

March 3, 2025

City of Watertown Zoning Department

105 Jones Street

Watertown, WI 53094

To Whom It May Concern:

My wife and I renovated our basement into a separate living unit about 3 years ago. Our children are grown and out of the house, and our thought was to make the unit available as a short-term rental, as well as accommodations for missionaries or special church speakers coming through Watertown. At that time, we went through the process of inspection and licensing as a short-term rental and have been operating in that sphere since then. About a year ago, a young man in our church had a need of housing, so we rented the apartment to him for a year, while still under the license of a short-term rental (and with the permission of the city). This fall, we rented the apartment to a young couple from our church. With the city's guidance, we have decided to offer the unit strictly as a long-term rental and no longer as a short-term rental. In addition, as a retiree, the regular additional income is helpful.

The rental unit is located on the lower (basement) level of our home at 621 Brookstone Way in Watertown.

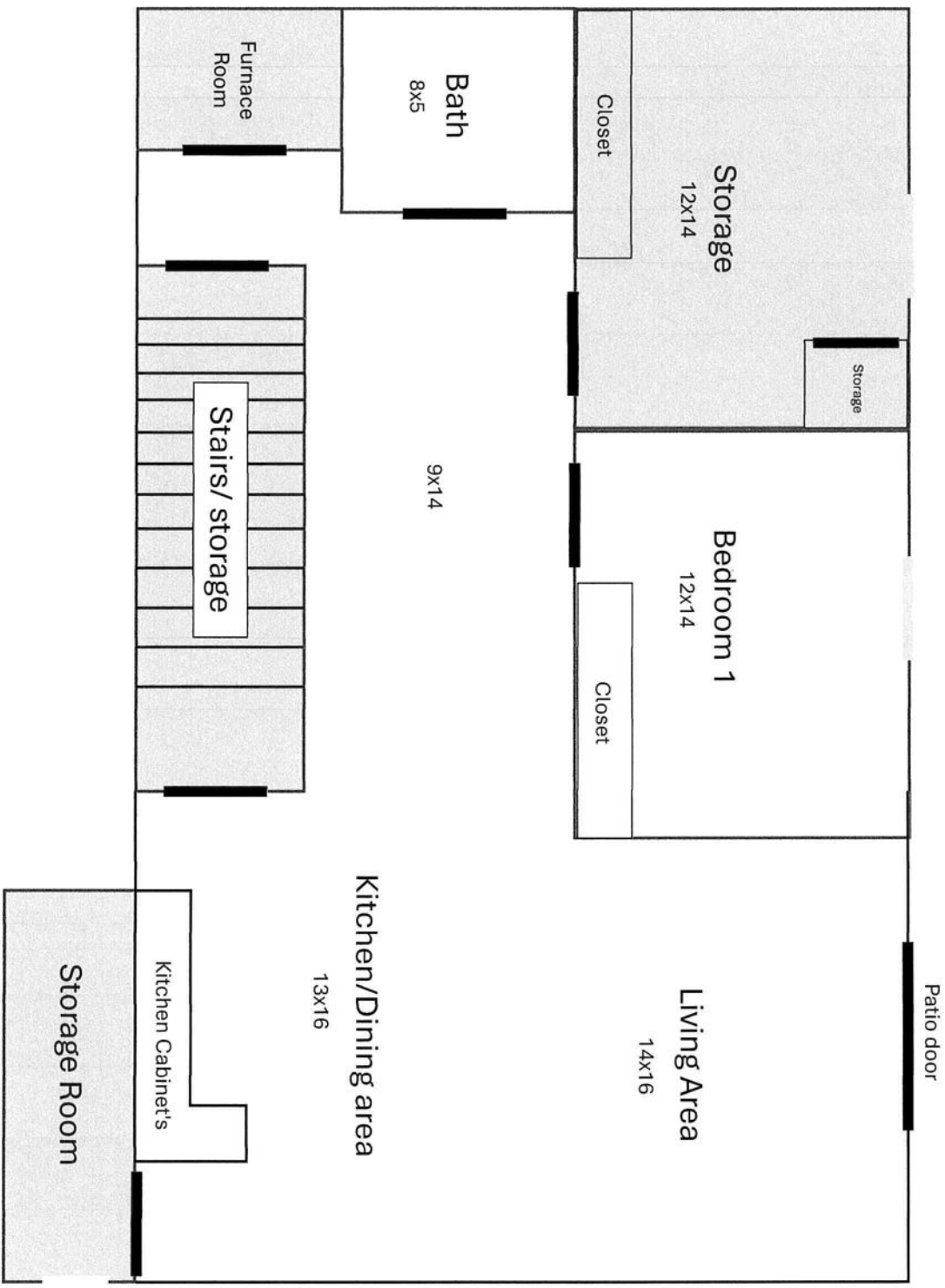
As one may see from the floor plan, the apartment is a one-bedroom unit with a full bathroom and kitchenette. The entrance is through the garage, into the house and down the steps to the unit. There is an accordion door that separates the upper unit from the stairway downstairs. The lower level opens out to our backyard through a patio door.

The upper level of our house has a dwelling area of 1428 sq. ft., while the lower-level apartment has a dwelling area of 766 sq. ft.

Thank you for your consideration.

Respectfully submitted,

Randy and Donna Mueller



Areas not included in rental

Total square footage of rental – 766 sq.ft.

Total square footage of upper level – 1428 sq.ft.

Note: Drawing shows basic layout of apartment, but is not accurate to scale