



## BUILDING SAFETY & ZONING DIVISION

### PLAN COMMISSION STAFF REPORT

TO: Plan Commission  
DATE: July 28th, 2025  
SUBJECT: 1220 Wilbur Street and 1220 W Main Street – Preliminary Certified Survey Map (CSM)

A request by Melissa Songco, agent for Habitat for Humanity of Waukesha and Jefferson Counties, to create an expanded Certified Survey Map (CSM) within the City of Watertown. Parcel PIN(s): 291-0915-3233-033 & 291-0915-3233-041.

#### SITE DETAILS:

Existing Parcel(s) Acres: 0.80 acres each parcel

Proposed Lot Size(s): Lots 1 thru 12 range in size from 0.129 to 0.245 acres (5,600 - 6,330 S.F.)

Jurisdiction: City of Watertown

#### BACKGROUND & APPLICATION DESCRIPTION:

The applicant is proposing an expanded CSM to create a 12 lot multi-family Certified Survey Map. The purpose of the CSM is to facilitate the development of 6 twin homes on the 12 lot multi-family CSM. The proposed CSM lot is located within the Airport Approach Protection Zone with a maximum elevations of 968 and 975 feet above mean sea level for all buildings and vegetation. A note indicating this elevation has been added to the CSM. The ROWs for Lisbon Street, N Votek Street, and West Main Street are adequate in this location. The construction of Wilbur St within the existing platted ROW is being constructed by the City with the help of a grant from Dodge County. No additional ROW dedication is required. Stormwater retention is planned to be constructed within the Wilbur St. ROW to accommodate this project and a potential additional residential project to the east along Wilbur Street.

#### PLAN COMMISSION OPTIONS:

The following possible options for the Plan Commission:

1. Deny the CSM.
2. Approve the CSM without conditions.
3. Approve the CSM with other conditions as identified by the City of Watertown Plan Commission:

#### STAFF RECOMMENDATION:

- Staff recommends approval of the CSM.

#### ATTACHMENTS:

- Application materials.