

**PLAN COMMISSION
MINUTES
October 14, 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: Tom Borke, Joshua Schuett, Kelvin Buske, John Donovan, Steve Schluter, and Mason Becker

1. Call to order (4:31pm)

2. Approval of Minutes

A. Plan Commission minutes September 23, 2024

Motion to approve Plan Commission minutes from September 23rd was made by Lampe and seconded by Konz, passed on unanimous voice vote.

3. Business

A. Public Hearing: 321 Front Street – Request for a Conditional Use Permit (CUP) for a garage addition that exceeds 1,000 square feet under Section 550-56C(1)(b)[1]

No public comment.

B. Review and take action: 321 Front Street – Request for a Conditional Use Permit (CUP) for a garage addition that exceeds 1,000 square feet under Section 550-56C(1)(b)[1]

Brian Zirbes presented the request for a CUP for 321 Front Street to construct a 1,382 square foot garage. The maximum lot coverage for accessory structures in this zoning district is 10% which would be a maximum of 2,500 sq. ft. for this property. The size is under the 10% rule and is permissible.

Motion to approve with no conditions was made by Lampe, seconded by Konz and passed on a unanimous voice vote.

C. Review and take action: N7510 Little Coffee Road Extraterritorial Certified Survey Map (CSM)

Brian Zirbes 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 approve with no conditions was made by Beyer, seconded by Lampe and passed on a unanimous voice vote.

D. Review and take action: N8497 County Road D Extraterritorial Certified Survey Map (CSM)

Brian Zirbes presented the request for the CSM noting that this is in the airport protection zone and the elevation has been noted on the CSM, there is also an expanded right of way requirement and that has also been dedicated on the CSM.

Motion to make approve with no conditions was made by Blanke, seconded by Konz and passed on a unanimous voice vote.

E. Review and take action: Hunter Oaks Enclave Certified Survey Map (CSM)

Brian Zirbes presented the request for a 4 lot CSM for a portion of the Hunter Oaks subdivision noting that this is part of the forthcoming plat reflecting the changes in lot size from 8,000 sq. ft. to 4,600 sq. ft. the front and side yard setbacks have also been reduced. The airport protection elevations are also listed on the CSM.

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

F. Review initial resolution and make recommendation to Council: Belmont Drive Discontinuance of Public Way

Motion to send initial resolution to the common council with a positive recommendation was made by Blanke, seconded by Konz and passed on a unanimous voice vote.

G. Review public hearing comments and make recommendation to Council: Chapter 550 Text Amendments

There were no comments from the public hearing to review.

Mr. Krueger expressed concern with adding additional permitting where it was not previously required. He offered an amendment stating that amendment 1 would read, exterior storage established after December 31, 2024 shall abide by the requirements, Lampe seconded this amendment and it was passed unanimously.

Mrs. Lampe expressed some concerns with amendment 3 regarding signage and proposed an amendment to prohibit internally illuminated signs for institutional uses in residential zoning districts, seconded by Talaga with the language that it go into effect after December 31, 2024 and passed unanimously.

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

H. Initial Review and Schedule Public Hearing: Zoning Map Corrections – Vandewalle

Brian Zirbes presented the request for a public hearing for November 4th.

Motion was made to set the public hearing date for November 4th by Konz, seconded by Krueger and passed on a unanimous voice vote.

All materials discussed at this meeting can be found at:

<https://cms4files.revize.com/watertownwi/October%2014,%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. (4:59pm)

Respectfully Submitted,

Alderman Brad Blanke