

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: 3922 and 3926 Mineral Point Road, Madison, WI 53705-5199

Title: _____

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 Trustees Company Bethany United Methodist Church

Street address 3922 and 3926 Mineral Point Road City/State/Zip Madison, WI 53705-5199

Telephone 608-238-6381 Email _____

Project contact person Jeff Erickson Company _____

Street address 576 S Hillcrest Dr City/State/Zip Verona, WI 53593

Telephone 608-206-6011 Email jeffry.erickson@gmail.com

Property owner (if not applicant) _____

Street address _____ City/State/Zip _____

Telephone _____ Email _____

4. Project Description

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

Demolish the two vacant parsonages. We will remove the buildings, driveways, and sidewalks. We will replace with grass and small plantings.

Scheduled start date September 2017 Planned completion date September 2017

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 pccapplications@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 udccapplications@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 Timothy M. Parks and Colin Punt Date 2017-06-19

Zoning staff Jenny Kirchgatter, Assistant Zoning Administrator Date 2017-06-19

- 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:
Notified Alder Gruber on 2017-02-20 and the new Alder Arvina Martin on on 2017-06-19.
Notified Sunset Village Neighborhood Association President Sue Reynard on 2017-02-20.

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 Jeff Erickson Relationship to property President, Board of Trustees

Authorizing signature of property owner  Date July 16, 2017