

## **Letter of Intent**

### **Governor's Mansion Inn**

130 E Gilman St

Bob Klebba and David Waugh

28 June 2017

### **Overview**

We propose to convert the former Governor's Mansion/Executive Residence at 130 E Gilman St to an 8-room hotel with an event space and café. The building was most recently used as the Knapp House, a graduate student residential scholarship program, and is being sold after being vacant for the past 4 years. It will be exciting to reopen the grand Victorian spaces on the first floor to the public. The building is registered as a national historic landmark and is the location for many significant developments in Madison's and Wisconsin's history.

We have over 4 years' experience operating the Mendota Lake House B&B in the historic Wm & Dora Collins House at 704 E Gorham St. Our business model focuses on exploring the historic nature of the building in its neighborhood, all while providing a range of room rates. We feel strongly that everyone should be able to enjoy our local historic buildings such as hipsters enjoying the local music scene to tourists from overseas travelling in the Midwest to scholars visiting the University of Wisconsin.

The current layout of the Governor's Mansion suits our proposed use well. Our collaboration with the Wisconsin State Historical Society will allow us to bring the building up to code and preserve the look and the feel of the former Governor's Mansion. We intend to decorate it as a house museum, celebrating its history including the birth of the Wisconsin Idea with Robert La Follette up to the Knapp House scholar program.

Our proposal conforms to the City of Madison Downtown Plan. "Objective 7.1: Preserve historic buildings and groupings of buildings that contribute to the essential character of Downtown and its neighborhoods." Not only will important interior features of the house be maintained and restored, but the exterior and the surrounding landscape will be preserved.

### **Review of Changes**

#### **Conversion to hotel**

The layout for hotel accommodations is well defined on the second floor with 7 existing bedrooms. The eighth bedroom on the first floor will be accessible. 5 guest bathrooms will need to be added. 2 additional restrooms will be added to accommodate events. Other remodeling includes changing the kitchen space for a café business and adding an accessible access on the west side of the building.

#### **Mechanicals**

Structurally, the building is sound and has been well maintained by the University for the past 50 years

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and by the State for the previous 80. Our proposed commercial use will require some major mechanical changes. A sprinkler system and zoned air conditioning will be installed throughout. The 125A electrical service will need updating and plumbing will be added for the new bathrooms.

### **Accessibility**

A sidewalk will be added from the accessible parking on the southwest side of the building to allow access from the southwest entrance. From this point access can be made to the event space in the front of the building and to the accessible guest room in the rear.

### **Historic preservation – Interior**

None of the key remaining architectural features will be changed. The kitchen/service area on the first floor will be completely remodeled; however the dining room, parlor and living room will be restored to their original use. On the second floor, 2 bedrooms will be slightly reconfigured to add bathrooms, and a short hallway will be moved to add 2 more. The grand staircase will be preserved.

### **On-site Parking**

We will be adding 7 car parking spaces to the existing 3 on site. There is an existing 2-space parking lot on the southwest side of the building and the northeast side has a driveway with one parking spot. The southwest parking lot will have one accessible parking spot. We intend to install a 10 unit bike rack on the southwest side of the building. Fiore Companies will make their surface parking lot at 139 E Gilman St available after business hours for events at the Governor's Mansion.

### **Café**

Along with the kitchen remodel, we will be adding a small café to accommodate guests and the general public. The café space will be in the dining room, behind the parlor and living room. The café will serve non-alcoholic beverages and local bakery items and will be open from 6:30 am to 2:00 pm, seven days a week. Most café patrons will be expected to arrive on foot or bike. Patrons in cars will park in the street, bikers will use the provided bike parking.

### **Longer term lodging**

We expect to accommodate guests longer than 30 days in December through March. Otherwise most rooms will be rented on a nightly basis with an average occupancy of 2 days.

### **Caretaker's quarters**

Caretaker's quarters will be constructed in an exposed basement room. The room has an outside door and will be completely separated from the hotel and café operation.

## Existing Site Conditions

The Governor's Mansion is located in the Mansion Hill Local Historic District. The street view shows an Italianate Victorian mansion, one of only two remaining on northwest side of the street in the 100 block of E Gilman. To the southwest are Haase Towers (116 E Gilman), a 7-story apartment building and Lakeshore Apartments (122 E Gilman), an 8-story apartment building. To the northeast is the Verex Building (150 E Gilman), a 7-story office building. Behind the site, is the University Lifesaving Station (144 E Gilman). The driveway on the northeast side of the building serves both this property and the Governor's Mansion.

## Size of existing structure

The Governor's Mansion is a 2-story building with a full unfinished basement. There is a partial unfinished attic. The first floor is 277.6 sqm / 2988 sqft, the second floor is 269.5 sqm / 2901 sqft. The total finished space is 547.1 sqm / 5889 sqft.

## Project Schedule

- Sept 2017 - City approval
- Sept 2017 – April 2018 - Interior construction/remodeling
- Oct/Nov 2017 - parking and accessible entrance
- May 2018 – open hotel
- June 2018 – finish caretaker's quarters

## Phasing plan

All work will be completed in one phase.

## Proposed uses

- Hotel
  - 8 rooms
  - Open 24/7/365
  - All rooms *en suite*
- Extended stay
  - Accommodation of guests for more than 30 days in December through March
- Café
  - Open every day, 6:30 am to 2:00 pm
  - Some food preparation on site
- Event space
  - Maximum 100 attendees
  - Primarily tied to hotel guests (e.g. weddings)
  - Outdoor events with tents such as wedding ceremonies limited to 12:00 – 4:00 pm
  - Maximum 12 events per year up to 100 attendees

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- Maximum 25 events per year up to 40 attendees
- Total 37 events per year
- Caretaker's Quarters
  - A one-bedroom apartment located in the basement, with an exterior entrance.

### **Zoning Text**

See attached

### **Vicinity Map**

See attached

### **Economic impacts to the community**

There should be no additional impacts to municipal services other than the upgrading of the water supply to accommodate the sprinkler system. The hotel use will generate City of Madison room tax in excess of \$25,000 when operating at normal occupancy.

### **Proof of financing capability**

See attached

### **Public Subsidy**

No subsidies from the City are requested. The redevelopment of this nationally registered historic site will qualify the owners for historic preservation tax credits.

### **Project Team**

- Developers – Bob Klebba and David Waugh
- General Contractor – R M Glover Construction Services
- Architect – Glueck Architects
- Civil Engineer – Burse Surveying and Engineering
- Financing – McFarland State Bank

### **Site Plan**

See attached site plan

### **Grading Plan**

Grading changes will be required to accommodate parking on the northeast side of the building, see attached site plan. Additional parking on the southwest side of the building will cause very little or no change in grading.

### **Utility Plan**

The Governor's Mansion is already served with electricity, telephone, water and sewer. The water service will need to be upgraded to support the sprinkler installation. Cable service will be added.

### **Landscape Plan, Landscape Worksheet**

See attached.

### **Building Elevations**

No changes will be made to the exterior of the building. Photos of the elevations are provided.

### **Floor Plans**

See attached.

### **Fire Access Plan**

East Gilman St will serve as the fire lane for this existing structure.

The nearest fire hydrant is at 150 E Gilman, 60 m /200 ft northeast from the site

The second closest fire hydrant is at 104 E Gilman, 100 m / 320 ft southwest from the site

The distance along a walkable path to the rear of the existing structure from the curb is 45 m / 150 ft. The rear of the building is the farthest access point.

### **Legal Description**

Lot One (1), Certified Survey Map No. 14376 recorded in the Office of the Register of Deeds for Dane County, Wisconsin on November 1, 2016, in Volume 98 of Certified Survey Maps, Pages 186-189, as Document No. 5280981, located in the City of Madison, Dane County, Wisconsin. Parcel number 070914402030.

The size of the site is 29,104 sq ft. It is currently zoned DR-1 and the proposed zoning district is PD

### **Proof of pre-application notification**

See attached copy of the email sent 26 May 17 to the District 2 alder, president and vice-president of Capital Neighborhoods, Inc. and City of Madison Planning.

### **Vicinity Map**

See attached

## **Survey**

See attached site map

## **Modification to Parking Requirements**

We will be adding 7 car parking spaces to the existing 3 on site. There is an existing 2-space parking lot on the southwest side of the building and the east side has a driveway with one parking spot. The southwest parking lot will have one accessible parking spot. We intend to install a 10 unit bike rack on the southwest side of the building.

The driveway for the existing southwest parking area is 10 ft wide. Because this is an historic site, we are requesting from Traffic Engineering a parking driveway variance to maintain this width (see MGO 10.08). An increase in the width of paving in the front plane of the building would impinge on the historic landscape.

## **Transportation Plan for Governor's Mansion Inn**

The off-street parking will serve the hotel guests on a daily basis. 95% of our guests will arrive by private motorized vehicle, the remainder by taxi, bus, or bike. Hotel guests expect on-site parking and the 9 conventional and 1 accessible spaces will meet the needs of the guests and our live-in caretaker.

There can be up to 12 large events per year. We have arranged for parking in the Fiore Companies' 38-space surface parking lot across the street from the Governor's Mansion for these large events. Because some of the attendees will be hotel guests, up to 90 attendees will be coming from elsewhere. Cars will have more than one person, so the surface lot will accommodate most of the event attendees. The remaining attendees will be encouraged to park at the nearby parking garages and discouraged from using private off-street parking.

Smaller events will include catered luncheons and dinners. With no more than 40 people at these events, most of the attendees arriving by motorized vehicle will be encouraged to find parking in a nearby parking garage. These events will have an impact on local free street parking, however they will not last more than 2-3 hours.

**Large Events** - Events up to 100 people will be required to include the following text with directions to the site

### **Arrival at the Governor's Mansion Inn 130 E Gilman St, Madison WI 53703**

By car: event attendees are welcome to use the Verex Plaza surface parking lot across the street from the Governor's Mansion Inn at 139 E Gilman St. The code for entering and exiting the lot is \_\_\_\_\_. If the surface lot is full, the Capitol Square North parking garage is 3 blocks away on N Butler St between E Johnson St and E Mifflin St. Public parking is also available at the Edgewater Hotel at 666 Wisconsin Ave.

## Governor's Mansion Inn

Street parking is limited, has a 2-hour limit during the day, and is difficult to find in the evening. Please do not use any private parking in any of the adjacent apartment buildings.

By bike: Bike racks are provided on the southwest (left) side of the building. BCycle kiosks are located at Mansion Hill Inn, 424 N Pinckney St and James Madison Park, 472 E Gorham St.

By bus: The closest bus stop is on N Hamilton St at E Gorham St. Routes 2 and 5 stop here weekdays and weekends. Be aware that east-bound buses stop at N Hamilton St just south of E Johnson St. On weekdays, routes 10, 27 and 28 stop on E Gorham St and E Johnson St at N Pinkney St. Otherwise, many more bus routes can be accessed from the capitol square only 4 blocks away (520 m / 1700 ft).

By foot: We are located about 600 m (2000 ft) from the Wisconsin State Capitol or 750 m (2500 ft) from State St. The University of Wisconsin Memorial Union is a 16 minute walk (1300 m / 0.8 mile)

**Small Events** -Events up to 40 people will be required to include the following text with directions to the site

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