

**PLAN COMMISSION  
MINUTES  
November 12, 2024**

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

**The following members were present:** Mayor McFarland, Alderman Blanke, Beyer, Krueger (Virtual), Lampe, Zirbes

**Also in attendance:** Jim Freres, Deb Groehler, Brian & Jeanette Keller of Trackside Storage, Randy & Kristie Riedl of Ultimate Auto Body, Zack Goodrow of the Daily Times, Sonja Kruesel of Vandewalle, and Mason Becker

**1. Call to order (4:32pm)**

**2. Approval of Minutes**

**A. Plan Commission minutes October 28, 2024**

Motion to approve Plan Commission minutes from October 28th was made by Lampe and seconded by Blanke, passed on unanimous voice vote.

**3. Business**

**A. Public Hearing:** Continuation of Nonconforming Use Conditional Use Permits for 225 E. Arcade Avenue, 1084 Boughton Street, 540 Milford Street, and 430 S. Concord Avenue

No public comment.

**B. Review and take action:** Continuation of Nonconforming Use Conditional Use Permits for 225 E. Arcade Avenue, 1084 Boughton Street, 540 Milford Street, and 430 S. Concord Avenue

Brian Zirbes presented the need to grant legal conforming status to existing commercial uses at the four addresses listed. This is part of the larger Vandewalle project to correct zoning errors. The proposal would rezone these to residential use and grand a commercial CUP to continue operation.

Motion to approve with the condition that the Common Council must approve the CUPs for these properties was made by Lampe, seconded by Konz and passed on a unanimous voice vote.

**C. Review and take possible action:** Plat of Right of Way Required for Dewey Avenue – WisDOT Project ID 3997-01-79

Andrew Beyer shared that the City of Watertown applied for and received STP. Urban funding to reconstruct Dewey Avenue in 2026. Part of the design process is development of a right of way plat. There was discussion on if the right of way will increase and it will not, the road bed however will get wider within the existing right of way. presented the request for the CSM noting that this is mainly to correct an oversight from 2002 where the CSM was not submitted for approval at that time.

Motion to make a positive recommendation for approval of the right-of-way plat for the Dewey Avenue STP Urban project to the common council was made by Lampe, seconded by Blanke and passed on a unanimous voice vote with Beyer abstaining.

**D. Review public hearing comments and make recommendation to Council:** 1911 Gateway Drive – Comprehensive Plan Amendment request to change the Future Land Use to Multi-Family Residential

Brian Zirbes presented the single public comment from the adjacent land owner and the request to change the future land use for the identified area.

Motion to make a positive recommendation to the common council was made by Blanke, seconded by Lampe and passed on a unanimous voice vote.

**E. Review public hearing comments and make recommendation to Council:** 1911 Gateway Drive – rezoning request from Mixed Zoning to MR-10 Multi-Family Residential

Brian Zirbes presented the rezoning request that accompanies the plan amendment.

Motion to make a positive recommendation to the common council was made by Blanke, seconded by Lampe and passed on a unanimous voice vote.

**F. Review public hearing comments and take action:** Zoning Map Corrections - Vandewalle

Brian Zirbes and Sonja Kruesel from Vandewalle presented the zoning map corrections with a request to exclude several parcels from the initial list of corrections. The corrections include parcels 29108151624-000,002,003,004, and 005.

Motion to make a positive recommendation to the council with the noted corrections was made by Lampe, seconded by Blanke and passed on a unanimous voice vote.

**G. Initial Review and Schedule Public Hearing: Overlay Zoning Corrections - Vandewalle**

Sonja Kruesel of Vandewall was present to explain the overlay zoning corrections project from Vandewalle. The explanation of an overlay district is one that is put on top of the base zoning district ie. floodplain or community entry corridor.

There are some changes on terminology and process to make things more streamlined for the city and developers. Only one change was met with concerns and that was having public hearings at the Plan Commission rather than the Common Council. Alder Blanke expressed concern that due to the lower profile of committee level meetings the public would be less likely to attend and express their concerns. Brian Zirbes suggested that the Mayor or Alder should have the ability to request a second public hearing at the council level for any public hearings that have controversy. Both Mayor McFarland and Alder Blanke found this to be an acceptable compromise that allows for the council to hear public comment. For the entry corridor the commission felt that requiring a CUP was not desirable. Melissa Lampe suggested removing the CUP requirement but keeping the design standards in place. It was noted that this can be addressed when rewriting the zoning code.

Motion to set a public hearing for December 3<sup>rd</sup> 2024 was made by Lampe, seconded by Blanke and passed on a unanimous voice vote.

All materials discussed at this meeting can be found at:

<https://cms4files.revize.com/watertownwi/November%2012,%202024%20PC%20Packet.pdf>

**4. Adjournment**

Motion to adjourn was made by Beyer and seconded by Mayor McFarland and passed on a unanimous voice vote. (5:22pm)

Respectfully Submitted,

Alderman Brad Blanke