

May 1, 2024

Brian Zirbes  
Zoning & Floodplain Administrator  
City of Watertown  
106 Jones Street  
Watertown, WI 53094-0477

Re: Plan Commission & Site Plan Review Application – Conditional Use Permit, Group Development, Condominium Plat

Property: 1532 S. Church Street, Watertown, WI

Dear Mr. Zirbes:

I am enclosing the Plan Commission & Site Plan Review Application for the conversion of the referenced property to a two-unit commercial condominium called Church Street Condominium, along with the proposed condominium plat.

Please accept the following statements on compliance with § 550-69B (1) thru (5) of the Group Development code requirements:

§ 550-69B (1) – All required off-street parking spaces and access drives are located entirely within the boundaries of the group development.

§ 550-69B (2) – The development contains a sufficient number of waste bins to accommodate all trash and waste generated by the land uses in a convenient manner.

§ 550-69B (3) – The group development does not take access from a local residential street.

§ 550-69B (4) – Based on information and belief, all of the development located within this proposed group development is located as to comply with the intent of the zoning code regarding setbacks of structures and buildings from lot lines. To the extent that they may not comply, we respectfully request a waiver of this requirement, as no changes are being made to the existing structure as part of this application.

§ 550-69B(5)

(a) The building exterior is of high quality and will remain so after the conversion to condominium status.

(b) The building exterior is unified in design materials and is complementary to other structures in the vicinity. We ask that any discrepancies from the standards in this provision be waived due to prior acceptance of the overall design elements and improvements in the building, which compensate for the waiver of these standards.

(c) Mechanical equipment and refuse containers are concealed with materials identical to those used on the building exterior.

(d) Based on information and belief, building designs, materials, architectural elements and colors have all been deemed to be acceptable due to their longevity. We ask that any discrepancies from the standards in this provision be waived due to prior acceptance of the overall design elements and improvements in the building, which compensate for the waiver of these standards.

(e) Public entryways are prominently indicated from the building's exterior design and are emphasized by on-site traffic patterns. All sides of the building that directly face or abut a public street do have public entrances.

(f) There are no loading areas in the existing structure. Any deliveries of supplies are small and of the type typical of an office building.

(g) Vehicle access from public streets is currently designed to accommodate peak traffic volumes without disrupting traffic on public streets.

(h) Parking lot design employs interior landscaped islands. We ask that any discrepancies from the standards in this provision be waived due to prior acceptance of the overall design elements and improvements in the building, which compensate for the waiver of these standards.

(i) Cart return is inapplicable to this building.

(j) Upon information and belief, stormwater, utilities, erosion control and public safety standards have all been met. To the extent they have not, we request a waiver based on the overall design elements and improvements in the building, which compensate for the waiver of these standards.

(k) Upon information and belief, current landscaping is in compliance with the zoning code.

(l) Current signage is compliant, and no signage will change as a result of this application. Upon conversion to a condominium, one unit will be sold. The owner of that unit will have to obtain any necessary permits for signage.

(m) The development currently provides for full and safe pedestrian and bicycle access. We request a waiver of the requirement of secure bicycle parking, pedestrian furniture, and a central pedestrian gathering area due to the nature the building.

(n) This development does not propose to provide a new location for a business already located within the community.

(o) This is not applicable to the proposed conversion to condominium status.

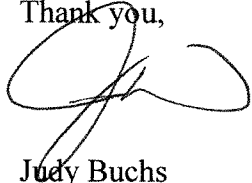
(p) Generally, we request that the building, including parking, landscaping and other design elements be accepted as they are, as this application is for a conversion from a two-unit, leased office space to a two-unit commercial condominium. No changes to the building are anticipated as part of this application.

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Please note that we have submitted an \$800 fee online.

Thank you for your consideration. Please contact me if you need additional information in order to process this application or note any errors that could be corrected prior to the Plan Commission meeting.

Thank you,

A handwritten signature in black ink, appearing to be 'Judy Buchs', written over the printed name.

Judy Buchs  
Attorney for 1532 S Church Street, LLC