

This document describes the process and application requirements for Land Use Applications requiring Plan Commission review and approval.

If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call the Planning Division at (608) 266-4635.

Si necesita interpretar, traductor, materiales en diferentes formatos, u otro tipo de ayuda para acceder a estos formularios, por favor llame al (608) 266-4635.

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



Prior to Submittal

- 1. Pre-Application Meeting.** Prior to the submittal of a Land Use Application, the applicant is strongly encouraged to meet with Planning and Zoning staff to discuss the development proposal, review concept plans in detail, and discuss the approval process. Applicants are also strongly encouraged to meet with the district alderperson, adjoining neighbors, property owners, and neighborhood association, if applicable, prior to submitting an application.
- 2. Pre-Application Notification.** A letter or email notifying the alderperson and any City-registered neighborhood and/or City-listed business associations serving the subject site must be sent 30 days prior to submitting an application. This notice must clearly state that the applicant is "intending to file a land use application" and specify the project address and specific approval(s) sought. **If this notice requirement is not met, an application will not be accepted.** Notices may also include other information such as contact information, timelines, or descriptions of the proposal.

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.

Demolition Permits Only: For all Demolition requests, posting notice of the requested demolition to the Demolition Listserv is required 30 days prior to submitting an application.

Submitting Your Application

- 1. Submittal Deadline.** Application submittal deadlines are as noted on the annual Development Review Schedule for the Plan Commission. Applications must be submitted by 12:00 p.m. on the due date. Applications received after 12:00 p.m. will be scheduled for the next application cycle.
- 2. Urban Design Commission (UDC).** If UDC review or approval is required, a pre-application meeting with the UDC Secretary is also required. Following the pre-application meeting, a complete UDC Application form, including all requirements must be submitted to the UDC Secretary. An electronic submittal (PDF format) is required for each item submitted to UDC. Refer to the Development Review Schedule for your intended UDC date.
- 3. Completeness Review.** Zoning staff will review all applications for completeness. A "complete" application includes a completed Land Use Application Form and all application materials and supplemental materials as indicated on the Land Use Application Checklist and Supplemental Requirements. Per Section 28.181(4), MGO, the Zoning Administrator may refuse to accept an application. If an application is determined to be incomplete, it will not be accepted. There are many factors that contribute to the timing of an application's review and public hearing schedule, including required plan revisions or the need for additional information. Submittal of an application by the published deadline does not guarantee a specific public hearing date.
- 4. Electronic Copies Required.** 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 in an 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.

After Filing an Application

1. **Public Notice.** The Zoning Administrator will prepare a “notice of hearing” sign for the applicant to post in a highly visible location on the subject site at least 21 days prior to the scheduled public hearing. City staff will notify, by mail, property owners and occupants within 200 feet of the boundaries of the property.
2. **Development Review.** Application materials will be circulated to several City agencies for review. Please note that review of construction drawings in order to obtain building permits is a later step not included in the development review process. Upon completion of the development review process, the applicant will receive a copy of the report containing staffs’ comments and recommended conditions of approval prior to the scheduled public hearing. The applicant will be informed of the time and place of the public hearing by letter via mail.

Plan Commission Review Process

1. **Plan Commission Attendance Required.** Please note that the applicant or a representative is required to attend the Plan Commission public hearing. The attendee should be prepared to provide a brief presentation to the Plan Commission and answer questions related to the application proposal. Failure to appear at the scheduled hearing may cause referral of the matter to a future hearing date. The applicant or project representative should remain at the Plan Commission meeting until the Commission votes on their item.
2. **Final Action.** The Plan Commission is the decision-making body on the majority of Land Use Applications, with the exception of rezoning, annexation, subdivision and zoning text amendment requests. The Plan Commission can approve, conditionally approve, reject (deny), or refer (to a future hearing) those Land Use Applications that it has purview over based on their review of the request for consistency with the applicable review criteria and development standards found in City ordinances. For all other Land Use Applications, the Plan Commission will make an advisory recommendation to the Common Council, who will take final action to approve, conditionally approve, or reject the application.
3. **Disposition Letter and Next Steps.** After final action has been taken on an application, the Planning Division will draft a disposition letter that provides a detailed list of the conditions of approval. The disposition letter will also contain detailed information on how to finalize the requested land use approvals prior to receiving permits for demolition or new construction. A copy of the letter will be sent to the contact person identified on the application. Separate building, sign, or demolition permits issued by the Building Inspection Division will be required before work on the project can commence.

Application Fees

Please consult the schedule below for the appropriate fee for your request. Refer to Section 28.206, MGO for further detail. Land Use Applications containing a combination of Rezoning, Demolition Permit and/or Conditional Use approvals shall, after computation of each category, be charged the highest individual fee. Fractions of an acre are rounded up to the next whole acre. Please note that a separate fee schedule applies for subdivision/CSM applications and for Urban Design Commission review. Make checks payable to: City of Madison Treasurer. Credit cards may be used for application fees of less than \$1,000.

1. **Zoning Map Amendment Applications for Planned Development (PD) Zoning (including major alterations):** Minimum fee of \$1,500, plus \$200 per acre for acres 2-20, for a maximum filing fee of \$5,300 for development sites of 20 or more acres.
2. **Other Zoning Map Amendments:** Minimum fee of \$950, plus \$100 per acre for acres 2-20, for a maximum filing fee of \$2,850 for development sites of 20 or more acres.
3. **Conditional Use (including Major Alterations to Approved Conditional Uses) for a multifamily complex; school; new construction or addition to existing buildings resulting in total square footage greater than 50,000 square feet in gross floor area and 25,000 square feet or more square feet of gross floor area designed or intended for retail, hotel or motel use; new construction of, or some additions buildings in select Downtown Districts:** Minimum fee of \$950, plus \$100 per acre for acres 2-20, for a maximum filing fee of \$2,850 for development sites of 20 or more acres.
4. **Other Conditional Uses (including Major Alterations to Approved Conditional Uses):** Minimum fee of \$600, plus \$100 per acre for acres 2-20, for a maximum filing fee of \$2,500 for development sites of 20 or more acres.
5. **Demolition Permits:** \$600, unless in conjunction with the Conditional Use approval, in which case the fee for the Conditional Use application applies.
6. **Planned Development Zoning Alterations (by the Plan Commission):** \$500.

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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: 801 Badger Road

Title: Madison College - South Campus

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 Kirk Keller **Company** Plunkett Raysich Architects, LLP

Street address 2310 Crossroads Dr., #2000 **City/State/Zip** Madison, WI 53718

Telephone 608-478-4013 **Email** kkeller@prarch.com

Project contact person Kirk Keller **Company** Plunkett Raysich Architects, LLP

Street address 2310 Crossroads Dr., #2000 **City/State/Zip** Madison, WI 53718

Telephone 608-478-4013 **Email** kkeller@prarch.com

Property owner (if not applicant) Michael Stark for Madison College

Street address 1701 Wright Street **City/State/Zip** Madison, WI 53704-2599

Telephone 608-246-6737 **Email** mmstark@madisoncollege.edu

4. Project Description

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

New multi-story college building and full redevelopment of the existing site.

Scheduled start date Spring 2018 Planned completion date Spring 2019

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 udcapplications@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 Chris Wells Date Multiple Meetings

Zoning staff Matt Tucker Date Multiple Meetings

- 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: Several in person and phone meetings with Alder Carter. Alder Carter held a Neighborhood meeting at the Nehemiah Community Center on 28 September 2017.

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 Kirk Keller Relationship to property Architect

Authorizing signature of property owner  Date 17 October 2017

LAND USE APPLICATION — CHECKLIST

LND-C

Use this checklist to prepare a complete Land Use Application that addresses the City's land use development project standards, requirements and review criteria. 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.

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Req.	Required Submittal Information	Contents	No. of Copies	✓
	Filing Fee (\$ 950.00)	Refer to the Land Use Application Instructions and Fee Schedule. Make checks payable to City Treasurer.	1	X
	Land Use Application and completed Submittal Checklist	Form must include property owner's authorization.	1	X
	Letter of Intent	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.	32	X
	Legal Description	Legal description of the property, complete with the proposed zoning districts and project site area in square feet and acres.	2	X
	Pre-Application Notification	Proof of written 30-day notification to alder, neighborhood association, and business associations.	1	X
	Vicinity Map	Indicate site and adjacent streets.	32	X
	Survey or Existing Conditions Site Plan	Shows existing property boundaries and site conditions, including easements and encumbrances of record. Completion by a registered land surveyor may be required.	2	X
	Supplemental Requirements (Based on Application Type)	Additional materials may be required for: demolition permit; lakefront development; outdoor eating areas; development adjacent to parks; development within downtown core and urban mixed-use districts; modifications to parking requirements; Planned Development; and master plan applications. Refer to Supplemental Requirements form.	Include in Plan Set as required	X
	Development Plans	Thirty-two (32)-11" x 17" legible copies; and One (1), 24" x 36" copy of the plan set are required.	33	X
	Site Plan	See reverse side for specific sheet requirements.		X
	Grading Plan	See reverse side for specific sheet requirements.		X
	Utility Plan	See reverse side for specific sheet requirements.		X
	Landscape Plan and Landscape Worksheet	See reverse side for specific sheet requirements.		X
	Building Elevations	See reverse side for specific sheet requirements.		X
	Roof and Floor Plans	See reverse side for specific sheet requirements.		X
	Fire Access Plan and Fire Access Worksheet	See reverse side for specific sheet requirements.		X
	Supplemental Development Plan Requirements	As determined by staff through the Pre-application process. Land Use Application Checklist		X

Note: Not all development plan materials listed are required for all applications. Submittal materials are as determined by staff.

For electronic submittals, one copy of each item listed above and indexed accordingly, in PDF file format, is required. All development plan set sheets must be scalable to full- and half-size sheets.

☒ All Plan Sheets

1. Title block
2. Sheet number
3. North arrow
4. Scale, both written and graphic
5. Date
6. Fully dimensioned plans, scaled at 1" = 40' or larger

☒ Site Plan

1. Land Use Summary Table, including site area, building square footage, building footprint, number and size of each unit/tenant space, unit type breakdown by bedroom, lot coverage, useable open space, landscape area, paved area, etc.
2. Lot lines and easements, fully dimensioned
3. Utility locations
4. Existing and proposed topography at two-foot maximum intervals
5. Existing/proposed buildings and uses, dimensioned building footprint
6. Required yards and building setbacks
7. Fully dimensioned vehicle parking area, including detail and turning templates for large vehicles
8. Parking summary indicating the total number of parking stalls provided and type
9. Fully dimensioned bike parking, including rack style detail and dimensioned clearances
10. Vision triangles at driveways and intersections
11. Refuse and recycling, loading, outdoor storage and display areas
12. At grade HVAC and utilities, including transformer pedestals, back-up generators, etc.
13. Existing private trees 8" or more in diameter, including size, location, species, and driplines
14. Location, type, materials, height with detail of proposed fences, walls, and other screening materials
15. Hard surface materials
16. Site signage and lighting, including public trees
17. Proposed and existing public improvements adjacent to the project site
18. Phasing (if applicable)

☒ Grading Plan

1. Lot lines and easements, fully dimensioned
2. Existing and proposed contours (two-foot maximum interval), or sufficient spot elevations and drainage direction arrows to convey runoff directions, including proposed changes in terrace grade
3. Limits of excavation
4. Top of curb and sidewalk elevations
5. First floor elevations
6. Pedestrian and vehicle entrance elevations/grades

7. Lowest building opening elevations/grades
8. Existing and proposed retaining wall types, details, and top and bottom of wall elevations
9. Flood plain boundaries and elevations (if applicable)

☒ Utility Plan

1. Lot lines and easements, fully dimensioned
2. Existing and proposed sanitary sewer, storm sewer, and water laterals (include alignments, invert/rim elevations, pipe types, pipe sizes, and pipe slopes)
3. Pipe sizes and types, slopes, inverts, and alignments of public utilities to which proposed or existing services will be connected
4. Existing and proposed private drainage systems (include inlets, pipes, swales, ponds, etc.)
5. Stormwater management measures
6. Calculations for pipe and/or pump sizing for storm sewer systems serving enclosed depressions

☒ Fire Access Plan

1. Refer to Fire Hydrant Worksheet
2. Lot lines and easements, fully dimensioned
3. Fire lane location
4. Aerial access lanes (if building over 30')
5. Tree canopies at full mature size along aerial access lanes
6. Fire hydrant locations within 500' of fire lanes
7. Dimension from fire hydrant to fire truck following fire lanes
8. Dimension from fire truck to all exterior portions of the building following walkable path

☒ Roof and Floor Plans

1. Fully dimensioned roof and floor plans drawn to a common architectural scale
2. Layout of rooms
3. Roof mounted mechanical and screening
4. Detailed layout of structured parking
5. Storage and mechanical areas

☒ Building Elevations

1. Fully dimensioned elevations drawn to a common architectural scale
2. Overall building height and finished floor elevations
3. Exterior materials and colors
4. Existing and proposed grade
5. Roof-mounted mechanical equipment and screening methods
6. HVAC venting and penetrations, and architectural lighting
7. 3D renderings
8. Building sections (if applicable)
9. Include street profile rendering (if applicable)

☒ Landscape Plan

1. Completed Landscape Worksheet
2. Site plan and grading plan details
3. Existing private trees 8" or more in diameter, including size, location, species, and driplines
4. All existing public trees, including size, locations, species, and driplines. Note: The final street tree species selection will be determined by City Forestry
5. Proposed trees, including size, location, species, and dripline
6. Plant Schedule identifying the symbol, quantity, scientific and common name, height, spread, size, and points for each planting
7. Other landscape materials, including mulch type, ground plantings and shrubs, size and species, and hard surface materials including terrace
8. Site amenities, including bike parking, benches, trash receptacles, lighting and signage, etc. (if no lighting is proposed, note on plan)
9. Location, type, materials, height with detail of proposed fences, walls, and other screening materials
10. Areas of seeding and sodding or mulching, including terrace
11. Tree removal table indicating which trees, both public and private trees, will be removed. NOTE: All tree removals in the public right-of-way require separate permit and approval by City Forestry (if applicable)
12. Areas to remain undisturbed and limits of land disturbance, including terrace (if applicable)
13. NOTE: Plants shall be depicted at their size at 60% of growth
14. NOTE: Impacts to public trees should be considered when proposing private trees, including species and mature size
15. NOTE: For lots greater than 10,000 square-feet, a registered Landscape Architect stamp is required.

☒ Additional Plan Set Requirements

1. Demolition Plan (if demolition is proposed) **Pending**
 - Existing conditions site plan indicating what improvements are to be demolished, including buildings, existing private trees 8" or more in diameter, existing public trees, including size, locations, and driplines, sidewalks, driveways, streets, alleys, curb and gutter, etc
2. Lighting/Photometric Plan (if exterior lighting is proposed)
 - Proposed exterior light fixtures, both freestanding and wall mounted
 - Luminaire schedule, including the type and number of each fixture, mounting or pole height and angle, the type of light (metal halide, etc.), wattage, initial lumen rating, uniformity ratio, operating controls, and light levels at the property line four feet above grade
 - Cut sheet of each proposed fixture providing a graphic of the fixtures concealment and light cutoff angle
3. Draft or recorded copies of agreements, easements or restrictions required to develop the project site as proposed
4. Management or operating plan
5. Transportation Demand Management Plan **In Process**
6. Traffic Impact Study **In Process**
7. Stormwater Report
8. Street Tree Plan (if significant impacts to existing street trees)
 - All existing and proposed public improvements, including fire hydrants, sidewalks, curb and gutter, streets, driveways, bus stops, lighting, etc.
 - All existing street trees, including size, locations, species and driplines. Note: The final street tree species selection will be determined by City Forestry
 - Aerial fire access zones
 - Indicate which trees are to be removed
 - Proposed changes in terrace including grade and treatment
 - Expected excavation limits in the terrace for soil retention (if applicable)

Based on the Land Use Application request, additional materials may be required as indicated below. The materials identified in this form are in addition to the materials required for all Land Use Applications.

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Demolition Permit Application preparation in process

In addition to items required for all Land Use Applications, the following items are required for all proposed demolitions, as per Section 28.185, MGO, including:

1. Prior to the filing of an application, the applicant or their agent is required to provide notification to the Demolition Listserv at least **30 days** prior to filing their application.
2. Photos of the exterior and interior of the building.
3. Written report of a licensed architect or engineer describing the condition of the building.
4. Approval of a **Reuse and Recycling Plan** by the City's Recycling Coordinator is required prior to issuance of permits, pursuant to Section 28.185(7)(a)(5), MGO. Recycling Coordinator Bryan Johnson can be reached at 608-267-2626 or by Bjohnson2@cityofmadison.com. Within 60 days of the completion of demolition activity, the applicant shall submit documentation showing compliance with the approved Reuse and Recycling Plan, pursuant to Section 28.185(10), MGO.

Lakefront Development (Conditional Use Application)

In addition to items required for all Land Use Applications, the following items are required for proposed lakefront development as per Section 28.138, MGO, including:

1. Complete inventory of shoreline vegetation in any area proposed for building, filling, grading, or excavating
2. Any trees and shrubs to be removed as a result of the proposed development (not more than 30% of the frontage shall be cleared of trees and shrubs within 35 feet of the Ordinary High Water Mark (OHWM))
3. Measurement of the lot coverage within 35 feet of the OHWM, which cannot exceed 20%, with the exception of public paths within this area
4. Detailed plans for site grading, filling, and any retaining walls
5. Contextual information related to the five buildings on either side or within 300 feet on either side of the subject property (whichever is less). If utilizing as-built data from nearby properties to determine the lakefront yard, a survey completed by a Registered Land Surveyor in the State of Wisconsin showing the pertinent principal building setbacks of nearby properties must be included. The required minimum lakefront yard may be either:

The average distance between the OHWM and the principal buildings on the two adjoining lots, provided these distances are within 20' of one another.

OR

The median setback of the principal building on the five (5) developed lots or 300 feet on either side (whichever is less). If this method is utilized, the established setback must be no less than 30% of the lot depth of the subject property, and could be more, based on the placement of buildings as measured to establish the median.

For the purposes of determining the OHWM, use the following base elevations: Lake Mendota 850.7 National Geodetic Vertical Datum (NGVD) and Lake Monona 845.82 NGVD.

Outdoor Eating Areas (Conditional Use Application)

In addition to items required for all Land Use Applications, the following items are required for outdoor eating area requests per Section 28.151, MGO including:

1. Seating plan
2. Entrance and exit locations
3. Operational details, including hours of operation, total occupancy (seated and standing, inside and outside), and a description of how the area will be separated from parking areas or sidewalks

☐ Modifications to Parking Requirements (Parking Reduction or Exceeding the Maximum)

In addition to the items required for all Land Use Applications, the following items are required for requests to modify the parking requirements, either reducing or exceeding the requirements as per Sections 28.141(5) and (6), MGO, including:

1. Documentation regarding the actual parking demand for the proposed use
2. The impact of the proposed use on the parking and roadway facilities in the surrounding area
3. Whether the proposed use is located near a parking area that is available to the customers, occupants, employees, and guests of the proposed use
4. The availability of alternative forms of transportation and actions being taken by the applicant to enhance or promote those alternatives
5. Whether the proposed use is new or is an alteration, addition, or expansion of an existing use

☐ Development within Downtown Core (DC) and Urban Mixed-Use (UMX) Zoning Districts

Qualified development within the Downtown Core District and Urban Mixed-Use District are required to address how the proposal relates to the adopted Downtown Urban Design Guidelines. This information should be provided along with all copies of the other application materials.

☐ Development Adjacent to Public Parks (Conditional Use Application)

In addition to items required for all Land Use Applications, the following items are required for requests for non-residential development immediately adjacent to a City-owned public park, as per Section 28.139, MGO, including:

1. Complete inventory of vegetation in any area proposed for development within 100 feet of a park boundary
2. Any proposed removal of trees and other vegetation within 100 feet of the park boundary (Removal of vegetation within 35 feet of the park boundary may be limited.)
3. Detailed grading and drainage plan for the area within 35 feet of the park boundary

☐ Zoning Map Amendments (Rezoning)

In addition to items required for all Land Use Applications, the following items are required for rezoning requests, including:

Legal description of the property, complete with the proposed zoning districts and project site area in square feet and acres, in MS Word format. When multiple zoning districts are requested, a map showing those districts on the site is required. Unless comprised of whole platted lots, a metes and bounds description prepared by a Registered Land Surveyor in the State of Wisconsin must be included.

☐ Planned Development General Development Plan (GDP) / Planned Development Specific Implementation Plan (SIP)

In addition to the items required for all Land Use Applications, the following items are required for Planned Development GDP and SIP requests, as per Section 05-098, MGO, including:

Planned Development GDP

1. Proposed zoning text, including a description of the proposed land uses, their dimensions, bulk, height, scale and massing, and other relevant standards
2. An accurate vicinity map, including the project site and its relationship to surrounding properties, existing topography and key features, buildings and structures
3. Analysis of potential economic impacts to the community, including the cost of municipal services and any additional infrastructure
4. When requested, a general outline of intended organizational structure related to property owners' association, deed restrictions, and private provision of common services

Planned Development SIP

1. An accurate map of the area covered by the SIP, including the relationship to the overall GDP
2. Circulation, including public and private roads, driveways, walkways and parking facilities, traffic projections, and mitigation measures
3. Detailed lot layout and subdivision plat, including the location and description of any areas to be dedicated to the public (if applicable)
4. Complete architectural character of the building or buildings included on the SIP
5. Proof of financing capability and anticipated construction schedule
6. A specific zoning text for the portion of the PD District to be developed under the SIP, including a description of the proposed land uses, their dimensions, bulk, height, scale and massing, and other relevant standards, which shall be consistent with the zoning text approved with the GDP (if applicable)
7. Agreements, bylaws, provisions, or covenants which govern the organizational structure, use, maintenance, and continued protection of the development and any of its common services, common open areas, or other facilities