

# LAND USE APPLICATION

# LND-B

City of Madison  
Planning Division  
126 S. Hamilton St.  
P.O. Box 2985  
Madison, WI 53701-2985  
(608) 266-4635



## FOR OFFICE USE ONLY:

Paid \_\_\_\_\_ Receipt # \_\_\_\_\_  
Date received \_\_\_\_\_  
Received by \_\_\_\_\_  
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 at the above address.**

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 found on the City's web site.

### 1. Project Information

Address: 1212 Huxley Street, Madison, Wisconsin 53704  
Title: MSP Huxley

### 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) Zoning
- 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** Mark Hammond **Company** MSP Real Estate, Inc.  
**Street address** 1295 Northland Drive, Suite 220 **City/State/Zip** Mendota Heights, MN 55120  
**Telephone** 612-868-9997 **Email** mhammond@msphousing.com

**Project contact person** Mark Hammond **Company** MSP Real Estate, Inc.  
**Street address** 1295 Northland Drive, Suite 220 **City/State/Zip** Mendota Heights, MN 55120  
**Telephone** 612-868-9997 **Email** mhammond@msphousing.com

**Property owner (if not applicant)** Heritage Credit Union  
**Street address** 1212 Huxley Street **City/State/Zip** Madison, Wisconsin 53704  
**Telephone** 608-237-8362 **Email** anita.rauch@heritagecu.org

**4. Project Description**

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

112 unit multifamily development consisting of two buildings, both 4 stories tall with underground parking.

West building will be 62 units; East building 50 units along with 2,000 square feet 1st floor commercial space.

Scheduled start date 2/1/2021 Planned completion date 6/1/2022

**5. Required Submittal Materials**

Refer to the Land Use Application Checklist for detailed submittal requirements.

- Filing fee
- Land Use Application
- Letter of intent
- Legal description
- Pre-application notification
- Vicinity map
- Survey or existing conditions site plan
- Development plans
- Land Use Application Checklist (LND-C)
- Supplemental Requirements
- Electronic Submittal\*

*\*Electronic copies of all items submitted in hard copy are required. Individual PDF files of each item submitted should be compiled on a CD or flash drive, or submitted via email to pcapplications@cityofmadison.com. The email must include the project address, project name, and applicant name. Electronic submittals via file hosting services (such as Dropbox.com) are not allowed. Applicants who are unable to provide the materials electronically should contact the Planning Division at (608) 266-4635 for assistance.*

**For concurrent UDC applications** a separate pre-application meeting with the UDC Secretary is required prior to submittal. Following the pre-application meeting, a complete UDC Application form and all other submittal requirements must be submitted to the UDC Secretary. An electronic submittal, as noted above, is required. Electronic submittals should be compiled on a CD or flash drive, or sent via email to udcapapplications@cityofmadison.com.

**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 Kevin Firchow Date 5-28-19

Zoning staff Jenny Kirchgatter Date 5-28-19

- Demolition Listserv
- 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 any nearby neighborhood and business associations **in writing** no later than **30 days prior to FILING this request.** List the alderperson, neighborhood association(s), business association(s), AND the dates you sent the notices:  
Alder Abbas - 5/20/19 ; Sherman Neighborhood Association - 5/29/19 ; Northside Business Association - 8-5-19

The alderperson and the Director of Planning & Community & Economic Development may reduce the 30-day requirement or waive the pre-application notification requirement altogether. Evidence of the pre-application notification is required as part of the application materials. A copy of the notification letters or any correspondence granting a waiver is required as part of the application materials.

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

Name of applicant Mark Hammond Relationship to property Prospective Buyer

Authorizing signature of property owner Aneta Pasch/CEO Date 10/7/2019