

## PLAN COMMISSION

### MINUTES

June 10, 2024

The Plan Commission met on the above date in the Council Chambers.

The following members were present: Mayor McFarland, Alderman Blanke, Beyer, Konz, Krueger, Lampe, Talaga, Zirbes

Also in attendance: Jerry Zastrow, Lynn Zastrow, Mike Hoppenrath, Mike Hanley, Dana Davis, Robert Feldman, Brandon Kons (virtual).

**1. Call to order (4:05pm)**

**2. Approval of Minutes**

**A. Site Plan Review minutes May 13, 2024**

**B. Plan Commission minutes May 13, 2024**

Motion to approve Site Plan Review and Plan Commission minutes was made by Lampe and seconded by Konz, passed on unanimous voice vote.

**3. Business**

**A. Conduct public hearing:** 1632 S. Church Street – Conditional Use Permit (CUP) request for a restaurant under Indoor Commercial Entertainment Section 550-33B(2)(g)

No Pubic Comment

**B. Review and take action:** 1632 S. Church Street – Conditional Use Permit (CUP) request for a restaurant under Indoor Commercial Entertainment Section 550-33B(2)(g)

Brian presented the request for a CUP for 1632 S. Church Street. This location was previously a restaurant and will be again with some minor renovations.

Motion to approve the CUP was made by Blanke, seconded by Krueger and passed on a unanimous voice vote.

**C. Conduct public hearing:** 1034 N. Second Street – Conditional Use Permit (CUP) request for more than 2 accessory structures and for a combination of accessory structures exceeding a total of 1,000 square feet under Sections 550-56C(1)(b)[1] and 550-56C(1)(b)[2]

Jerry Zastrow the property owner of 1034 N. Second Street spoke on the history of the third shed and it's construction.

Mike Hanley asked if the buildings on the diagram were the current buildings on the property and it was confirmed that they were.

**D. Review and take action:** 1034 N. Second Street – Conditional Use Permit (CUP) request for more than 2 accessory structures and for a combination of accessory structures exceeding a total of 1,000 square feet under Sections 550-56C(1)(b)[1] and 550-56C(1)(b)[2]

Brian Zirbes presented the request for the CUP for 1034 N. Second St. and the conditions that would be required for approval.

Motion to approve the CUP was made by Krueger with the conditions that the structure be moved out of the floodplain and the stacked firewood also be moved out of the floodplain, seconded by Beyer and passed on a unanimous voice vote.

**E. Conduct public hearing:** 1800 S. Church Street – Conditional Use Permit (CUP) request to grand Legal Conforming Status to an existing lumberyard Section 550-61

Brandon Kons spoke on behalf of Zuern in favor of the CUP to maintain operation of the existing lumberyard.

**F. Review and take action:** 1800 S. Church Street – Conditional Use Permit (CUP) request to grand Legal Conforming Status to an existing lumberyard Section 550-61

Brian Zirbes presented the request for a CUP. The lumberyard has existed since 1990 and since then the building code has changed making them nonconforming to code.

Motion to approve was made by Blanke to approve the CUP and site plan with the condition that they apply for any required sign permits, seconded by Talaga and passed on a unanimous voice vote.

- G. Conduct public hearing:** 1532 S. Church Street – Conditional Use Permit (CUP) request for a group development under Sections 550-68A(1) and 550-68A(3)

No public comment

- H. Review and take action:** 1532 S. Church Street – Conditional Use Permit (CUP) request for a group development under Sections 550-68A(1) and 550-68A(3)

Brian Zirbes presented the request for a CUP for 1532 S. Church St. to divide an existing commercial structure into two separate nonresidential uses in the same structure.

Motion to approve the CUP was made by Krueger with the condition that 69b5 69b5b 69b5h 69b5k (these are pertaining to landscaping and parking) be waived due to this being an existing building, seconded by Lampe and passed on a unanimous voice vote.

- I. Review and take action:** 1532 S. Church Street – Condo Plat

Brian Zirbes presented the condo plat for 1532 S. Church St. noting that there is a parking easement on city property that expires in 2027 and it should be noted on the condo plat so it will be addressed at that time.

Motion to approve the condo plat with the condition that the parking area easement be noted on the condo plat was made by Beyer, seconded by Krueger and passed on a unanimous voice vote.

- J. Review and take action:** N7936 County Road D (D Lane) Extraterritorial CSM

Brian Zirbes presented the request for the CSM for N7936 County Road D noting that it is not in the airport protection zone, nor is it in an expanded right of way area.

Motion was made to approve the CSM by Lampe, seconded by Talaga and passed on a unanimous voice vote.

- K. Review and take action:** 700 Hoffman Drive – Preliminary Plat Review

Brian Zirbes presented the preliminary plat noting that part of the legal description needs to be adjusted, 700 Hoffman Drive needs to be clearly noted on the plat, the lots within 500 feet of the sewage treatment plant need to be noted, and the stormwater drainage needs to be noted as well.

Motion to approve the Preliminary Plat with the conditions noted above, and also that the road names be added to the plat, the twin lots be split into twin lots so they have 45' of frontage instead of 90' with notation of which lots are paired up, notation of the elevation of the river with high and low elevations, adding the airport protection zone elevations, and the clarification of Hoffman Drive was made by Krueger, seconded by Konz and passed on a unanimous voice vote.

- L. Initial Review and Schedule Public Hearing:** 700 Hoffman Drive Rezoning

Brian Zirbes presented the zoning map and the request for a public hearing on July 2.

Motion to hold a public hearing on July 2<sup>nd</sup> was made by Lampe, seconded by Talaga and passed on a unanimous voice vote.

- M. Review and take action:** Allwardt Street Concept Plan

Brian Zirbes presented the materials to the Plan Commission of the updated concept plan for the Allwardt Street development. The updated plan was presented to the council with the changes including the addition of a private street with single family condo units abutting the existing single family homes, moving the locations of the apartment buildings, and increased communal space for the development.

Motion to approve the concept plan was made by Lampe, seconded by Talaga and passed on a unanimous voice vote.

- N. Initial Review and Schedule Public Hearing:** 1310 Allwardt Street Plan Amendment

Motion to hold a public hearing on July 16<sup>th</sup> for a Plan Amendment to change this property from institutional to multi family was made by Talaga, seconded by Konz and passed on a unanimous voice vote.

**O. Initial Review and Schedule Public Hearing: 1310 Allwardt Street Rezoning**

Motion to hold a public hearing on July 16<sup>th</sup> for the rezoning from single family to multi family 10 was made by Krueger, seconded by Talaga and passed on a unanimous voice vote.

All materials discussed at this meeting can be found at:

<https://cms4files.revize.com/watertownwi/June%2010,%202024%20Plan%20Commission%20Meeting%20Packet.pdf>

**4. Adjournment**

Motion to adjourn was made by Lampe and seconded by Talaga and passed on a unanimous voice vote.  
(5:13 pm)

Respectfully Submitted,

Alderman Brad Blanke