

Lee, Kilkelly, Paulson & Younger, S.C.

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May 10, 2005

VIA HAND DELIVERY

Mr. Ron Towle
Mr. Bill Roberts
Department of Planning & Development
Inspection Unit
215 Martin Luther King Jr., Blvd.
P.O. Box 2984
Madison, WI 53701-2984

RE: Letter of Intent - Hong Kong Café
Our File No.: 4164.16274

Dear Mr. Towle and Mr. Roberts:

Thank you for meeting with us on Monday, April 25, 2005 with regard to our client's, Hong Kong Café, project to develop a beer garden. As you know, I have emailed you a preliminary copy of the plan and a copy of the Application for a liquor license for the same. After meeting with you, you explained in detail the Land Use Application and the various requirements that our client must perform prior to submitting the Application.

Please note that according to the Department's conditional use permit instruction sheet, our meeting with you on April 25, 2005 would meet the first requirement. Attached as Exhibit A is a copy of the email that I sent to Mr. Towle confirming that meeting and describing our client's goals. Additionally, on May 5, 2005, I spoke with Mr. Bill Roberts with regard to meeting the requirement that our client meet with a planner prior to submitting the Application. Mr. Roberts was very helpful and indicated that the concerns that the Department would have concern the amplification of live music, the requirement of notice to the various neighborhood associations and alderperson, trash receptacles, the fencing requirements, and other odds and ends. He indicated that our teleconference will satisfy the requirement that we meet with the planner.

The second requirement is a letter notifying the alderperson and all known neighborhood and business associations thirty days prior to submittal of the Application. As we discussed in our meeting, our client has been in contact over the past six months with the previous alderperson, Andy Heidt, and with the Greenbush Neighborhood Association. To err on the side of caution, we have also sent a letter regarding the same to the current alderperson, Isadore Knox, Jr. It is also my understanding that Mr. Heidt has sent a letter to Alderperson Knox, and I have been in contact with his office as well with regard to the Hong Kong Café beer garden issue. These notifications are attached as Exhibit B.

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As per the filing sheet that you provided, the due date is noon on May 11, 2005. We are hand-delivering this Application to meet that filing requirement. As per the requirement of a PDF file of the documents, we have emailed those to you.

We also enclose the \$500 application fee for a conditional use permit. Additionally, included within that check payable to the City Treasurer, is the \$50 for reimbursing the City to prepare and mail the hearing notice to adjacent rental occupants.

Should you have any questions or concerns, or if you or the Department have identified that we have failed to provide required information or documentation, please let us know at your earliest convenience.

Respectfully submitted,

LEE, KILKELLY, PAULSON & YOUNGER, S.C.

Chad W. Koplien 1Khr

Chad W. Koplien

e-mail: ckoplien@leekilkelly.com

Enclosures

cc: Hong Kong Café (w/ encl.)
Tom Brush (w/o encl.)

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