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September 6, 2006

LETTER OF INTENT

**Baer Insurance Building
Lot / Parcel 2 of Blackhawk Church Town Center Plat
Madison, WI**

Dear Plan Commission Members,

Following is a description of the intent of this project:

Existing Conditions and Uses of the Property

The previous land use for the site is agricultural. This project is Lot / Parcel 2 of the Blackhawk Church Town Center Plat, which is regulated by a General Development Plan / Specific Implementation Plan (GDP / SIP). This project is within District II of the Town Center development, which permits only Institutional, Office and Residential uses. This project's lot / parcel is specifically permitted to have Office and Retail uses. Lot / Parcel 2 is intended for Phase I development of the Town Center.

Proposed Use of the Property

Three (3) story office building with approximately 15,000 s.f. per floor. The building will be positioned in the northwest corner of the site, in conformance with the Conceptual Site Development Plan of the Blackhawk Church Town Center. Access to the building will be from its inside corner on the southeast side, facing the surface parking area. One (1) level of underground parking will be provided, which will be partially exposed along Veritas Drive, due to the natural downward slope of the road and the property. The site will try to maintain as much of the natural fall of the existing grade as possible. All project storm water will be channeled into the Town Center's shared detention pond, directly east of the project site. Site lighting will be the same or similar to those used by the Blackhawk Church.

Development Schedule for the Project

Construction is currently scheduled to begin by January 2007 and will take approximately 6 months. Landscaping will be installed prior to project completion; installer is to be determined.

Names of Persons Involved

Owner:

Keith Ketterhenry

Architect & General Contractor:

K.F. Sullivan Co. (Tom Knoop, Fred Schuhmacher and Alex King)

Civil Engineer:

D'Onofrio Kottke and Associates, Inc. (Bill Suick and Bruce Hollar)

Landscape Architect:

LJ Geer Design (Lisa Geer)

Site Lighting:

Nickles Electric (Mike Pohlman and Les Portz)

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General Contractor since 1937

Design-Build since 1965

Types of Businesses

Office

Number of Employees

30 employees on first floor. Second and third floor tenants to be determined.

Hours of Operation

Normal Office hours

Square Footage / Acreage of the Site

81,068 square feet / 1.86 acres

Number of Dwelling Units

none

Sale or Rental Price Range for Dwelling Units

n/a

Gross Square Footage of Building(s)

46,062 s.f. (15,354 s.f. per floor x 3 floors). This is nearly 14,000 s.f. less than the allowed gross building area for the site. This reduction in the actual building area will reduce the anticipated weekday trip generation from 660.6 trips to 507.1 trips. This reduction could benefit the anticipated traffic congestion at Mineral Point Road and Veritas Drive (previously named Ritchie Street) if Phase 1 is fully developed prior to Brader Way's connection to Soutyh Point Road; see page 23 of KL Engineering's July 2005 report for the Town Center).

The project's only vehicular access to the site, a proposed curb cut on Brader Way, may also help reduce possible congestion from traffic entering north onto Veritas Drive from Mineral Point Road.

Number of Parking Stalls

175 (includes six total accessible stalls, including one accessible van stall). Of the 175 stalls, 136 (including five accessible) are exterior / surface and 39 (including one accessible stall) are in the underground garage.

Trash Removal & Storage, Snow Removal and Maintenance Equipment

Trash storage will be located in a secure enclosure at the entrance to the parking garage (see "Screened Trash Dumpster" on Site Plan SP-1). The trash enclosure might be covered, to be used as an exterior patio by the first floor tenant.

Snow Removal and Maintenance services will be contracted out. No equipment is intended to be stored on-site.

Utility meters are intended to be screened, pending utility company approval.

If you should require any additional information, or have any questions or concerns, please contact me at (608) 257-2289 or email me at alex@kfsullivan.com.

Thank you.

Cordially,



Alex King

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