



1. LOCATION

Project Address: _____ Aldermanic District: _____

2. PROJECT

Date Submitted: _____

Project Title / Description: _____

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)*: _____

3. APPLICANT

Applicant's Name: _____ Company: _____

Address: _____ City/State: _____ Zip: _____

Telephone: _____ E-mail: _____

Property Owner *(if not applicant)*: _____

Address: _____ City/State: _____ 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.