

Letter of Intent
Land Use Application
City of Madison, WI

To Whom It May Concern:

Re: Conditional Use of a two-bedroom apartment as the management office.
309 Clyde Gallagher
Madison, WI 53714

Project Scope:

Future Madison Eastpointe, Inc. was a non-profit organization that purchased and rehabbed 120 one, two, and three bedroom units for low income households in 1995. The legal entity was restructured in 2011 as Future Madison Eastpointe, LLC (a single member LLC wholly owned by a non-profit).

A two bedroom apartment located at 309 Clyde Gallagher, has been used as the management office to meet with the tenants, sign paperwork, process applications, collect rents, submit maintenance requests, meet with members of the neighborhood resource team, etc.

Property Contact:

Rodney Tapp, President of Meridian Group, Inc., Managing Agent.

Existing Conditions:

The office is located in a two-bedroom apartment in an eight unit building. The attached floor plan shows the size of the apartment.

Project Uses:

The apartment has been used as the management an office since 1995. We are not requesting any additional changes.

Hours of Operation:

Monday – Friday, 7:30am – 4:00 pm

Building Sq. Ft.

The apartment equates to approximately 666 sq. ft.

Number of Dwelling Units:

The office is located in a two-bedroom apartment in an eight unit building.

Automobile Stalls:

There are four automobile stalls and off street parking.

Lot coverage and usable open area:

N/A

Value of Land:

N/A

Estimated project cost:

N/A