



KEE Architecture, Inc.
621 Williamson Street
Madison, Wisconsin 53703

May 22, 2012

City of Madison
Department of Planning and Community & Economic Development
215 Martin Luther King Jr. Boulevard, Suite LL 100
Madison, Wisconsin 53703

RE: **Conditional Use Application and Demolition Permit**
UW Credit Union
1422 Northport Drive
Madison, Wisconsin

UW Credit Union is seeking Conditional Use approval for a proposed retail branch for the financial institution, including (4) drive up lanes and parking for 32 cars at the site located at 1422 Northport Drive in Madison. The proposed construction project will also demolish an existing Pizza Hut delivery building, located on the same property.

The following is provided for consideration:

1. Project Name:
 - UW Credit Union – Northport Branch
2. Construction Schedule:
 - Start Construction – September 2012
 - Building Occupancy – June 2013
3. Existing Conditions:
 - Currently zoned C1 and C2, the 108,317 square foot project site is the former location for a Brennan's Market, which was vacated in 2008 and subsequently demolished. The front of the site currently serves as the location for a Pizza Hut delivery business, which will be vacated in July, 2012.
4. Project Team:
 - Owner: UW Credit Union
3500 University Avenue
Madison, WI 53705
(608)232-9000
Contact: Brad McClain, CFO

- Architect: KEE Architecture, Inc.
621 Williamson Street
Madison, WI 53705
(608)255-9202
Contact: David J. Ewanowski, AIA
- Civil Engineer: D'Onofrio Kottke & Associates, Inc.
7530 Westward Way
Madison, WI 53717-2009
(608)833-7530
Contact: Ron Klaas, P.E.
- M/E/P Engineer: KJWW Engineering
802 West Broadway, Suite 312
Madison, WI 53713-1839
(608)223-9600
Contact: Kris Cotharn, P.E.
- Contractor: J.H. Findorff & Son
300 South Bedford Street
Madison, WI 53703
(608)257-5321
Contact: Matt Breunig

5. Proposed Building Area and Use:

- 5,045 Gross Square Feet
- Retail Financial Institution with (4) drive-up lanes

6. Number of Employees:

- 6 Full-time
- 5 Part-time

7. Hours of Operation:

- Lobby: 9:00 AM – 5:30 PM Monday through Friday
9:00 AM – 1:00 PM Saturday
- Drive-Up: 7:30 AM – 6:00 PM Monday through Friday
9:00 AM – 1:00 PM Saturday
- ATMs: 24/7/365

8. Parking:

- Required by zoning code: 16 stalls
- Proposed per plan: 32 stalls

9. Site Area:

- 108,317 square feet (2.49 acres)

10. Trash Storage and Removal:

- Storage in screened enclosure adjacent to building
- Removal by private hauler

11. Snow Removal:

- On-site storage, in islands and open spaces adjacent to drives and parking lot
- Plowing by private snow removal service

12. Landscape Maintenance:

- By contract landscape maintenance service (using equipment stored off-site)

13. Supporting Documents & Plans (Attached):

- Site Survey (with legal description)
- Site Plan
- Site Grading, Erosion Control, and Utility Plan
- Landscape Plan
- Building Plan
- Building Elevations
- Exterior Light Fixture Cut-Sheets

- Existing Building Photograph (Pizza Hut - 1426 Northport Drive)

Thank you for your consideration of this Application.

Please contact our office if you have any questions or comments.

Sincerely,
KEE Architecture, Inc.



David J. Ewanowski, AIA

Attachments:

- Land Use Application Form
- Filing Fee (\$1,300)
- Supporting Documents:
 - (7) full-size sets
 - (7) 11" x 17" sets
 - (1) 8-1/2" x 11" set
- Electronic Document Submittal (CD)