



**SITE PLAN REVIEW COMMITTEE MEETING AGENDA**

**MONDAY, APRIL 13, 2026 AT 1:30 PM**

**COUNCIL CHAMBERS, SECOND FLOOR, MUNICIPAL BUILDING, 106 JONES STREET,  
WATERTOWN, WI 53094**

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**1. CALL TO ORDER**

**2. APPROVAL OF MINUTES**

A. Review and take action: Site Plan Review minutes dated March 9, 2026

**3. BUSINESS**

A. Review and take action: 1019 S. Fifth Street – proposed light industrial for Gracie’s Doggie Delights

**4. ADJOURNMENT**

*Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at [cityclerk@watertownwi.gov](mailto:cityclerk@watertownwi.gov) phone 920-262-4000*

*A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only*

**SITE PLAN REVIEW COMMITTEE  
March 9, 2026**

The Site Plan Review Committee met on the above date at 1:30 P.M. in the Council Chambers on the second floor of City Hall. The following members were present: Mayor Robert Stocks, Brian Zirbes – Planning & Zoning, Mike Zitelman – Water/Wastewater, Ben Olsen – Police, Don Dishno – Fire, Stacy Winkelman – Streets & Solid Waste, Nathan Williams – Engineering, Ryan Thurow – Park & Rec, and Manager of Economic Development and Strategic Initiatives Deb Sybell.

Also in attendance were Nikki Zimmerman – Building Safety & Zoning and Kory Anderson of General Engineering.

**1. Call to Order**

The meeting was called to order by Chairperson Brian Zirbes.

**2. Approval of Minutes**

**A. Review and take action: Site Plan Review Minutes Dated January 12, 2026**

Motion was made by Mike Zitelman and seconded by Stacy Winkelman to approve the minutes as submitted. Unanimously approved.

**3. Business**

**A. Review and take action: 1727 S. Church Street – proposed car wash**

Kory Anderson of General Engineering was present. The proposed project is for Tommy's Car Wash. There is a two-lane drive up and the cars are brought through on a conveyor system. A portion of the water gets reused/recycled. There is also an outdoor area with vacuum stalls.

The following was presented by staff:

- Fire: No comment.
- Building: An email from Inspector Mike Jacek was read into record that stated if the building is less than 50,000 cubic feet, the city can complete the plan review in-house. If the building is 50,000 cubic feet or larger, the plans will have to go to the state for review.
- Police: Stated concerns about the area provided for waiting cars. The desire is that the cars will not back up onto S. Church Street. Planning & Zoning Administrator Brian Zirbes stated that the site meets the code requirements.
- Mayor: No comment.
- Stormwater: An Erosion Control & Stormwater Runoff permit will need to be submitted and approved.
- Engineering: A copy of the access easement for the neighboring properties need to be submitted to Engineering staff.
- Zoning: No comment.
- Parks & Rec: The trees are all in compliance.
- Water/Wastewater: For the 4" water line, a representative from the Water Department will need to be present for the inspection of the tap.
- Streets/Solid Waste: Also stated concerns on the potential of traffic backing up. Garbage/recycling will have to be obtained by a private company.
- Econ. Development: No comment.
- Legal: Not present.

Motion was made by Mike Zitelman and seconded by Stacy Winkelman to recommend approval of this item to the Plan Commission contingent upon:

- Submittal and approval of the Erosion Control & Stormwater Runoff permit
- Submittal of the access easement for the neighboring properties.

Unanimously approved.

4. **Adjournment**

Motion was made by Mayor Stocks and seconded by Mike Zitelman to adjourn. Unanimously approved.

Respectfully submitted,  
Nikki Zimmerman, Recording Secretary

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



City of Watertown

January 8, 2026

Re: Gracie's Doggie Delights  
CSM 6547 Parcel 2  
291-0815-0542-093  
S Fifth Street  
Watertown, WI

Proposed commercial building will be SIPs panel 80 x 40 x 12, with a 4/12 pitch roof, steel exterior and MaxiRib roof.

This building will be used as a packaging facility for premade dog treats.

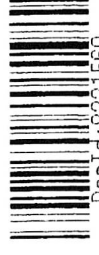
Projected number of employees will be 4. Hours of operations to be Monday – Friday, 7am – 5pm.

This facility will be pick up and delivery only – no storefront.

Thank you,



Scott Foley  
President



DocId: 8231569  
Tx: 4159988

**1493047**

MAP #: 6547

Office of Register of Deeds

Jefferson County, WI

RECEIVED FOR RECORD

03/19/2025 10:01:22 AM

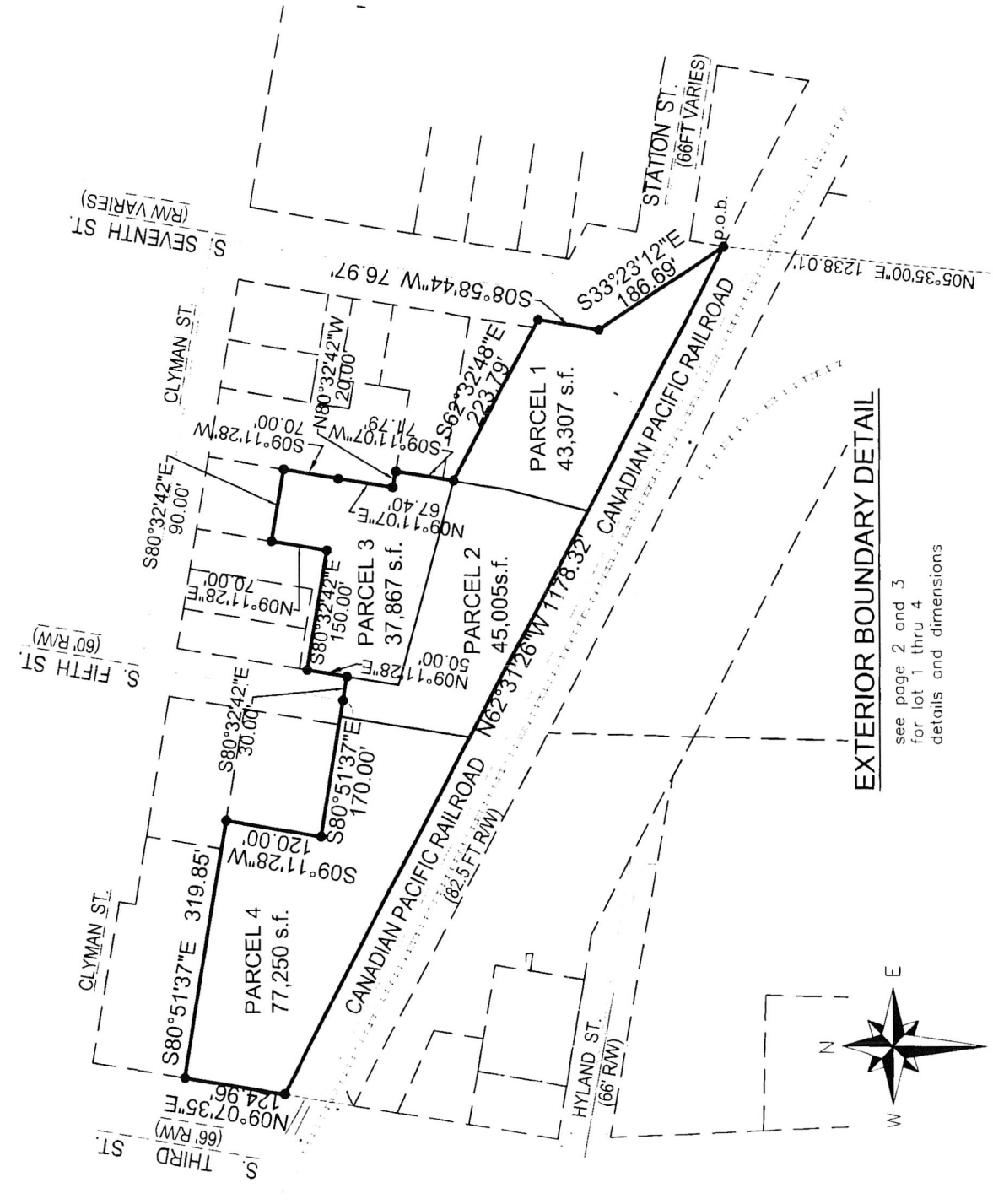
Staci M. Hoffman

Total Pages: 5

REC FEE: 30.00

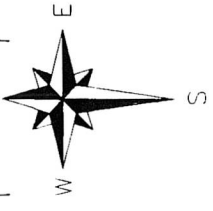
**CERTIFIED SURVEY MAP NO - 6547**

BEING UNPLATTED LANDS / PART OF FORMER "RAILROAD STATION" AS SHOWN ON RECORDED PLAT OF PRITCHARDS SECOND ADDITION TO WATERTOWN. A PART OF LOT 1 OF CSM 2295, & LOT 4 OF CSM 2182, ALL LANDS BEING A PART OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 4, ALL LYING IN TOWNSHIP 8 NORTH, RANGE 15 EAST, IN THE CITY OF WATERTOWN, COUNTY OF JEFFERSON, STATE OF WISCONSIN



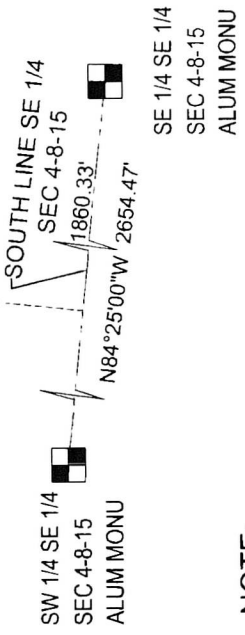
**EXTERIOR BOUNDARY DETAIL**

see page 2 and 3 for lot 1 thru 4 details and dimensions



**LEGEND**

- ( ) INDICATES RECORDED DIMENSION WHERE DIFFERENT FROM ACTUAL MEASUREMENT
- OR SECTION OR 1/4 SECTION CORNER
- CONC MONU W/ALUM CAP
- 1" DIA. IRON PIPE FOUND (UNLESS OTHERWISE NOTED)
- 1" DIA. (1.315 O.D.) IRON PIPE SET (UNLESS OTHERWISE NOTED)
- CENTURY FENCE (UNLESS OTHERWISE NOTED)



**NOTE:**

Lots 1, 2, 3 and 4 have an Airport Approach Protection Zone Elevation limit of 968 above mean sea level for all buildings, structures and objects of natural growth; whether or not such buildings, structures and objects of natural growth are in existence

**BEARING REFERENCE:**

Bearings are referenced to the Wisconsin County Coordinate system, Jefferson County within which the South line of the SE 1/4 of Section 4, T8N, R15E was measured to bear N84°25'00"W (Vertical referenced to NGVD (88)Datum)

*James R. Beaty*  
James R. Beaty, PLS 1834  
DATED: JANUARY 29, 2025

THIS INSTRUMENT WAS DRAFTED BY JAMES R. BEATY PAGE 1 OF 5

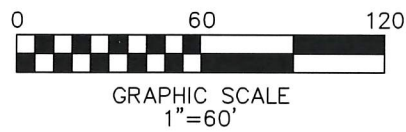
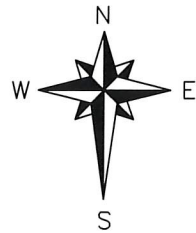
# PLAT OF SURVEY

**LEGAL DESCRIPTION:**

PARCEL 2 OF CSM 6547, SAID CSM BEING A PART OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 4 AND SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 4, ALL LYING IN TOWNSHIP 8 NORTH, RANGE 15 EAST, IN THE CITY OF WATERTOWN, COUNTY OF JEFFERSON, STATE OF WISCONSIN.

KNOWN AS: vacant lands (no address assigned)

TAX KEY PIN: 291-0815-0542-093



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## LEGEND

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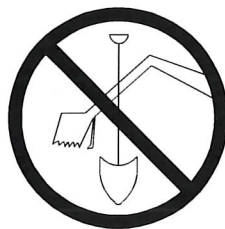
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X CENTURY FENCE (UNLESS OTHERWISE NOTED)

TO OBTAIN LOCATIONS OF PARTICIPANTS UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN

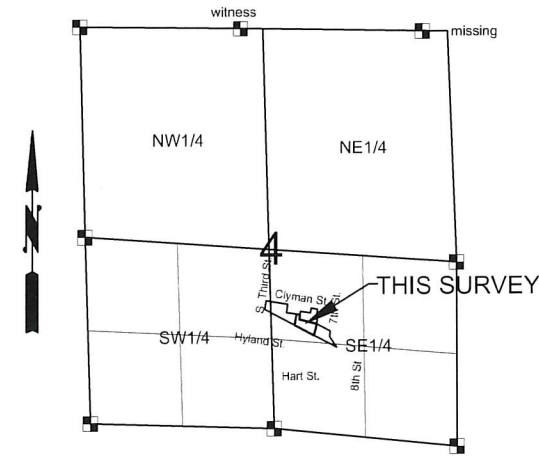
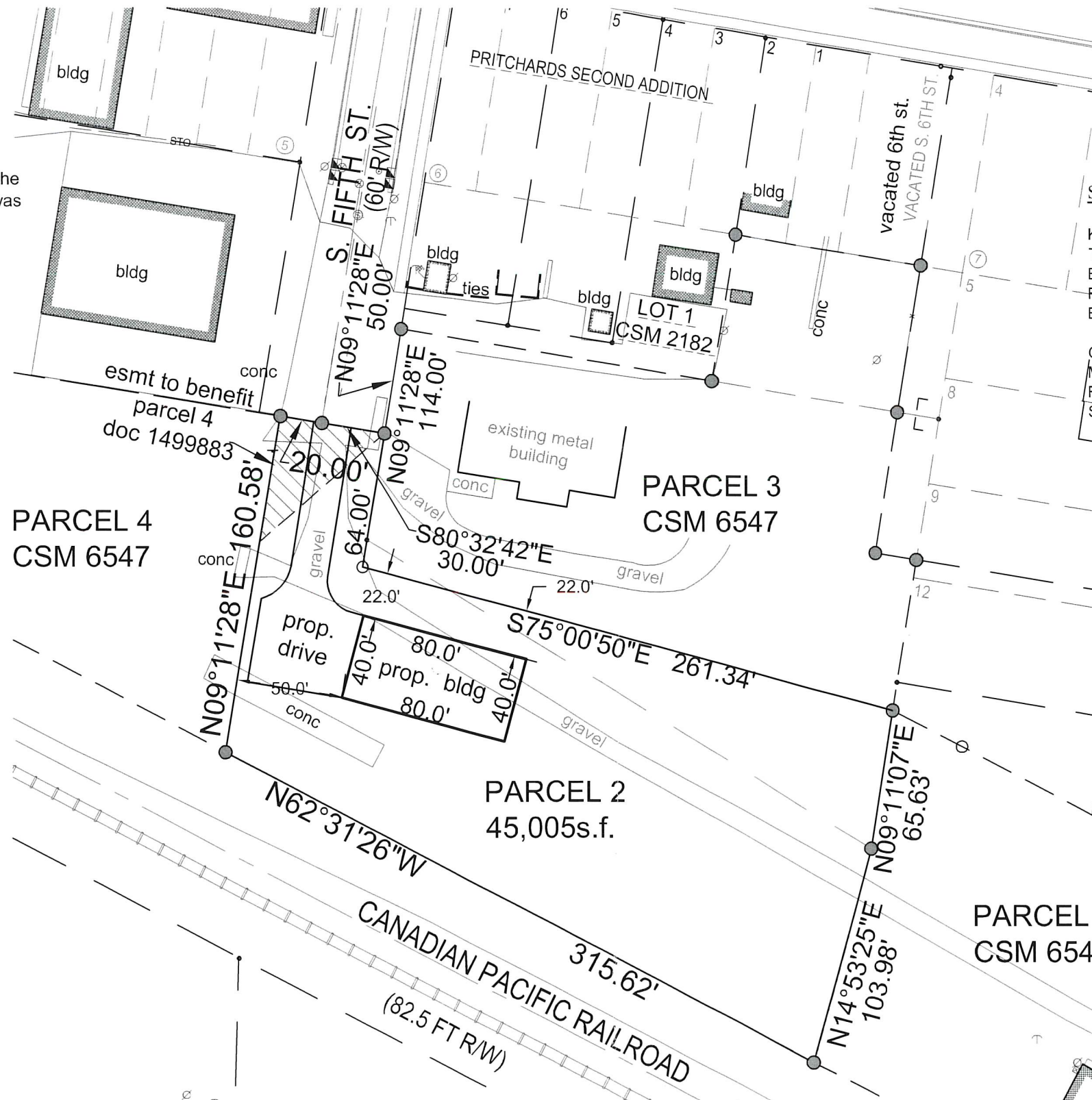


CALL DIGGERS HOTLINE  
1-800-242-8511  
TOLL FREE

WIS STATUTE 182.0175(1974)  
REQUIRES MIN. 3 WORK DAYS  
NOTICE BEFORE YOU EXCAVATE

MILW. AREA 259-1181

THE INFORMATION SHOWN ON THIS DRAWING CONCERNING TYPE AND LOCATION OF UNDERGROUND UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL INCLUSIVE. THE CONTRACTOR IS RESPONSIBLE FOR MAKING HIS OWN DETERMINATIONS AS TO THE TYPE AND LOCATION OF UNDERGROUND UTILITIES AS MAY BE NECESSARY TO AVOID DAMAGE THERETO. IF ADDITIONAL UTILITIES ARE KNOWN TO EXIST IN THE PROPERTY, THE OWNER WILL PROVIDE EXISTING PLANS OF OTHER UTILITIES SERVING THE SITE AND THE BUILDING THAT OTHERWISE CANNOT BE LOCATED BY A VISUAL OBSERVATION OF THE PROPERTY OR OF WHICH THE SURVEYOR WOULD HAVE NO KNOWLEDGE.



LOCATION MAP  
SECTION 4 T8N R15E

**SURVEYORS CERTIFICATE**

"I HAVE SURVEYED THE ABOVE PROPERTY AND TO THE BEST OF MY KNOWLEDGE AND BELIEF THE ABOVE MAP IS A TRUE REPRESENTATION THEREOF AND SHOWS THE SIZE AND LOCATION OF THE PROPERTY, ITS EXTERIOR BOUNDARIES, THE LOCATION OF ALL STRUCTURES THEREON, FENCES, APPARENT EASEMENTS AND ROADWAYS AND VISIBLE ENCROACHMENTS, IF ANY."

"THIS SURVEY IS MADE FOR THE EXCLUSIVE USE OF THE PRESENT OWNERS OF THE PROPERTY, AND ALSO THOSE WHO PURCHASE, MORTGAGE, OR GUARANTEE THE TITLE THERETO WITHIN ONE (1) YEAR FROM THE DATE HEREOF, AND TO THEM I WARRANT THE ACCURACY OF SAID SURVEY AND MAP."

FIELD WORK COMPLETED THE 13TH DAY OF NOVEMBER, 2025  
DATED THIS 7TH DAY OF FEBRUARY, 2026 AT WALES, WI.

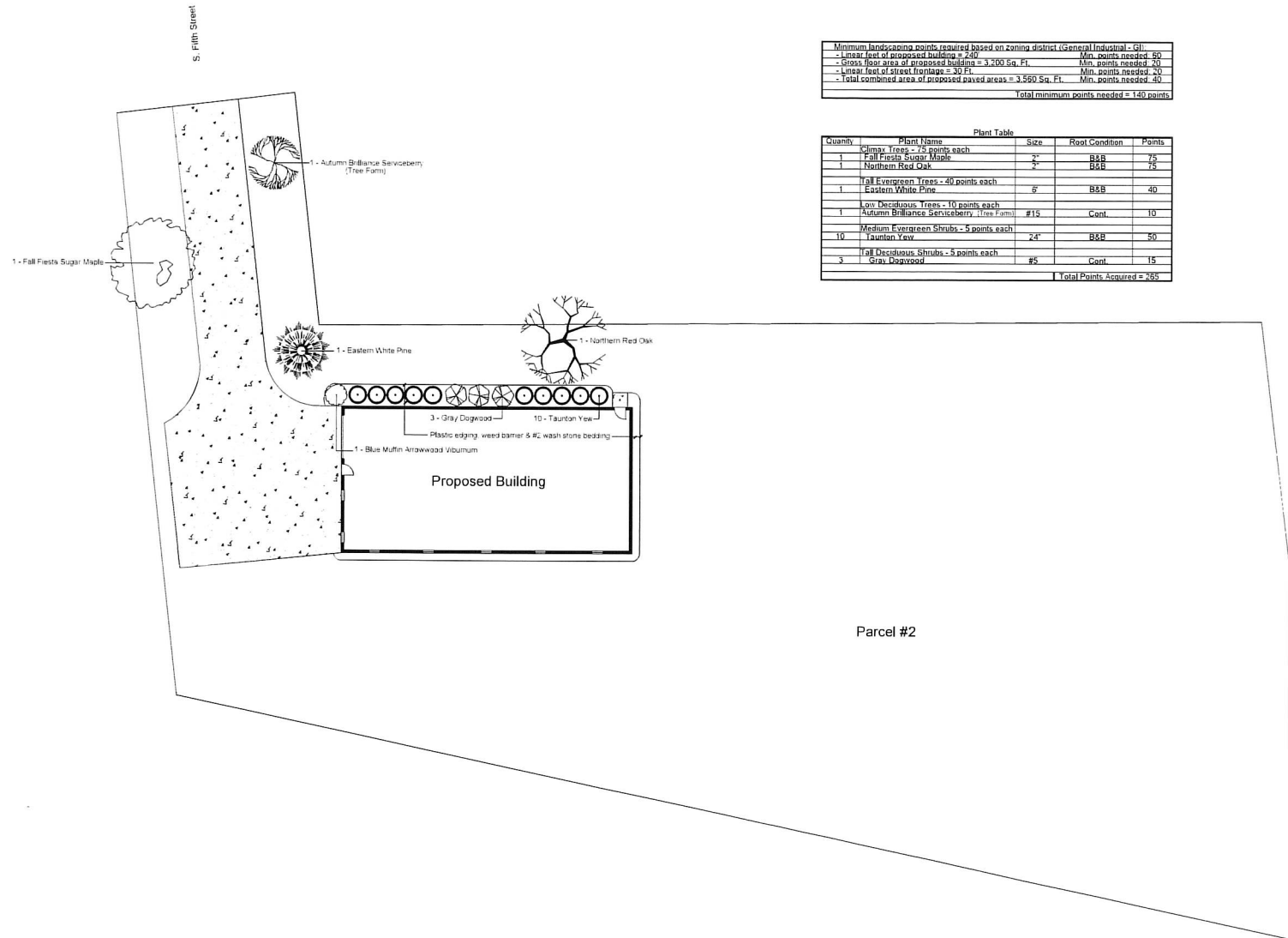


James R. Beaty, PLS 81834

PREPARED BY:  
HORIZON LAND DEVELOPMENT SERVICES, LLC  
JAMES R. BEATY, RLS PLS  
W313 S2562 PENNY LN.  
WALES, WI 53183  
1-262-349-1575  
www.horizonlanddevelopmentservices.com

**NOTE:**

Lots 1, 2, 3 and 4 of csm 6547 have an Airport Approach Protection Zone Elevation limit of 968 above mean sea level for all buildings, structures and objects of natural growth; whether or not such buildings, structures and objects of natural growth are in existence



Minimum landscaping points required based on zoning district (General Industrial - GI):

- Linear feet of proposed building = 250	Min. points needed: 50
- Gross floor area of proposed building = 3,700 Sq. Ft.	Min. points needed: 20
- Linear feet of street frontage = 30 Ft.	Min. points needed: 10
- Total combined area of proposed paved areas = 3,550 Sq. Ft.	Min. points needed: 40
Total minimum points needed = 140 points	

Plant Table

Quantity	Plant Name	Size	Root Condition	Points
1	Juniper Tree - 7.5 points each	3"	B&B	7.5
1	Fall Fiesta Sugar Maple	5"	B&B	7.5
1	Northern Red Oak		B&B	7.5
1	Fall Evergreen Trees - 40 points each		B&B	40
1	Eastern White Pine	#8	B&B	40
1	Low Deciduous Trees - 10 points each			10
1	Autumn Brilliance Serviceberry (Tree Form)	#15	Cont.	10
10	Medium Evergreen Shrubs - 5 points each			50
10	Taunton Yew	24"	B&B	50
3	Fall Deciduous Shrubs - 5 points each			15
3	Gray Dogwood	#6	Cont.	15
				<b>Total Points Acquired = 285</b>



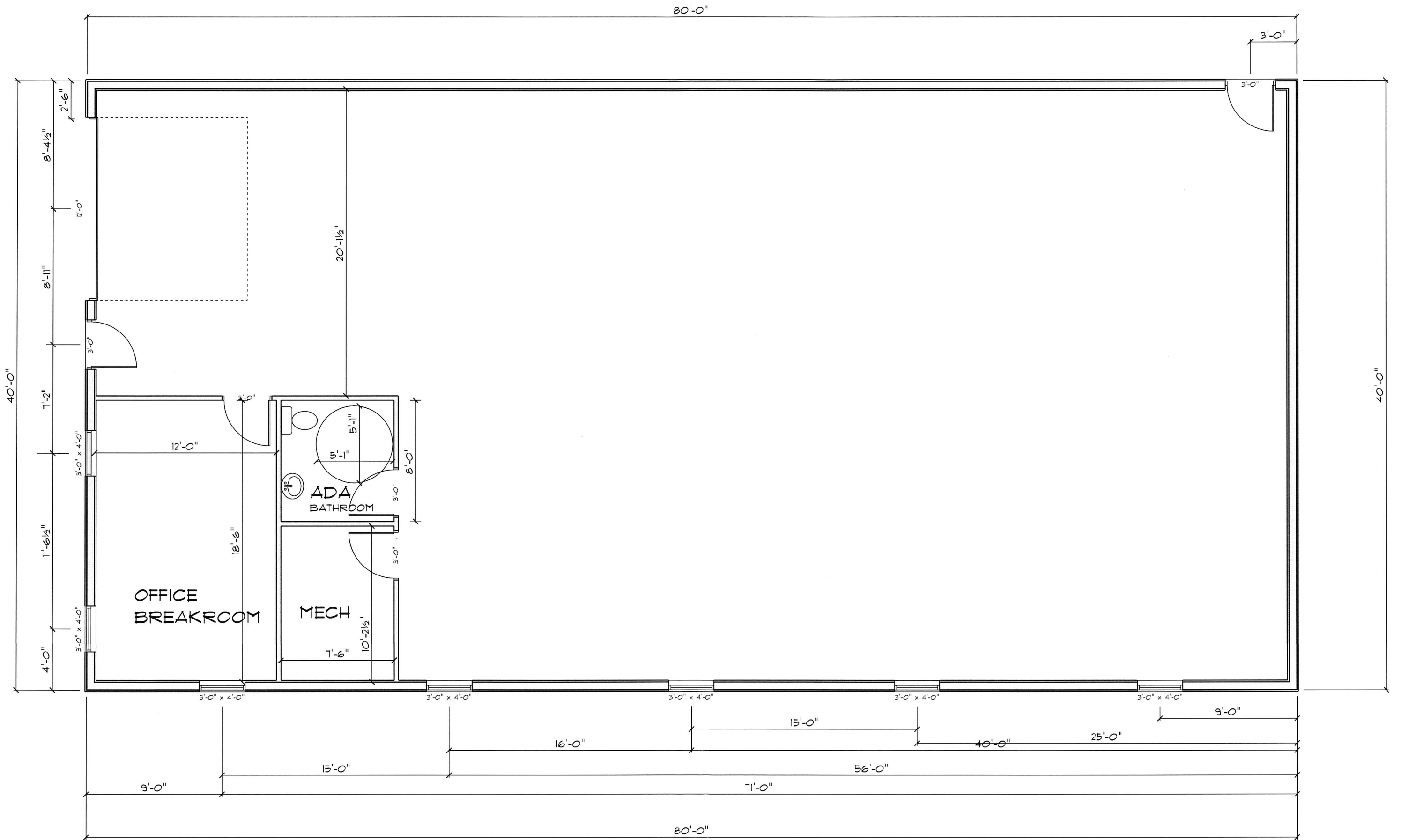
James Collar, PLA  
 Landscape Architect  
 LEED AP BD+C  
 920-478-8539  
 jcollar@mckaynursery.com  
 750 S. Monroe St.  
 Waterloo, WI

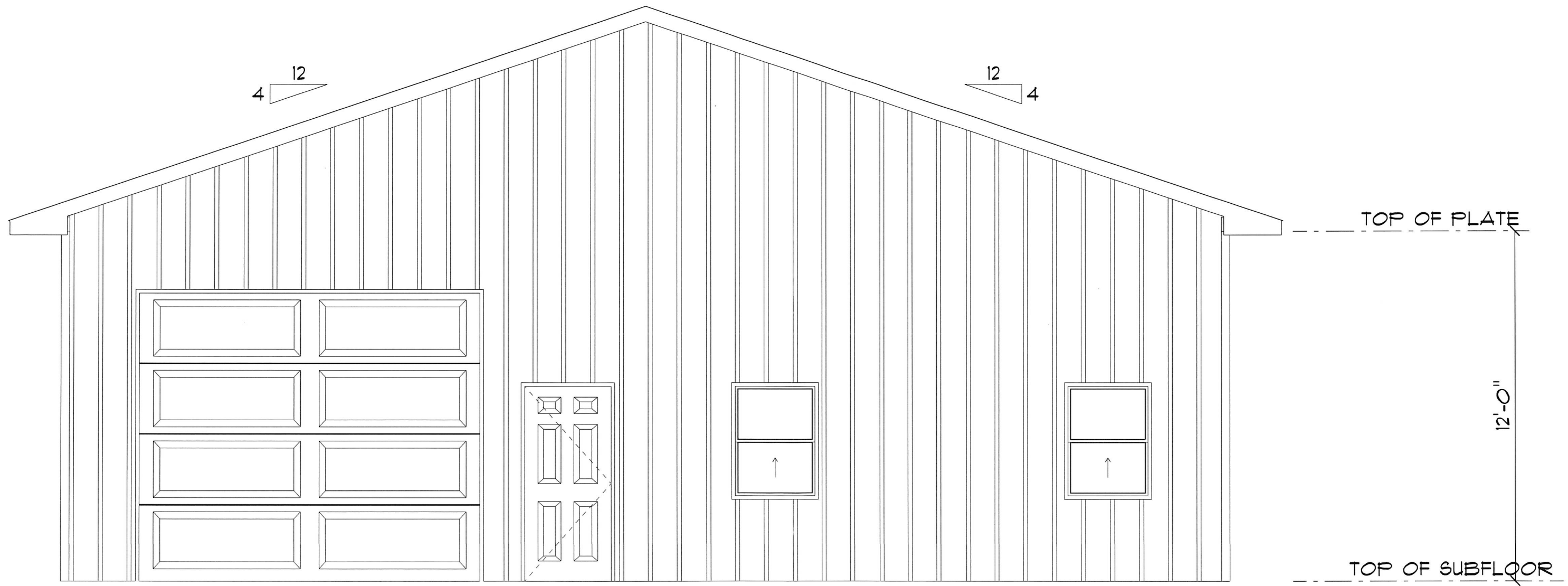
Landscape Design for:  
**Ultimate Construction - Jagler Site**  
 Parcel # 2  
 Watertown, Wisconsin

**811**  
 Know what's below.  
 Call before you dig.

This drawing remains the property of the undersigned and no use or reliance shall be made without their consent. The undersigned and McKay Nursery Company assume no responsibility for its use, copying, reproduction, structural integrity and all other use and alterations.

DRAWN BY	JC
DATE	3.5.2026
REVISION DATES	
PROJECT NUMBER	X
CAD FILE	2026 Projects
SCALE	1" = 20'
SHEET	1 OF 1
SHEET NUMBER	<b>L1</b>

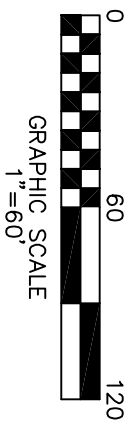
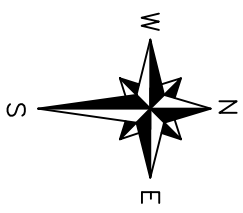






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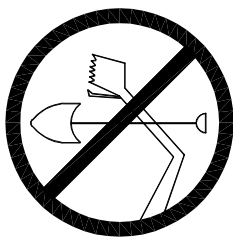
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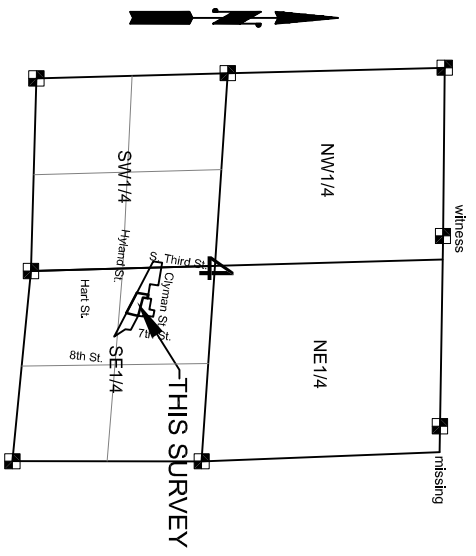
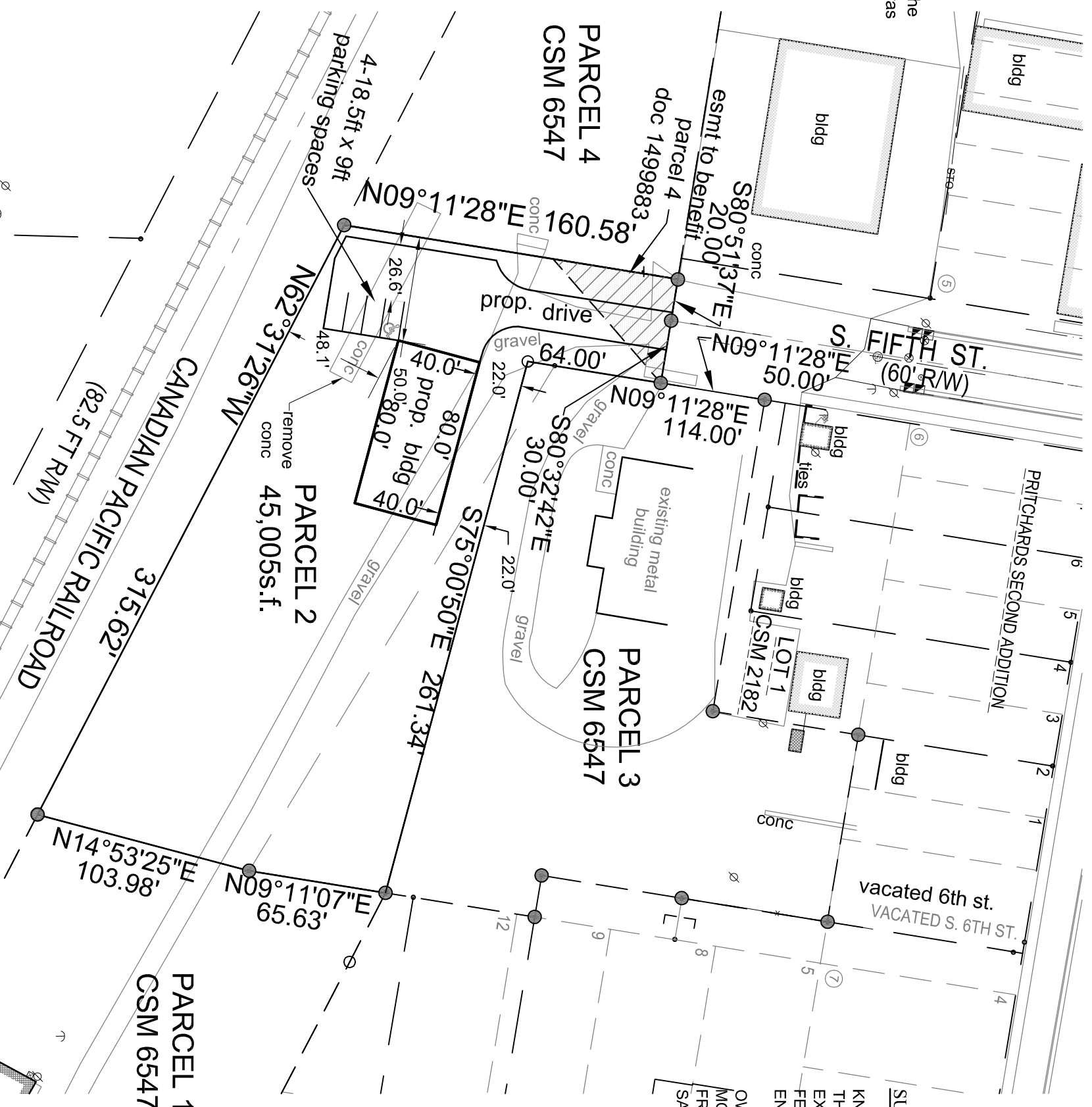


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 REVISED THIS 18TH DAY OF MARCH 2026  
 REVISED THIS 25TH DAY OF M/







James R. Beatty, PLS 1834


PREPARED BY:  
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Section 3, Item A.



	Municipal Boundary		Common Areas
	Parcels Boundaries		Addresses



**THE CITY OF**  
**WATERTOWN**  
*Opportunity runs through it.*

**City of Watertown Geographic Information System**

Scale: 1:2,565      Printed on: March 11, 2014  
 SCALE BAR = 1"      Author: [Redacted]

DISCLAIMER: This map is not a substitute for an actual field survey or onsite investigation. The accuracy of this map is limited to the quality of the records from which it was assembled. Other inherent inaccuracies occur during the compilation process. City of Watertown makes no warranty whatsoever concerning this information.

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