

projecthome

Letter of Intent for Conditional Use Permit

2402-2446 Allied Drive, Madison, WI 53711

Project Name: Prairie Crossing, Leasing Office Renovations

Applicant/Project Owner: Project Home, Inc.

July 15, 2020

Matthew Wachter, Director

Department of Planning, Community & Economic Development

215 Martin Luther King Jr. Blvd.

Madison, WI 53703

Dear Mr. Wachter:

It is our pleasure to submit this letter of intent to request conditional use and related approvals for the continued use of one apartment as a leasing office.

Project Summary

The unit located at 2418 Allied Drive, #1 has been used by the property owner as a leasing office for Prairie Crossing since shortly after the current owner, Prairie Home I LLC (which is wholly owned by Project Home, Inc.), took title on October 27, 1999. No Conditional Use Permit was ever obtained for this use because the owner did not know that one was needed. With the conditional use permit, the owners will continue its use this unit as a general office for the leasing of apartment units and for providing resident services in the 6 Prairie Crossing apartment buildings, all of which have the same owner.

The leasing office business hours are 9 to 5 Monday through Friday. There are three people who normally use the office: the Property Manager, the Resident Services Coordinator, and the Maintenance Supervisor. The unit is approximately 750 square feet in size. For this project Prairie Crossing has received City of Madison financing from the HOME and CDBG Programs, financing from WHEDA, and funds from the Federal Home Loan Bank for the renovation of the 6 buildings.

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Existing Site Conditions

The 2.2 -acre site located in the Allied Dunn's Marsh Neighborhood consists of 6 lots, currently Zoned SR-V1. The 6-building complex is bordered by Lovell Lane to the North and Allied Drive to the East. All on-site parking is in 2 disconnected parking lots on the west side of the building complex.

Compliance with Existing Plans

The Project Team is seeking to a Conditional Use Permit for the continued use of Apartment 1 at 2418 Allied Drive as a leasing office in an existing multi-family complex.

Project Team

Architect: Dimension IV Madison
Owner: Project Home, Inc.
Contractor: TBD

Project Home, Inc.

For 48 years, Project Home's mission has been to improve the quality and affordability of housing for low- to moderate-income residents in Dane and Green County, Wisconsin. We perform home repairs, accessibility modifications, and energy improvements to make homes healthier, safer, and to ease the financial burden of high energy bills for people who are struggling financially. The work of our staff, sponsors, donors, and volunteers is an investment in homes, neighborhoods, communities, and people.

Dimension IV Madison Design Group, LLC,

Located in Madison, Wisconsin, is a full-service architecture, planning, and interior design firm with a wide range of experience. Project categories include residential, commercial, office and business, community and municipal centers, schools and colleges, senior living, hospitality, religious, and historic restorations. Dimension IV is committed to quality architecture and superior client service while continuously working to improve the quality of life in the Madison area.

In closing, we look forward to working with the City of Madison throughout the approval process to improve the property in the Dunn's Marsh Neighborhood along Allied Drive.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Erik Longreen', with a long horizontal flourish extending to the right.

Erik Longreen, Program Manager

Project Home, Inc.

3841 Kipp Street

Madison, WI 53718