



BUILDING SAFETY & ZONING DIVISION PLAN COMMISSION STAFF REPORT

TO: Plan Commission
DATE: May 12th, 2025
SUBJECT: N8505 Highland Road - Extraterritorial Certified Survey Map (CSM)

A request by Duane and Debora Strauss to create a one lot Certified Survey Map (CSM) within the City of Watertown 3-mile extraterritorial plat review jurisdiction. Parcel PIN(s): 032-0815-1744-000

SITE DETAILS:

Parent Parcel Acres: 21.25
Proposed Lot Size(s): Lot 1 – 1.2 acres.
Jurisdiction: Town of Watertown

BACKGROUND & APPLICATION DESCRIPTION:

The applicant is proposing to create a one lot Certified Survey Map with road access to Highland Road. The purpose of the land division is to split the existing home from the larger parent parcel.

STAFF EVALUATION:

The proposed lot is located within the Airport Approach Protection Zone with a maximum elevation of 968 feet above mean sea level for all buildings and vegetation. A note indicating this elevation has been added to the CSM. Highland Road is not identified in the 2019 City of Watertown Comprehensive Plan as having an expanded ROW. The existing 66 ft ROW 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 other conditions as identified by the Plan Commission:
 - Correct the signature page on the CSM to include correct signature lines for the Mayor and City Clerk.

STAFF RECOMMENDATION:

- Staff recommends approval of the CSM with conditions.

ATTACHMENTS:

- Application materials.