

## **Letter of Intent - Conditional Use Application**

Hotel Sisal, LLC  
6717 Odana Rd. Unit 6  
Madison, WI 53719

This letter of intent accompanies a conditional use application submitted by Hotel Sisal, LLC for the property at 6717 Odana Rd. Unit 6, Madison, Wisconsin. The unit is an existing tenant space. It is roughly 1100 square feet.

The conditional use being requested is to allow the boarding of small animals, primarily cats, but also including for the future possibility of rabbits, chinchillas, other pets in the rodent family, and reptile or amphibian pets. This conditional use application excludes the boarding of dogs.

Hotel Sisal, LLC currently operates at the same address in both units 8 and 9 with existing conditional use permits for the same purpose. The current operations in units 8 and 9 will continue in their current capacity.

### **Hours**

Animals will be boarded on-site 24/7. Pick-ups and drop-offs will be pre-scheduled and could occur between 7am – 7pm. Employees will be on site at various times between 7am-7pm every day.

### **Parking**

Customers parking for drop-offs and pick-ups would be parking for about 10-15 minutes. The site has 43 parking stalls for the overall building.

### **Cat Enclosures**

Cats will be boarded in custom 4' x 4' x 8'(h) enclosures. The enclosures are large enough for a person to enter for cleaning and animal care. Cats from the same family may be boarded together, with a maximum of 3 cats per enclosure.

### **Cleaning and Odor Control**

Enclosures will be cleaned daily with pet-safe cleaning products. Litter boxes will be cleaned at least twice daily. A washer, dryer and dishwasher will be on-site to ensure timely cleaning of bedding, blankets, and dishes. Air filters will be in place for additional odor control.

### **Waste Management**

Pet waste will be placed in trash bags and disposed of in the dumpster.

The business would like to begin operating in unit 6 with this conditional use as early as March 1, 2025.

Thank you,  
Maria Spinozzi  
Hotel Sisal, LLC