

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 # _____

7/12/21
1:12 p.m.

RECEIVED

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): 2737 Myrtle St. Madison 53704

Title: Garage Remodel

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 Amy Fuller Company _____

Street address 2737 Myrtle St. City/State/Zip Madison WI 53704

Telephone 608-347-9014 Email ALFY28@HOTMAIL.COM

Project contact person Same Company _____

Street address _____ City/State/Zip _____

Telephone _____ Email _____

Property owner (if not applicant) Same

Street address _____ City/State/Zip _____

Telephone _____ Email _____

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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 must comply 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 City's Demolition Listserve 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 Land Use Application Form LND-B | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <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>X</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>X</td> <td>Building Elevations</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> | Req. | | ✓ | Req. | | ✓ | Req. | | ✓ | X | 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 | | X | Building Elevations | | | | | | |
| Req. | | ✓ | Req. | | ✓ | Req. | | ✓ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| | Grading Plan | | X | Building Elevations | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Supplemental Requirements (Based on Application Type) | <p>Additional materials are required for the following application types noted below. See Land Use Application Form LND-B for a detailed list of the submittal requirements for these application types.</p> <ul style="list-style-type: none"> <input type="checkbox"/> The following Conditional Use Applications: <ul style="list-style-type: none"> <input type="checkbox"/> Lakefront Developments <input type="checkbox"/> Outdoor Eating Areas <input type="checkbox"/> Development Adjacent to Public Parks <input type="checkbox"/> Modifications to Parking Requirements (i.e. Parking Reductions or Exceeding the Maximum) <input type="checkbox"/> Demolition Permits <input type="checkbox"/> Zoning Map Amendments (i.e. Rezoning) <input type="checkbox"/> Planned Development General Development Plans (GDPs) / Planned Development Specific Implementation Plans (SIPs) <input type="checkbox"/> Development within Downtown Core (DC) and Urban Mixed-Use (UMX) Zoning Districts | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

APPLICATION FORM (CONTINUED)

5. Project Description

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

Remove 1 car detached garage and replace with 2 car detached garage 24x24

Proposed Square-Footages by Type:

Overall (gross): 576 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: August 2021 Planned Completion Date: October 2021

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 7.6.21

Zoning staff Jacob Muskowitz Date 7.6.21

Posted notice of the proposed demolition on the City's Demolition Listserve (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 7.6.21

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 Amy Fuller Relationship to property owner

Authorizing signature of property owner Amy Fuller Date 7.12.21