



May 28, 2019

***Via E-mail***

Chris Wells  
Development Review Planner  
City of Madison, Wisconsin

**Re: Letter of Intent for Conditional Use Permit – Loading Stalls  
Home2 Suites & Tru by Hilton, 2301 E. Springs Dr., Madison, WI**

Dear Chris:

We appreciate the feedback from your team regarding the site plan we're seeking approval on at 2301 E. Springs Drive. Specifically, it was noted that the City of Madison requires (2) 10ft x 50ft loading stalls, exclusive of the drive aisle for our proposed hotel development. A hotel does not generate the same delivery requirements as, for example, retail uses that have to continuously add inventory. The franchises, in our case Hilton Worldwide, do not always require a loading zone for limited service hotels such as ours. We anticipate approximately fifteen deliveries a month, consisting of general operational supplies one to two times per month and frozen food items for the complimentary breakfast amenity two to three times per week. These deliveries will be made via box trucks which typically don't exceed 26ft in length.

Our development team is 60% complete with a two-hotel development in Brookfield, WI and neither of those franchised hotels have a loading zone. There is a hotel development in Orland Park, IL we've just received City approval for that has one loading zone even though the City code had required four loading zones. In addition, most of our pre-existing hotels we operate do not have specified loading zones either.

Because the deliveries are infrequent and will not overlap, there is no practical need for more than one loading zone for this project. We're confident the single loading zone presented on our site plan is sufficient.

Sincerely,

A handwritten signature in black ink that reads "Jay Patel".

Jay Patel  
Development Manager  
Hawkeye Hotels  
6251 Joliet Road  
Countryside, IL 60525  
Phone: (860) 510-2540