



PLAN COMMISSION MEETING AGENDA

MONDAY, AUGUST 25, 2025 AT 4:30 PM

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

Virtual Meeting

Info: <https://us06web.zoom.us/j/2371460557?pwd=BEMd9xKvRtdlbBE9BaUKWV9kCbr96e.1&omn=83276775232> or call 1-646-931-3860 and use Meeting ID: 237 146 0557 Passcode: 53098

All public participants' phones will be muted during the meeting except during the public comment period.

1. CALL TO ORDER

2. APPROVAL OF MINUTES

- A. Review and take action: Site Plan Review minutes dated August 11, 2025
- B. Review and take action: Plan Commission minutes dated August 11, 2025

3. BUSINESS

- A. Public Hearing: 114 Boomer Street – request for a Conditional Use Permit (CUP) for an Accessory Dwelling Unit under Section § 550-25C(2)(b) and Section § 550-56AA
- B. Review and take action: 114 Boomer Street– request for a Conditional Use Permit (CUP) for an Accessory Dwelling Unit under Section § 550-25C(2)(b) and Section § 550-56AA
- C. Public Hearing: 1508 Doctors Court– request for a Conditional Use Permit (CUP) for Indoor Commercial Entertainment under Section §550-30B(2)(i)
- D. Review and take action: 1508 Doctors Court– request for a Conditional Use Permit (CUP) for Indoor Commercial Entertainment under Section §550-30B(2)(i)
- E. Public Hearing: 1412 Oconomowoc Avenue – request for a Conditional Use Permit (CUP) for an accessory structure under Section §550-83C, for a combination of accessory structures exceeding a total of 1,000 square feet under Section §550-56C(1)(b)[1], for exceeding a total of three residential accessory structures under Section §550-56C(1)(b)[3], and or an exception to allowed exterior building materials under Exterior Construction Material Standards Section §550-121F
- F. Review and take action: 1412 Oconomowoc Avenue – request for a Conditional Use Permit (CUP) for an accessory structure under Section §550-83C, for a combination of accessory structures exceeding a total of 1,000 square feet under Section §550-56C(1)(b)[1], for exceeding a total of three residential accessory structures under Section §550-56C(1)(b)[3], and or an exception to allowed exterior building materials under Exterior Construction Material Standards Section §550-121F
- G. Review and take action: 415 Humboldt Street – Certified Survey Map (CSM) request

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 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
August 11, 2025

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, Mike Jacek – Building Safety & Zoning, Laura Bohlman – Police Department, Stacy Winkelman – Streets and Solid Waste, Andrew Beyer – Engineering, Nathan Williams – Engineering, Kristine Butteris – Park & Rec, Maureen McBroom – Stormwater.

Also in attendance were Nikki Zimmerman of Building Safety & Zoning, Manager of Economic Development and Strategic Initiatives Mason Becker, Bill Richter of Richter Heating & Air Conditioning, and Allen Genz of AG Contractors.

1. Call to Order

The meeting was called to order by Acting Chairperson Andrew Beyer.

2. Approval of Minutes

A. Review and take action: Site Plan Review Minutes Dated June 23, 2025

Motion was made by Mike Jacek and seconded by Nathan Williams to approve the minutes as submitted. Unanimously approved.

3. Business

A. Review and take action: 421 Water Tower Court office remodel and warehouse addition

Allen Genz of AG Contractors was present to explain the project. This is for a proposed 5,200 sf addition on the east side of the building as well as a small interior remodel. A proposed gravel area will be removed with cement/concrete being put in place instead.

The following was presented by staff:

Fire:	Don Dishno forwarded an email stating there are no notes or concerns for this project.
Building:	Plans are currently being reviewed by the state. Once approved, the building permit can be submitted along with the state-approved plans.
Police:	No comments.
Mayor:	No comments.
Stormwater:	An Erosion Control permit and plan will be required since this project will be greater than 3,000 sf of disturbance.
Engineering:	No comments.
Zoning:	Not present but notes were forwarded stating that a landscaping and lighting/photometric plan still needs to be submitted. This will be discussed with Brian Zirbes.
Parks & Rec:	No comments.
Water/Wastewater:	Not present.
Streets/Solid Waste:	No comments.

Motion made by Kristine Butteris, seconded by Maureen McBroom, to approve this item contingent upon submittal and approval of the Erosion Control permit and plan; landscaping plan, and lighting/photometric plan. Unanimously approved.

4. Adjournment

Motion was made by Kristine Butteris and seconded by Laura Bohlman 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.

PLAN COMMISSION

MINUTES

August 11, 2025

The Plan Commission met at 4:30p.m. on the above date in the council chambers.

The following members were present: Mayor Stocks, Alderman Blanke, Beyer, Kneser, Lampe

Also in attendance: Tom Stocco of North Town Partners LLC, Mason Becker, Ben Rohn of Vandewalle & Associates, Allen Genz of AG Contractors, Bill Richter of Richter Heating & Air Conditioning, and Ruth Mack of Loeb & Company

1. Call to order (4:36pm)

2. Approval of Minutes

A. Plan Commission minutes July 28, 2025

Motion to approve Plan Commission minutes was made by Lampe and seconded by Kneser, passed on unanimous voice vote.

3. Business

A. Public Hearing: Proposed TID #8 Amendment No. 1

Tom Stocco spoke in favor of the TID Amendment and made himself available for questions upon request.

B. Review and take action: Proposed TID #8 Amendment No. 1

One positive comment from public hearing.

Ben Rohn was present to present the proposed TID #8 Amendment to the commission. The amendment is needed to accommodate the Oxbow project and the map correction needed on the public library property.

Motion to send to the common council with a positive recommendation was made by Blanke, seconded by Kneser and passed on a unanimous voice vote.

C. Review and take action: 421 Water Tower Court office remodel and warehouse addition

Bill Richter was present to request the plan to remodel and expand the current facility at 421 Water Tower Court.

Motion to approve with the conditions that the requestor obtain any required erosion control and stormwater permits, submit a landscaping plan that meets ordinance requirements, and submit an exterior lighting plan that meets ordinance requirements was made by Lampe, seconded by Blanke and passed on a unanimous voice vote.

D. Review and take action: Certified Survey Map (CSM) for part of 315 Mary Street

Andrew Beyer presented the request for a CSM for 315 Mary Street. This CSM is required to facilitate the transfer of the property from the city to Loeb & Company.

Motion to approve with no conditions made by Kneser, seconded by Lampe and passed on a unanimous voice vote.

All materials discussed at this meeting can be found at:

<https://mccmeetings.blob.core.usgovcloudapi.net/watertwnwi-pubu/MEET-Packet-ff3618bf3da349df9ed06a65f63691b7.pdf>

4. Adjournment

Motion to adjourn was made by Lampe and seconded by Beyer and passed on a unanimous voice vote. (4:50pm)

Respectfully Submitted,

Alderman Brad Blanke

NOTICE OF PUBLIC HEARING

Section 3, Item A.

In accordance with Wis. Stat. § 62.23(7)(de) and Section § 550-142E(1) of the City of Watertown Municipal Code, a notice is hereby given by the Plan Commission of the City of Watertown, Wisconsin, that a public hearing will be held on the 25th day of August, 2025 at 4:30 P.M., or shortly thereafter, in the Council Chambers of the Municipal Building, 106 Jones Street, Watertown. This public hearing will be to consider the request of Tammy Linville (applicant and owner) for a Conditional Use Permit for an Accessory Dwelling Unit under Section §550-25C(2)(b) and Section § 550-56AA. The property is zoned TR-6, Two-Family Residential, and further described as follows:

A part of Block 1 of Boomer's Addition to the City of Watertown, in the Seventh Ward of the City of Watertown, and a part of Boomer Street (vacated) lying directly South of and adjacent thereto, bounded and described as follows: Commencing at the Northeast corner of said Block 1; thence South 2°29' East along the Easterly line of said Block 1, a distance of 352.20 feet; thence North 89°50' West along the Northerly line of Boomer Street, as now located, a distance of 92.25 feet to the place of beginning; thence continuing North 89°50' West along the Northerly line of said street a distance of 70 feet; thence North 2°29' West 9305 feet; thence South 89°50' East 70 feet; thence South 2°29' East 93.05 feet to the place of beginning, situated in Jefferson County, Wisconsin. (114 Boomer Street, PIN: 291-0815-0923-061)

All persons wishing to be heard are invited to be present. Written comments may be submitted to the Building Safety & Zoning Department at nzimmerman@watertownwi.gov.

CITY OF WATERTOWN
Brian Zirbes
Zoning & Floodplain Administrator

BZ/nmz

PUBLISH: August 11, 2025
And
August 18, 2025

(BLOCK AD)

BUILDING SAFETY & ZONING DIVISION
PLAN COMMISSION STAFF REPORT

TO: Plan Commission
DATE: August 25th, 2025
SUBJECT: 114 Boomer Street, Conditional Use Permit - CUP

A request by Tammy Linville for a Conditional Use Permit (CUP) for an Accessory Dwelling Unit within the Single-Family Residential (SR-4) Zoning District. Parcel PIN: 291-0815-0923-061

SITE DETAILS:

Acres: 0.15
Current Zoning: Two-Family Residential
Existing Land Use: Single-Family Home
Future Land Use Designation: Single-Family Residential

BACKGROUND AND APPLICATION DESCRIPTION:

The applicant is seeking approval of a conditional use permit for an 'Accessory Dwelling Unit' (ADU) within a home in the Single-Family Residential (SR-4) Zoning District. The ADU will be located in an existing finished area above the attached garage. The ADU will be studio style unit with a bathroom and small kitchen area and be approximately 396 sq. ft. in area. Access to the unit will be from an entrance from inside the garage. The applicant intends to rent the unit to local college students.

STAFF EVALUATION:

Land Use and Zoning:

1. Within the Single-Family (SR-4) Zoning District an 'Accessory Dwelling Unit' is an accessory land use permitted as a Conditional Use [per § 550-24C(2)(b)]. An 'Accessory Dwelling Unit' includes a dwelling unit that is located on the same lot as a principal residential structure to which it is accessory, and that is subordinate in area to the principal dwelling, [per § 550-56AA].
2. Applicable requirements for all accessory dwelling units include the following: [per § 550-56AA]
 - a) No more than one accessory dwelling unit shall be allowed on a parcel.
 - b) Rooftop decks shall not be allowed.
 - c) The minimum gross floor area of accessory dwelling units shall be 300 square feet.
 - d) Under no circumstance shall an accessory dwelling unit's square footage exceed the first habitable floor of the principal structure.
 - e) An owner of the property must occupy at least one dwelling unit on the parcel as their primary place of residence.
 - f) Accessory dwelling units shall not be used for short-term rentals under § 550-56Y.
3. Applicable requirements for accessory dwelling units internal to a principal residential structure include the following: [per § 550-56AA(7)]
 - a) Internal accessory dwelling units are limited to 800 square feet. In no case shall the floor area of the internal accessory dwelling unit exceed the floor area of the first floor of the primary structure.
 - b) The entire internal accessory dwelling unit shall be located on one level.
 - c) The creation of the accessory dwelling unit shall not result in additional entrances facing the public street on the principal structure.

BUILDING SAFETY & ZONING DIVISION

PLAN COMMISSION STAFF REPORT

WISCONSIN STATUTES:

All Conditional Use Permits are subject to the requirements of Wisconsin Act 67.

Under 2017 Wisconsin Act 67: Section 16. 62.23 (7) (de) Conditional Use Permits.

1. 62.23 (7) (de)(1) In this paragraph:

a. "Conditional use" means a use allowed under a conditional use permit, special exception, or other special zoning permission issued by a city, but does not include a variance.

b. "Substantial evidence" means facts and information, other than merely personal preferences or speculation, directly pertaining to the requirements and conditions an applicant must meet to obtain a conditional use permit and that reasonable persons would accept in support of a conclusion.

2. 62.23 (7) (de)(2)

a. If an applicant for a conditional use permit meets or agrees to meet all of the requirements and conditions specified in the city ordinance or those imposed by the city zoning board, the city shall grant the conditional use permit. Any condition imposed must be related to the purpose of the ordinance and be based on substantial evidence.

b. The requirements and conditions described under subd. 2. a. must be reasonable and, to the extent practicable, measurable and may include conditions such as the permit's duration, transfer, or renewal. The applicant must demonstrate that the application and all requirements and conditions established by the city relating to the conditional use are or shall be satisfied, both of which must be supported by substantial evidence. The city's decision to approve or deny the permit must be supported by substantial evidence.

3. 62.23 (7) (de)(3)

Upon receipt of a conditional use permit application and following publication in the city of a class 2 notice under ch. 985, the city shall hold a public hearing on the application.

4. 62.23 (7) (de)(4)

Once granted, a conditional use permit shall remain in effect as long as the conditions upon which the permit was issued are followed, but the city may impose conditions such as the permit's duration, transfer, or renewal, in addition to any other conditions specified in the zoning ordinance or by the city zoning board.

5. 62.23 (7) (de)(5)

If a city denies a person's conditional use permit application, the person may appeal the decision to the circuit court under the procedures contained in par. (e) 10.

PLAN COMMISSION DECISIONS:

Accessory Dwelling Unit (All) Land Use Criteria	Applicant Provided Substantial Evidence		Opponent Provided Substantial Evidence		PC Finds Standards Met	
1. No more than one accessory dwelling unit shall be allowed on a parcel.	<u>Yes</u>	No	Yes	<u>No</u>	Yes	No
2. Rooftop decks shall not be allowed.	<u>Yes</u>	No	Yes	<u>No</u>	Yes	No
3. The minimum gross floor area of accessory dwelling units shall be 300 square feet.	<u>Yes</u>	No	Yes	<u>No</u>	Yes	No
4. Under no circumstance shall an accessory dwelling unit's square footage exceed the first habitable floor of the principal structure.	<u>Yes</u>	No	Yes	<u>No</u>	Yes	No
5. An owner of the property must occupy at least one dwelling unit on the parcel as their primary place of residence.	<u>Yes</u>	No	Yes	<u>No</u>	Yes	No
6. Accessory dwelling units shall not be used for short-term rentals under § <u>550-56Y</u> .	<u>Yes</u>	No	Yes	<u>No</u>	Yes	No

**BUILDING SAFETY & ZONING DIVISION
PLAN COMMISSION STAFF REPORT**

Accessory Dwelling Unit (<u>Internal</u>) Land Use Criteria	Applicant Provided Substantial Evidence		Opponent Provided Substantial Evidence		PC Finds Standards Met	
1. Internal accessory dwelling units are limited to 800 square feet. In no case shall the floor area of the internal accessory dwelling unit exceed the floor area of the first floor of the primary structure.	<u>Yes</u>	No	Yes	<u>No</u>	Yes	No
2. The entire internal accessory dwelling unit shall be located on one level.	<u>Yes</u>	No	Yes	<u>No</u>	Yes	No
3. The creation of the accessory dwelling unit shall not result in additional entrances facing the public street on the principal structure.	<u>Yes</u>	No	Yes	<u>No</u>	Yes	No

If Plan Commission answers "no" to any of the questions, above, the CU permit must be denied. Otherwise, proceed to the conditions of approval.

PLAN COMMISSION OPTIONS:

The following are possible options for the Plan Commission:

1. Deny the Conditional Use Permit, based on failure to provide substantial evidence to meet one or more of the regulatory standards.
2. Approve the Conditional Use Permit without conditions, based on successfully providing substantial evidence of regulatory compliance.
3. Approve the Conditional Use Permit with conditions as identified by the Plan Commission:

STAFF RECOMENDATION:

- Staff recommends approval of this Conditional Use Permit.

ATTACHMENTS:

- Application materials

Why I rent the upstairs apartment

After moving into 114 Bloom St. with my daughter and son, renovations took place immediately.

One main change was the master bedroom upstairs (above) the garage into an apartment. Its change

made it comfortable for a single adult. It

has a small kitchenette, bathroom, closets

living space and balcony. I charge \$375.00

without utilities. By keeping the rent ~~to~~ low,

it helps the student financially and gives her

privacy. I have made it available to

Maranatha Students in past years. This way, they

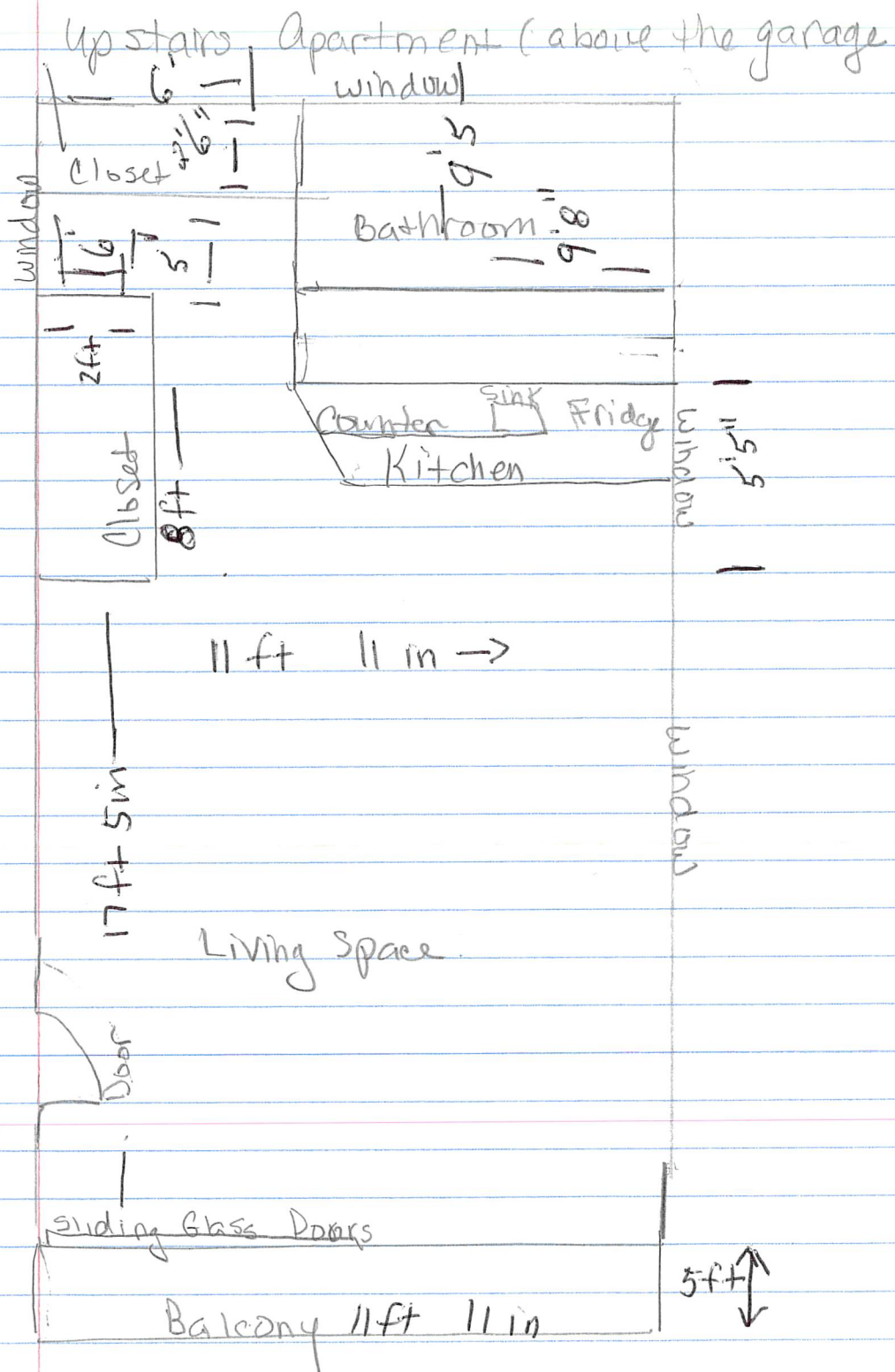
don't have far to travel. I have had 4 girls

and 1 boy - my son since 2019 - 1 person

occupying the unit per year, or however long

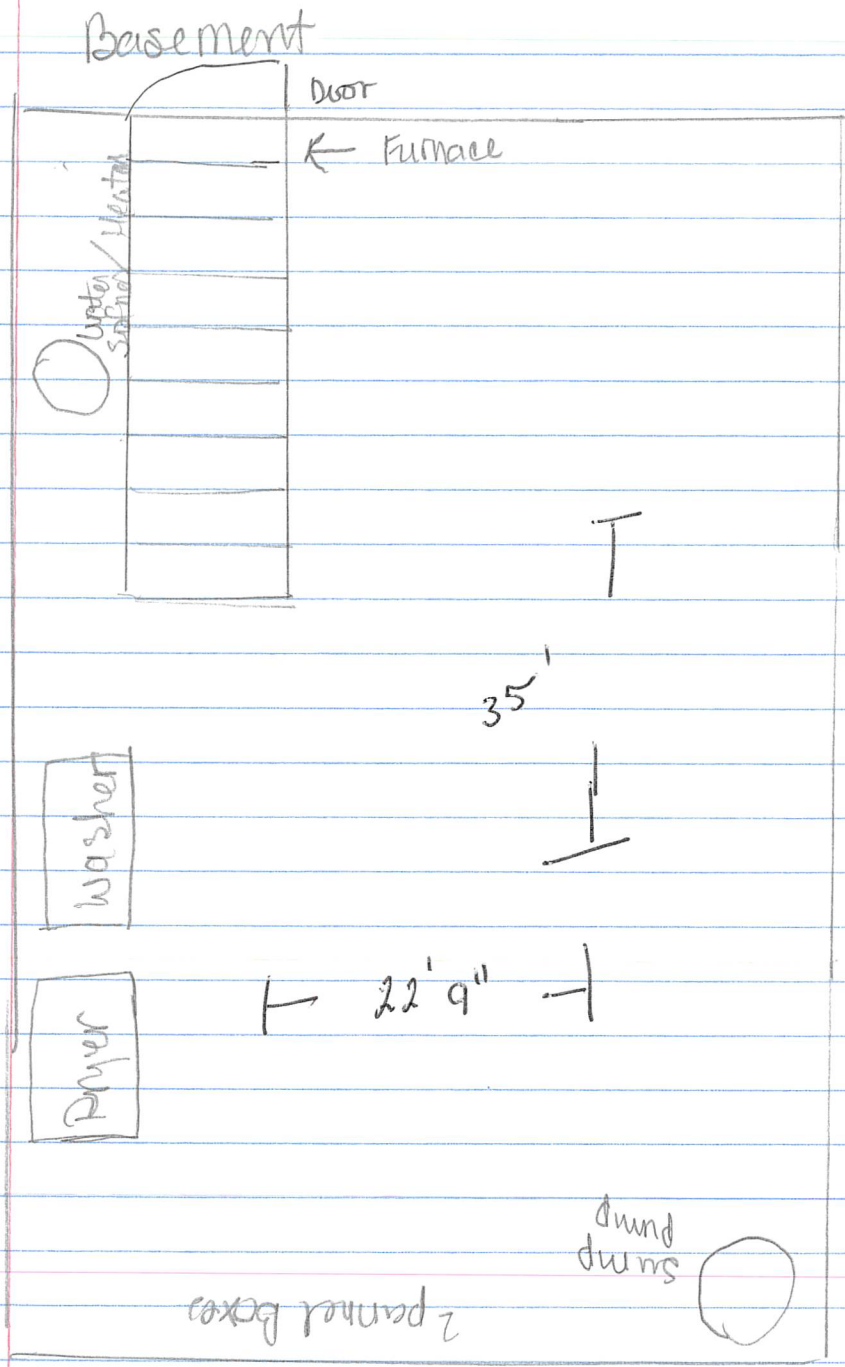
they wish to stay. If you have any questions

please call me 407-481-3380 - Sincerely, Tammy Linville

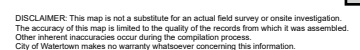


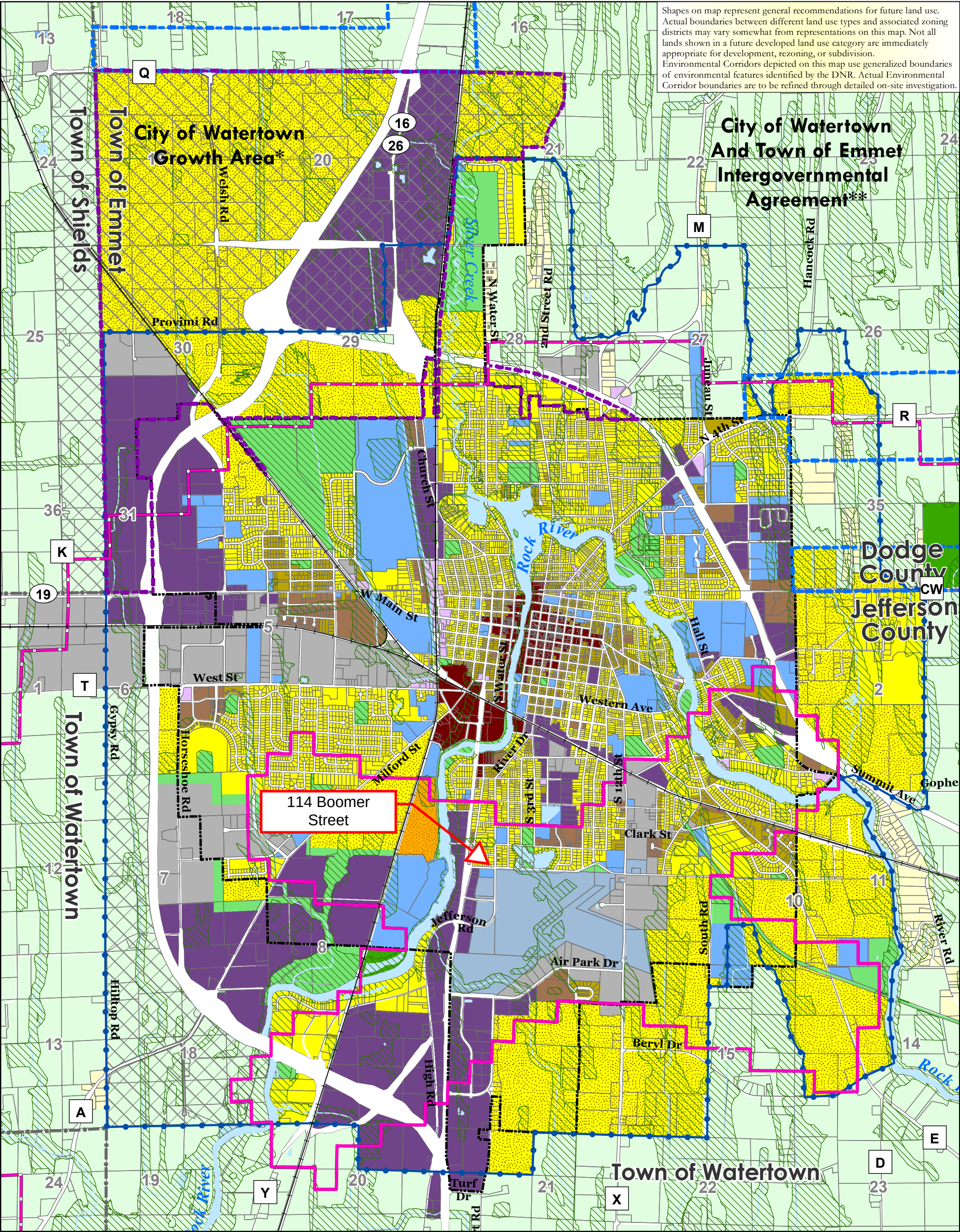
396 sq ft





801 Square Feet





Shapes on map represent general recommendations for future land use. Actual boundaries between different land use types and associated zoning districts may vary somewhat from representations on this map. Not all lands shown in a future developed land use category are immediately appropriate for development, rezoning, or subdivision. Environmental Corridors depicted on this map use generalized boundaries of environmental features identified by the DNR. Actual Environmental Corridor boundaries are to be refined through detailed on-site investigation.

City of Watertown And Town of Emmet Intergovernmental Agreement**

Dodge
County
Jefferson
County

Future Land Use Urban Area

Map 6b

City/Town IGA**
City Growth Area
City Periphery Areas

City of Watertown Comprehensive Plan

Land Use Categories

- Agricultural
- Single-Family Residential - Unsewered
- Single-Family Residential - Sewered
- Two-Family Residential
- Multi-Family Residential
- Planned Neighborhood**
- Institutional
- Airport

- Rights-of-Way
- Neighborhood Mixed Use
- Planned Mixed Use*
- Central Mixed Use
- Riverside Mixed Use***
- Mixed Industrial
- Parks & Recreation
- Environmental Corridor
- Surface Water

*Each "Planned Mixed Use Area" may include mix of:
1. Office
2. Multi-Family Residential
3. Mixed Industrial
4. Commercial Services/Retail
5. Institutional
6. Parks & Recreation



***"Planned Neighborhoods" should include a mix of the following:
1. Single-Family - Sewered (predominant land use)
2. Two-Family Residential
3. Multi-Family Residential
4. Institutional
5. Neighborhood Mixed Use
6. Parks & Recreation



***Each "Riverside Mixed Use Area" may include mix of:
1. Office
2. Single-Family - Sewered
3. Two-Family Residential
4. Multi-Family Residential
5. Commercial Services/Retail
6. Institutional
7. Parks & Recreation



- City of Watertown
- Town Boundary
- Parcel
- Railroad
- Watertown Urban Service Area
- Watertown Long Range Growth Area

Airport Height Limitations
Maximum Building Elevation
b/t 865 and 968 ft
Maximum Building Elevation
b/t 968 and 1005 ft

Draft: August 7, 2019
Source: WisDNR, FEMA,
City of Watertown,
Dodge Co. LIO &
Jefferson Co. LIO, V&A

VANDEWALLE &
ASSOCIATES INC.
Shaping places, shaping change

THE CITY OF
WATERTOWN
Opportunity runs through it.



0 0.25 0.5 1 Miles

NOTICE OF PUBLIC HEARING

Section 3, Item C.

In accordance with Wis. Stat. § 62.23(7)(de) and Section § 550-142E(1) of the City of Watertown Municipal Code, a notice is hereby given by the Plan Commission of the City of Watertown, Wisconsin, that a public hearing will be held on the 25th day of August, 2025 at 4:30 P.M., or shortly thereafter, in the Council Chambers of the Municipal Building, 106 Jones Street, Watertown, Wisconsin.

This public hearing will be to consider the request of Sherry Filenius (applicant) and MCP Holdings, LLC (owner) for a Conditional Use Permit for Indoor Commercial Entertainment under Section §550-30B(2)(i) for a retail nutrition club. 1508 Doctors Court is zoned PO, Planned Office & Institutional, and is further described as follows:

Lot 10, Professional Park, City of Watertown, Jefferson County, Wisconsin. TOGETHER WITH AND SUBJECT TO Reciprocal Easement Agreement recorded on 10/13/1982, in Volume 624 of Records on Page 366, as Document No. 785115. (Parcel Number 291-0815-0324-030).

All persons wishing to be heard are invited to be present. Written comments may be submitted to the Building Safety & Zoning Department at nzimmerman@watertownwi.gov.

CITY OF WATERTOWN
Brian Zirbes
Zoning & Floodplain Administrator

BZ/nmz

PUBLISH: August 11, 2025
and
August 18, 2025
(BLOCK AD)

BUILDING SAFETY & ZONING DIVISION
PLAN COMMISSION STAFF REPORT

TO: Plan Commission
DATE: August 25th, 2025
SUBJECT: 1508 Doctors Court, Conditional Use Permit - CUP

A request by Sherry Filenius for a Conditional Use Permit (CUP) for 'Indoor Commercial Entertainment'. Parcel PIN(s): 291-0815-0324-030

SITE DETAILS:

Acres: 0.40
Current Zoning: Planned Office and Institutional (PO)
Existing Land Use: Hair Salon
Future Land Use Designation: Planned Mixed Use

BACKGROUND AND APPLICATION DESCRIPTION:

The applicant is seeking approval of a conditional use permit for 'Indoor Commercial Entertainment' to utilize a portion of the existing building for a nutrition hub café.

STAFF EVALUATION:

Land Use and Zoning:

1. Within the Planned Office and Institutional (PO) Zoning District, 'Indoor Commercial Entertainment' is a principal land use permitted as a conditional use [per § 550-30B(2)(i)]. 'Indoor Commercial Entertainment' includes cafes and restaurants among the allowed uses [per § 550-52H].

Applicable regulations for 'Indoor Commercial Entertainment' land uses include the following:

- 'If located on the same side of the building as abutting residentially zoned property, no customer entrance of any kind shall be permitted within 150 feet, or as far as possible, of a residentially zoned property' [per § 550-52H(1)(a)].
 - The 'facility shall provide a bufferyard with minimum opacity of 0.60 along all borders of the property abutting residentially zoned property' [per § 550-52H(1)(b)].
2. Parking requirements. One space per every three patron seats or lockers (whichever is greater) or one space per three persons at the maximum capacity of the establishment (whichever is greater) §550-52H(2). The existing parking at is adequate at this location.
 3. Landscaping requirements. The landscaping associated with the existing building is adequate at this location.

WISCONSIN STATUTES:

All Conditional Use Permits are subject to the requirements of Wisconsin Act 67.

Under 2017 Wisconsin Act 67: Section 16. 62.23 (7) (de) Conditional Use Permits.

1. 62.23 (7) (de)(1) In this paragraph:
 - a. "Conditional use" means a use allowed under a conditional use permit, special exception, or other special zoning permission issued by a city, but does not include a variance.
 - b. "Substantial evidence" means facts and information, other than merely personal preferences or speculation, directly pertaining to the requirements and conditions an applicant must meet to obtain a conditional use permit and that reasonable persons would accept in support of a conclusion.
2. 62.23 (7) (de)(2)
 - a. If an applicant for a conditional use permit meets or agrees to meet all of the requirements and conditions specified in the city ordinance or those imposed by the city zoning board, the city shall grant the conditional use permit. Any condition imposed must be related to the purpose of the ordinance and be based on substantial evidence.
 - b. The requirements and conditions described under subd. 2. a. must be reasonable and, to the extent practicable, measurable and may include conditions such as the permit's duration, transfer, or renewal. The applicant must demonstrate that the application and all requirements and conditions established by the city relating to the conditional use are or shall be satisfied, both of which must be supported by substantial evidence. The city's decision to approve or deny the permit must be supported by substantial evidence.
3. 62.23 (7) (de)(3)

Upon receipt of a conditional use permit application and following publication in the city of a class 2 notice under ch. 985, the city shall hold a public hearing on the application.
4. 62.23 (7) (de)(4)

Once granted, a conditional use permit shall remain in effect as long as the conditions upon which the permit was issued are followed, but the city may impose conditions such as the permit's duration, transfer, or renewal, in addition to any other conditions specified in the zoning ordinance or by the city zoning board.
- 62.23 (7) (de)(5)

If a city denies a person's conditional use permit application, the person may appeal the decision to the circuit court under the procedures contained in par. (e) 10.

PLAN COMMISSION DECISION:

Indoor Commercial Entertainment Criteria	Applicant Provided Substantial Evidence		Opponent Provided Substantial Evidence		PC Finds Standards Met	
<i>If located on the same side of the building as abutting residentially zoned property, no customer entrance of any kind shall be permitted within 150 feet, or as far as possible, of a residentially zoned property.</i>	<u>Yes</u>	No	Yes	<u>No</u>	<u>Yes</u>	No
<i>Facility shall provide bufferyard with minimum opacity of 0.60 along all borders of the property abutting residentially zoned property (see § 550-99).</i>	<u>Yes</u>	No	Yes	<u>No</u>	<u>Yes</u>	No
<i>Parking requirements. One space per every three patron seats or lockers (whichever is greater) or one space per three persons at the maximum capacity of the establishment (whichever is greater).</i>	<u>Yes</u>	No	Yes	<u>No</u>	<u>Yes</u>	No

If Plan Commission answers "no" to any of the questions, above, the CUP must be denied. Otherwise, proceed to the conditions of approval.

PLAN COMMISSION OPTIONS:

The following are possible options for the Plan Commission:

1. Deny the Conditional Use Permit, based on failure to provide substantial evidence to meet one or more of the regulatory standards.
2. Approve the Conditional Use Permit without conditions, based on successfully providing substantial evidence of regulatory compliance.
3. Approve the Conditional Use Permit with conditions as identified by the Plan Commission:

STAFF RECOMENDATION:

- Staff recommends approval of this Conditional Use Permit.

ATTACHMENTS:

- Application materials

106 Jones Street • P.O. Box 477 • Watertown, WI 53094-0477 • Phone 920.262.4060

Opportunity Runs Through It

Hi My name is Sherry Fiferius.
I'm a lifetime resident
of Watertown.

I'm opening a storefront
business that I have been
currently operating out of my
sister club on the west side
of town.

My hope when I get this
conditional use permit is to
open my own nutrition club
in a brick and mortar location.

We help our community
by serving healthy meal shakes
and energy drinks, snacks and
over all general nutrition
along with coaching.

I hope this conditional
use permit gets approved so
I can move forward helping
the community get healthy
one person at a time.

Best regards

Sherry L. Fiferius



Business hours:

~~Mon-Fri~~

Monday 6:30 - 3:30

Tuesday 6:30 - 3:30

Wednesday 6:30 - 2:30

Thursday 6:30 - 3:30

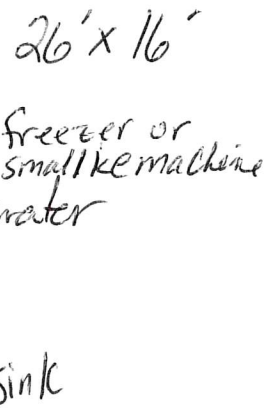
Friday 6:30 - 3:30

Saturday 10:00 - 1:00

Will have delivery 2 days
a week over lunch. And
curbside pick-up too.

They're neighboring
Doctor and Dentist offices
that are excited to have
me near by. I also deliver
already to the middle
school staff.

will be preparing nutritional shakes and teas. To pre order and take out.





City Boundary

Common Areas

Parcels Boundaries

Addresses



THE CITY OF
WATERTOWN
Opportunity runs through it.

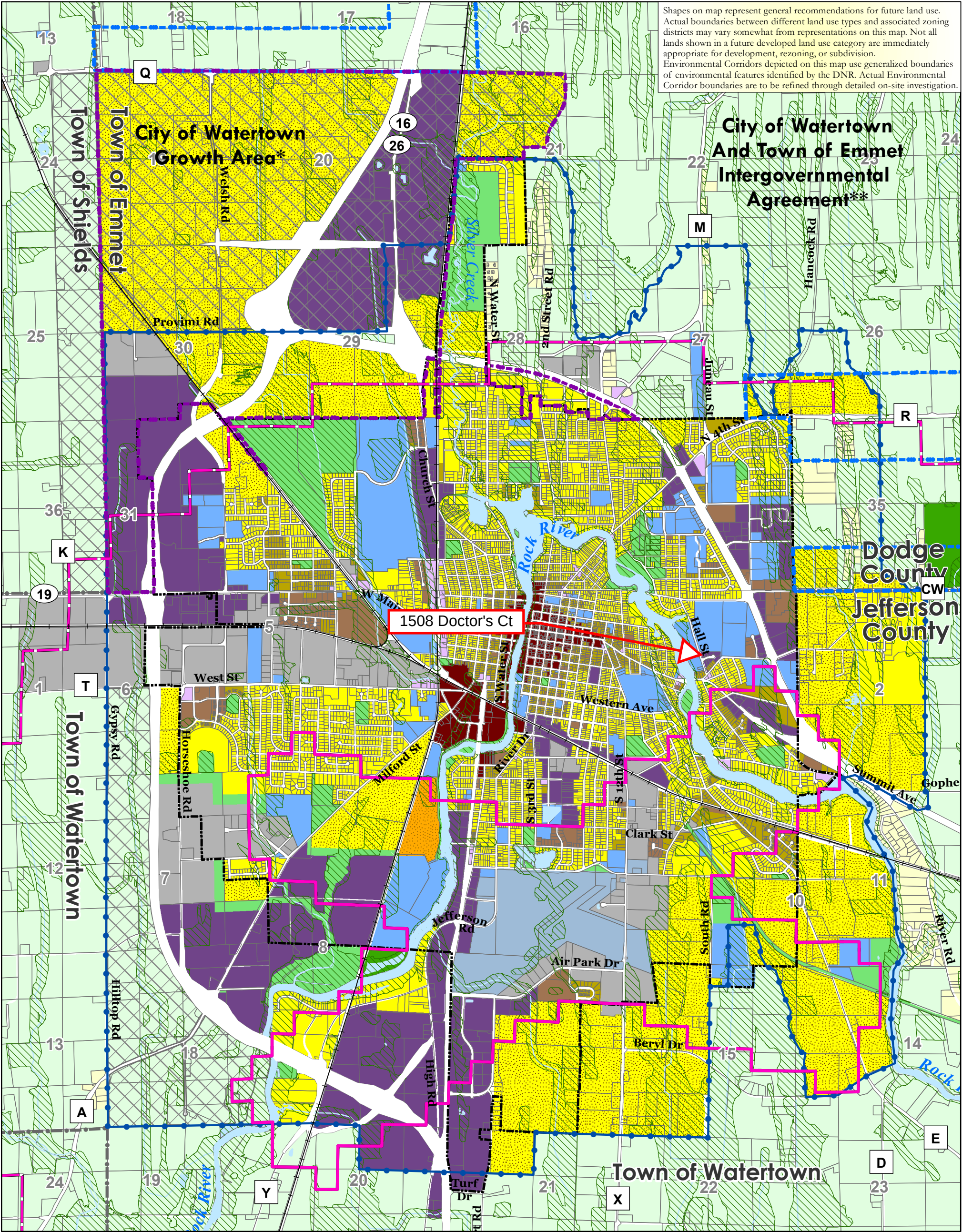


City of Watertown Geographic Information System

Scale: 1:2,442 Printed on: August 5, 2021
SCALE BAR = 1" Author:

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.

21



Shapes on map represent general recommendations for future land use. Actual boundaries between different land use types and associated zoning districts may vary somewhat from representations on this map. Not all lands shown in a future developed land use category are immediately appropriate for development, rezoning, or subdivision. Environmental Corridors depicted on this map use generalized boundaries of environmental features identified by the DNR. Actual Environmental Corridor boundaries are to be refined through detailed on-site investigation.

City of Watertown And Town of Emmet Intergovernmental Agreement**

Dodge
County
Jefferson
County

Future Land Use Urban Area

Map 6b

City/Town IGA**
City Growth Area
City Periphery Areas

City of Watertown Comprehensive Plan

Land Use Categories

- Agricultural
- Single-Family Residential - Unsewered
- Single-Family Residential - Sewered
- Two-Family Residential
- Multi-Family Residential
- Planned Neighborhood**
- Institutional
- Airport

- Rights-of-Way
- Neighborhood Mixed Use
- Planned Mixed Use*
- Central Mixed Use
- Riverside Mixed Use***
- Mixed Industrial
- Parks & Recreation
- Environmental Corridor
- Surface Water

*Each "Planned Mixed Use Area" may include mix of:
1. Office
2. Multi-Family Residential
3. Mixed Industrial
4. Commercial Services/Retail
5. Institutional
6. Parks & Recreation



**"Planned Neighborhoods" should include a mix of the following:
1. Single-Family - Sewered (predominant land use)
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3. Multi-Family Residential
4. Institutional
5. Neighborhood Mixed Use
6. Parks & Recreation



***Each "Riverside Mixed Use Area" may include mix of:
1. Office
2. Single-Family - Sewered
3. Two-Family Residential
4. Multi-Family Residential
5. Commercial Services/Retail
6. Institutional
7. Parks & Recreation



Draft: August 7, 2019
Source: WisDNR, FEMA,
City of Watertown,
Dodge Co. LIO &
Jefferson Co. LIO, V&A

- City of Watertown
- Town Boundary
- Parcel
- Railroad
- Watertown Urban Service Area
- Watertown Long Range Growth Area

Airport Height Limitations
Maximum Building Elevation
b/t 865 and 968 ft
Maximum Building Elevation
b/t 968 and 1005 ft

VANDEWALLE &
ASSOCIATES INC.
Shaping places. shaping change

THE CITY OF
WATERTOWN
Opportunity runs through it.



0 0.25 0.5 1 Miles

NOTICE OF PUBLIC HEARING

Section 3, Item E.

In accordance with Wis. Stat. § 62.23(7)(de) and Section § 550-142E(1) of the City of Watertown Municipal Code, a notice is hereby given by the Plan Commission of the City of Watertown, Wisconsin, that a public hearing will be held on the 25th day of August, 2025 at 4:30 P.M., or shortly thereafter, in the Council Chambers of the Municipal Building, 106 Jones Street, Watertown, Wisconsin.

This public hearing will be to consider the request of Edward Breunig (applicant and owner) for a Conditional Use Permit for exceeding the maximum height of 15 feet for an accessory structure under Section §550-83C, for a combination of accessory structures exceeding a total of 1,000 square feet under Section §550-56C(1)(b)[1], for exceeding a total of three residential accessory structures under Section §550-56C(1)(b)[3], and for an exception to allowed exterior building materials under Exterior Construction Material Standards Section §550-121F for corrugated metal siding.

1412 Oconomowoc Avenue is zoned TR-6, Two-Family Residential, and is further described as follows:

Lots 1, 2, 3, and 4, according to the recorded plat of Wyborny's Addition to the City of Watertown, Jefferson County, Wisconsin. Also, that part of vacated Front Street located immediately west of and adjacent to Lots 1 and 3 per Resolution Recorded on April 13, 1976 as Document No. 730528.

Excepting therefrom, that part previously conveyed in a Deed recorded in the Office of the Register of Deeds for Jefferson County, Wisconsin, in Volume 531 of Records at Page 28. (Parcel Number 291-0815-0343-024).

All persons wishing to be heard are invited to be present. Written comments may be submitted to the Building, Safety, & Zoning Department at nzimmerman@watertownwi.gov.

CITY OF WATERTOWN
Brian Zirbes
Zoning & Floodplain Administrator

BZ/nmz

PUBLISH: August 11, 2025
and
August 18, 2025

(BLOCK AD)

BUILDING SAFETY & ZONING DIVISION
PLAN COMMISSION STAFF REPORT

TO: Plan Commission
DATE: August 25th, 2025
SUBJECT: 1412 Oconomowoc Ave, Conditional Use Permits - CUPs

A request by Edward Breunig for three Conditional Use Permits: a combination of accessory structures exceeding a total of 1,000 square feet of gross floor area; exceeding the maximum height of an accessory structure, and an exception to exterior construction material standards. Parcel PIN(s): 291-0815-0343-024

SITE DETAILS:

Acres: 1.65 acres
Current Zoning: Two-Family Residential (TR-6)
Existing Land Use: Single-Family Home
Future Land Use Designation: Single-Family Residential

BACKGROUND AND APPLICATION DESCRIPTION:

The applicant is seeking approval of three Conditional Use Permits (CUPs) to allow for construction of a storage shed and a future attached garage. The first CUP request is to exceed the 1,000 sq ft maximum for accessory structures on the property. Accessory structures can cover up to 10% of the lot area. For this parcel 10% of the lot area is 7,184 SF. Accessory structures currently located on the parcel include a 540 SF garage, a 410 SF barn, and a 151 SF shed for a total of 1,101 SF of existing accessory structure. The applicant plans to raze the existing garage, move the shed and attach it as an addition to the barn, construct a new 1,728 SF (32' x 54') storage building, and construct a new 624 SF (24 x 26) garage attached to the house. The total square footage of accessory structures after the construction is complete will be approximately 2,913 SF.

The second CUP request is to exceed the maximum height requirements for accessory structures. Within the Two-Family Residential (TR-6) Zoning District, the maximum allowed height of an accessory structure is 15 feet. The maximum height of the proposed shed would be 21.5 ft high at the peak. A CUP granted for a height exception is required to specifically state the maximum permitted height of the proposed building or structure.

The third CUP request is for an exception to exterior construction material standards. The proposed shed is to use corrugated steel siding. Corrugated steel siding panels are not considered high quality decorative building materials. The proposed shed is located in a highly visible location.

STAFF EVALUATION:

Land Use and Zoning:

1. Within the Single-Family Residential (SR-4) Zoning District, a 'Residential Accessory Structure' is an accessory land use permitted by right [per § 550-24C(1)(b)].
2. Within the Single-Family Residential (SR-4) Zoning District, the maximum accessory building coverage is 10% of the lot area [per § 550-24F(1)(e)].
3. Within Accessory Land Uses, applicable regulations are detailed for a 'Residential Accessory Structure' [per § 550-56C].

Applicable regulations for a 'Residential Accessory Structure' land use include the following:

- A **conditional use permit** is required for:

BUILDING SAFETY & ZONING DIVISION
PLAN COMMISSION STAFF REPORT

- Any combination of 'Residential Accessory Structures' that exceeds 1,000 square feet of gross floor area [per § 550-56C(1)(b)[1].
4. Within the Single-Family Residential (SR-4) Zoning District, the maximum allowed height of an accessory structure 15 feet. [per § 550-24F(2)(i)].
 5. Exceptions to Maximum Height Regulations are allowed under Section § 550-83C:
 - C. Any building or structure not otherwise accounted for by Subsection B above may exceed said maximum height regulations with the granting of a **conditional use permit** which specifically states the maximum permitted height of the proposed building or structure.
 6. Building height for structures are defined under Section § 550-15:

Building Height:
The vertical distance from the lowest elevation of the adjoining ground level or the established grade, whichever is lower, to the top of the cornice of a flat roof, to the deckline of a mansard roof, to a point of the roof directly above the highest wall of a shed roof, to the uppermost point on a round or other arch-type roof, or to the midpoint distance of the highest gable on a pitched or hip roof. Unless excepted by specific provisions in this chapter, building height includes the height of any structures attached to a building.
 7. Chapter 550 Zoning, Article XI Performance Standards sets exterior construction material standards for all residential, office, commercial districts, and the PI Zoning District. [per § 550-121C] These exterior construction material standards require that only high-quality decorative exterior construction materials be used on the visible exterior of the following portions of all structures and buildings: [per § 550-121C(1)]
 - (a) Any portion of the building or structure visible from adjacent residentially zoned property;
 - (b) Any portion of the building or structure located within 50 feet of a public right-of-way; or
 - (c) Any other portion of the building or structure visible from a public street and/or situated at an angle of 60° or less from a line which is parallel to the nearest right-of-way (for uncurved rights-of-way) or from a line which is parallel to a chord connecting the right-of-way boundary on the inside side of the curve at points located at, or opposite from, the two outer boundaries of the subject property along the right-of-way line (for curved rights-of-way).
 8. Per the exterior construction material standards in Article XI, the following exterior construction materials shall **not** be considered "high quality decorative": nondecorative concrete block or cinder block, nondecorative concrete foundation walls or panels, corrugated walls or panels, nondecorative plywood, asphaltic siding, or other nondecorative surfaces as determined by the Plan Commission. [per § 550-121C(2)]

BUILDING SAFETY & ZONING DIVISION

PLAN COMMISSION STAFF REPORT

9. Chapter 550 Zoning, Article XI Performance Standards **does allow** for exceptions to the use of material otherwise prohibited through the **conditional use** process. [per § 550-121F)]

F. Exceptions. The conditional use process (per § 550-142) may be used to propose the use of a material otherwise prohibited by Subsection C above.

WISCONSIN STATUTES:

All Conditional Use Permits are subject to the requirements of Wisconsin Act 67.

Under 2017 Wisconsin Act 67: Section 16. 62.23 (7) (de) Conditional Use Permits.

1. 62.23 (7) (de)(1) In this paragraph:

- a. "Conditional use" means a use allowed under a conditional use permit, special exception, or other special zoning permission issued by a city, but does not include a variance.
- b. "Substantial evidence" means facts and information, other than merely personal preferences or speculation, directly pertaining to the requirements and conditions an applicant must meet to obtain a conditional use permit and that reasonable persons would accept in support of a conclusion.

2. 62.23 (7) (de)(2)

- a. If an applicant for a conditional use permit meets or agrees to meet all of the requirements and conditions specified in the city ordinance or those imposed by the city zoning board, the city shall grant the conditional use permit. Any condition imposed must be related to the purpose of the ordinance and be based on substantial evidence.

- b. The requirements and conditions described under subd. 2. a. must be reasonable and, to the extent practicable, measurable and may include conditions such as the permit's duration, transfer, or renewal. The applicant must demonstrate that the application and all requirements and conditions established by the city relating to the conditional use are or shall be satisfied, both of which must be supported by substantial evidence. The city's decision to approve or deny the permit must be supported by substantial evidence.

3. 62.23 (7) (de)(3)

- Upon receipt of a conditional use permit application and following publication in the city of a class 2 notice under ch. 985, the city shall hold a public hearing on the application.

4. 62.23 (7) (de)(4)

- Once granted, a conditional use permit shall remain in effect as long as the conditions upon which the permit was issued are followed, but the city may impose conditions such as the permit's duration, transfer, or renewal, in addition to any other conditions specified in the zoning ordinance or by the city zoning board.

5. 62.23 (7) (de)(5)

- If a city denies a person's conditional use permit application, the person may appeal the decision to the circuit court under the procedures contained in par. (e) 10.

PLAN COMMISSION DECISION:

Residential Accessory Structure CUP Criteria	Applicant Provided Substantial Evidence		Opponent Provided Substantial Evidence		PC Finds Standards Met	
A conditional use permit is required for any combination of 'Residential Accessory Structures' that exceeds 1,000 square feet of gross floor area.	<u>Yes</u>	No	Yes	<u>No</u>	<u>Yes</u>	No
A conditional use permit is required to exceed the maximum building height regulations.	<u>Yes</u>	No	Yes	<u>No</u>	<u>Yes</u>	No

Exception to Prohibited Building Material CUP Criteria	Applicant Provided Substantial Evidence		Opponent Provided Substantial Evidence		PC Finds Standards Met	
A conditional use permit may be granted for the use of exterior building material otherwise prohibited.	<u>Yes</u>	No	Yes	<u>No</u>	<u>Yes</u>	No

If Plan Commission answers "no" to any of the questions, above, the CUP must be denied. Otherwise, proceed to the conditions of approval.

BUILDING SAFETY & ZONING DIVISION
PLAN COMMISSION STAFF REPORT

PLAN COMMISSION OPTIONS:

The following are possible options for the Plan Commission:

1. Deny any or all of the three Conditional Use Permit, based on failure to provide substantial evidence to meet one or more of the regulatory standards.
2. Approve any or all of the Conditional Use Permits without conditions, based on successfully providing substantial evidence of regulatory compliance.
3. Approve any or all of the Conditional Use Permits with conditions as identified by the Plan Commission:
 - a. The CUP granted under § 550-83C shall state: The maximum height of the accessory structure (storage shed) shall be no more than 22ft.

STAFF RECOMENDATION:

- Staff recommends approval of these three Conditional Use Permits with conditions.

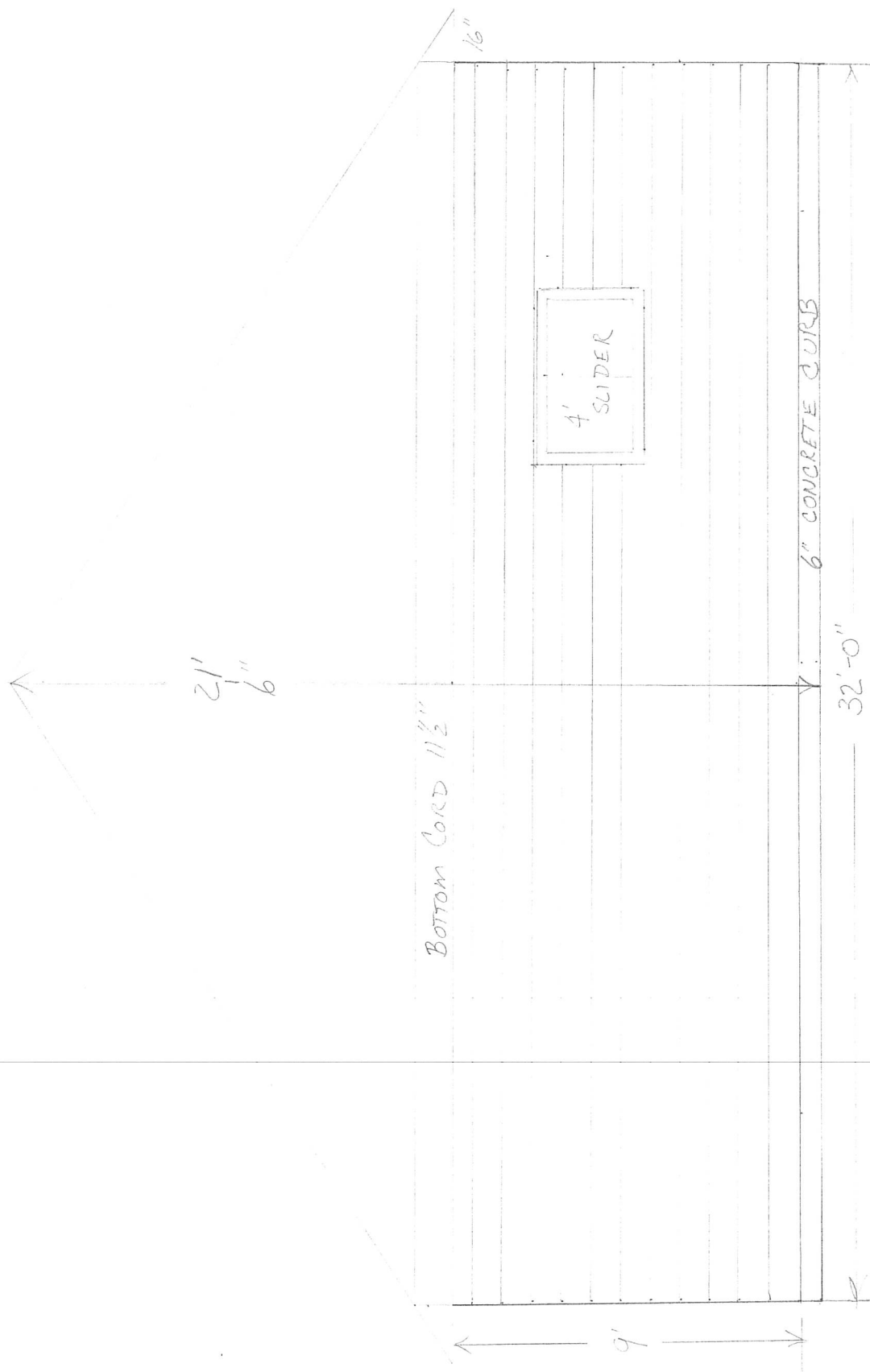
ATTACHMENTS:

- Application materials.

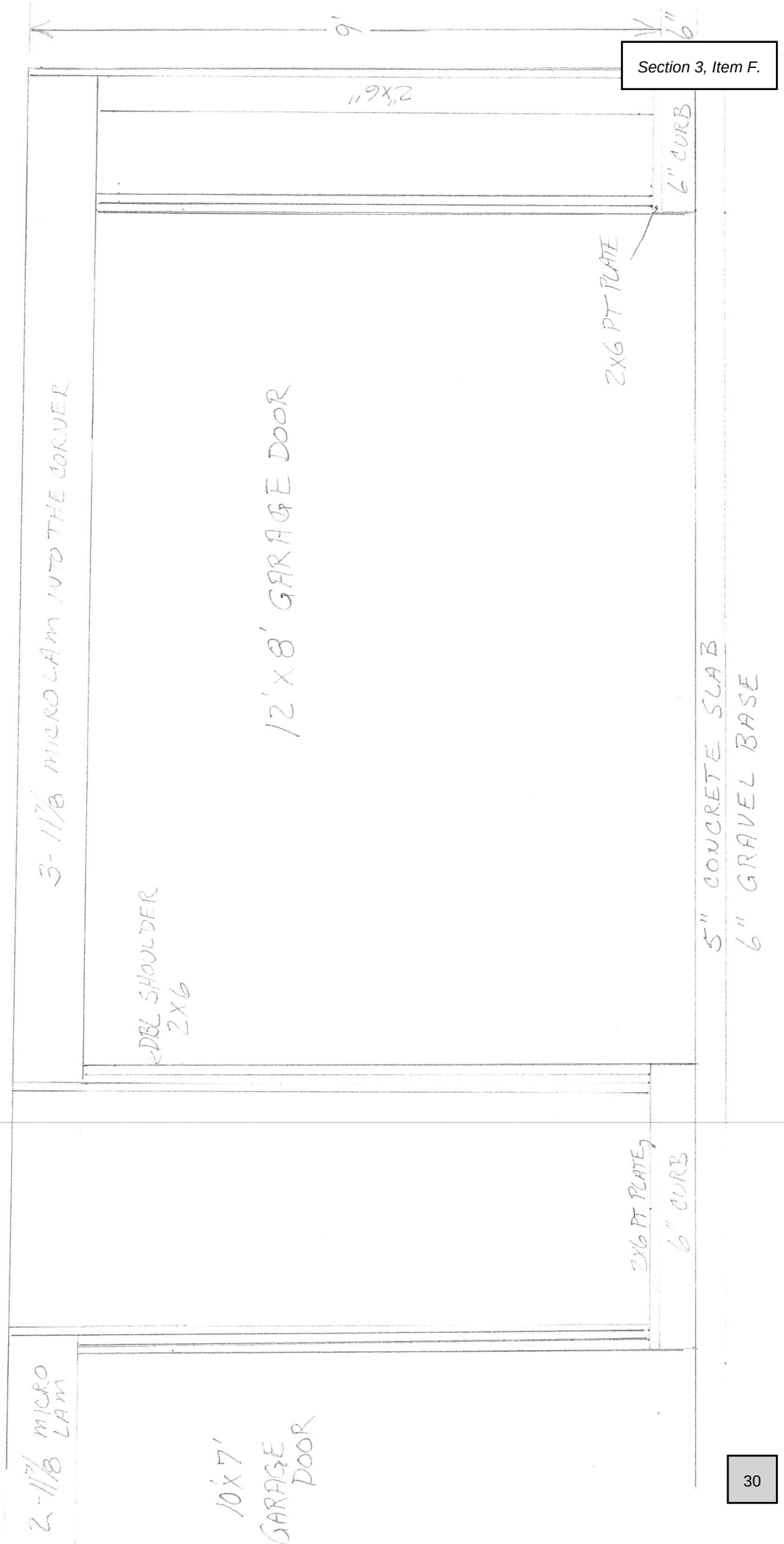
I AM PROPOSING TO BUILD A 32'X54' OUT BUILDING IN THE NORTH EAST CORNER OF MY PROPERTY TO STORE MY EQUIPMENT IN TO KEEP IT OUT OF THE ELEMENTS. I WOULD LIKE TO RESTORE THE CURRENT BARN A 14'X28' STRUCTURE THAT HAS BEEN THERE FOR OVER A 160 YEARS. IT WAS BUILT BY MY GREAT GRANDFATHER AND MY GRANDFATHER. I WOULD ALSO LIKE TO MOVE THE 10'X14' SHED TO THE WEST SIDE OF THE BARN AND ATTACH IT TO THE BARN. IT WOULD STORE ALL THE GARDEN EQUIPMENT FOR THE COMMUNITY GARDEN PLOTS I HAVE. THE CURRENT DETACHED 22'X24' GARAGE WILL BE REMOVED OR DEMOLISHED

THANK YOU
EJ Brenning

WEST SIDE
 $\frac{1}{4}'' = 1'-0''$



1/2" = 1'-0"

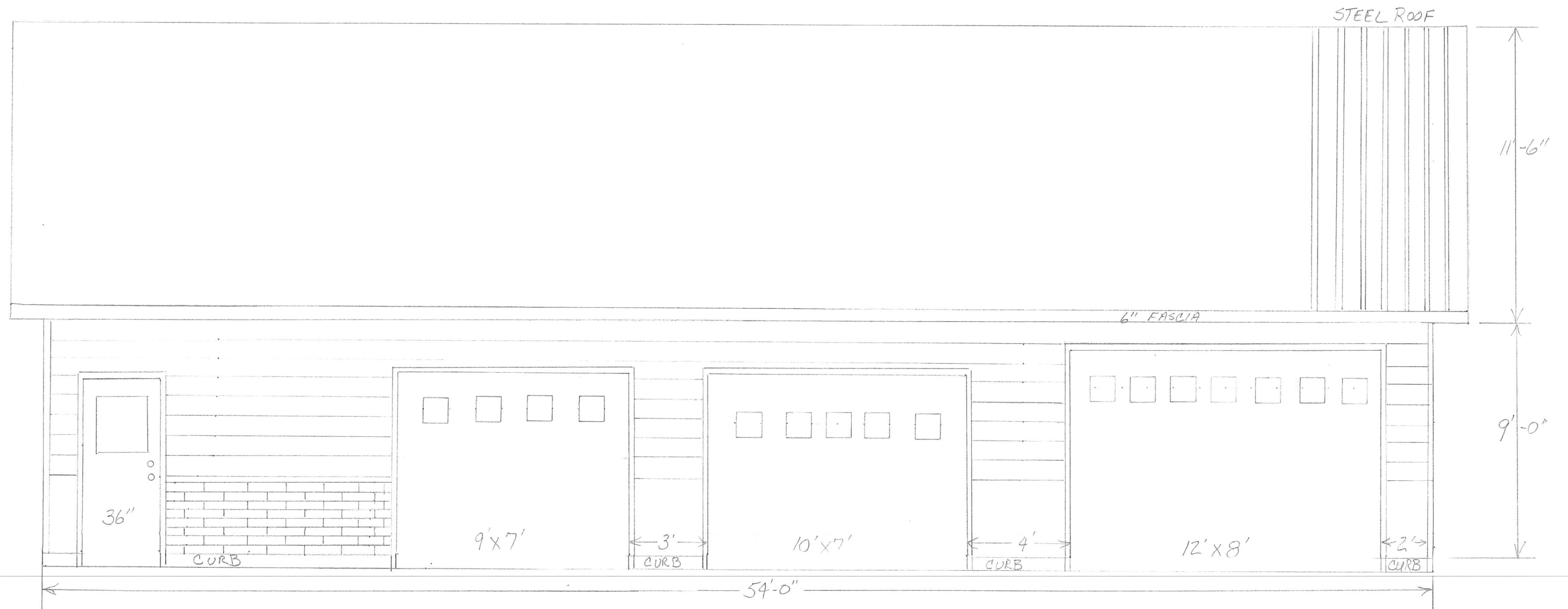




NORTH SIDE $\frac{1}{4}'' = 1'-0''$



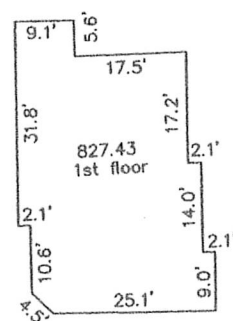
SOUTH SIDE $\frac{1}{4}" = 1'-0"$



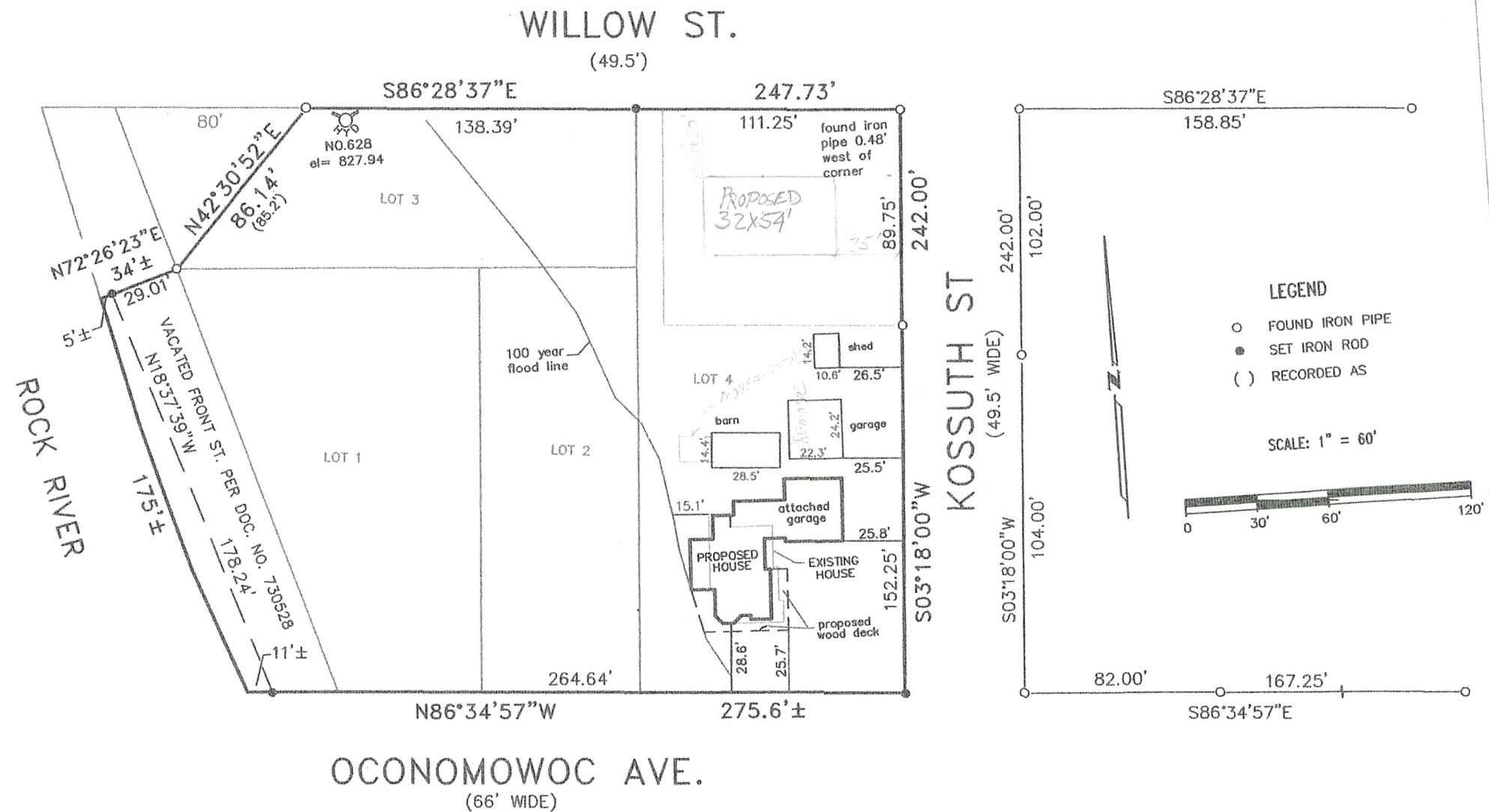
PLAT OF SURVEY -OF-

LOT 1,2,3 AND 4, ACCORDING TO THE RECORDED PLAT OF WILBORNY'S ADDITION TO THE CITY OF WATERTOWN, JEFFERSON COUNTY, WISCONSIN. ALSO THAT PART OF VACATED FRONT STREET LOCATED IMMEDIATELY WEST OF AND ADJACENT TO LOT 1 AND 3 PER RESOLUTION ON APRIL 13, 1976 AS DOCUMENT NO. 730528. ALSO EXCEPTING THAT PART PREVIOUSLY CONVEYED IN A DEED RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS FOR JEFFERSON COUNTY, WISCONSIN, IN VOL.431 OF RECORDS AT PAGE 28.

SURVEY FOR **ED BREUNIG**
SURVEY ADDRESS: 1412 OCONOMOWOC AVE.



DETAIL OF HOUSE
SCALE 1" = 30'



I hereby certify that I have surveyed the above described property and that the above map is a correct representation thereof and shows the size and location of the property, its exterior boundaries, the location of all visible structures and dimensions of all principal buildings thereon, boundary fences, apparent easements, roadways and encroachments, if any.
This survey is made for the use of the present owners of the property, and those who purchase mortgage or guarantee the title thereto within one year from date hereof.

LIBERTY LAND SURVEYING

PO BOX 202
LAKE MILLS WISCONSIN 53551
(262)767-8786 (262)901-5116



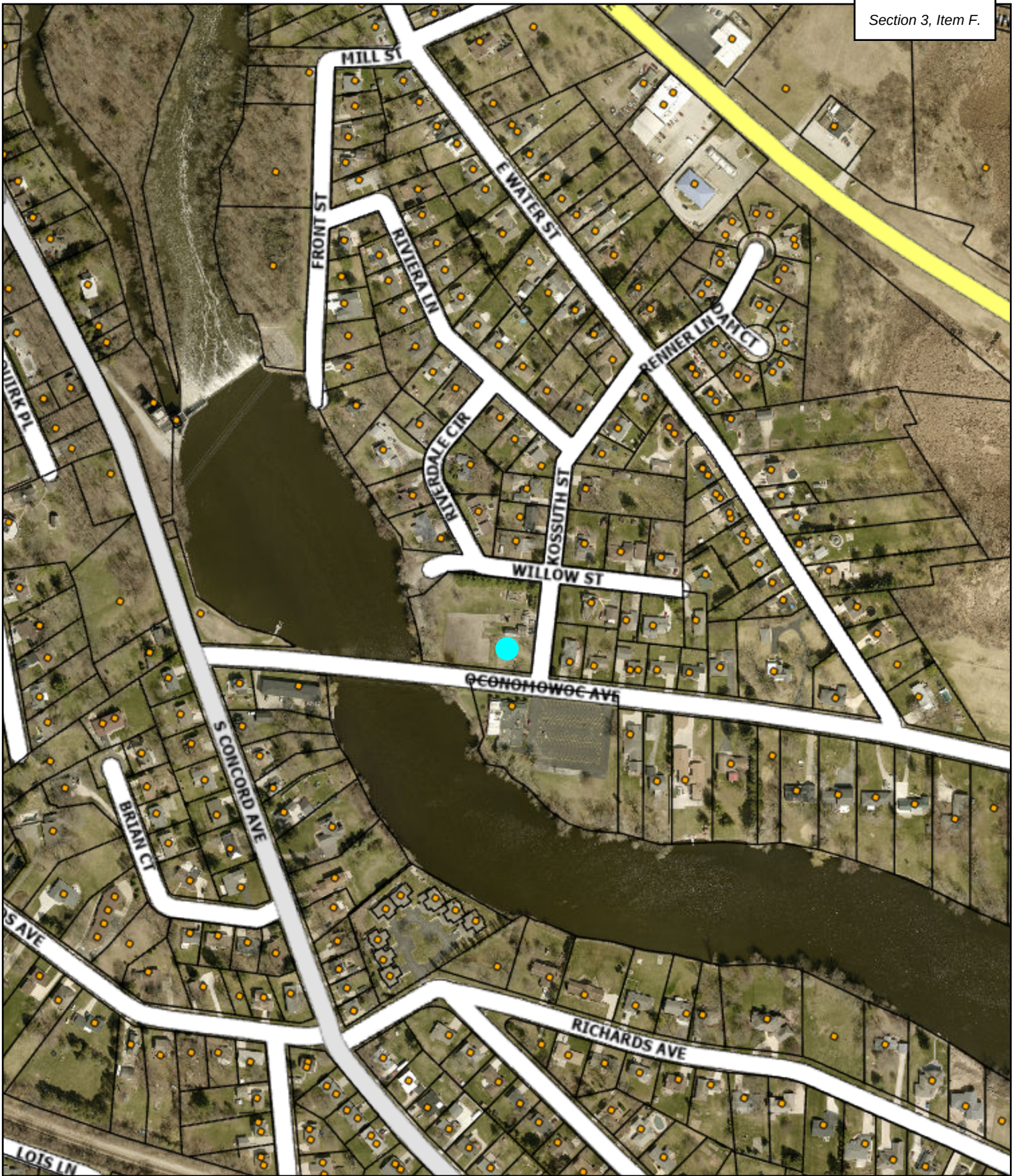
Franklin J. Lehman
FRANKLIN J. LEHMAN S-2211

rev: 10/27/24
rev: 12/21/23
rev: 12/4/23
11/30/23
DATE

230707
JOB NUMBER

NOTES:

- 1.) BEARINGS HEREON RELATE TO SURVEYS BY PODOLSKIE IN 1956. SURVEY NO. S-56-18 AND OTHERS. ROTATED TO THE EAST LINE OF WILLOW ST. ASSUMED BEARING N03°18'E
- 2.) 100 YEAR FLOOD PLAIN LINE WAS FIELD LOCATED AND STAKED AT ELEVATION 824.2 FEET ABOVE MSL PER FIRM PANEL NO. 55055C0087F (eff. 2/4/2015) BENCHMARKS PROVIDED BY CITY OF WATERTOWN TOP OF HYDRANT NO. 414 ON KOSSUTH AVE AND TOP OF HYDRANT NO. 682 ON WILLOW ST.



City Boundary



Common Areas



Parcels Boundaries



Addresses



City of Watertown Geographic Information System

Scale: 1:4,070

SCALE BAR = 1"

Printed on: August 5, 2014
Author:

35

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BUILDING SAFETY & ZONING DIVISION

PLAN COMMISSION STAFF REPORT

TO: Plan Commission
 DATE: August 25th, 2025
 SUBJECT: 415 Humboldt Street – Preliminary Certified Survey Map (CSM)

A request by John Seeber to create a Certified Survey Map (CSM) within the City of Watertown. Parcel PIN(s): 291-0815-1021-060 & 291-0815-1021-061.

SITE DETAILS:

Existing Parcel(s) Acres: 2.13 acres and 0.54 acres.

Proposed Lot Size(s): Lot 1 – 2.46 acres (107,163 S.F.), Lot 2 – 0.21 acres (9,028 S.F.)

Jurisdiction: City of Watertown

BACKGROUND & APPLICATION DESCRIPTION:

The applicant is proposing to create a two-lot CSM by adjusting the property line between two properties owned by the applicant. The purpose of the CSM is to adjust the existing property boundaries to include an existing shed on proposed Lot 1 of the CSM. Proposed Lot 2 will contain the existing duplex. The proposed CSM lot is located within the Airport Approach Protection Zone with a maximum elevation of 924 feet above mean sea level for all buildings and vegetation. A note indicating this elevation will need to be added to the CSM. The ROW for Humboldt Street is adequate in this location. No ROW dedication is required.

PLAN COMMISSION OPTIONS:

The following possible options for the Plan Commission:

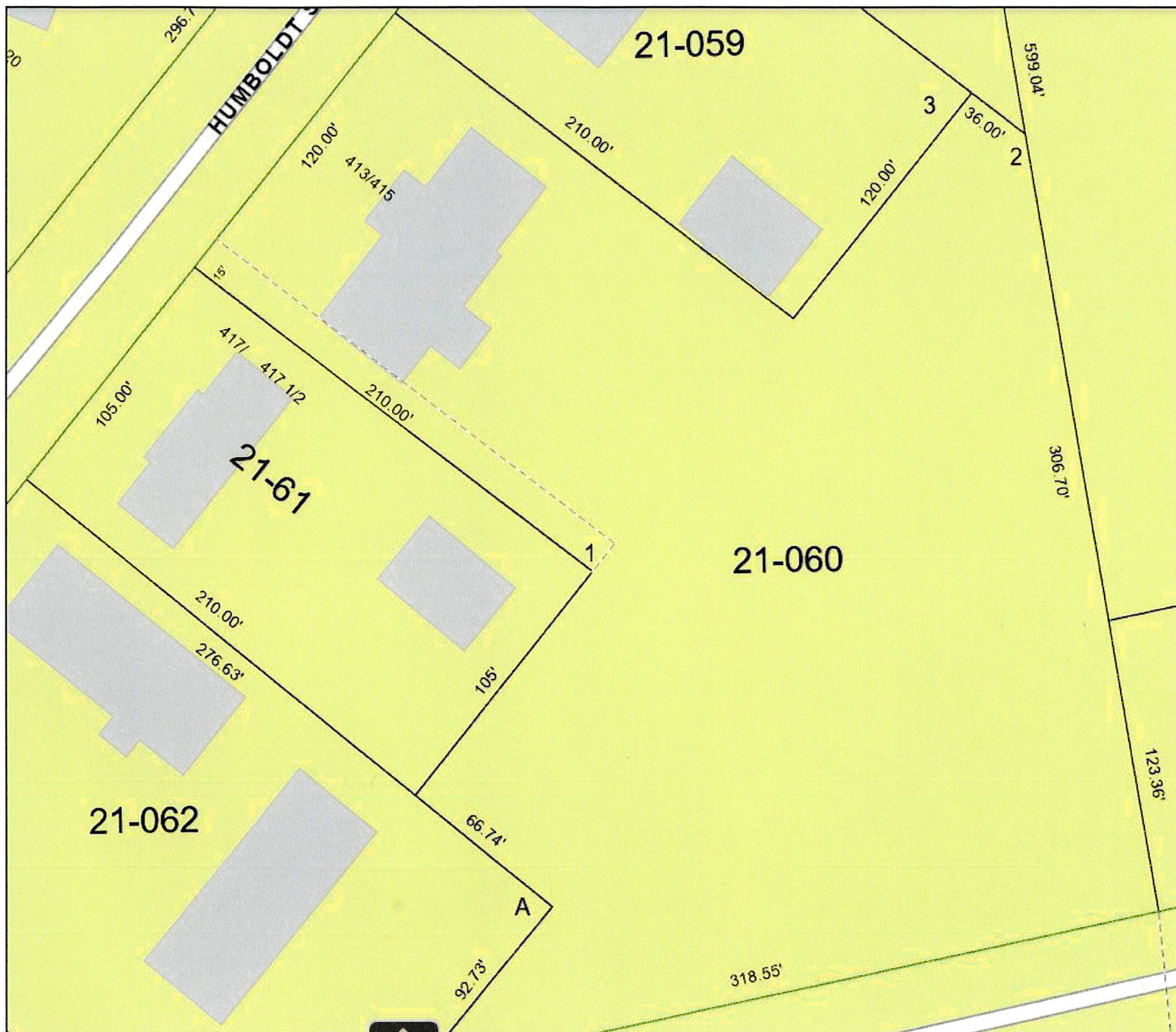
1. Deny the CSM.
2. Approve the CSM without conditions.
3. Approve the CSM with other conditions as identified by the City of Watertown Plan Commission:
 - Add a note to the CSM that states the maximum Airport Approach Protection Zone elevation is 924 feet above mean sea level for all buildings and vegetation.

STAFF RECOMMENDATION:

- Staff recommends approval of the CSM with conditions.

ATTACHMENTS:

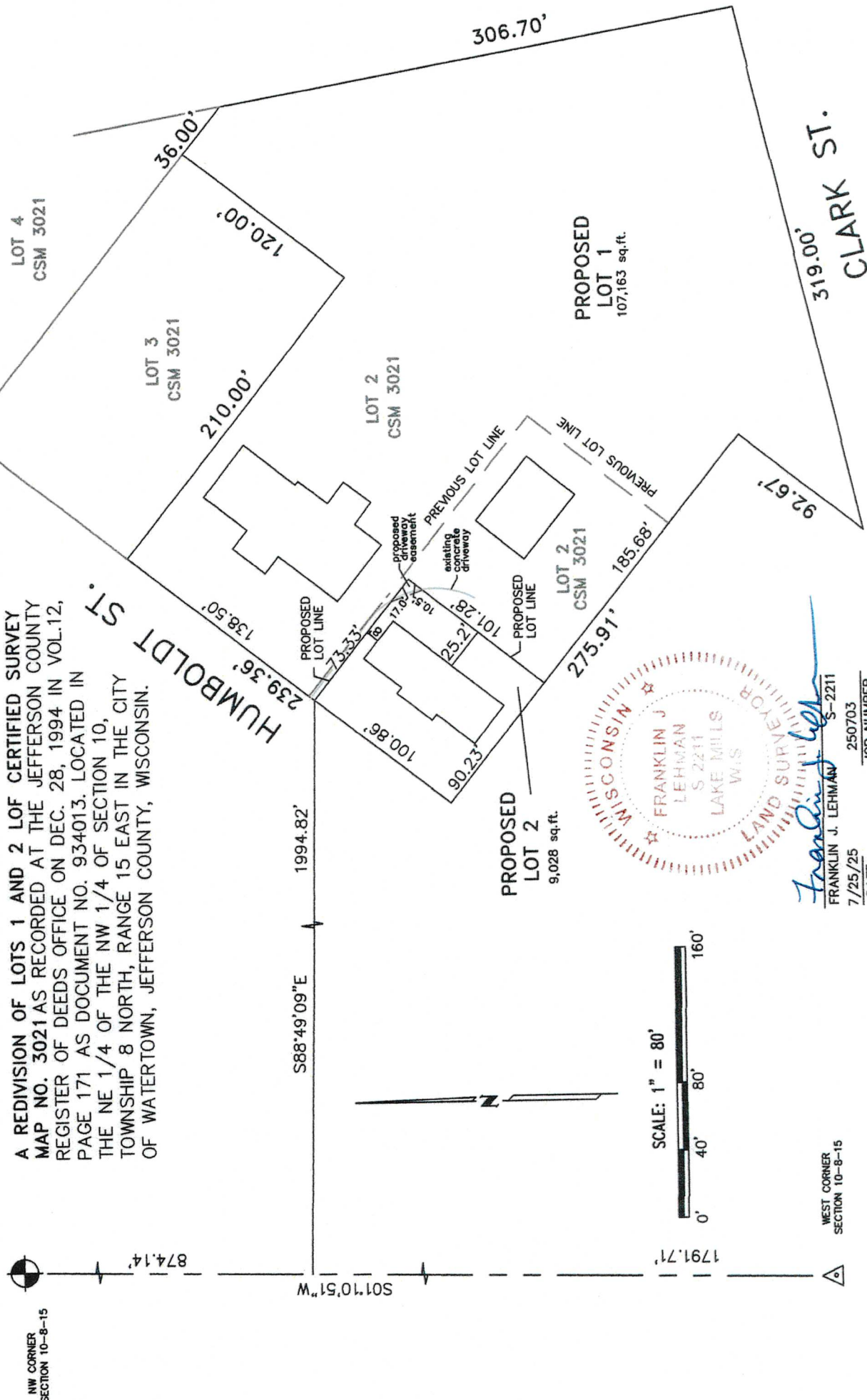
- Application materials.



PRELIMINARY CSM

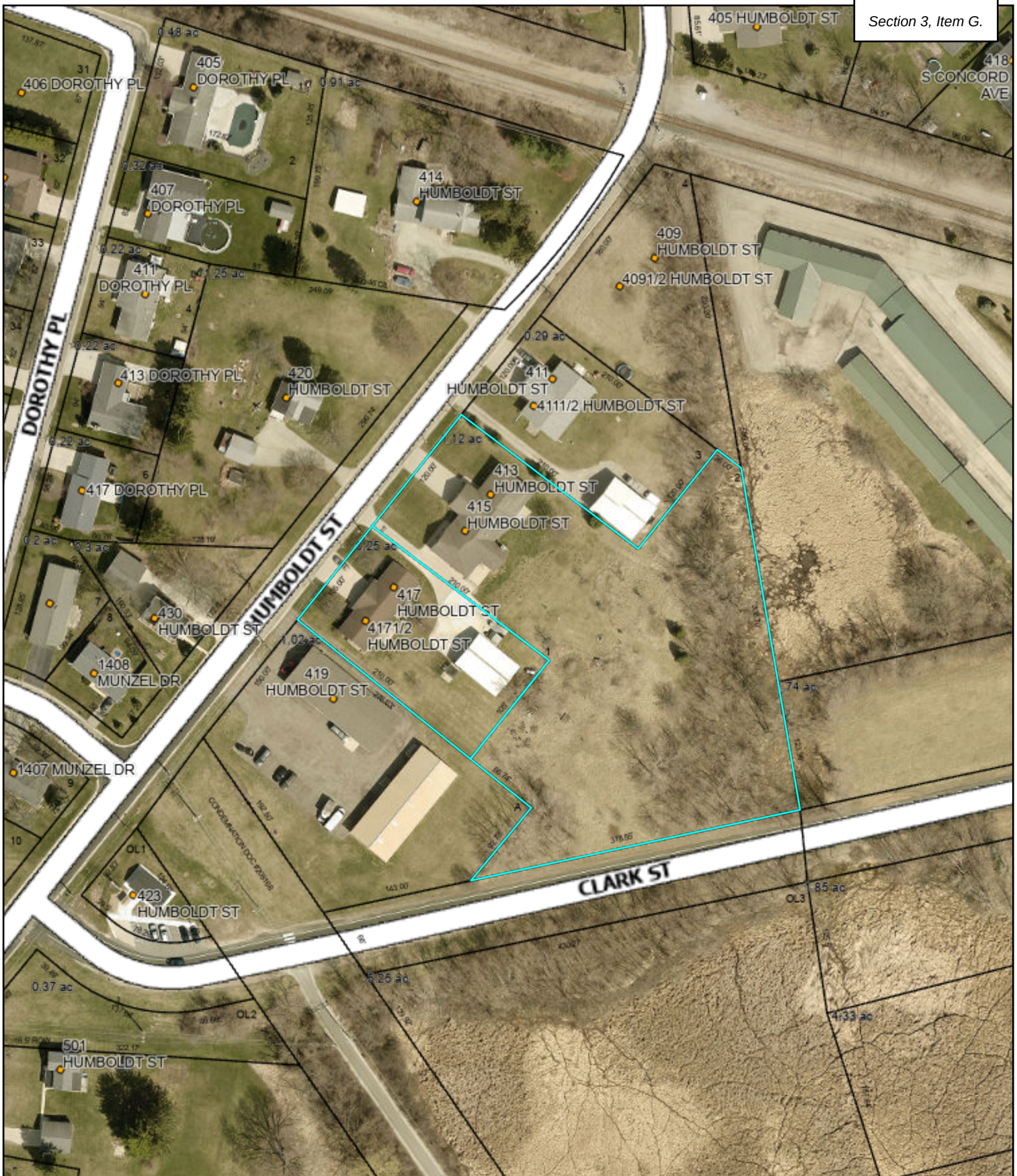
-OF-

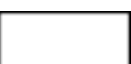
A REDIVISION OF LOTS 1 AND 2 LOF CERTIFIED SURVEY MAP NO. 3021 AS RECORDED AT THE JEFFERSON COUNTY REGISTER OF DEEDS OFFICE ON DEC. 28, 1994 IN VOL.12, PAGE 171 AS DOCUMENT NO. 934013. LOCATED IN THE NE 1/4 OF THE NW 1/4 OF SECTION 10, TOWNSHIP 8 NORTH, RANGE 15 EAST IN THE CITY OF WATERTOWN, JEFFERSON COUNTY, WISCONSIN.



FRANKLIN J. LEHMAN
S-2211
7/25/25
DATE
250703
JOB NUMBER

WEST CORNER
SECTION 10-8-15



	City Boundary		Addresses
	Parcels Boundaries		Address Labels
	Common Areas		Parcel Acreage

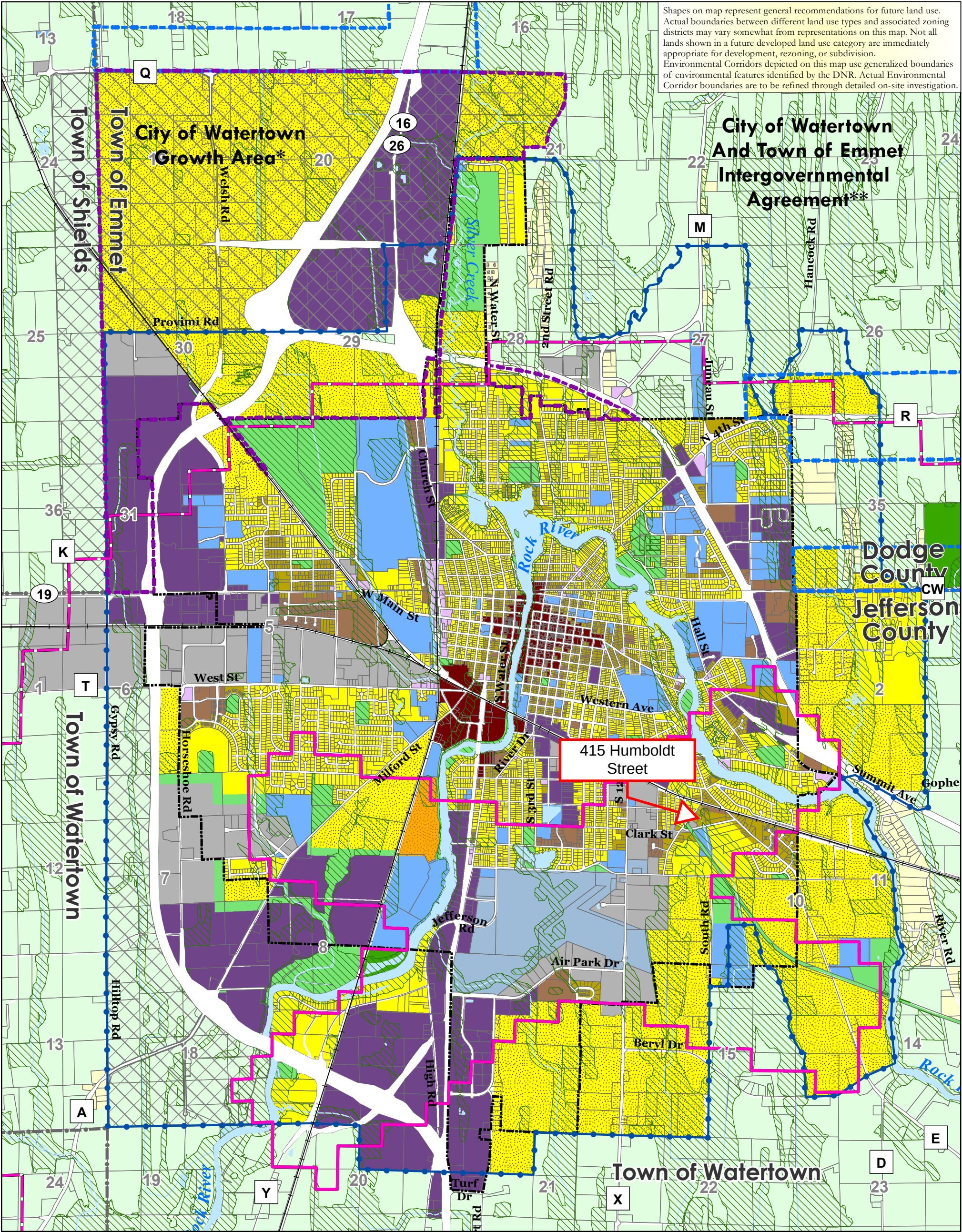


THE CITY OF
WATERTOWN
Opportunity runs through it.

City of Watertown Geographic Information System

Scale: 1:1,465 Printed on: August 1, 2011
 SCALE BAR = 1" Author: 40

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City of Watertown And Town of Emmet Intergovernmental Agreement**

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County
Jefferson
County

415 Humboldt
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- Rights-of-Way
- Neighborhood Mixed Use
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- Mixed Industrial
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4. Institutional
5. Neighborhood Mixed Use
6. Parks & Recreation



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3. Two-Family Residential
4. Multi-Family Residential
5. Commercial Services/Retail
6. Institutional
7. Parks & Recreation



Draft: August 7, 2019
Source: WisDNR, FEMA,
City of Watertown,
Dodge Co. LIO &
Jefferson Co. LIO, V&A

- City of Watertown
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- Parcel
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Airport Height Limitations
Maximum Building Elevation
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Maximum Building Elevation
b/t 968 and 1005 ft

VANDEWALLE &
ASSOCIATES INC.
Shaping places. shaping change

THE CITY OF
WATERTOWN
Opportunity runs through it.



0 0.25 0.5 1 Miles