

**PLAN COMMISSION  
MINUTES  
January 12, 2026**

**The Plan Commission met at 4:34p.m. on the above date in the Council Chambers.**

**The following members were present:** Mayor Stocks, Alderman Blanke, Kneser, Krueger (virtual), Levi, Zirbes

**Also in attendance:** Ben Wehmeier and Tracy Schroeder of GWCHF and Carol Quest and Abbey Kuehn of the Watertown Health Department

**1. Call to order (4:34pm)**

**2. Approval of Minutes**

**A. Site Plan Review minutes dated December 22, 2025**

**B. Plan Commission minutes dated December 22, 2025**

Motion to approve Site Plan Review and Plan Commission minutes dated December 22<sup>nd</sup> was made by Levi and seconded by Kneser, passed on unanimous voice vote.

**3. Business**

**A. Initial Review and Set Public Hearing Date at Common Council: Comprehensive Plan Amendment from Central Mixed-Use FLU & Two-Family Residential FLU to Institutional FLU (PIN(s): 291-0815-0424-043, 291-0815-0424-042, 291-0815-0424-040, 291-0815-0424-011 & 291-0815-0424-009)**

Brian Zirbes presented the Comprehensive Plan Amendment request to adjust the land use for the noted parcels to comply with current and future land use.

Motion to set the public hearing date for February 3<sup>rd</sup> was made by Levi and seconded by Kneser, passed on a unanimous voice vote.

**B. Initial Review and Set Public Hearing Date at Common Council: Rezoning of 510 S Second Street from Multi-Family Residential-8 (MR-8) to Central Business (CB) (PIN: 291-0815-0424- 040)**

Brian Zirbes presented the Rezoning request for the noted parcel so it will match the zoning of the health department so it can be combined with a future CSM. Alder Blanke raised the concern that this is for a health department expansion that was part of a space needs analysis presented to council that has not been approved by the council. Carol Quest was present to provide clarification on the project and funding source coming from ARPA funds and the deadline to use the funds. Blanke suggested that this specific part of the space needs analysis be split off from the full report and deliberated by the common council.

Motion to set the public hearing date for February 16<sup>th</sup> was made by Kneser, seconded by Levi and passed on a unanimous voice vote.

**C. Review and take action: Gateway Subdivision Preliminary Plat (PIN: 291-0815-1631-003)**

Brian Zirbes presented the request for the Gateway Subdivision Preliminary Plat. He noted that several rezoning issues are pending. He also noted that the following conditions are recommended by city staff:

**a.** Add subsurface soil, rock, and water conditions including depth to bedrock and average depth to groundwater to the plat.

**b.** Add any required stormwater BPM locations, drainage easements, drainage restrictions, and basement/groundwater considerations to the final plat.

**c.** Obtain Erosion Control and Storm Water Runoff Permit review and approval if land disturbance exceeds one acre.

**d.** Initiate and complete a rezoning of the platted lots to Single-Family Residential (SR-4) to run concurrently with Final Plat approval.

**e.** Initiate and complete a rezoning of the platted lots to a Planned Development Overlay (PD) to run concurrently with Final Plat approval.

**f.** Obtain a Street Opening Permit for utility lateral installation

Motion to approve with the conditions noted above was made by Blanke, seconded by Levi and passed on a unanimous voice vote.

**D. Initial Review and Set Public Hearing Date at Common Council: Rezoning of Gateway Drive (PIN: 291-0815-1631-003) from Multi Family Residential (MR-8) to Single-Family Residential (SR-4)**

Brian Zirbes presented the request for the rezoning noted above to accommodate the future development on Gateway Drive.

Motion to set the public hearing date for February 3<sup>rd</sup> was made by Kneser and seconded by Levi, passed on a unanimous voice vote.

All materials discussed at this meeting can be found at:

[https://files-backend.assets.thrillshare.com/documents/asset/uploaded\\_file/5330/Cow/3d6c8980-7ab0-46f3-bdc5-02e647930f26/January-12%2C-2025-Plan-Commission-Meeting-Packet.pdf?disposition=inline](https://files-backend.assets.thrillshare.com/documents/asset/uploaded_file/5330/Cow/3d6c8980-7ab0-46f3-bdc5-02e647930f26/January-12%2C-2025-Plan-Commission-Meeting-Packet.pdf?disposition=inline)

**4. Adjournment**

Motion to adjourn was made by Blanke and seconded by Krueger and passed on a unanimous voice vote. (4:56pm)

Respectfully Submitted,

Alderman Brad Blanke