

# 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 6/15/21 **RECEIVED**  
2:35 p.m.

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): 1729 SCHLIMGEN AVE. MADISON

Title: SINGLE FAMILY HOME

### 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** RAY GILDEN                                      **Company** HICKORY RIDGE LOG HOMES, LLC  
**Street address** 556 BOWERS RD.                                      **City/State/Zip** BELLEVILLE, WI. 53508  
**Telephone** 608-516-6948                                      **Email** hickoryridgelog@tds.net

**Project contact person** RAY GILDEN                                      **Company** HICKORY RIDGE LOG HOMES, LLC  
**Street address** 556 BOWERS RD.                                      **City/State/Zip** BELLEVILLE, WI. 53508  
**Telephone** 608-516-6948                                      **Email** hickoryridgelog@tds.net

**Property owner (if not applicant)** LOLITA MARTENS  
**Street address** 3230 RIDGEWAY AVE.                                      **City/State/Zip** MADISNO, WI. 53704  
**Telephone** 608-301-5211                                      **Email** lolita.martens@gmail.com

## 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 (\$ <u>600.00</u> )	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>Req.</th> <th>✓</th> <th>Req.</th> <th>✓</th> </tr> </thead> <tbody> <tr> <td>Site Plan</td> <td></td> <td>Utility Plan</td> <td></td> <td>Roof and Floor Plans</td> <td></td> </tr> <tr> <td>Survey or site plan of existing conditions</td> <td></td> <td>Landscape Plan and Landscape Worksheet</td> <td></td> <td>Fire Access Plan and Fire Access Worksheet</td> <td></td> </tr> <tr> <td>Grading Plan</td> <td></td> <td>Building Elevations</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> <p><input type="checkbox"/> The following Conditional Use Applications:</p> <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> <p><input type="checkbox"/> Modifications to Parking Requirements (i.e. Parking Reductions or Exceeding the Maximum)</p> <p><input type="checkbox"/> Demolition Permits</p> <p><input type="checkbox"/> Zoning Map Amendments (i.e. Rezoning)</p> <p><input type="checkbox"/> Planned Development General Development Plans (GDPs) / Planned Development Specific Implementation Plans (SIPs)</p> <p><input type="checkbox"/> Development within Downtown Core (DC) and Urban Mixed-Use (UMX) Zoning Districts</p>																									

APPLICATION FORM (CONTINUED)

5. Project Description

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

Remove existing concrete drive; house and garden shed on lot, at 1729 Schlimgen Ave.

and replace with new single family house and garage; new concrete drive as per plans.

Proposed Square-Footages by Type:

Overall (gross): 752 SF Commercial (net): Office (net): Industrial (net): Institutional (net):

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

Efficiency: 1-Bedroom: 2-Bedroom: 3-Bedroom: 4+ Bedroom:

Density (dwelling units per acre): Lot Size (in square feet & acres):

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

Surface Stalls: Under-Building/Structured:

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

Indoor: Outdoor:

Scheduled Start Date: 8/10/2021 OR SOONER Planned Completion Date: DEMO 8/12; NEW 3 MO. LATER

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 CHRIS WELLS Date May 12, 2021

Zoning staff ZACOB MOSKOWITZ Date May 12, 2021

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 Date MAY 28, 2021

Neighborhood Association(s) Date

Business Association(s) Date

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

Name of applicant RAY GILDEN Relationship to property GENERAL CONTRACTOR

Authorizing signature of property owner [Signature] Date 06/15/2021