

*Buckingham Summit LLC  
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Madison WI 53711  
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May 20, 2013

City of Madison Plan Commission  
215 Martin Luther King Jr. Blvd., Room LL-100  
P.O. Box 2985  
Madison, WI 53701-2985

Re: Conditional Use Letter of Intent, 1615 Summit Avenue

This letter is a request for a conditional use to convert the existing building at 1615 Summit Avenue from three-unit multi-family to single-family operating a bed and breakfast establishment. This parcel, located at the intersection of Summit Avenue and Lathrop Street, is currently zoned HIS-UH TR-V1 and is 6,278 square feet in area. The existing building encompasses 3,870 livable square feet.

The family definition for this proposed change shall coincide with the definition given in the City of Madison General Ordinances. Occupancy loading conditions shall not exceed limits set by applicable State of Wisconsin and Madison minimum housing code.

Additional information on the project is as follows:

**Owner/Developer:**

Buckingham Summit, LLC  
641 Piper Drive  
Madison, WI 53711

**Architect:**

Isthmus Architecture, Inc.  
613 Williamson Street, Suite 203  
Madison, WI 53703  
608-294-0206

**Existing Conditions:**

The building was constructed in 1911 as three-story multi-family and houses a total of 10-13 residents.

**Project Schedule:**

Commence building renovation in August 2013 with completion by May 2014.

**Proposed Use/Operation:**

Convert to single-family operating a bed and breakfast establishment. The bed and breakfast would operate 24 hours, 7 days per week with the owners/operators residing on the premises. In compliance with Madison Zoning Code Supplemental Regulations, the only meal that may be served is breakfast to registered guests. Length of stay by

each registered guest shall not exceed 21 consecutive days. No other such establishment is located within 500 feet.

**Number of Units:**

In addition to the owners' residence on the premises, three guest units will be available in the building with a maximum six total guests. This number is less than the maximum four rooms allowed by Madison Zoning Code Supplemental Regulations for bed and breakfast establishments.

**Auto and Bike Parking Stalls:**

Four auto stalls will be provided, including one wheelchair/van-accessible stall in the existing parking area on east side of the building. Approximately six bike parking stalls will be provided.

**Lot Coverage & Usable Open Space Calculations:**

The parcel is 6,278 square feet in area. Usable open space is 834 square feet.

**Value of Land:**

\$68,600

**Estimated Project Cost:**

\$475,000 for building renovation and landscaping.

**Employees:**

Most operational tasks will be performed by the owners. Part-time help may be hired for cleaning or other tasks.

**Public Subsidy Requested:**

None.

**Trash Removal/Storage:**

Trash will be stored at the rear of the property, not in view from the street.

Thank you for your consideration.

Sincerely,

*Thomas N. Notbohm*

*Heidi Notbohm*

Buckingham Summit, LLC  
Thomas Notbohm, Member  
Heidi Notbohm, Member