



BUILDING, SAFETY & ZONING DEPARTMENT

Main Office 920-262-4060	Brian Zirbes 920-262-4041	Mark Hady 920-342-0986
Nikki Zimmerman 920-262-4045	Dell Zwiig 920-262-4042	
Doug Zwiig 920-262-4062	Dennis Quest 920-262-4061	

TO: Plan Commission
DATE: November 12th, 2024
SUBJECT: Continuation of Nonconforming Use – Conditional Use Permits

A request by the City of Watertown for Conditional Use Permits (CUPs) granting legal conforming status to existing commercial uses at 225 E Arcade Ave, 430 S Concord Ave, 540 Milford St, and 1084 Boughton St. Parcel PINs: 291-0915-3314-062, 291-0815-0312-001, 291-0815-0541-014, & 291-0815-1012-064.

BACKGROUND & APPLICATION DESCRIPTION:

The City of Watertown is working with Vandewalle and Associates on a project to correct a number of existing Zoning Map errors. As part of that effort, the four properties listed above were identified as needing CUPs to grant legal conforming status to existing commercial uses on these properties. All four of these commercial uses existed at their current locations prior to the latest adoption of the zoning ordinance. Each of these parcels also contains a residential use that exists on the same parcel as the commercial use. The proposal for these properties under the Vandewalle and Associates project is to rezone these properties appropriately for the residential use and then grant the commercial use a 'Continuation of Nonconforming Use' CUP. All four property owners were contacted about this proposal and all four have signed applications requesting the CUPs be granted to give legal conforming status to the commercial uses on these properties. These CUPs will allow the commercial uses on these properties to continue to operate as they currently are and, if desired, to be transferred to a future owner via a Successor CUP.

STAFF EVALUATION:

The Zoning Chapter of the Watertown City Code contains provisions that allow for the granting of legal conforming status via Conditional Use Permit (CUP) to previously legal uses made nonconforming by the adoption of the current Zoning Chapter. *[per § 550-61]*

PLAN COMMISSION OPTIONS:

The following are possible options for the Plan Commission:

1. Deny the Conditional Use Permits.
2. Approve the Conditional Use Permits without conditions.
3. Approve the Conditional Use Permits with conditions as identified by the Plan Commission:
 - a. Approval of the CUPs shall be contingent on Common Council adoption of the Zoning Map Amendments associated with the Vandewalle and Associates – Zoning Map Corrections Project (Work Order 04).

ATTACHMENTS:

- Application materials

106 Jones Street • P.O. Box 477 • Watertown, WI 53094-0477 • Phone 920.262.4060

Opportunity Runs Through It