

**SITE PLAN REVIEW COMMITTEE**  
**March 27, 2023**

The Site Plan Review Committee met on the above date at 1:30 P.M. in the Council Chambers on the second floor of City Hall. The following members were present: Brian Zirbes of Building, Safety & Zoning; Jeff Meloy of the Police Department; Tim Hayden of the Water Department; Maureen McBroom of Stormwater Utility and Engineering; Anthony Rauterberg of the Fire Department; and Stacy Winkelman of the Street Department. Mason Becker and Kristine Butteris joined via GotoMeeting. Also in attendance were: Rick and Sara Knutson of Marten Portable Buildings, Steven Anders of Secure Storage, Michael Rogers of KKR Properties, and Nate Peters of the Greater Watertown Community Health Foundation.

**1. Call to Order**

The meeting was called to order by Chairperson Brian Zirbes.

**2. Review and take action: Site Plan Review Minutes Dated March 13, 2023**

Motion was made by Anthony Rauterberg and seconded by Stacy Winkelman to approve the March 13, 2023 Site Plan Review minutes as submitted. Unanimously approved.

**3. Review and take action: 1400 W. Main Street – Proposed outside display/sales of portable sheds**

Rick and Sara Knutson of Marten Portable Buildings were present to explain the proposal. Marten Portable Buildings currently has a display of portable sheds at 1400 W. Main Street with literature available and representatives meet with customers onsite. The area is roughly 200' x 100' with about 25 buildings of various size and style.

No concerns were presented by city staff.

With a consensus that there are no concerns on this item at this time, it will be heard before the Plan Commission later this afternoon.

**4. Review and take action: 701 S. Church Street – Proposed outside display/sales of portable sheds**

Steve Anders representing Secure Storage was present to explain the proposal. The request is to sell prefabricated storage buildings with no more than 30 buildings onsite at a time.

The following was presented by staff:

- |         |   |
|---------|---|
| Zoning: | There is a requirement to have a 10-foot buffer between the buildings and the travel lanes and parking areas (on both sides of the "L" shaped location. The applicant had stated they would mark the pavement to ensure the buildings will not go into the 10-foot area. Mr. Anders confirmed pavement marking will be completed. |
| Police: | Asked about cameras due to the extra traffic. The applicant stated there's a camera on the old Pick & Save building and there is another on part of the old Shopko building. There are plans to add 2 additional lights on the building.  |

With a consensus that there are no concerns on this item at this time, it will be heard before the Plan Commission later this afternoon.

**5. Review and take action: 760 N. Church Street – Proposed personal storage units**

Michael Rogers of KKR Properties was present to explain the proposal. They are proposing an inside self-storage facility with 3 feet of Kura Stone brick and the remainder being premium siding on the road-facing side. They would like buildings 1 and 2 up in June or July 2023 with buildings 3 and 4 up in late 2023 or early 2024. The parking/driving area will be recycled asphalt.

The following was presented by staff:

- |           |   |
|-----------|---|
| Zoning:   | Sonja Kruesel of Vandewalle & Associates, Inc. sent an email suggesting a brick corner wrapping be completed, consider a gable roof instead of a flat roof, the landscaping on the street side provide a planter area and potentially put some plantings for screening. The photometric foot panel at the property line should be provided. Potentially remove the southern driveway near the railroad tracks and just utilize the northern driveway. There are inconsistencies between the site plan and the landscape plan for the lane widths. It should be 26' wide.  |
| Building: | Permits won't be issued until the erosion control and stormwater permits have been issued.  |
| Fire:     | Requested the lengths of the buildings. The north building is 240 feet, then 210 feet, 200 feet, and 190 feet. Every 75 feet an extinguisher is required. The square feet of each building is as follows: north building – 240 x 30 feet = 7,200 square feet, 210 x 40 = 8,400 square feet, 200 x 40 = 8,000 square feet, and 190 x 40 = 7,600 square feet. Any buildings over 5,000 square feet will require sprinkler systems. Anthony Rauterberg will verify. Applicants also asked if cutting off the second driveway would cause issues for the Fire Department. Anthony Rauterberg stated a second driveway would make easier access. |
| Streets:  | The city will not complete garbage pickup for businesses.   |

Stormwater/Eng: An Erosion Control & Storm Water Runoff Permit is required for 3,000 SF or more for erosion control; management and disposal (?) of soils in the phase 2 report area of the site will need to be addressed through the Erosion Control & Storm Water Runoff Permit application. The consulting engineer should be able to include that with the permit application. A wetland delineation may be needed as well. Post-construction stormwater management required for ½ acre or more of impervious area; this project will require that. If any changes are made to the driveways such as widening them or relocating them, please circle back with the Engineering Division to discuss the driveway requirements.

Motion was made by Maureen McBroom and seconded by Tim Hayden to approve this item with the following conditions:

- A) Erosion Control & Stormwater Permit approval
- B) Sprinkler clarification

**6. Review and take action: 672 Johnson Street – Group Daycare**

Nate Peters of the Greater Watertown Community Health Foundation was present to explain the proposal. The request is to put a Group Daycare at this location for up to about 120 kids. A small commercial kitchen would be implemented for lunches. There will be 1 parking spot for every 5 children and 1 parking spot for every full-time staff member. The total parking spaces would be 80 stalls.

The following was presented by staff:

Stormwater/Eng: A permit has already been issued for this site. If there are any changes beyond the original plans, please send the updated plans for review.

**7. Review and take action: 672 Johnson Street – YMCA**

Nate Peters of the Greater Watertown Community Health Foundation was present to explain the proposal. The 24/7 YMCA Express would be a roughly 8,500 square foot area staffed from 5 a.m. – 9 p.m. The maximum capacity would be 126 people. There will be 1 parking stall for every 3 lockers.

**8. Adjournment**

Motion was made and seconded to adjourn. Unanimously approved.

Respectfully submitted,  
Nikki Zimmerman, Recording Secretary

**NOTE: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.**