

1102 N. Sherman Ave.

Letter of Intent to City of Madison

To whom it may concern,

My name is Nan Mortensen. I co own Dutch's Auto Service with Crystal Rossman-Maier. We have recently purchased the property at 1102 N. Sherman Avenue to expand our existing auto repair business. We have been in business for five years at our current location by the Milwaukee Street Post Office. Crystal and I each live on the Northside. We are excited to contribute to and improve our own neighborhood. I have 30 years in the auto industry. Crystal is a MATC graduate with 8 years in the industry.

We are a woman owned and operated auto repair business. Our mission is to reintroduce a level of service and professionalism into the industry that we believe has been lacking. Our focus is service. The type of service that does not nickle and dime customers. We provide quality repairs at prices that are fair. We strive to establish a relationship with customers that allows us to provide service for the life of the vehicle in our care. Part of how we achieve this is by vehicle inspections in which we try to catch the whole picture of the needs of the vehicle. We make use of maintenance schedules, individual driving demands, budgets and expected life of the vehicle to plan ahead for repairs and service. We do not want to rebuild a vehicle in one visit, we want to help keep it reliable and safe.

We intend to revive the old All Auto location at 1102 N. Sherman into a more modern repair facility. The corner, small service shop has disappeared with the rise of quick marts and franchise repair locations. Two years ago we hired Ken who worked at All Auto. We need to hire more employees to keep up with the demand for our services and our current rented facility does not have the space to accommodate our growth. We intend to hire a minimum of 3 full time employees. A larger facility will enable us to provide opportunity for high school students to job shadow.

The existing condition of the building and property we purchased is in a state of disrepair. It has been vacant for two years. It was built in 1964 and does not fulfill the needs of a modern repair shop. The bathrooms do not conform to today's code requirements for accessibility and the office area provides no space for customers to wait. The parts storage is small and inadequate for today's demands and there is no storage area for the information we are required to keep secure. We will be demolishing the North end of the building and adding a new waiting area, restrooms, a break room and an upper level for two offices and document storage. There are no heat or smoke detectors, exit signs or fire extinguishers in the building. The South end of the building will be expanded to add two service bays for a total of five bays. There will be an improved catch basin to ensure our drips and drops stay inside of the building and are disposed of properly. There will be a waste oil tank in a concrete basin at the rear of the building which will be vented and sheltered to minimize rain exposure and to protect our roof eaves in the event of a fire. There will be a fenced in area at the South end to secure our trash bins and scrap tires. There will be 18 parking stalls including two handicap accessible parking stalls and a two stall bike rack put on the site. We will be removing the original parking lot lights located at the North and South end of the lot. They hang over into the parking area, have no power going to them and I consider them to be a hazard. MG&E had installed lights and poles in the lot in 2011. We have contacted them and will be keeping the lights. We intend to keep the sign on the pole at the front of the property and will submit plans and apply for the appropriate permits as we get closer to that stage. We will have a lighted sign on the building that consists of channel letters and LED lights. This will be operated by a timer. Our address will be clearly marked and we will install a Knock Box where the MFD directs us to do so.

One of the biggest challenges of the site is the condition of the soil. Decades of poor site management practices, poor regulations and inspections in the auto repair industry has created the situation. We will seal coat the parking lot and restripe it this year to meet occupancy codes. In the future we hope to remove the top layer of asphalt, improve the pitch and run of the lot, raise up the storm drain boxes and repave the entire parking area. We have hired Seymour Environmental to help guide us through the excavation process for our current project and will consult with her as the finances become available in the future to repave the lot. We have to be very mindful of what we do to our parking lot because of the soil condition.

The landscaping in front of the building will be improved as outlined in the landscape plan created by Avant Landscape. The trees in the back of the building and to the North of the property will be thinned out to provide a healthy space for the remaining trees to grow. I have requested MG&E to come in and trim the trees on the South end of the property because they are starting to interfere with the power lines and guyed wires for the pole. I have informed the owner Pietro of Cafe Le Bellitalia about the trees and the call to the utility company.

The building currently is 1,653 square feet with approximately 15,000 square feet of pavement. Two thirds of the current building are service bays. The finished building will be a total of 3,200 square feet. 852 square feet will be for upstairs offices, restrooms and customer waiting area. The remaining area will be service bays and storage. There will be a concrete sidewalk around the building starting at the emergency exit for the stairs at the back of the building. It will continue around the new office area and turn into new concrete aprons in front of the service bays and back to a sidewalk on the South end of the building. This is intended to create a safe and clear path to access points around the building.

Our hours of operation will be Monday through Friday, 8:30 am to 5:30 pm. We may increase those hours to include two days a week where we stay open until 6:30 pm and we may work half days on Saturday if the business demand is there. We will not be working into the late hours of the evening. We do not sell used tires or used cars. Our focus is auto repair and service. We are fully insured, pay our employees hourly and pay our bills on time. We will not have cars sitting around gathering dust and leaking fluids to the ground. We have good housekeeping routines and intend to be a good neighbor.

I anticipate this project to start in August of 2016 and finish in December of 2016. We are currently working with PS Architecture, Pat Schmitt. Kazda Construction, Greg Kazda. Prestige Plumbing, Mike Hilger. Electric Construction, Rob Rudolf. Seymour Environmental Services, Robyn Seymour. Overhead Doors, John Gradel. Bartelt Paving will do our parking lot. We are still looking for a reliable HVAC company. I am not sure how many people total will be working on this project. My best guess is between 25 and 30 people. It is important to us that we use small, independent and local companies whenever possible.

We are looking forward to the opportunity to be an anchor in our neighborhood. I am available to answer questions as they arise. If I have forgotten to address and issue it has been an oversight and not an intentional failure to disclose information.

Nan Mortensen co owner Dutch's Auto Service Inc.