



**BUILDING SAFETY & ZONING DIVISION**  
**PLAN COMMISSION STAFF REPORT**

TO: Plan Commission  
DATE: December 22<sup>nd</sup>, 2025  
SUBJECT: 1011 S Third Street – Preliminary Certified Survey Map (CSM)

A request by Bruce Loeb to create a Certified Survey Map (CSM) within the City of Watertown. Parcel PIN(s): 291-0815-0442-094.

**SITE DETAILS:**

Existing Parcel(s) Acres: 1.77 acres.

Proposed Lot Size(s): Lot 1 – 0.64 acres (27,797 S.F); Lot 2 – 1.14 acres (49,453 S.F)

Jurisdiction: City of Watertown

**BACKGROUND & APPLICATION DESCRIPTION:**

The applicant is proposing to create a two-lot CSM from an existing CSM lot. The two proposed lots will constitute the 5<sup>th</sup> and 6<sup>th</sup> lots created from this parent parcel. The City adopted the use of expanded CSMs in July of 2025 that allows up to 8 lots to be created via a CSM for commercial and industrial parcels. The proposed CSM lots are 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. Both proposed parcels will have frontage on S. Third St. Lot 1 will also have an easement to S. Fifth St. The ROWs for S. Third Street and S. Fifth St are adequate is adequate in this location. No ROW dedication is required.

**PLAN COMMISSION OPTIONS:**

The following possible options for the Plan Commission:

1. Deny the CSM.
2. Approve the CSM without conditions.
3. Approve the CSM with other conditions as identified by the City of Watertown Plan Commission:

**STAFF RECOMMENDATION:**

- Staff recommends approval of the CSM.

**ATTACHMENTS:**

- Application materials.