

April 23, 2014

Katherine Cornwell, Director  
Planning Division, City of Madison  
215 Martin Luther King Jr, Blvd.  
P.O. Box 2985  
Madison, WI 53701-2985

RE: Letter of Intent  
Theresa Terrace Neighborhood Center  
1409-1411 Theresa Terrace

Dear Ms. Cornwell,

The following is submitted together with the plans and application for staff, plan commission and council consideration of approval of the proposed project.

Owner:  
City of Madison DPCED / EDD  
215 Martin Luther King Jr, Blvd.  
Madison, WI 53703  
Contact: Mary Charnitz  
[mcharnitz@cityofmadison.com](mailto:mcharnitz@cityofmadison.com)  
608-267-0742 office  
608-261-9661 fax

Architect:  
Isthmus Architecture, Inc.  
613 Williamson Street #203  
Madison, WI 53703  
Contact: Peter R. Rött, AIA  
[rott@is-arch.com](mailto:rott@is-arch.com)  
608-310-5362 office  
608-294-0206 fax

Background:

The Theresa Terrace Neighborhood Center will be new construction on property presently occupied by a two-family twin residential building. Need for this neighborhood project was identified by the city in 2012. When this property became available the city acquired it with the intention of locating a new neighborhood center on Theresa Terrace. Matt Phair, the district alder, and city staff held a series of community meetings to gather input which was presented in a summary in June of 2013, outlining the needs, goals and consensus of the neighborhood participants. In August of 2013, the city selected Isthmus Architecture, Inc. of Madison as consultant for the Pre-Design and Conceptual Design Report.

Following completion of the Design Report in January 2014, the Common Council authorized the replacement of the existing building with new construction specifically suited to the program requirements of the center. The existing building will be demolished. No documented historic significance has been uncovered for this building. It is the city's intention to have the project completed and opened to the public in a timely manner.

Scope:

The proposed center would encompass the existing building footprint. The center would be a single-story structure, 1,773 square feet in area. The paved driveway to the north would be retained and the south paved driveway will be eliminated. Final parking arrangements will subject to the provisions of the alder. The balance of the lot would be open landscaped space, bicycle parking, refuse enclosure and an enclosed play area for children.

Zoning:

The proposed neighborhood center is a permitted conditional use within the SR-C3 zoning designation.

Parking:

Currently no parking is permitted on this street. This project cannot meet the parking requirements on-site. The district alder and the police chief are meeting to consider a street drop-off provision and maintaining one existing driveway with parking for one vehicle.

Lot Size: 10,426 s.f.

Lot Coverage: 3,183 s.f. / 31%

Project Schedule:

Public Works bidding in June 2014

Contractor selection in July in July 2104

Construction complete in January 2105

Social and Economic Impact:

The Theresa Terrace Neighborhood Center has been designed to meet the specific needs of this neighborhood as identified by the city. Construction of the facility will provide employment for local business and trades people. Operation and maintenance of the facility will provide future employment opportunities.

Thank you for taking the time to review our proposal.

Sincerely,

Isthmus Architecture, Inc.

Peter R. Rött, AIA, NCARB  
Principal