

TO: Plan Commission
DATE: February 23rd, 2026
SUBJECT: Public Hearing Comment Review and a Recommendation to Council – Rezoning

Public Hearing Comment Review and a Recommendation to Council for a rezoning requested by Carol Quest, agent for the City of Watertown Health Department, to change the zoning on the parcel located at 510 S Second St. Parcel PIN: 291-0815-0424-040

SITE DETAILS:

Acres: 0.14
Current Zoning: Multi-Family Residential - 8 (MR-8)
Existing Land Use: Vacant Land
Future Land Use Designation: Two-Family Residential

BACKGROUND & APPLICATION DESCRIPTION:

The applicant is proposing to change the zoning designation from Multi-Family Residential-8 (MR-8) to Central Business (CB) for the development of a Non-Residential Accessory Structure. The subject parcel was recently purchased by the Health Department to construct a storage building and heated garage space to provide services to clients of the Health Department. To construct the proposed building the purchased parcel needs to be rezoned to Central Business (CB) zoning so that it can be combined via a Certified Survey Map (CSM) with the other adjacent Health Department parcels. All parcels must have the same zoning designation to be combined.

The 2019 City of Watertown Comprehensive Plan designates the Future Land Use (FLU) of this parcel as Two-Family Residential FLU. A Comprehensive Plan Amendment to change the FLU to Institutional FLU, a CSM to combine the lots, and a Conditional Use Permit (CUP) for a Non-Residential Accessory structure are also pending for this development project.

STAFF EVALUATION:

Land Use and Zoning:

Nearby Future Land Use designations include Two-Family Residential to the north, south, and east. Central Mixed Use exists to the West.

Nearby Zoning includes Multi-Family Residential - 8 Zoning to the north, south, and east. Central Business Zoning exists to the west.

Zoning Code

The zoning code requires the Plan Commission to review rezoning requests and make a recommendation to the Common Council.

Per Section § 550-141G:

G. Review and recommendation by the Plan Commission. 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) Within 60 days after the public hearing (or within an extension of said period requested in writing by the applicant and granted by the Plan Commission), the Plan Commission shall make a written report to the Common Council stating its findings regarding Subsection D above and its recommendations regarding the application as a whole. Said report shall include a formal finding of facts developed and approved by the Plan Commission concerning the requirements of Subsection D(3)(a) through (c).*
- (2) If the Plan Commission fails to make a report within 60 days after the filing of said complete application [and in the absence of an applicant-approved extension per Subsection G(1) above], then the Common Council may act on the application within 30 days after the expiration of said sixty-day period. Failure to receive said written report from the Plan Commission per Subsection G(1) above shall not invalidate the proceedings or actions of 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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BUILDING SAFETY & ZONING DIVISION PLAN COMMISSION STAFF REPORT

PUBLIC HEARING COMMENT:

Public comments from the February 16th, 2026 Public Hearing before the Common Council, if any, are attached.

OPTIONS:

The following are possible options for the Plan Commission:

1. Negative recommendation of the Rezoning to Common Council.
2. Positive recommendation of Rezoning to Common Council.
3. Positive recommendation of the Rezoning to Common Council, with conditions identified by the Plan Commission:

STAFF RECOMMENDATION:

- Staff recommends a positive recommendation of the rezoning to the Common Council.

ATTACHMENTS:

- Application materials.