JK

CHECKED BY: TJB

APPROVED BY: HPJ

VOL. _____ PAGE _____

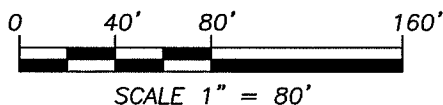
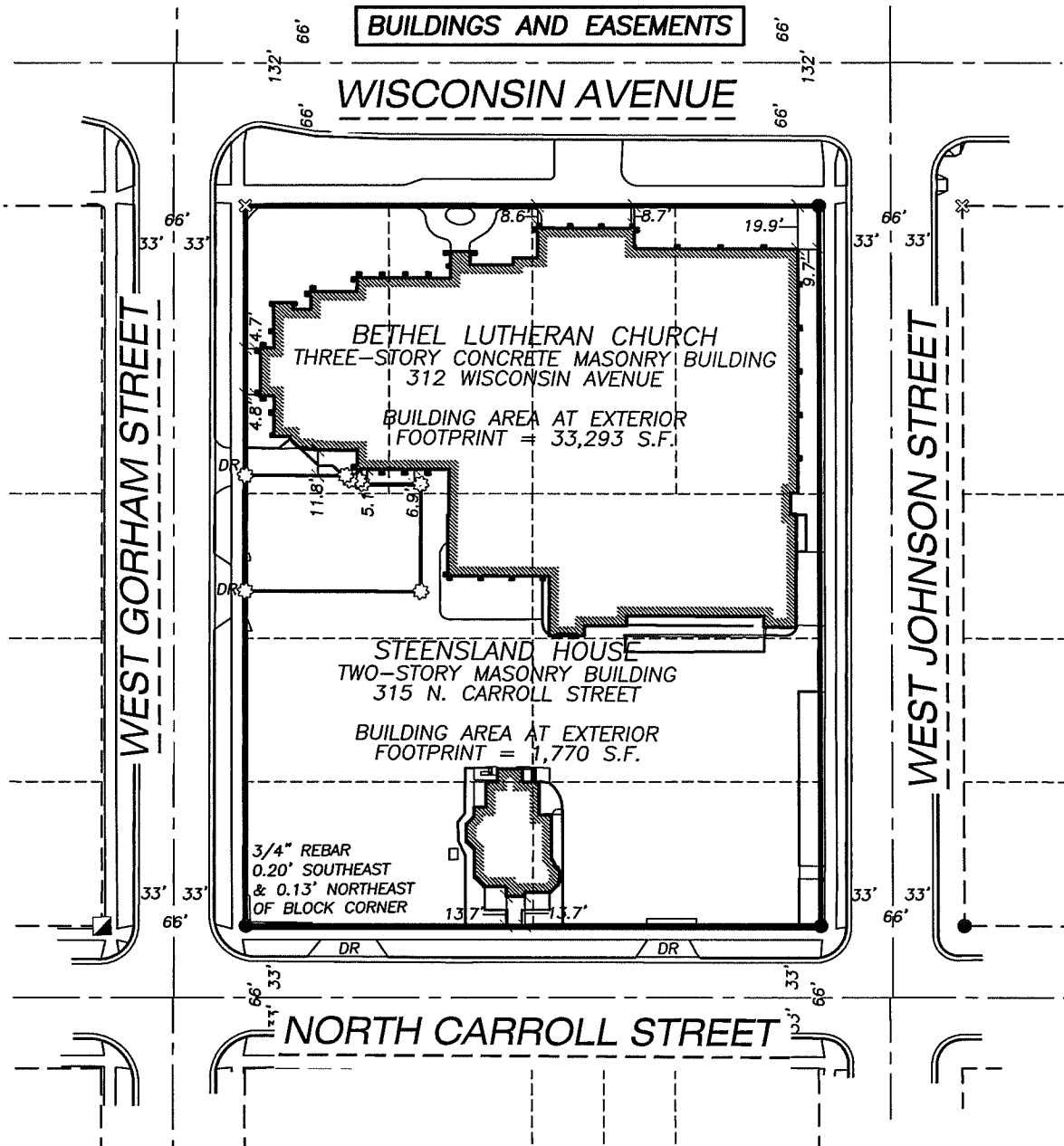
DOC. NO. _____

C.S.M. NO. _____

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OF THE SOUTHEAST QUARTER OF SECTION 14, TOWN 07 NORTH, RANGE 09 EAST, CITY OF MADISON,
DANE COUNTY, WISCONSIN



LEGEND

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- WITNESS MONUMENT
- CHISELED 'X' FOUND
- 1" SQUARE IRON BAR FOUND
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- PLAT BOUNDARY
- SECTION LINE
- RIGHT-OF-WAY LINE
- CENTERLINE
- PLATTED LOT LINE
- BUILDING
- DR EXISTING DRIVE OPENINGS

NOTES

- FIELD WORK PERFORMED BY JSD PROFESSIONAL SERVICES, INC. THE WEEKS OF JULY 22 & 29, 2013.
- BEARINGS FOR THIS SURVEY AND MAP ARE BASED ON THE WISCONSIN COUNTY COORDINATE SYSTEM (WCCS), DANE COUNTY, THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SECTION 14-07-09, BEARS S 88°46'29" E.
- NO EASEMENTS OF RECORD WERE LISTED IN THE TITLE REPORT.
- STEENSLAND HOUSE TO BE MOVED TO LOT 2.

PREPARED BY:

JSD Professional Services, Inc.
• Engineers • Surveyors • Planners

161 HORIZON DRIVE, SUITE 101
VERONA, WISCONSIN 53593
PHONE: (608)848-5060

PREPARED FOR:

BETHEL LUTHERAN CHURCH
312 WISCONSIN AVENUE
MADISON WI 53703

PROJECT NO: 12-5105

FILE NO: B-260

FIELDBOOK/PG: -

SHEET NO: 2 OF 4

SURVEYED BY: -

DRAWN BY: JK

CHECKED BY: TJB

APPROVED BY: HPJ

VOL. _____ PAGE _____

DOC. NO. _____

C.S.M. NO. _____

PRELIMINARY

CERTIFIED SURVEY MAP NO. _____

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LEGAL DESCRIPTION

ALL OF LOT'S 1-10, BLOCK 81, PRITCHETTE PLAT OF MADISON, LOCATED IN THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 14, TOWN 07 NORTH, RANGE 09 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN, DESCRIBED MORE PARTICULARLY AS FOLLOWS:

COMMENCING AT THE SOUTH QUARTER CORNER OF SECTION 14, AFORESAID; THENCE SOUTH 88 DEGREES 46 MINUTES 29 SECONDS EAST ALONG THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SAID SECTION A DISTANCE OF 2,104.96 FEET; THENCE NORTH 43 DEGREES 58 MINUTES 30 SECONDS WEST, 724.52 FEET TO THE SOUTHERLY CORNER OF BLOCK 81, AFORESAID, BEING THE POINT OF BEGINNING; THENCE NORTH 43 DEGREES 58 MINUTES 30 SECONDS WEST ALONG THE SOUTHWESTERLY LINE OF SAID BLOCK 81 A DISTANCE OF 264.74 FEET TO THE WESTERLY CORNER OF SAID BLOCK; THENCE NORTH 46 DEGREES 14 MINUTES 34 SECONDS EAST ALONG THE NORTHWESTERLY LINE OF SAID BLOCK 81 A DISTANCE OF 331.43 FEET TO THE NORTHERLY CORNER OF SAID BLOCK; THENCE SOUTH 43 DEGREES 55 MINUTES 46 SECONDS EAST ALONG THE NORTHEASTERLY LINE OF BLOCK 81 A DISTANCE OF 263.70 FEET TO THE EASTERLY CORNER OF SAID BLOCK; THENCE SOUTH 46 DEGREES 03 MINUTES 43 SECONDS WEST ALONG THE SOUTHEASTERLY LINE OF BLOCK 81 A DISTANCE OF 331.21 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 87,541 SQUARE FEET OR 2.010 ACRES.

SURVEYOR'S CERTIFICATE

I, HANS P. JUSTESON, PROFESSIONAL LAND SURVEYOR S-2363, DO HEREBY CERTIFY THAT BY DIRECTION OF BETHEL LUTHERAN CHURCH, I HAVE SURVEYED, DIVIDED, AND MAPPED THE LANDS DESCRIBED HEREON AND THAT THE MAP IS A CORRECT REPRESENTATION IN ACCORDANCE WITH THE INFORMATION PROVIDED. I FURTHER CERTIFY THAT THIS CERTIFIED SURVEY MAP IS IN FULL COMPLIANCE WITH CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE SUBDIVISION REGULATIONS OF THE CITY OF MADISON, DANE COUNTY, WISCONSIN.

HANS P. JUSTESON, S-2363
PROFESSIONAL LAND SURVEYOR

DATE



CORPORATE OWNER'S CERTIFICATE

BETHEL LUTHERAN CHURCH, A RELIGIOUS CORPORATION, DULY ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN, AS OWNER, DOES HEREBY CERTIFY THAT SAID CORPORATION HAS CAUSED THE LAND DESCRIBED ON THIS CERTIFIED SURVEY MAP TO BE SURVEYED, DIVIDED, MAPPED AND DEDICATED AS REPRESENTED HEREON. SAID CORPORATION FURTHER CERTIFIES THAT THIS CERTIFIED SURVEY MAP IS REQUIRED BY S.236.34, WISCONSIN STATUTES TO BE SUBMITTED TO THE CITY OF MADISON FOR APPROVAL.

IN WITNESS WHEREOF, THE SAID BETHEL LUTHERAN CHURCH, HAS CAUSED THESE PRESENTS TO BE SIGNED BY ITS REPRESENTATIVES THIS _____ DAY OF _____, 2014.

BETHEL LUTHERAN CHURCH,

BY: _____
ALICE MOWBRAY, DEVELOPMENT MANAGER

STATE OF WISCONSIN) SS
DANE COUNTY) SS

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 2014,
THE ABOVE NAMED REPRESENTATIVES OF THE ABOVE NAMED BETHEL LUTHERAN CHURCH, TO ME KNOWN TO BE THE PERSONS WHO EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THE SAME.

NOTARY PUBLIC, DANE COUNTY, WISCONSIN

MY COMMISSION EXPIRES

File: I:\2012\125105\dwg\12-5105 P-CSM.dwg Layout: CSM 3 of 4 User: jk Plotted: Oct 20, 2014 - 2:53pm

PREPARED BY: 161 HORIZON DRIVE, SUITE 101 VERONA, WISCONSIN 53593 PHONE: (608)848-5060	PREPARED FOR: BETHEL LUTHERAN CHURCH 312 WISCONSIN AVENUE MADISON WI 53703	PROJECT NO: 12-5105 FILE NO: B-260 FIELDBOOK/PG: - SHEET NO: 3 OF 4	SURVEYED BY: - DRAWN BY: JK CHECKED BY: TJB APPROVED BY: HPJ	VOL. _____ PAGE _____ DOC. NO. _____ C.S.M. NO. _____
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CITY OF MADISON COMMON COUNCIL CERTIFICATE

RESOLVED THAT THIS CERTIFIED SURVEY MAP LOCATED IN THE CITY OF MADISON WAS HEREBY APPROVED BY ENACTMENT NUMBER RES-13-_____ FILE ID NUMBER 32126, ADOPTED ON THE _____ DAY OF _____, 2014, AND THAT SAID ENACTMENT FURTHER PROVIDED FOR THE ACCEPTANCE OF THOSE LANDS DEDICATED AND/OR RIGHTS CONVEYED BY SAID CERTIFIED SURVEY MAP TO THE CITY OF MADISON FOR PUBLIC USE.

DATED THIS _____ DAY OF _____, 2014.

MARIBETH L. WITZEL-BEHL, CITY CLERK
CITY OF MADISON, DANE COUNTY, WISCONSIN

CITY OF MADISON PLAN COMMISSION CERTIFICATE

APPROVED FOR RECORDING PER THE SECRETARY OF THE CITY OF MADISON PLAN COMMISSION.

BY: STEVEN R. COVER, SECRETARY PLAN COMMISSION

DATE

OFFICE OF THE REGISTER OF DEEDS

_____ COUNTY, WISCONSIN

RECEIVED FOR RECORD _____

20 ____ AT _____ O'CLOCK ____ M AS

DOCUMENT # _____

IN VOL. _____ OF CERTIFIED SURVEY

MAPS ON PAGE(S) _____

REGISTER OF DEEDS

PREPARED BY: JSD Professional Services, Inc. <small>• Engineers • Surveyors • Planners</small> 161 HORIZON DRIVE, SUITE 101 VERONA, WISCONSIN 53593 PHONE: (608)848-5060	PREPARED FOR: BETHEL LUTHERAN CHURCH 312 WISCONSIN AVENUE MADISON WI 53703	PROJECT NO: 12-5105 FILE NO: B-260 FB/PG: - SHEET NO: 4 OF 4	SURVEYED BY: - DRAWN BY: JK CHECKED BY: TJB APPROVED BY: HPJ
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ARO EBERLE ARCHITECTS

116 King Street, Suite 202
608 204-7464

Madison, WI 53703
Aroeberle.com

LETTER OF INTENT

October 3, 2014

Matt Tucker
City of Madison Zoning Administrator
215 Martin Luther King, Jr. Blvd
Madison, WI 53703

Dear Matt,

Bethel Lutheran Church, located at 312 Wisconsin Avenue, intends to relocate a historic house currently located on Church property in a parking lot adjacent to the existing church. The Steensland House is a Queen Anne style house, is a Madison Landmark, and is on the National Register of Historic Places. The Steensland House is proposed to be moved from its current location facing Carroll Street to a new location on the same block facing Gorham Street directly adjacent to the church sanctuary. The relocation of the house is a technical demolition under the zoning code, although the house above the foundation is to be kept and restored using the high standards of the Secretary of the Department of the Interior for historic buildings. The relocation of the house preserves a contributing structure to the historic Mansion Hill district and maintains it within the boundary of the district. It also allows planning to move forward on a long-term future expansion of Bethel Lutheran. The proposed use will be 3 apartments with 10 bedrooms total and is a permitted use under the zoning code. The occupants will have a portion of their rent offset by volunteer work.

The site plan is proposed to be updated per the attached plans. The current use of the site is primarily for surface parking and is proposed to continue to be surface parking. The primary curb cut on Gorham Street for vehicle traffic is relocated 10 feet further west from the current location in order to accommodate the house footprint and separations from adjacent structures. Another existing curb cut will also be closed. The existing area of the Steensland House is to be paved and parked, offsetting some of the parking lost at the new Steensland House location, resulting in a slight reduction in parking stalls.

Bethel leases parking during the daytime hours to downtown employers and individuals, and payment in lieu of taxes is paid to the City. Bethel Lutheran is seeking a conditional use approval for this activity to bring the site into compliance with current practices and city requirements for private parking facilities. A few spaces are available for more than the typical work week daytime period, for example, for area hotel shuttles or buses. This is proposed to continue. The typical lease arrangement is for daytime parking for persons working downtown, and Bethel Lutheran has on-site management and observation of parking activities during the Monday-Friday period.

Project Team:

Bethel Lutheran Church

Pastor Scot Sorenson

Randy Alexander, Project Manager

Aro Eberle Architects

Matthew Aro

Douglas Pahl

JSD Professional Services

Hans Justeson, P.E. R.L.S.

Project schedule:

	Submit	Mtg/Hearing	Construction
Mansion Hill Neighborhood Meeting		9/3/2014	
Outline House Relocation With Stakes	9/5/2014		
Plan Commission	9/10/2014	10/27/2014	
Landmarks	9/15/2014	10/6/2014	
Urban Design	9/10/2014	10/15/2014	
Mansion Hill Neighborhood Meeting		10/1/2014	
Parking Construction Plan	10/31/2014		
Construction Documents Complete	11/15/2014		
Foundation Start			11/15/2014
House Relocation			12/1/2014
House Rehab Complete			6/30/2015

Building square footage: 5,310 GSF, 3 stories above grade.

Number of dwelling units: 3 apartments, with 10 bedrooms total:

1st floor: 3 bedroom apartment

2nd floor: 4 bedroom apartment

3rd floor: 3 bedroom apartment

Sincerely,



Aro Eberle Architects, Inc.

Matthew Aro



SUBDIVISION APPLICATION Madison Plan Commission

COPY

Task 800

\$1660.00

215 Martin Luther King Jr. Blvd; Room LL-100
PO Box 2985; Madison, Wisconsin 53701-2985
Phone: 608.266.4635 | Facsimile: 608.267.8739

**** Please read both pages of the application completely and fill in all required fields****

This application form may also be completed online at www.cityofmadison.com/planning/plan.html

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.

1a. Application Type.

☐ Preliminary Subdivision Plat ☐ Final Subdivision Plat ☒ Land Division/Certified Survey Map (CSM)

If a Plat, Proposed Subdivision Name: _____

1b. Review Fees. Make checks payable to "City Treasurer." Note: New fees effective May 2012 (!)

- For Preliminary and/or Final Plats, an application fee of \$250, plus \$50 per lot or outlot contained on the plat.
- For Certified Survey Maps, an application fee of \$250 plus \$200 per lot and outlot contained on the CSM.

2. Applicant Information.

Name of Property Owner: Bethel Lutheran Church Representative, if any: _____
Street Address: 312 Wisconsin Avenue. City/State: _____ Zip: _____
Telephone: () _____ Fax: () _____ Email: _____
Firm Preparing Survey: JSD Professional Services, Inc. Contact: Hans Justeson
Street Address: 161 Horizon Drive, Suite 101 City/State: Verona, WI Zip: 53593
Telephone: (608) 848-5060 Fax: (608) 848-2255 Email: hans.justeson@jsdinc.com

Check only ONE – ALL Correspondence on this application should be sent to: ☐ Property Owner, OR ☒ Survey Firm

3a. Project Information.

Parcel Addresses (note town if located outside City): 312 Wisconsin Avenue, Madison, WI 53703
Tax Parcel Number(s): 0709-144-1701-3
Zoning District(s) of Proposed Lots: UMX School District: Madison Metro.

→ Please provide a Legal Description on your CSM or plat. Note your development schedule in your Letter of Intent.

3b. For Properties Located Outside the Madison City Limits in the City's Extraterritorial Jurisdiction:

Date of Approval by Dane County: _____ Date of Approval by Town: _____

→ For an extraterritorial request to be scheduled, approval letters from both the Town and Dane County must be submitted.

4. Subdivision Contents and Description. Complete table as it pertains to your request; do not complete gray areas.

Land Use	Lots	Outlots	Acres
Residential	2		2.010
Retail/Office			
Industrial			
Other (state use):			

Land Use	Lots	Outlot	Acres
Outlots Dedicated to the Public (Parks, Stormwater, etc.)			
Outlots Maintained by a Private Group or Association			
PROJECT TOTALS	2		2.010

OVER →

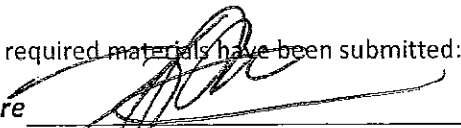
5. **Required Submittals.** Your application is required to include the following (check all that apply):

- ☒ **Map Copies** (prepared by a Registered Land Surveyor):
- For Preliminary Plats, **eighteen (18) copies** of the drawing drawn to scale are required. The drawing is required to provide all information as set forth in Section 16.23 (7)(a) of the Madison General Ordinances. The drawings shall include, but are not limited to, a description of existing site conditions and natural features, delineation of all public and private utilities that serve the site (denote field located versus record drawings), the general layout of the proposed subdivision, the dimensions of lots and outlots, widths of existing and proposed rights of way, topographic information, and any other information necessary for the review of the proposed subdivision.
 - For Final Plats, **sixteen (16) copies** of the drawing are required to be submitted. The final plat shall be drawn to the specifications of Section 236.20 of the Wisconsin Statutes.
 - For Certified Survey Maps (CSM), **sixteen (16) copies** of the drawing are required. The drawings shall include all of the information set forth in Sections 16.23(7)(a)&(d) of the Madison General Ordinances, including existing site conditions, the nature of the proposed division and any other necessary data. Utility data (field located or from utility maps) may be provided on a separate map submitted with application.
 - All surveys submitted with this application are required to be collated, stapled and folded so as to fit within an 8 1/2" X 14" folder. An 8-1/2" X 11-inch reduction of each sheet shall also be submitted.
- ☒ **Letter of Intent:** **Twelve (12) copies** of a letter describing the proposed subdivision in detail including, but not limited to: the number and type/ use of lots proposed with this subdivision; existing conditions and uses of the property; development and phasing schedule for the project, and; the names of persons involved (contractor, architect, landscaper, business manager, etc.). ***The letter of intent for a subdivision can be the same document as the letter of intent required for a concurrent Land Use Application for the same property. **A letter of intent is not required for Subdivision Applications for lot combinations or split duplexes.**
- ☒ **Report of Title and Supporting Documents:** All plats and certified surveys submitted for approval shall include a Report of Title satisfactory to the Office of Real Estate Services as required in Section 16.23 of the Madison General Ordinances. A minimum of **two (2) copies** of a City of Madison standard 60-year Report of Title shall be obtained from a title insurance company. **Title insurance or a title commitment policy is NOT acceptable** (i.e. a Preliminary Title Report or a Record Information Certificate). The applicant shall submit a copy of all documents listed in the Report of Title for each copy of the report submitted.
- ☐ **For any plat or CSM creating common areas to be maintained by private association:** **Two (2) copies** of proposed development restrictions and covenants shall be submitted for City approval prior to recording of the survey instrument.
- ☐ **For Surveys Outside the Madison City Limits:** A copy of the approval letters from both the Town where the property is located and Dane County must be submitted with your request. The City of Madison may not consider a survey within its extraterritorial jurisdiction without prior approval **Town and Dane County**.
- ☐ **For Surveys Conveying Land to the Public:** A Phase I Environmental Site Assessment Report may be required if any interest in these lands are to be conveyed to the public. Please contact the City's Office of Real Estate Services at 266-4222 for a determination as soon as possible.
- ☒ **Electronic Application Submittal:** All applicants are required to submit a copy of this completed application form, and preliminary and/or final plats or Certified Survey Map as individual Adobe Acrobat PDF files compiled either on a non-returnable CD-ROM to be included with their application materials, or in an e-mail sent to pcapplications@cityofmadison.com. The transmittal shall include the name of the project and applicant.

6. **Applicant Declarations:**

The signer attests that the application has been completed accurately and all required materials have been submitted:

Applicant's Printed Name Hans Justeson

Signature 

Date 10-17-14

Interest In Property On This Date None