

PLAN COMMISSION
Minutes

June 27, 2022
4:30 p.m.

The Plan Commission met on the above date and time in the Council Chambers.

The following members were present: Mayor Emily McFarland (Chair), Jaynellen Holloway P.E. (Director of Public Works/City Engineer), Jacob Maas (Zoning Administrator), Nick Krueger, Brian Konz, and James Romlein P.E. (Recording Secretary)

Excused Members: Becky Huff

Citizens Present: Linda Polinsine, JoAnn Gimler, Wendy Norem

1. Call to order

Mayor McFarland opened the Commission

2. Review and take action: Site Plan Review minutes dated June 13, 2022

**Motion to approve Krueger, Second Konz
Unanimous by voice vote**

3. Review and take action: Plan Commission minutes dated June 13, 2022

**Motion to approve Romlein, Second Holloway
Unanimous by voice vote**

4. Initial review and set public hearing date: 306 Hyland Street – rezoning request

Background:

Loeb & Company, LLP are petitioning the City of Watertown to rezone 306 Hyland Street (PIN: 291-0815-0431-039). Currently 306 Hyland Street is zoned General Industrial (GI); Loeb & Company, LLP are proposing a rezone to General Business (GB). The future land use identified for 306 Hyland Street in the 2019 City of Watertown Comprehensive Plan is Planned Mixed Use. Planned Mixed Use allows for all commercial zoning districts. 306 Hyland Street is located within TID #7.

Loeb & Company, LLP have a tenant that is proposing an automobile dealership at 306 Hyland Street. Automotive dealerships fall under the land use of Outdoor Display. Outdoor Display is not allowed in the current Zoning District. General Business Zoning Districts allow for the Outdoor Display land use.

Note: It was determined that a public hearing was not required.

**Motion to table Holloway, Second Konz
Unanimous by voice vote**

5. Review and take action: N8203 Hwy D – Preliminary Certified Survey Map (CSM)

The following information has been identified by the City of Watertown Zoning & Floodplain Administrator Maas as pertinent to this action:

Background:

Judith & Alvin Gudenkauf are looking to create a 2.42-acre parcel from a 39.80-acre parent parcel. This parcel is located within the Town of Watertown.

Relevant Information:

1. C.T.H. D is identified in the 2019 City of Watertown Comprehensive Plan as having an expanded right-of-way. The 2019 City of Watertown Comprehensive Plan designates the future right-of-way width for C.T.H. D as 120 feet (60 feet from centerline).

- a. The CSM should indicate a right-of-way dedication of 120 feet (60 feet from centerline).
2. N8203 C.T.H. D is not located within the Airport Approach Protection Zone.

Recommended Action: Approve the preliminary extraterritorial CSM with conditions as identified by the City of Watertown Plan Commission:

- a. Lot 1 shall indicate a right-of-way dedication of 120 feet (60 feet from centerline).

Motion to approve as recommended Holloway, Second Romlein
Unanimous by voice vote

6. Review and take action: W8089 County Q– Preliminary Certified Survey Map (CSM)

The following information has been identified by the City of Watertown Zoning & Floodplain Administrator Maas as pertinent to this action:

Background:

The Harold A. Peckham Trust is looking to create a 4.012-acre parcel from a 40.04-acre parent parcel. This parcel is located within the Town of Shields.

Relevant Information:

1. C.T.H. Q is identified in the 2019 City of Watertown Comprehensive Plan as having an expanded right-of-way. The 2019 City of Watertown Comprehensive Plan designates the future right-of-way width for C.T.H. Q as 120 feet (60 feet from centerline).

- a. The CSM properly dedicates a right-of-way width of 120 feet (60 feet from centerline).
2. N8203 C.T.H. Q is not located within the Airport Approach Protection Zone.

Recommended Action:

Approve the preliminary extraterritorial CSM with conditions as identified by the City of Watertown Plan Commission:

- a. Lot 1 shall maintain a right-of-way dedication of 120 feet (60 feet from centerline) as indicated on the preliminary extraterritorial CSM.

Motion to approve as recommended Konz, Second Krueger
Unanimous by voice vote

7. Review and take action: N8728 River Road– Preliminary Certified Survey Map (CSM)

The following information has been identified by the City of Watertown Zoning & Floodplain Administrator Maas as pertinent to this action:

Background:

Richard & Jo Ann Gimler are looking to create a parcel from a 40.02-acre parent parcel. This parcel is located within the Town of Watertown.

Relevant Information:

1. River Road was not identified in the 2019 City of Watertown Comprehensive Plan Map #7 – Transportation & Community Facilities as having an expanded right-of-way. The 2019 City of Watertown Comprehensive Plan designates the future right-of-way width for River Road as “Existing”. Surveyor notified that the road right of way should be shown on the CSM.

- a. The CSM does not properly dedicate a right-of-way width of 66 feet (33 feet from centerline). Surveyor notified that the road right of way should be shown on the CSM.

This action (Item a.) was confirmed during the discussion.

- b. N8728 River Road is located within the Airport Approach Protection Zone-at an elevation of 973 feet above mean sea level for all building, structures and object of natural growth, whether or not such

buildings, structures and object of natural growth are in existence. Surveyor notified that a note to this effect should be added to the CSM.

This action (Item b.) was confirmed during the discussion.

Recommended Action:

Approve the preliminary extraterritorial CSM with conditions as identified by the City of Watertown Plan Commission:

- a. Lot 1 shall maintain a right-of-way dedication of 66 feet (33 feet from centerline) as shall be indicated on the preliminary extraterritorial CSM.
- b. CSM shall have added NOTE: Lot 1 has an Airport Approach Protection Zone elevation limit of 973 feet above mean sea level for all building, structures and object of natural growth, whether or not such buildings, structures and object of natural growth are in existence.

**Motion to approve as recommended Holloway, Second Krueger
Unanimous by voice vote**

8. Adjournment

**Motion to adjourn Romlein, Second Holloway
Unanimous by voice vote**

Adjourned at 4:40

Respectfully Submitted,

James W. Romlein Sr. P.E.
Recording Secretary

Note: These meeting notes are uncorrected, and any corrections made will thereto be noted in the proceedings at which these minutes are approved.