PLAN COMMISSION MINUTES

July 13th, 2026

The Plan Commission met at 4:32 pm in the Council Chambers with the following members present: Mayor Robert Stocks, Nick Krueger, Kerry Kneser, Tom Levi, City Engineer Andrew Beyer & Zoning Administrator Brian Zirbes.

Others in attendance: Kevin & Missy Kuckkan, Kathy Zimmermann, Bob Schuett, Jacob Van Domelen, and Nathan Sells.

1. **Call to Order**
   Mayor called the meeting to order at 4:32pm

2. **Approval of Minutes**
   A. **Review & take action: Site Plan Review minutes dated June 22nd, 2026**
   B. **Review & take action: Plan Commission minutes dated June 22nd, 2026**
   A motion was made by Krueger, seconded by Kreser to approve the above minutes as written, which was passed unanimously.

3. **Business**
   A. **Public Hearing: 1415 Center Street request for a Conditional Use Permit (CUP) for Home Occupation Section 550-56J(1)(k)for a commercial kitchen.** No comments made from the public.
   B. **Review and take action: 1415 Center Street request for a Conditional Use Permit (CUP) for Home Occupation Section 550-56J(1)(k) for commercial kitchen**. Brian noted this is a CUP request for exceptions to the home occupation standards. The applicant wants to convert an existing residential garage into a commercial kitchen for producing & packaging mushroom products with no retail sales on site. The workers would be the persons residing in this home. Brian also noted since applicants want to use their garage for the kitchen, the Plan Commission would need to waive this existing restriction, but the home occupation shall abide by all other non-exempted regulations under 550-56J (1). Also, the home occupation shall be limited to the existing garage space. In addition, the home occupation not be service type of business but instead be a product based business. Lastly, the types of equipment and machinery used in this home occupation business shall be limited to the what they have shown in their application materials. Brian pointed out a sale or transfer of property or an expansion beyond the garage would cause the CUP to be null and void. Kevin & Missy Kuckkan, as the business owners, were present. They are licensed and work at a Waterloo site but want their home occupation location in Watertown at their home. A motion by Krueger to approve the CUP with the conditions outlined by Brian was seconded by Beyer and approved unanimously.
   C. **Review and take action: 1224 American Way Site Plan Review-Watertown Hops** Applicant is proposing to construct a photovoltaic Solar Array on approx. 10 acres of Watertown Hops land. WE energies will lease the property for 25 yrs with an extra 5 yr option. The total system size will be 2.5 MW of AC capacity with all electrical cables buried. A landscape screening of evergreens & shrubs will be located along Perry Way, with access from a driveway on Perry Way. No outdoor storage is proposed, with no on-site employees and will be monitored 24/7 remotely. Discussion with city staff was on the request for paving from the existing road, Perry Way, to their fence & gate which is approx. 30 ft. This section would be useable for parking or traveling making it better if paved. Mr Levi then moved to approve the site plan presented to our Plan Commission, with an amendment to pave the private road from Perry Way to the company gate. This motion was seconded by Krueger and approved unanimously.

D. **Review and take action: N8319 Airport Road Extraterritorial Certified Survey Map (ET CSM)**
This is a proposed two lot CSM by Robert Schuett within the city's 3 mile extraterritorial plat review with both lots accessing to Airport Road. Lot 1 would be 3 acres and lot 2 would be one acre in size. Both lots would be residential. The 50 ft ROW is deemed adequate to meet the expanded ROW requirements. A motion was made by Krueger, seconded by Beyer to approve the proposed CSM with conditions of correcting the signature page on the CSM to include City Extraterritorial Jurisdiction language and signature lines and a maximum elevation of 968 ft above mean sea level for all buildings and vegetation.

4. **ADJOURNMENT**
A motion to adjourn at 4:50pm was made by Kneser and seconded by Levi and this motion was 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/b6ccee87-4315-42ec-9b1d-77e099baed11/July-13%2C-2026-Plan-Commission-Meeting-Packet.pdf?disposition=inline