

## PLAN COMMISSION

### MINUTES

MAY 08, 2023

The Plan Commission met at 4:30 p.m. on the above date in the Council Chambers.

The following members were present: Mayor McFarland, Ald. Blanke, Holloway, Konz, Krueger, Lampe, Talaga, and Zirbes.

Also in attendance were: Eric Wegner and Trav Hardy from EAA Chapter 320, Sarah Walter for Michael R + Sarah S Walter Trust, and James Songhurst.

**1. Call to order**

**2. Approval of Minutes**

**A. Site Plan Review minutes April 24, 2023**

Motion to approve made by Lampe and seconded by Holloway, passed on unanimous voice vote.

**B. Plan Commission minutes April 10, 2023**

Motion to approve made by Konz and seconded by Lampe, passed on unanimous voice vote.

**C. Plan Commission minutes April 24, 2023**

Motion to approve made by Lampe and seconded by Holloway, passed on unanimous voice vote.

**3. Business**

**A. Conduct public hearing:** 1309 River Drive – Conditional Use Permit (CUP) request for an Accessory dwelling unit under under Section 550-25C(2)(b)

Mayor McFarland opened the public hearing at 4:32pm and invited public comment.

Hearing none, the public hearing was closed.

**B. Review and take action:** 1309 River Drive – Conditional Use Permit (CUP) request for an Accessory dwelling unit under under Section 550-25C(2)(b)

Brian Zirbes (Zoning Administrator) presented the request for a CUP for 1309 River Drive. James Songhurst was present to answer questions.

Motion to approve with the condition that the primary building be completed within one year of pulling building permit for the accessory dwelling and that the CUP be recorded was made by Lampe, and seconded by Holloway, passed on a unanimous voice vote.

**C. Review and take action:** 1748 River Drive – 64' x 84' Airplane Hangar

Brian Zirbes presented the request for approval to construct a new hangar at the Watertown Municipal Airport.

Eric Wegner and Trav Hardy were present to answer questions on the project.

Motion to approve with the condition that all appropriate permits are met, fire department guidelines for group type and roof height are met, and that a lease with the city is in place prior to occupancy was made by Holloway and seconded by Lampe, passed on a unanimous voice vote.

**D. Review and take action:** N8449 Baurichter Lane – Township Preliminary Certified Survey Map (CSM)

Brian Zirbes presented the request for a CSM for the referenced property.

Sarah Walter was present to answer questions on this request.

Motion to approve with the condition that the 66' right of way is maintained on Baurichter Lane and Naven Road is maintained made by Holloway and seconded by Krueger, passed on a unanimous voice vote.

**E. Review and take action:** Hilltop Road – Township Preliminary Certified Survey Map (CSM)

Brian Zirbes presented the request for a CSM for the referenced property.

Sarah Walter was present to answer questions on this request.

Motion to approve with the condition that the 33' right of way is maintained on Hilltop Road is maintained made by Krueger and seconded by Holloway, passed on a unanimous voice vote.

All materials discussed at this meeting can be found at:

<https://mccmeetings.blob.core.usgovcloudapi.net/watertwnwi-pubu/MEET-Packet-7cb4501e86b644fb8429b2071ce1c023.pdf>

**4. Adjournment**

Motion to adjourn was made by Lampe and seconded by Talaga passed on a unanimous voice vote.

Respectfully Submitted,

Alderman Brad Blanke