

Applicant Information:

Brandon Andrews
Newcomb Construction
999 Fourier Drive,
Madison, WI 53717

Project Location:

Madison Liquidation
3302 Dairy Drive,
Madison, WI 53718

Dear Planning Division,

The purpose of this letter is to seek approval for a conditional use labeled general retail in District 16. We understand that to gain approval we are required to do the following: description of proposal, existing site conditions, project schedule, phasing plan, proposed uses, hours of operation, number of employees, gross square footage, number of units, subsidy requested, and project team.

This is a notification of our intent to file for a conditional use application for our project located at 3302 Dairy Drive, Madison, WI 53718. The project is a tenant buildout inside a multi-tenant building for a business called Madison Liquidation. They are a warehouse style outlet for purchasing mainly in home appliances. The space will consist of 8,200SF of showroom area and 3,000SF of warehouse coming to a total of 11,500SF (existing building is roughly 90,000SF). The timeline for this project will be 8-10 weeks, starting 3/21/22 and ending 8/30/22. See additional details below:

- Existing site conditions: multi-tenant shell building with no other tenants currently.
- Proposed use: General Retail
- Number of Employees: Under 5
- Hours of operation: 8:00 am – 5:00 pm
- Subsidy requested: \$600 application fee
- Project Team:
 - Brandon Andrews: Project Coordinator, brandon@newcombbuilds.com
 - Preston Tokheim: Vice President of Operations, preston@newcombbuilds.com
- Number of units: 1 (more to follow as the building will be filled with more tenants)

Please consider this request for the conditional use application.

Sincerely,

Brandon Andrews
Project Coordinator
Newcomb Construction Company, Inc.