

PLAN COMMISSION MINUTES

August 10, 2027

The Plan Commission met in the Council Chambers with the following members present: Mayor Robert Stocks, Alderperson Ken Berg, Nick Krueger, Tom Levi, Joe Dittmann, Kerry Kneser, City Engineer Andrew Beyer, Zoning Administrator Brian Zirbes.

Others in attendance: Max and Angie Clouse

1. CALL TO ORDER

Mayor called meeting to order at 4:32pm

2. APPROVAL OF MINUTES

A. Review and take action: Site Plan Review Committee minutes dated August 10, 2026

B. Review and take action: Plan Commission minutes dated August 10, 2026

A motion was made by Kerry Kneser, seconded by Andrew Beyer to approve the minutes for the above Site Plan Review & Plan Commission meetings as written, which was passed unanimously.

3. BUSINESS

A. Review and take action: 600 Commerce Drive (PIN 291-0815-0823-005)—Site Review for a Multi-Tenant Light Industrial Building. Brian stated the applicant proposes to construct a 7,040 sq ft multi-tenant, light industrial building at 600 Commerce Drive on a 1.17 acre parcel of land. Earlier today, Site Plan Review Committee reviewed this proposal and recommended approval with three conditions: Obtain a Knox Box and provide either one master key or multiple unit keys; an erosion control permit will be required, noting that construction of ½ acre or more will require post construction guidelines and the lane that goes to the rear doors must be paved and be at least 17 ft in width. Building Inspection noted this proposal will need state approval of the plans and an eventual local building permit b4 construction occurs. Currently, the applicants plans to have 15 rental units within their building. Mr Clouse stated there is not a lot of storage units on their side of town so they feel the need is there plus the small units for a business location should be appealing to new business owners wanting to get started in a smaller, affordable site. He also asked if small changes would be allowed withing the footprint size proposed and Brian said minor changes would not need to bring back this project but they are allowed one additional revisit with the application they took out with the city. He advised them to call him with questions they may have. Brian restated that an erosion control plan needs to be shown to the city b4 construction can begin. Levi moved to approve applicant's preliminary plans for new construction at 600 Commerce Dr with the 3 conditions noted above and by Site Plan Review, seconded by Kneser and approved unanimously with Alderperson Berg abstaining from voting on the motion.

B. Review and take action: 1507 S 10th Street Certified Survey Map (SCM) A request by Tyler Elsner to create a CSM within the city of Watertown. His existing parcel is .22 acres and his proposed larger parcel will be .449 acres. He is proposing to create one lot by transferring a portion of land adjacent to his existing parcel, thereby making it a .449 parcel instead. The proposed CSM will transfer a rear portion of land he owns at 1505 S 10th St to his parcel at 1507 S 10th Street. The proposed CSM is within the Airport Approach Protection Zone with maximum elevation of 900 ft above sea level and the ROW for S 10th St is adequate so there is no ROW dedication needed as a condition of approval. Beyer moved to approve the CSM for 1507 S 10th Street, seconded by Levi and approved unanimously.

4. ADJOURNMENT

A motion to adjourn at 4:48 pm was made by Berg and seconded by Dittmann and approved unanimously.

Respectfully submitted, Alderperson Ken Berg

All materials discussed at this meeting can be found at: https://files-backend.assets.thrillshare.com/documents/asset/uploaded_file/5330/Cow/812ff535-5696-4b29-aadd-c1a4d6e57b19/August-10%2C-2026-Plan-Commission-Meeting-Packet.pdf?disposition=inline