

BUILDING SAFETY & ZONING DIVISION
PLAN COMMISSION STAFF REPORT

TO: Plan Commission
DATE: April 14th, 2025
SUBJECT: Initial Review and Schedule a Public Hearing – Rezoning

Initial review and setting of a public hearing date for a rezoning requested by Keith Kindred, agent for Greg Loos - Gremar LLC, on a parcel located at 848 Milford St, Watertown, WI. Parcel PIN(s): 291-0815-0741-061.

SITE DETAILS:

Acres: 20.0 acres (parent parcel)
Current Zoning: Single-Family Residential (SR-4) Zoning District
Existing Land Use: Vacant
Future Land Use Designation: Planned Neighborhood

BACKGROUND & APPLICATION DESCRIPTION:

The applicant is proposing to change the current zoning designation from the Single-Family Residential (SR-4) Zoning District to the Two-Family Residential (TR-6) Zoning District for 14 Twin Home lots in the proposed Edge Field Subdivision Plat. The 14 proposed lots will be paired up to construct 7 Twin Homes with a shared zero lot line wall. The lot numbers of the lots proposed for rezoning include: 11,12, 17,18, 31, 32, 33, 34, 35, 36, 37,38, 41, & 42.

STAFF EVALUATION:

Land Use and Zoning:

Nearby Future Land Use designations include Single-Family Residential to the north and east, with Planned Mixed Use to the east across Milford St/CTH A. Parks and Recreational Future Land Use exist to the south and west.

Nearby Zoning includes the Single-Family Residential (SR-4) Zoning District the north and east, with the Planned Office and Institutional (PO) Zoning District to the east across Milford St/CTH A. The current City limits are located to the south and west.

Zoning Code

The zoning code requires the Plan Commission to conduct an initial review of the rezoning and schedule a public hearing before the Common Council.

Per Section § 550-141E:

E. Initial review by the Plan Commission and scheduling of Common Council public hearing. 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) The Plan Commission shall schedule a reasonable time and place for a public meeting to hear the application within 45 days of the acceptance and determination of the complete application as determined by the Zoning Administrator. The applicant may appear in person, by agent and/or by attorney.

(2) Within 60 days after the public meeting (or within an extension of said period requested in writing by the applicant and granted by the Plan Commission), the Plan Commission shall schedule a public hearing before 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*

PLAN COMMISSION OPTIONS:

The following are possible options for the Plan Commission:

1. Set public hearing date for May 6th, 2025.
2. Set public hearing to a later date.

STAFF RECOMMENDATION:

- Staff recommends the Plan Commission set the public hearing date for this item at Common Council on May 6th, 2025.

ATTACHMENTS:

- Application materials.