



March 8, 2023

Greater Watertown Community Health Foundation  
600 E. Main Street  
Watertown, WI 53094

City of Watertown  
106 Jones Street  
Watertown, WI 53094

Re: Conditional Use Permit Applications:  
- YMCA Express – Ground Floor  
- Child Care – 1<sup>st</sup> Floor  
  
GWCHF The Collective  
600 Hoffmann Drive  
Watertown, WI 53094

Dear City of Watertown:

Below and attached please find for your review Greater Watertown Community Health Foundation's ("GWCHF") Conditional Use Permit submittal regarding the Ground Floor and 1<sup>st</sup> Floor at The Collective located at 600 Hoffmann Drive, Watertown, WI 53094.

## **BUSINESS ACTIVITIES**

Historically, the building and approximate 90 acres located at 672 Johnson St were used as the corporate office center of Ablelight (formally Bethesda Lutheran Communities).

In August 2022, the Greater Watertown Community Health Foundation purchased the full ~90 acre campus, which included the 55,000 Square Foot corporate center. With a focus on serving the community of Watertown, WI, the planned use of the building will be repurposed for three (3) distinct business functions.

- **Ground floor** – approximate 20,000 square feet will host a number of users:
  - YMCA express center (8,500 SF)
  - Gross motor room for childcare (1,600 SF)
  - small foot print for office space (2,000 SF)
  - Commercial Kitchen for the PreK provider (Head Start) (700 SF)

- remaining space (7,200 SF) – an assemble conference room which can host up to 50 people and common area for use of the building’s tenants
- **1<sup>st</sup> Floor** – Full floor will be dedicated to licensed childcare with a total capacity to up to 220 children. Of the 220 childcare slots, 126 slots will be new/additional childcare slots to what the community has previously had access to.
- **2<sup>nd</sup> Floor** – This will remain office space, designed as a co-working space to house both non-profit support partners of the foundation, as well as for-profit businesses seeking an innovative office space.

#### **DAYS & HOURS OF OPERATION**

- Normal operating hours 5am-9pm for main entrances of the building.
  - After-hours access with security access for those who work in the building.
- YMCA Express will be a 24-hour model and will be staffed from 5am – 9pm
  - After normal business hours, there will be controlled access for 24/7 availability. There will be a secured door on the east side of the building for YMCA members to enter and exist. After hours, YMCA members will be able to access *only* the YMCA Express space.
- Childcare normal operation will likely be 6am – 6pm. There will be a dedicated, secure, entrance created for this service specifically.

#### **NUMBER OF EMPLOYEES**

- Ground Floor – less than 15
- 1<sup>st</sup> Floor – approximately 35 when full capacity is reached
- 2<sup>nd</sup> floor – Estimated at 60

#### **PARKING**

There will be a total of 143 - 151 parking stalls.

- YMCA
  - 17 parking stalls
    - 3:1 lockers to parking ratio
    - YMCA has a 50-locker count
- Childcare
  - 72 – 80 parking stalls
    - 5:1 child to parking stall ratio plus a 1:1 employee to parking stall ratio
    - If the childcare provider were ever to reach full capacity, then the required parking stalls would be 80
- Office
  - 54 parking stalls
    - 300 sf : 1 parking stall ratio
    - 54 parking stalls meets needs for all office and conference rooms

#### **POSSIBLE NUISANCES**

- Project completion expected mid-June 2023
- After Certificate of Occupancy – this facility is expected to be used frequently, which could pose a risk of nuisance behavior. To mitigate, the foundation is investing heavily in camera security

systems to have full, time stamped, coverage of the building (exterior and interior), parking lots and play grounds being developed.

- In 3-4 years, there is potential to move the full YMCA to this facility, integrating and attaching a new facility to the existing facility. A capital campaign is underway to fundraise for this opportunity. Attached is a initial schematic master plan of what that could look like. Interior and Exterior design are still in beginning stages

Thank you for your review and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Nathan Peters', with a stylized flourish at the end.

Nathan Peters

CFO

Greater Watertown Community Health Foundation