



Charis Classical Academy, Inc.
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December 11, 2023

LETTER OF INTENT

Charis Classical Academy, Inc., Conditional Use Permit Application

City of Madison Building Inspection
P.O. Box 2984
Madison, WI 53701-2984

REFERENCE:

5702 South Hill Drive (former Wellspring United Methodist Church)
Madison, WI 53705

Dear Plan Commission Members,

Charis Classical Academy, Inc., requests your consideration of the application for a conditional use for Education for the above referenced property. We are requesting a conditional use for our school to operate at the property, which is located in an area zoned SR-C1.

As you may already know, this property is directly adjacent to Glenn Stephens Elementary School.

Our school was founded in 2012, and has rented space these past 12 years as our school has grown from 21 students grades K-4 to 170 students grades K-12, with most of those students (~100) being in grades K-4. Our school uses a classical methodology, and has a unique model, where our students are at the building Mondays, Wednesdays, and Fridays, and are doing home school work on Tuesdays and Thursdays. Therefore, the building would be minimally used most of the week.

In order to make the building usable for a school per code requirements, we intend to install the following prior to moving into the building:

1. A lift
2. A sprinkler system
3. Sufficient bicycle racks (~35 bicycle parking stalls)

We do not plan to make any changes to the exterior of the building beyond a few minor roofing and siding repairs. We are planning to do minimal remodeling inside to better configure some of the rooms into classrooms for our school. This work we anticipate happening between April 2024-August 2024. We hope to move in early August 2024.

Because our students work at home on Tuesdays and Thursdays, traffic would be heaviest on Mondays, Wednesdays and Fridays during drop-off and pick-up. Our drop-off time is anytime between 8:20-8:40am, and pick-up is anytime between 3:15-3:35pm. Around 50 cars would be anticipated to come through the parking lot in the traffic flow we proposed during each of those 20 minute periods. We feel with the size and flow of the parking lot, and the ability for cars to line up in the

parking lot, congestion on Rosa Road will be minimal.

Currently, our school does not have many extra-curricular activities, so there will not be much in terms of evening or weekend activities at this point. Staff will be using the building on Tuesdays and Thursdays primarily. There is a small group of children (~20) that come in on Tuesday (mornings only) for additional help with home school work.

Our school allows the students to have one 20-minute recess per day, around the lunch hour. These will likely be staggered so that there may be around 60 different children outside playing for one hour per day. Their play will be contained in a fenced area on the Northwest side of the building, or in the north side of the parking lot.

We appreciate your consideration, and please let us know if you have any questions as you review our materials.

Sincerely,

Dave Berner, Charis Board Member