THE CITY OF WATERTOWN
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BUILDING SAFETY & ZONING DIVISION

PLAN COMMISSION STAFF REPORT

TO: Plan Commission
DATE: November 9th, 2026
SUBJECT: W5873 County Road T - Extraterritorial Certified Survey Map (CSM)

A request by Combs & Associates Inc., agent for David and Kathy Steindorf, to create a one-lot Certified Survey Map (CSM) within the City of Watertown 3-mile extraterritorial plat review jurisdiction. Parcel PIN(s): 032-0814-1042-000

SITE DETAILS:
Parent Parcel Acres: 40.00 acres
Proposed Lot Size(s): Lot 1 – 1.16 acres (45,254 S.F.)
Jurisdiction: Town of Shields

BACKGROUND & APPLICATION DESCRIPTION:
The applicant is proposing to create a one-lot Certified Survey Map with access to West Road. The proposed CSM will create a parcel for a new home site.

STAFF EVALUATION:
The proposed lot is not located within the Airport Approach Protection Zone. West Road is not identified in the 2019 City of Watertown Comprehensive Plan as having an expanded ROW. The proposed ROW dedication for West Road is adequate for this location.

PLAN COMMISSION OPTIONS:
The following possible options for the Plan Commission:
1. Deny the preliminary extraterritorial CSM.
2. Approve the preliminary extraterritorial CSM without conditions.
3. Approve the preliminary CSM with conditions as identified by the Plan Commission:
    - Add 'Dedicated to the Public' to the portion of West Road ROW being dedicated by the CSM
    - Add a signature page with appropriate lines for City Official signatures.

STAFF RECOMMENDATION:
- Staff recommends approval of the CSM with conditions.

ATTACHMENTS:
- Application materials.