



Jenny Kirchgatter
Assistant Zoning Administrator
Department of Planning & Community
& Economic Development
City of Madison
215 Martin Luther King Jr Blvd
3rd Floor
Madison, WI 53703

June 26, 2023

Re: Project narrative for the property 660 S Whitney Way

Dear Ms. Kirchgatter,

This letter is to detail our application for Informal Presentation retrofit the existing vacant restaurant building and convert it to a retail banking center. As part of the redevelopment of this site, we are proposing to add a through the wall ATM/AHD at the west side of the building. The proposed bank equipment will be at the rear of the building keeping it from view along the Whitney Way throughfare. This will involve adding a small addition (70 SF) to rear of the building and the demolition of the existing trash enclosure. The cladding for the new addition will match the existing brick color or we will propose a complementary brick color to work with the existing brick color. In addition, a new smaller trans enclosure will be provided. The intent is to screen the trash enclosure with evergreen shrubs to comply with the landscape ordinance.

Minor site improvements will be proposed, however, the configuration of the existing parking lot will remain with the exception the parking along the Whitney Way ROW. The existing retaining wall along Whitney Way will be removed due to the existing condition of the wall. We will propose re-grading the Whitney Way frontage by providing a new ramp that will serve as the pedestrian connection from the site to the Whitney Way ROW. The existing building will remain. There are no intentions to paint the existing masonry. New energy efficient glazing will be incorporated. The rough openings will remain as-is but new black anodized storefront will replace the existing. Lastly, new landscaping will be provided throughout to comply with the landscape ordinance.

The proposed schedule has construction commencing by October 2023 (pending regulatory approvals) and an anticipated occupancy date of May 2024.



Parties Involved:

Applicant

Terron Wright
The Architects Partnership, LTD (TAP)

Landscape Architect
Craig Most
Terra Engineering LTD.

Architect of Record

Timothy Meseck
The Architects Partnership, LTD (TAP)

Civil Engineer
Tom Szafranski
Kimley-Horn and Associates, INC.

Property Owner

Romo Properties
Jon Thoresen
obo Romo Properties

Buyer
Kenneth Colliander
obo JPMorgan Chase Bank, N.A.

Zoning Classification:

The property in question is in a zoning district classified as CC Commercial Center Zoning District.

Type of Business:

The type of business is a retail banking center with one (1) drive-through service lane for use of an automatic teller machine (ATM) through the wall. The hours of operation will be Monday – Friday 9 AM – 6 PM and Saturday 9 AM – 2 PM. The total number of employees and any one time will be eight. The eight employees will consist of one (1) teller, (1) lead teller, two (2) bankers, (1) branch manager, (1) mortgage loan officer, (1) financial advisor and (1) business banker.

Lighting Design and Locations:

To provide the best and most efficient lighting design and locations a photometric study has been developed and included in this submittal.

Sustainability Components:

The project will contain the following components which would contribute to sustainability practices the City is encouraging:

- Installation of additional trees/landscaping within development area
- LED lighting

A handwritten signature in black ink, appearing to read "Timothy Meseck". The signature is written in a cursive, flowing style.

Timothy R. Meseck
The Architects Partnership, LTD.