

BUILDING SAFETY & ZONING DIVISION
PLAN COMMISSION STAFF REPORT

TO: Plan Commission
DATE: June 23rd, 2025
SUBJECT: Initial Review and Schedule a Public Hearing – Rezoning

Initial review and setting of a public hearing date for a rezoning requested by Dylan Ersel, agent for Dylan Ersel LLC., on a parcel located at 213 S First Street, Watertown, WI. Parcel PIN(s): 291-0815-0421-161.

SITE DETAILS:

Acres: 0.07 acres
Current Zoning: Multi-Family Residential-8 (MR-8) Zoning District
Existing Land Use: Multi-Family Residential
Future Land Use Designation: Central Mixed Use

BACKGROUND & APPLICATION DESCRIPTION:

The applicant is proposing to change the zoning designation from the Multi-Family Residential-8 (MR-8) Zoning District to the Central Business (CB) Zoning District to facilitate the combining of this parcel and two other adjacent parcels into single lot via a CSM. The Future Land Use designation in the Comprehensive Plan for this parcel is Central Mixed Use, with the Central Business (CB) Zoning District being the appropriate zoning district for this Future Land Use designation. The applicant plans to raze the residential structure on this lot and utilize this area for parking for the adjacent business. A preliminary CSM to combine the lots will also be presented to the Plan Commission at a future meeting.

STAFF EVALUATION:

Land Use and Zoning:

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

Nearby Zoning includes Central Business Zoning to the west, north, and east with Two-Family Residential Zoning to the south.

Zoning Code

The zoning code requires the Plan Commission to conduct an initial review of the rezoning request and schedule a public hearing before the Common Council.

Per Section § 550-141E:

E. Initial review by the Plan Commission and scheduling of Common Council public hearing. 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) The Plan Commission shall schedule a reasonable time and place for a public meeting to hear the application within 45 days of the acceptance and determination of the complete application as determined by the Zoning Administrator. The applicant may appear in person, by agent and/or by attorney.

(2) Within 60 days after the public meeting (or within an extension of said period requested in writing by the applicant and granted by the Plan Commission), the Plan Commission shall schedule a public hearing before 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*



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PLAN COMMISSION OPTIONS:

The following are possible options for the Plan Commission:

1. Set public hearing date for July 15th, 2025.
2. Set public hearing to a later date.

STAFF RECOMMENDATION:

- Staff recommends setting the Common Council public hearing date for this item for July 15th, 2025.

ATTACHMENTS:

- Application materials.