

Wednesday, October 01, 2008

**Matt Tucker**  
**City of Madison Zoning Administrator**  
**Madison Municipal Building Suite LL-100**  
**215 Martin Luther King Jr. Blvd.**  
**P.O Box 2985**  
**Madison, Wisconsin 53701-2985**

Dear Matt:

Please find included with this Letter of Intent our complete Conditional Use application package for the City of Madison Planning Commission's approval. We are applying for a Conditional Use Permit for the property located at 402 North Lawn Avenue, Madison, Wisconsin 53704. The property is located in the Eken Park Neighborhood, which is within Council District 15. The reason for this Conditional Use is to allow the addition of a second unit to the existing dwelling.

We have already had meetings with city staff regarding this request, and have spoken to the area alderperson, Larry Palm, who has expressed his support and is emailing a note to you regarding waiving the 30 day notice requirement.

This site is currently zoned as R4 residential and it currently has a single-family home on the lot.

The proposed development schedule calls for a construction start on or about May 1, 2009 with final completion on our about August 31, 2009. The primary contact person for zoning issues for this project is the project architect, Jim Glueck of Glueck Architects. Jim can be reached at 116 North Few Street, Madison 53703. His phone number is (608) 251-2551 and his email address is [glueckarch@sbcglobal.net](mailto:glueckarch@sbcglobal.net).

The site for this development is approximately 0.23 acres. The proposed project will add one three-bedroom unit. Existing unit is a two-bedroom home.

The gross square footage of the building, including existing and new construction is 2055 square feet.

We will use city services for trash and recycling removal.

Movin' Out, the owner of these units, provides affordable and accessible housing for people with disabilities. These units are being developed to provide accessible housing and are being funded with City of Madison funding from the CDBG program. As a result of using these funds the units must be maintained as affordable rental housing for a minimum of 20 years.

We have discussed the parking requirement with Matt Tucker, City Zoning Administrator. In order to have a feasible project budget Movin' Out has requested a reduction in parking from 4 spaces to 2 spaces as a reasonable accommodation. The future tenants will not require parking. We have indicated on the plans that future parking can be provided if needed for future uses. Should this future drive and lot be constructed, we will still meet all underlying zoning requirements.

If there are any questions or concerns or any additional information required please do not hesitate to call Jim Glueck or myself (251-4446 ext. 8).

Sincerely,

Dave Porterfield  
Movin' Out, Inc.

Attachments