

January 17, 2024

Ms. Heather Stouder
Director, Planning Division
City of Madison Department of Planning & Community & Economic Development
215 Martin Luther King Jr. Blvd., Ste 017
Madison, Wisconsin 53703

Re: Letter of Intent

626 Langdon St, Madison 53703

Organizational Structure:

Property Owner: CHT Apartments LLC
626 Langdon St
Madison, WI 53703
608) 255-6169
Contact: rh2@chtapartments.com

Business: Every Bitch Needs a Scrunchie LLC, DBA The Shop by EBNS
5420 Dennis Drive
McFarland, WI 53558
608-228-0707
Contact: Kenzie Beam - everybneedsascrunchie@gmail.com

Introduction:

This request for conditional use approval is for the tenant located at 626 Langdon Street (Every Bitch Needs a Scrunchie LLC, DBA The Shop by EBNS) for a retail shop that includes coffee and small snacks. The existing building is the Roundhouse Apartments with 1,020 sq.ft. of commercial space on the ground level.

The site is zoned DR-2 (Downtown Residential-2).

City and Neighborhood Input:

A pre-application meeting with Jenny Kirchgatter from Zoning and Lisa McNabola from Planning occurred on January 17, 2024. The Shop by EBNS would like to primarily sell handmade products by Kenzie like scrunchies and hair accessories, apparel with positive designs on them, and cups with trendy designs. Additionally, Kenzie will be sourcing other handmade retail products from small businesses in the area. Cold brew and other drinks will be served

through kegs and food will be sourced from small businesses in the area (primarily bakery items).

Hours of operation would be from 7:00am-8:00pm, varying slightly when students are present on campus versus when they are not. The existing site would not be altered (no additional walls, build-out, etc.). There is one restroom located within the space. Kenzie predicts employing about 15 individuals and having two to three employees per shift. There is no customer or employee parking available at the Roundhouse. There will be seating available, for approximately 15 people.

Conditional Use Approvals:

The proposed business plan requires a conditional use to allow for retail and coffee shop use within the space.

Project Schedule:

The business is anticipated to be open to the public in late Spring/early Summer of 2024.

Thank you for your time reviewing the proposal.

Sincerely,
Kenzie Beam, Owner
Every Bitch Needs a Scrunchie LLC

