

# 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: Proposed Address: 4505 East Towne Blvd. Madison, WI 53704-3713  
Title: Portillo's Restaurant East Towne Mall

### 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 Skip Alexander Company CBL Properties\*  
Street address 2030 Hamilton Place Blvd. City/State/Zip Chattanooga, TN 37421-6000  
Telephone 423.490.8822 Email skip.alexander@cblproperties.com  
Project contact person Same as Above Company \_\_\_\_\_  
Street address \_\_\_\_\_ City/State/Zip \_\_\_\_\_  
Telephone \_\_\_\_\_ Email \_\_\_\_\_  
Property owner (if not applicant) JC Penney  
Street address n/a City/State/Zip n/a  
Telephone n/a Email n/a

\*CBL Properties, authorized entity by JC Penney (Underlying Land Owner)

4. Project Description

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

Portillo's is proposing an approximate 9,075 SF restaurant on lands currently owned by JC Penney via a Conditional Use Land Use Application and Certified Survey Map.

Scheduled start date April 2018 Planned completion date Fall 2018

5. Required Submittal Materials

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

- Checkboxes for 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, and 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.

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.

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 DAT Meetings Date 03.23.17 & 09.07.17

Zoning staff DAT Meetings Date 03.23.17 & 09.07.17

- 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:

Email notification provided to District 17 Alder Samba Baldeh on 08.30.17
Notification acknowledged and Neighborhood Meeting requested and scheduled for 09.28.17

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.

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

Name of applicant Skip Alexander, CBL Properties (Developer) Relationship to property Authorized Entity by Property Owner

Authorizing signature of property owner [Signature] Date 11.03.17