



910 West Wingra Drive  
Madison, WI 53715  
Phone: 608-251-4843  
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January 17, 2007

**Office Locations**

Madison, WI  
Joliet, IL  
Louisville, KY  
Lexington, KY  
Mobile, AL  
Columbus, IN  
Lancaster, OH  
Indianapolis, IN  
Milwaukee, WI  
Cincinnati, OH

City of Madison Planning & Development  
c/o Members of the Plan Commission  
215 Martin Luther King, Jr. Boulevard, Room LL100  
Madison WI 53703

Re: Letter of Intent  
Strand Associates, Inc. PUD/SIP

Dear Members of the Plan Commission:

[www.strand.com](http://www.strand.com)

Strand Associates Inc. is a multidiscipline consulting engineering firm. Our corporate headquarters is located at 910 West Wingra Drive. We are proposing to add to our existing facility.

We currently have a two-story office building with a partial basement. The building is supported on steel pilings. Our employee parking lot is located across Wingra Creek on Plaenert Drive. There are five single-family homes west of our building that we own. The five homes are the only residential structures on the land bounded by Fish Hatchery Road, South Street, Wingra Drive, and Appleton Street. We are proposing to demolish three of the homes for the current project. A temporary surface lot owned by St. Mary's Hospital is adjacent to the north side of our facility.

We are planning to begin construction in June of 2007 and anticipate completion by the end of 2008.

We will be competitively bidding the project. All design will be provided by our architectural and engineering staffs. Our lead architects are Brendan Kress, AIA and J. Eric Urtes, AIA. Our staff will also provide survey services. Michael C. Felker, P.E. is our project contact.

The existing and proposed building will be used for professional offices. The two existing single-family homes along Fish Hatchery Road will be rental units until future expansions of the office are proposed.

The existing building has 53,267 square feet. The proposed addition contains 39,865 square feet.

The existing building has 40,450 square feet of office and 12,817 square feet of basement records storage. The proposed addition contains 36,765 square feet of office space and 3,100 square feet of basement.



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The existing building currently has 170 employees. The proposed addition will accommodate approximately 110 additional employees.

We are proposing to build a gathering space within the addition that will be classified as an assembly area. It will accommodate 187 according to the State building code. It will be used as our lunch room and for employee meetings.

We currently have 161 parking spaces in our employee lot on Plaenert Drive. We have the potential to add 50 more by adding paved surface to this lot. We propose to monitor our needs and add this space when required. Our currently observed maximum vehicle count is 105 over the past two years.

We have a parking lot adjacent to the building that has a loading area that will accommodate a WB50 semitrailer and four automobiles. We are proposing to maintain this lot.

Office hours are 8 A.M. to 5 P.M., Monday through Friday. Employees work beyond these hours as needed.

Our site is 189,090 square feet. This includes the property on Wingra Drive and on Plaenert Drive.

Our trash removal is in an enclosure in our lot adjacent to the building. We propose to maintain this enclosure. We contract out our snow removal.

Thank you for considering our request for rezoning.

Sincerely,

STRAND ASSOCIATES, INC.

Michael C. Felker, P.E.  
Vice President