

BUILDING SAFETY & ZONING DIVISION
PLAN COMMISSION STAFF REPORT

TO: Plan Commission
DATE: February 9th, 2026
SUBJECT: Public Hearing Comment Review and a Recommendation to Council – Rezoning

A rezoning requested by the Greater Watertown Community Health Foundation to change the zoning on a parcel located on Gateway Drive. Parcel PIN(s): 291-0815-1631-003.

SITE DETAILS:

Acres: 1.17
Current Zoning: Multi-Family Residential - 8 (MR-8)
Existing Land Use: Vacant Land
Future Land Use Designation: Planned Neighborhood

BACKGROUND & APPLICATION DESCRIPTION:

The applicant is proposing to change the zoning designation from Multi-Family Residential-8 (MR-8) to Single-Family Residential (SR-4) for the development of a seven-lot subdivision. The 2019 City of Watertown Comprehensive Plan designates the Future Land Use (FLU) of this parcel as Planned Neighborhood FLU. The rezoning of this parcel to Single-Family Residential (SR-4) would be consistent with this FLU designation. A subdivision plat to create the proposed seven lots and a rezoning to a Planned Development Overlay Zoning district to allow for smaller lot sizes are also pending for this development project.

STAFF EVALUATION:

Land Use and Zoning:

Nearby Future Land Use designations include Planned Neighborhood to the north, south, and east. Planned Mixed Use exists to the west.

Nearby Zoning includes Single-Family Residential (SR-4) to the north, Multi-Family Residential - 8 (MR-8) to the south, and Rural Holding (RH) to the east. General Business (GB) Zoning exists to the west.

Zoning Code

The zoning code requires the Plan Commission to review rezoning requests and make a recommendation to the Common Council.

Per Section § 550-141G:

G. Review and recommendation by the Plan Commission. The Common Council shall not make an amendment to the Official Zoning Map without allowing for a recommendation from the Plan Commission per the provisions of this subsection.

- (1) Within 60 days after the public hearing (or within an extension of said period requested in writing by the applicant and granted by the Plan Commission), the Plan Commission shall make a written report to the Common Council stating its findings regarding Subsection D above and its recommendations regarding the application as a whole. Said report shall include a formal finding of facts developed and approved by the Plan Commission concerning the requirements of Subsection D(3)(a) through (c).*
- (2) If the Plan Commission fails to make a report within 60 days after the filing of said complete application [and in the absence of an applicant-approved extension per Subsection G(1) above], then the Common Council may act on the application within 30 days after the expiration of said sixty-day period. Failure to receive said written report from the Plan Commission per Subsection G(1) above shall not invalidate the proceedings or actions of the Common Council.*
- (3) If the Plan Commission recommends approval of an application, it shall state in the minutes or in a subsequently issued written decision its conclusion and any finding of facts supporting its conclusion as to the following: that the potential public benefits of the proposed amendment outweigh any and all potential adverse impacts of the proposed amendment, as identified in Subsection D(3)(a) through (c) above, after taking into consideration the proposal by the applicant*



BUILDING SAFETY & ZONING DIVISION PLAN COMMISSION STAFF REPORT

PUBLIC HEARING COMMENT:

Public comments from the February 3rd, 2026 Public Hearing before the Common Council, if any, are attached.

OPTIONS:

The following are possible options for the Plan Commission:

1. Negative recommendation of the Rezoning to Common Council.
2. Positive recommendation of Rezoning to Common Council.
3. Positive recommendation of the Rezoning to Common Council, with conditions identified by the Plan Commission:

STAFF RECOMMENDATION:

- Staff recommends a positive recommendation of the rezoning to the Common Council.

ATTACHMENTS:

- Application materials.