



Sept 15, 2021  
[Rev. Oct 1, 2021]

City of Madison  
Planning Division  
Madison Municipal Building, Suite 017  
215 Martin Luther King, Jr. Blvd.  
Madison, WI 53701

RE: Plan Commission: Letter of Intent  
Grocery & Taqueria  
1824 South Park Street

Dear Planning and Development Staff:

On behalf of building owner, Sketchworks Architecture, LLC is submitting this letter of intent and application for a Change of Use at 1824 South Park Street. We are seeking approval for conversion of the facility from *Business* to *Restaurant (A-2)* and *Mercantile (M)*.

Our initial Planning meeting with the City of Madison was on 28 September. It was confirmed that the uses are permitted under the current zoning (CC-T district) and a Land Use application was recommended. However, a Condition Use permit will be required for the proposed exterior patio.

**Proposal Summary Use:**

The facility will house a grocery store with a mezzanine office area, small butcher shop, and taqueria restaurant with an outdoor patio seating area. The parking area and other site features will also be updated with this project. We are seeking two approvals:

- 1) a Change of Use from *Business* to *Restaurant (812 SF)* and *Mercantile (6,000 SF)*
- 2) a Condition Use permit for the construction of an exterior patio

**Existing conditions:**

The site of 1824 South Park Street currently houses a small office area with a mezzanine and storage area. The whole interior will be emptied and demolished in preparation for the new use.



**Hours of Operation (Proposed and subject to change):**

Monday-Sunday: 10 AM – 8 PM

In summary, the project will consist of the general criteria listed below:

**Project Data:**

Project Name:	Grocery and Taqueria (subject to change)
Address:	1824 South Park Street
Estimated Project Cost:	\$1,500,000
Proposed Use:	Mercantile and Restaurant
Total Tenant Area:	6,000 GSF + 800 SF of mezzanine ~ 6,800 GSF
Number of Jobs:	12 full-time, 2-4 part-time (Planning for 8 employees working at any given time)

**Zoning District:**

Commercial Corridor – Transitional District (CC-T)

**Project Schedule:**

UDC Information Presentation:	Oct 27, 2021
UDC Meeting:	Dec 1, 2021
Zoning Submittal:	Dec 13, 2021
Interior Construction Start:	January 2022
Exterior Construction Start:	March 2022
Occupancy:	June 2022



**Project Team:**

The key individuals and firms involved in this planning and design process include:

**Building Owner:**

Toby Arteaga  
1004 Fish Hatchery Road  
Madison, WI 53715  
Contact: Toby Arteaga  
(608) 251-4042

**Tenant:**

Grocery and Taqueria  
1824 South Park Street  
Madison, WI 53715  
Contact: Toby Arteaga  
(608) 251-4042

**Architect:**

Sketchworks Architecture, LLC  
7780 Elmwood Ave Ste 208  
Middleton, WI 53562  
Contact: Eric Kom  
(608) 836-7570

**General Contractor:**

Supreme Structures  
2906 Marketplace Dr  
Madison, WI 53719  
Contact: Forest Heaney  
(608) 224-0777

Please feel free to contact us with any questions you may have regarding this request.

Respectfully,

Eric Kom  
Sketchworks Architecture, LLC