

Letter of Intent
Conditional Use Application for Madison CycleWorks Cooperative at
1529 Gilson St.



We are a worker coop in development supported by the Madison Cooperative Development Coalition. We will be operating a delivery-by-bike service, bike shop, and cultural center at 1529 Gilson St.

This area of Gilson Street is zoned Traditional Employment and supports a variety of businesses including Funk Factory, South Central Library System Delivery Service, an artisan knife maker, a commercial kitchen, Badger Rental & Supply, Mark's Plumbing, Tilsen Roofing, Madison Taxi, R.E. Golden Produce. Additional businesses are located adjacent on Beld St. including a restaurant.

We will be leasing the front of the existing building that was remodeled in 2018. The existing tenant of this space (Funk Factory) has used the space for brewery operations and will be staying in the building, but with a consolidated operation occupying the rear of the building. Changes to the existing structure will be limited to construction of a wall to separate the building into 2 tenant spaces and construction of two vestibules that will allow access to a shared entry/exit and bathroom by both tenant spaces.

Upon completion of the new partition walls, our space will include an existing restroom and office space and is otherwise open. There is an entry door on the NW corner of the building and three garage doors that will provide access for customers and employees with bikes. We will have access to a shared entry/exit door in the SW corner of the building. We intend to employ a flexible layout that will accommodate bicycle repair, new and used bicycle and other retail merchandise sales, as well as delivery dispatch and loading and will be a space to hold

art/culture related events. The existing parking lot will also be used for cargo bike access and limited motor vehicle access for loading/unloading, but will otherwise be repurposed for a number of flexible uses including outdoor display, outdoor seating, and food cart. We would also like to host 'pop-up' events for other artisans/artists etc. to activate this outdoor space.

Work to separate the building into 2 tenant spaces is expected to begin in January following receipt of needed permits and we expect to begin leasing the space on March 1, with a goal of opening operations by April 1.

Our business plan focuses primarily on four components. One is a delivery-by-bike service that will focus on delivery of goods to customers from area businesses (to-go food, groceries, books, etc.) The second is a bike shop serving the southside that will offer new and used bicycle sales and repair along with retail of associated goods. The third element will include pedicab and vending-by-bike services. Fourth is as a flex space/hub for cultural elements/activities. We expect the Gilson St. property to serve as our base of operations for each of these components with activity primarily focused on the bike shop and in relation to delivery bikes coming and going. We would also like to support activating the street by accommodating outdoor seating, outdoor display, and food trucks in the existing parking lot.

Our hours of operation will depend on the demands of each business component, but we expect the bike shop to offer typical bike shop hours (mid-morning to early evening). Hours of operation for the delivery service may begin earlier and end later depending on needs (early morning deliveries to businesses of coffee, bread etc. or nighttime to-go food deliveries). Hours for pop-up and cultural events will generally match bike shop hours. As a worker cooperative, we will accept new members as the business demands increase. We would expect the bike shop to have 1-4 employees present during open hours. The delivery side could scale significantly, but we would not expect large numbers of employees on site other than for member meetings or special events.

The 'cultural space' and pop-up events is a 2nd phase of our business plan and still in development. We believe this location can support a variety of uses with no negative impacts to neighbors. We are excited to partner with Funk Factory and other local businesses on offerings that will attract more people to this business district and would like to maintain flexibility of operations to host events indoors and outdoors.