



## Dane County Department of Human Services Division of Prevention and Early Intervention

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To: City of Madison Plan Commission

From: Marykay Wills – Dane County Department of Human Services

Date: November 22, 2023

RE: Letter of Intent for a Conditional Use Permit for 1738 Roth St, Madison, Wisconsin 53704

Dane County Department of Human Services (DCDHS) is pleased to announce the launching of a new Transitional Living Program (TLP) for emerging adults at a Dane County Department of Human Services (DCDHS) owned property located at **1738 Roth Street, Madison WI 53704**. The program is projected to open in late March 2024. The Roth St property is a 3 story single family dwelling with 2700 square feet of living space. The house has a full kitchen, living and dining areas, an office space, 2.5 bathrooms, laundry facilities and a total of nine (9) bedrooms. The building is large enough to ensure sufficient living space and offer limited programming and recreational activities onsite. The building was used previously for this same type of residential transitional living programming. The area is zoned CC-T. This TLP will have a maximum occupancy seven (7) unrelated occupants and will operate as a lodging house model. This is DCDHS' letter of intent to file for a Conditional Use Permit for the 1738 Roth Street property owing to the number of unrelated occupants served by the program. DCDHS is not conducting any other building additions or changes requiring a conditional use permit. Dane County has done interior improvements to 1738 Roth St in the past couple of years which has been inspected and approved by the City of Madison Building Inspector. Prior to the opening of the TLP, a fire alarm panel will be installed in the building (with applicable permitting and inspection as indicated).

DCDHS' Emerging Adult Transitional Living Program (TLP) will offer transitional housing to persons ages 18-21 with a maximum housing period of 2 years (thereby making the oldest occupants age 23). The program is projected to serve six (6) emerging adult residents at a time and will be required to have an adult resident mentor, preferably with lived experience, living in residence at 1738 Roth St to provide support to residents and help manage day-to-day operations. This new program design aligns with the needs and plans outlined in the City of Madison and Dane County *Youth Homeless Demonstration Program* (YHDP) federal grant but is its own initiative independent of federal grant funding. The program is expected to launch in March 2024. Please note: this TLP will not be housing persons who have extensive developmental disabilities, need intensive mental health services or 24/7 monitoring, or who are on the sex offender registry.

The TLP will also offer supportive services to help ensure resident success. Core program elements will include: *securing sustainable funds for permanent housing, employment readiness and supports, financial education and literacy, teaching and practicing of renter etiquette, housing navigation (as needed), learning to foster healthy relationships, understanding and managing health care resources, increasing daily living skills, transportation support, assistance obtaining benefits (as needed), fostering positive activities, and connection to Behavioral Health programs (as needed).*

DCDCHS has met with City of Madison Zoning and Planning staff about this new program, and sent notices about the program and our filing for the conditional use permit to area neighborhood, and business associations as well as the District 12 City Alder Lattimer Burris and are indicated in our application.

DCDHS is completing a Request for Proposal process to select a vendor for this TLP. Contracting is expected to take place in January 2024. The selected vendor will be working closely with DCDHS in operation of this program.

Dane County Department of Human Services hopes that the Plan Commission will look forward to our land use application for a Conditional Use permit for 1738 Roth St.

We thank you for your time in reviewing our application.

Sincerely,

Marykay Wills, LCSW

Marykay Wills – Out of Home Care Manager