

# LAND USE APPLICATION

## Madison Plan Commission

215 Martin Luther King Jr. Blvd; Room LL-100  
 PO Box 2985; Madison, Wisconsin 53701-2985  
 Phone: 608.266.4635 | Facsimile: 608.267.8739

- The following information is required for all applications for Plan Commission review.
- Please read all pages of the application completely and fill in all required fields.
- This application form may also be completed online at [www.cityofmadison.com/planning/plan.html](http://www.cityofmadison.com/planning/plan.html)
- All zoning application packages should be filed directly with the Zoning Administrator's desk.
- All applications will be reviewed against the applicable standards found in the City Ordinances to determine if the project can be approved.

### FOR OFFICE USE ONLY:

Amt. Paid 500 Receipt No. 96617  
 Date Received 11/26/08  
 Received By [Signature]  
 Parcel No. 0709-144-0210-5  
 Aldermanic District \_\_\_\_\_  
 GQ Hnt. Distr. - Mansion Hill  
 Zoning District R6M  
**For Complete Submittal**  
 Application  Letter of Intent   
 IDUP \_\_\_\_\_ Legal Descript.   
 Plan Sets  Zoning Text \_\_\_\_\_  
 Alder Notification \_\_\_\_\_ Waiver \_\_\_\_\_  
 Ngrbrhd. Assn Not. \_\_\_\_\_ Waiver \_\_\_\_\_  
 Date Sign Issued 11/26/08

1. **Project Address:** 529 N. PINCKNEY ST. **Project Area in Acres:** \_\_\_\_\_

**Project Title (if any):** \_\_\_\_\_

2. **This is an application for:** (check at least one)

**Zoning Map Amendment** (check only ONE box below for rezoning and fill in the blanks accordingly)

<input type="checkbox"/> Rezoning from _____ to _____	<input type="checkbox"/> Rezoning from _____ to PUD/PCD-SIP
<input type="checkbox"/> Rezoning from _____ to PUD/PCD-GDP	<input type="checkbox"/> Rezoning from PUD/PCD-GDP to PUD/PCD-SIP

**Conditional Use**     **Demolition Permit**     **Other Requests** (Specify): \_\_\_\_\_

### 3. Applicant, Agent & Property Owner Information:

Applicant's Name: Stephen Sundstrom Company: Apex Property Management, Inc.  
 Street Address: 1741 Commercial Ave. City/State: Madison, WI. Zip: 53704  
 Telephone: (608) 255-3753 Fax: (608) 255-5668 Email: ssundstrom@apexrents.com

Project Contact Person: Peter Rott Company: Isthmus Architecture, Inc.  
 Street Address: 613 Williamson St. City/State: Madison WI Zip: 53703  
 Telephone: (608) 294-0206 Fax: (608) 294-0207 Email: rott@is-arch.com

Property Owner (if not applicant): \_\_\_\_\_  
 Street Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_

### 4. Project Information:

Provide a general description of the project and all proposed uses of the site: Addition of one dwelling unit within existing envelope of multi-family building.

Development Schedule: Commencement winter 2008-09 Completion Spring 2009

CONTINUE →

**5. Required Submittals:**

**Site Plans** submitted as follows below and depicts all lot lines; existing, altered, demolished or proposed buildings; parking areas and driveways; sidewalks; location of any new signs; existing and proposed utility locations; building elevations and floor plans; landscaping, and a development schedule describing pertinent project details:

- **Seven (7) copies** of a full-sized plan set drawn to a scale of one inch equals 20 feet (collated and folded)
- **Seven (7) copies** of the plan set reduced to fit onto 11 inch by 17 inch paper (collated, stapled and folded)
- **One (1) copy** of the plan set reduced to fit onto 8 1/2 inch by 11 inch paper

**Letter of Intent: Twelve (12) copies** describing this application in detail but not limited to, including: existing conditions and uses of the property; development schedule for the project; names of persons involved (contractor, architect, landscaper, business manager, etc.); types of businesses; number of employees; hours of operation; square footage or acreage of the site; number of dwelling units; sale or rental price range for dwelling units; gross square footage of building(s); number of parking stalls, etc.

**Legal Description of Property:** Lot(s) of record or metes and bounds description prepared by a land surveyor.

**Filing Fee:** \$ 500 See the fee schedule on the application cover page. Make checks payable to: *City Treasurer.*

**IN ADDITION, THE FOLLOWING ITEMS MAY ALSO BE REQUIRED WITH YOUR APPLICATION; SEE BELOW:**

For any applications proposing demolition of existing (principal) buildings, photos of the structure(s) to be demolished shall be submitted with your application. Be advised that a *Reuse and Recycling Plan* approved by the City's Recycling Coordinator is required to be approved by the City prior to issuance of wrecking permits.

A project proposing **ten (10) or more dwelling units** may be required to comply with the City's Inclusionary Zoning requirements outlined in Section 28.04 (25) of the Zoning Ordinance. A separate **INCLUSIONARY DWELLING UNIT PLAN** application detailing the project's conformance with these ordinance requirements shall be submitted concurrently with this application form. Note that some IDUP materials will coincide with the above submittal materials.

A *Zoning Text* must accompany **all** Planned Community or Planned Unit Development (PCD/PUD) submittals.

**FOR ALL APPLICATIONS:** All applicants are required to submit copies of all items submitted in hard copy with their application (including this application form, the letter of intent, complete plan sets and elevations, etc.) as **INDIVIDUAL** Adobe Acrobat PDF files compiled either on a non-returnable CD to be included with their application materials, or in an e-mail sent to [pcapplications@cityofmadison.com](mailto:pcapplications@cityofmadison.com). The e-mail shall include the name of the project and applicant. Applicants who are unable to provide the materials electronically should contact the Planning Unit at (608) 266-4635 for assistance.

**6. Applicant Declarations:**

**Conformance with adopted City plans:** Applications shall be in accordance with all adopted City of Madison plans:

→ The site is located within the limits of \_\_\_\_\_ Plan, which recommends:

\_\_\_\_\_ for this property.

**Pre-application Notification:** Section 28.12 of the Zoning Ordinance requires that the applicant notify the district alder and any nearby neighborhood or business associations by mail no later than **30** days prior to filing this request:

→ List below the Alderperson, Neighborhood Association(s), Business Association(s) AND dates you sent the notices:

Brenda Konkol Alderperson, October 29, 2008

If the alder has granted a waiver to this requirement, please attach any such correspondence to this form.

**Pre-application Meeting with staff:** Prior to preparation of this application, the applicant is required to discuss the proposed development and review process with Zoning Counter and Planning Unit staff; note staff persons and date.

Planner \_\_\_\_\_ Date \_\_\_\_\_ | Zoning Staff Jenny Andrew Fielting Date 10/22/08

**The signer attests that this form has been completed accurately and all required materials have been submitted:**

Printed Name PETER ROTT Date 11/25/08

Signature [Signature] Relation to Property Owner architect

Authorizing Signature of Property Owner [Signature] Date 11/25/08