



City of Madison  
215 Martin Luther King Jr Blvd  
Madison, WI 23701

**Letter of Intent**

February 3rd, 2016

To whom it may concern,

This letter is intended to accompany our submittal for our application to the City of Madison for the requested Conditional Use Permit application for our proposed project at the northeast quadrant of Cottage Grove Rd and Acewood Blvd.

Kwik Trip, Inc. is proposing the construction of a 7200 s.f. convenience store with attached dumpster enclosure and 3800 s.f. fueling canopy at the currently vacant Sentry Foods site. Included in the submittal are 1 copy (8.5 x 11), 1 copy (Digital CD), 25 copies (11x17), and 7 (24x36) full size copies of all documents requested.

The proposed method of operation for this development will be consistent with that for our existing convenience stores within the area. The requested hours of operation will be 24 hours for all uses. The type of products that will be sold will be similar to that of our existing stores: gasoline, in line diesel, E-85, groceries, bakery and dairy, hot and cold food and beverages, tobacco products, lotto, convenience store merchandise, ice, and propane. The outside merchandising of products is being requested next to the store (ice and propane) and no other merchandising under the gas canopy or anywhere else onsite. The proposed store is projected to have between 25-30 full and part time employees, with 2-8 on staff at any given time. There are 8 total bike parking spaces as well as 29 general parking stalls including accessible parking stalls. We also included the parking adjustment worksheet. In order to operate efficiently and with the possibility of 8 stalls taken up by employees we will require more stalls.

The proposed architectural plan will consist of a brick facade with standing seam metal roof. The building and canopy fascia will tie in with franchise colors. This prototype building is similar to the store we just opened up in the American Family Development without a carwash. We have expanded the retail floor area as well as kitchen and mechanical space all on the main level with no basement. The total estimated project costs excluding land and equipment is \$3,000,000.

Kwik Trip would be happy to provide any additional information or answer any questions or concerns you may have with our submission. Please feel free to call me with any questions.

Sincerely,

A handwritten signature in blue ink that reads 'Jeff Osgood'.

Jeff Osgood  
Kwik Trip, Inc - Store Engineering  
Development/Project Manager  
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[josgood@kwiktrip.com](mailto:josgood@kwiktrip.com)



Our Mission: "To serve our customers and community more effectively than anyone else by treating our customers, co-workers and suppliers as we, personally, would like to be treated, and to make a difference in someone's life."

Kwik Trip & Kwik Star Stores • Tobacco Outlet Plus • Convenience Transportation, LLC • Hearty Platter Restaurants & Cafés