

Dear Plan Commission,

This is our letter of intent to receive a conditional use permit for creation of an Accessory Dwelling Unit (ADU) at 1429 Vilas Avenue, our residence.

Our house is on the corner of Vilas Avenue and Campbell Street, facing the south side of Bear Mound Park. Our proposal is to convert roughly 475 sq. ft. of an already finished portion of our basement into the ADU. The entire finished and unfinished basement measures 1002 sq. ft. The existing full bath will be unchanged as will an existing bedroom, except for the relocation of a closet door. The work involved would be creation of a separation between the ADU and the rest of the house, and modifying the third and largest existing finished room by adding a galley kitchen and putting in an exterior door exiting to a path in the rear yard that leads to the street. We will also alter an existing exit from the large room to an adjoining utility room. There will be no exterior alterations except for the addition of the door exiting to the rear yard. We have a one car garage and an additional two off-street parking pads.

A design was produced by The Design Coalition, which is familiar with ADUs. I (Charles Hammer) intend to oversee the project.

The nature of the finished basement has always suggested to us its utility as a small apartment. Now with ADUs being allowed it makes sense to us to proceed with this application. We have not yet received bids or estimates but based on the limited amount of work to modify what is mostly already finished we anticipate the costs will not exceed \$20,000.

We have no fixed plans for the unit at this time. It is likely to be used by us for visiting relatives and friends and perhaps an occasional short-term rental.

If anyone has questions we may be reached at (608) 251-3844 or at [chhammer@charter.net](mailto:chhammer@charter.net).

Charles Hammer and Mary Griffin