



PLAN COMMISSION MEETING AGENDA

MONDAY, OCTOBER 13, 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=89805792708> 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: Plan Commission minutes dated September 22, 2025 & September 29, 2025

3. BUSINESS

- A. Public Hearing: 311 E. Main Street - Warming Shelter - Withdrawn by applicant
- B. Public Hearing: 1730 S. Church Street– request for a Conditional Use Permit (CUP) for Commercial Indoor Lodging under Section § 550-33B(2)(j) and Indoor Commercial Entertainment under Section § 550- 33B(2)(g)
- C. Review and take action: 1730 S. Church Street– request for a Conditional Use Permit (CUP) for Commercial Indoor Lodging under Section § 550-33B(2)(j) and Indoor Commercial Entertainment under Section § 550- 33B(2)(g)
- D. Public Hearing: 320 Summit Avenue – request for Conditional Use Permit (CUP) for a proposed Vehicle Repair & Maintenance, Section §550-33B(2)(n)
- E. Review and take action: 320 Summit Avenue – request for Conditional Use Permit (CUP) for a proposed Vehicle Repair & Maintenance, Section §550-33B(2)(n)
- F. Review and take action: 120 Kuckkan Lane site plan review for a solar array

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

PLAN COMMISSION

MINUTES

September 22, 2025

Section 2, Item A.

The Plan Commission met at 4:35p.m. on the above date in the Council Chambers.

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

Also in attendance: Ben Rohr of Vandewalle & Associates

1. Call to order – Mayor Stocks called the meeting to order at 4:30pm.

2. Approval of Minutes

A. Site Plan Review minutes September 8, 2025

B. Plan Commission minutes September 8, 2025

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

3. Business

A. Review and Discuss: Zoning Ordinance Bulk Dimensional Standards and Land Uses – Vandewalle

Ben Rohr of Vandewalle & Associates was present to discuss the framework of the zoning code rewrite. This is one of many meetings to review and refine the zoning code rewrite. Ben covered the definitions of Bulk Dimensions and Permitted Land Uses and how the goal is to consolidate and simplify the code as well as clear up any contradictions that are present in the current code. The commission discussed the possibility of the new code eliminating the CUP process by building the standards into the code so there is no need to grant exceptions.

All materials discussed at this meeting can be found at:

[https://core-docs.s3.us-east-1.amazonaws.com/documents/asset/uploaded_file/5330/COW/6040617/September 22 2025 Plan Commission Meeting Packet.pdf](https://core-docs.s3.us-east-1.amazonaws.com/documents/asset/uploaded_file/5330/COW/6040617/September_22_2025_Plan_Commission_Meeting_Packet.pdf)

4. Adjournment - Motion to adjourn was made by Kneser and seconded by Krueger and passed on a unanimous voice vote. (5:20pm)

Respectfully Submitted,

Brad Blanke, 5th District Alderman

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

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

The following members were present: Alderman Blanke (Virtual), Beyer, Kneser, Krueger (Virtual), Lampe, Levi, Zirbes

Also in attendance: Jamie Reich, Andrew Griggs, James Helms, Janice Weber-Helms, Ken Berg

1. Call to order (4:33pm)

2. Business

A. Public Hearing: 1601 East Gate Drive— request for a Conditional Use Permit (CUP) for Indoor Commercial Entertainment under Section §550-33B(2)(g) and Outdoor Commercial Entertainment Incidental to Indoor Commercial Entertainment under Section §550-33C(2)(f)

Jamie Reich CEO of Silver Moon was present to speak in favor of the CUP and the business' desire to be a good neighbor in a peaceful neighborhood. Andrew Griggs spoke about his concerns with the business to having outdoor events with loud music more than once or twice a year. James Helms expressed his concern with the parking availability and people parking on East Gate Drive, the possible noise and how it travels on the river, the possibility of river traffic and its effect on the environment, and parking enforcement due to the proximity to the city limits. Ken Berg spoke about his concerns on the status of the inspections, the hours of operation for outdoor entertainment, the number of events and the duration of each, the availability of self-serve alcohol stations, and his hope that the establishment be unique and special.

B. Review and take action: 1601 East Gate Drive— request for a Conditional Use Permit (CUP) for Indoor Commercial Entertainment under Section §550-33B(2)(g) and Outdoor Commercial Entertainment Incidental to Indoor Commercial Entertainment under Section §550-33C(2)(f)

Brian Zirbes presented the request from Silver Moon for the two conditional use permits for Indoor and Outdoor Commercial Entertainment and the requirements for these CUPs.

Kneser asked for clarification on the boundary of the city limits, and it was noted that the city limits were at the end of the Silver Moon property. He also asked Jamie Reich about the parking plans and if there would be anyone directing people and checking licenses. He also asked about the outdoor entertainment and the frequency and rules, and Brian Zirbes pointed out that those rules are from the licensing board application. Levi asked for clarification on the hours of operation and the live music restrictions to the time that performances can occur. Lampe asked if there was parking allowed on East Gate Drive and it was determined that parking was allowed but not necessarily convenient. She also asked about the number of events that the business envisioned using the parking lot for events and Jamie Reich noted that the only time this would be used was for a tailgating event which would end at the end of the game. Kneser asked about the process for the self-serve drinking to which Jamie Reich explained how it worked and how the business would monitor patrons and avoid overserving. Blanke spoke about the parameters of the CUP and that the event on October 4th is a single event that cannot be repeated without other permits being issued. He stressed that the focus should be on the CUP for the day-to-day operation of the business.

Motion to approve with the condition that "The Outdoor Commercial Entertainment activity area shall only operate in the approved area between the hours of 7:00 a.m. and 10:00 p.m. on any day and only when the indoor commercial entertainment activity is open" was made by Blanke, seconded by Lampe and passed on a unanimous voice vote.

All materials discussed at this meeting can be found at:

[https://core-docs.s3.us-east-1.amazonaws.com/documents/asset/uploaded_file/5330/COW/6054630/September 29 2025 Plan Commission Meeting Packet.pdf](https://core-docs.s3.us-east-1.amazonaws.com/documents/asset/uploaded_file/5330/COW/6054630/September_29_2025_Plan_Commission_Meeting_Packet.pdf)

3. Adjournment

Motion to adjourn was made by Kneser and seconded by Levi and passed on a unanimous voice vote.
(5:13pm)

Respectfully Submitted,

Alderman Brad Blanke

NOTICE OF PUBLIC HEARING

Section 3, Item B.

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 13th day of October, 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 Pratham JSN LLC (applicant & owner) for a Conditional Use Permit for Commercial Indoor Lodging under Section § 550-33B(2)(j) and Indoor Commercial Entertainment under Section § 550- 33B(2)(g). 1730 S. Church Street is zoned General Business, and is further described as follows:

Parcel A: Lot 1 of Certified Survey Map No. 2635, recorded August 12, 1992 in Volume 10 of Certified Survey Maps on Pages 65 to 66, as Document No. 892065, being a part of Outlot 10 in the 7th Ward and Certified Survey Map No. 2589, of the City of Watertown, County of Jefferson, State of Wisconsin. Also the Northerly ½ of vacated Jefferson Road lying adjacent too and Southerly of said Lot 1.

Parcel B: Non-exclusive easement for the benefit of Parcel A as contained in Certified Survey Map No. 2635 recorded as Document No. 892065 and reserved in Warranty Deed recorded as Document No. 895075 for ingress and egress as provided for therein. (PIN 291-0815-0844-001)

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: September 29, 2025
And
October 6, 2025

(BLOCK AD)

BUILDING SAFETY & ZONING DIVISION
PLAN COMMISSION STAFF REPORT

TO: Plan Commission
DATE: Oct 13th, 2025
SUBJECT: 1730 S Church Street, Conditional Use Permits - CUPs

A request by Heet Patel for a Conditional Use Permit (CUP) for 'Commercial Indoor Lodging' and a Conditional Use Permit (CUP) for 'Indoor Commercial Entertainment'. Parcel PIN(s): 291-0815-0844-001

SITE DETAILS:

Acres: 1.67
Current Zoning: General Business (GB)
Existing Land Use: Hotel
Future Land Use Designation: Planned Mixed Use

BACKGROUND AND APPLICATION DESCRIPTION:

The applicant is seeking approval of two conditional use permits. The first CUP is for 'Commercial Indoor Lodging' to bring an existing hotel into compliance with the Zoning Ordinance. The hotel existed prior to the current requirement for a CUP. The second CUP is for 'Indoor Commercial Entertainment' to establish the lobby as a location to sell and consume alcohol (a bar/tavern).

STAFF EVALUATION:

Land Use and Zoning:

1. Within the General Business (GB) Zoning District, 'Commercial Indoor Lodging' is a principal land use permitted as a conditional use [per § 550-33B(2)(j)]. 'Commercial Indoor Lodging' include 'land uses which provide overnight housing in individual rooms or suites of rooms, each room or suite having a private bathroom'. [per § 550-52K].

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

- If located on the same side of a building as abutting residentially zoned property, no customer entrance of any kind shall be permitted within 100 feet of a residentially zoned property.
- Facility shall provide a bufferyard with a minimum opacity of 0.60 along all property borders abutting residentially zoned property (see § 550-99).
- Within the PO District, each and every room must take primary access via an individual interior door and may not be accessed via an external balcony, porch or deck, except for emergency purposes.
- Parking requirements. One space per bedroom, plus one space for each employee on the largest work shift. The existing parking is sufficient at this location.

2. Within the General Business (GB) Zoning District, 'Indoor Commercial Entertainment' is a principal land use permitted as a conditional use [per § 550-33B(2)(g)]. 'Indoor Commercial Entertainment' includes bars and taverns 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)].
- 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). The existing parking is sufficient at this location.

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

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 DECISION:

Commercial Indoor Lodging Land Use Criteria	Applicant Provided Substantial Evidence		Opponent Provided Substantial Evidence		PC Finds Standards Met	
<i>If located on the same side of a building as abutting residentially zoned property, no customer entrance of any kind shall be permitted within 100 feet of a residentially zoned property.</i>	<u>Yes</u>	No	Yes	<u>No</u>	<u>Yes</u>	No
<i>Facility shall provide a bufferyard with a minimum opacity of 0.60 along all property borders abutting residentially zoned property (see § 550-99).</i>	<u>Yes</u>	No	Yes	<u>No</u>	<u>Yes</u>	No
<i>Within the PO District, each and every room must take primary access via an individual interior door and may not be accessed via an external balcony, porch or deck, except for emergency purposes.</i>	<u>Yes</u>	No	Yes	<u>No</u>	<u>Yes</u>	No
<i>Parking requirements. One space per bedroom, plus one space for each employee on the largest work shift.</i>	<u>Yes</u>	No	Yes	<u>No</u>	<u>Yes</u>	No
Indoor Commercial Entertainment Land Use 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

BUILDING SAFETY & ZONING DIVISION
PLAN COMMISSION STAFF REPORT

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:

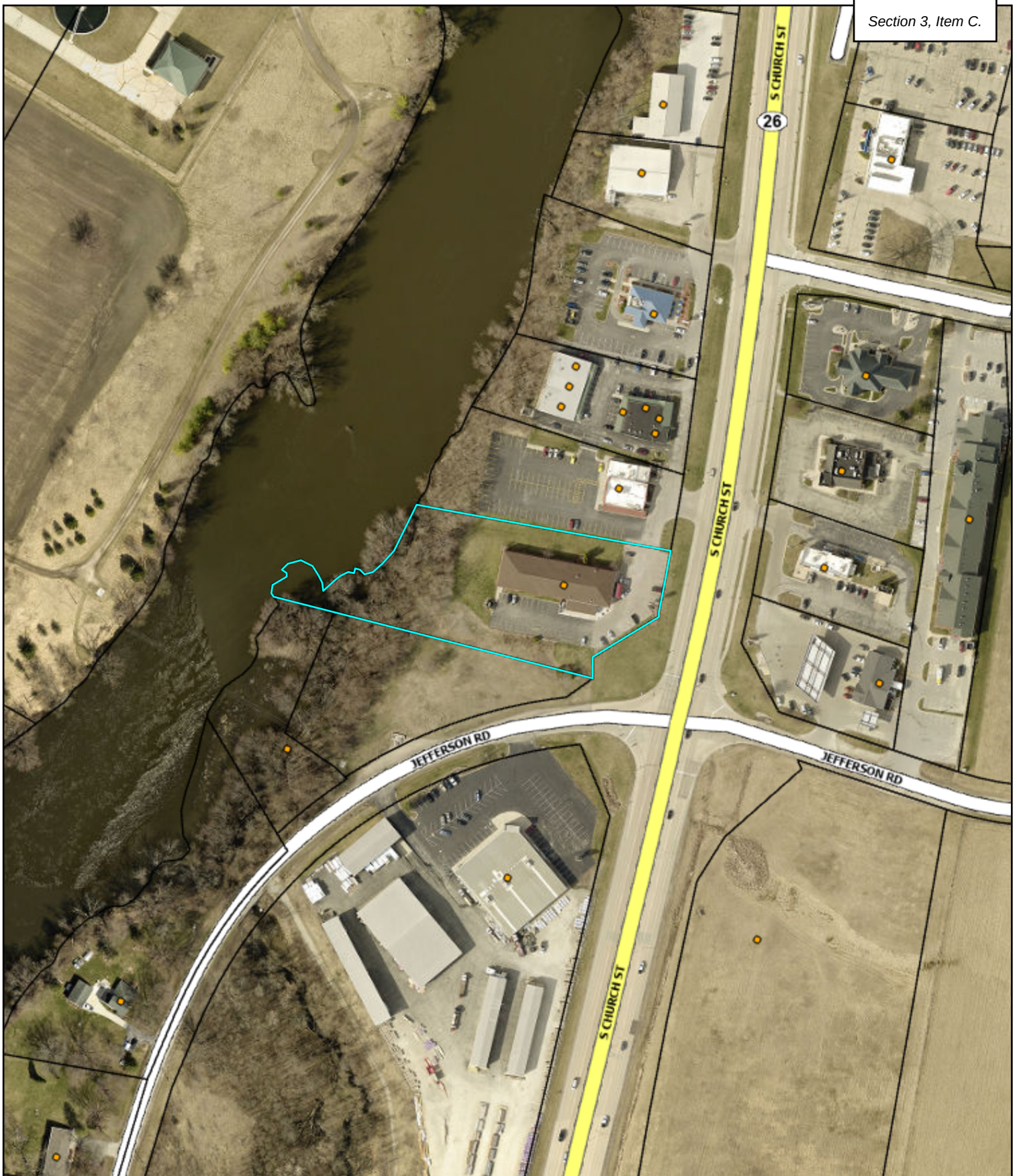
- Staff recommends approval of these Conditional Use Permits.

ATTACHMENTS:

- Application materials

Section 3, Item C.





City Boundary



Parcels Boundaries



Addresses



City of Watertown Geographic Information System

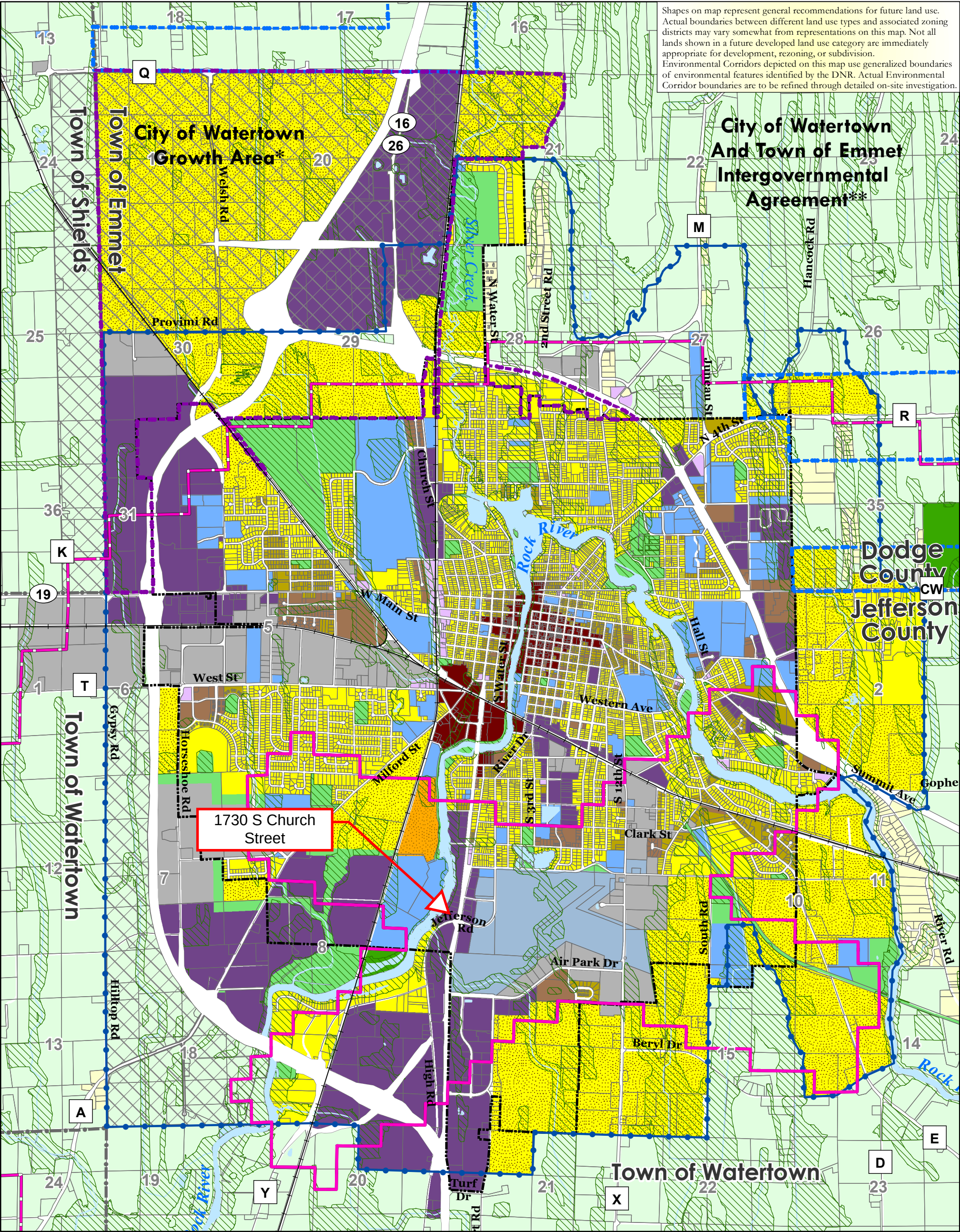
Scale: 1:2,565

SCALE BAR = 1"

Printed on: Septem
Author:

10

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.



Future Land Use Urban Area

Map 6b

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

City/Town IGA**

- City Growth Area
- City Periphery Areas

Legend

- 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

City of Watertown

Opportunity runs through it.

VANDEWALLE & ASSOCIATES INC.

Shaping places, shaping change

Draft: August 7, 2019

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

0 0.25 0.5 1 Miles

***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

1 2 3 4 5 6 7

NOTICE OF PUBLIC HEARING

Section 3, Item D.

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 13th day of October, 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 Kyle Witte and Cyle Jedrzejewski (applicants) and Todd D Burgess Properties LLC (owner) for a Conditional Use Permit for proposed Vehicle Repair & Maintenance, Section §550-33B(2)(n). 320 Summit Avenue is zoned GB, General Business, and is further described as follows:

Mulberger and Werlichs Add., Block 5, part of Lots 1 and 2. Lot 1 of CSM No. 4820 Rec. in V.25 P.81 Doc. No. 1182163. Located in the City of Watertown, Jefferson County, Wisconsin. (PIN: 291-0815-0342-079)

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: September 29, 2025
And
October 6, 2025

(BLOCK AD)

BUILDING SAFETY & ZONING DIVISION
PLAN COMMISSION STAFF REPORT

TO: Plan Commission
DATE: Oct 13th, 2025
SUBJECT: 320 Summit Ave, Conditional Use Permit - CUP

A request by Kyle Witte for a Conditional Use Permit (CUP) for 'Vehicle Repair and Maintenance Service'. Parcel PIN(s): 291-0815-0342-079

SITE DETAILS:

Acres: 1.02
Current Zoning: General Business (GB)
Existing Land Use: Commercial
Future Land Use Designation: Planned Mixed Use

BACKGROUND AND APPLICATION DESCRIPTION:

The applicant is seeking approval of a conditional use permit for 'Vehicle Repair and Maintenance Service' to allow the establishment of an automobile repair facility within an existing building. The proposed for 'Vehicle Repair and Maintenance Service' facility will occupy the rear portion of the building and operate 7am to 5:30am Monday – Thursday and 7am to 1pm on Fridays. The facility will be closed on Saturday and Sunday. An existing area of trees and vegetation exists on the south end of the property between the existing building and the adjacent residential uses.

STAFF EVALUATION:

Land Use and Zoning:

1. Within the General Business (GB) Zoning District, 'Vehicle Repair and Maintenance Service' is a principal land use permitted as a conditional use [per § 550-33B(2)(n)]. 'Vehicle Repair and Maintenance Service' include all land uses which perform maintenance services (including repair) to motorized vehicles and contain all operations (except vehicle storage) entirely within an enclosed building. [per § 550-52Q].

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

- Storage of abandoned vehicles is prohibited.
- Facility shall provide a bufferyard with a minimum opacity of 0.60 along all property borders abutting residentially zoned property (§ 550-99).

2. Parking requirements. One space per 300 square feet of gross floor area. Adequate on-site parking is required for all customer and employee vehicles.

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)

BUILDING SAFETY & ZONING DIVISION

PLAN COMMISSION STAFF REPORT

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:

Vehicle Repair and Maintenance Service Land Use Criteria	Applicant Provided Substantial Evidence		Opponent Provided Substantial Evidence		PC Finds Standards Met	
<i>Storage of abandoned vehicles is prohibited.</i>	<u>Yes</u>	No	Yes	<u>No</u>	<u>Yes</u>	No
<i>Facility shall provide a bufferyard with a minimum opacity of 0.60 along all property borders abutting residentially zoned property (§ 550-99).</i>	<u>Yes</u>	No	Yes	<u>No</u>	<u>Yes</u>	No
<i>Parking requirements. One space per 300 square feet of gross floor area. Adequate on-site parking is required for all customer and employee vehicles.</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:
 - Storage of abandoned vehicles is prohibited.
 - Applicant shall maintain the vegetated area on the south end of the parcel.

STAFF RECOMENDATION:

- Staff recommends approval of the Conditional Use Permit with conditions.

ATTACHMENTS:

- Application materials

320 Summit Avenue conditional use permit

We Kyle Witte and Cyle Jedrzejewski are looking to open a automotive repair facility at 320 Summit Avenue.

The Business Name will be KC AUTOMOTIVE.

We will be doing vehicle repairs from oil changes to brakes and drive line repairs. We have combined experience of 20 years in mechanics.

Our business hours will be Monday-Thursday 7am-5:30pm and Fridays 7am-1pm Closed Saturday and Sundays



	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: 1:1,539 Printed on: Septem
SCALE BAR = 1" Author:

16

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 ineluctable inaccuracies occur during the compilation process. City of Watertown makes no warranty whatsoever concerning this information.

BUILDING SAFETY & ZONING DIVISION
PLAN COMMISSION STAFF REPORT

TO: Plan Commission
DATE: October 13th, 2025
SUBJECT: 120 Kuckkan Lane - Site Plan Review

Site Plan Review requested by Appleton Solar, agent for First Congregational Church UCC, for a ground-mounted solar array. Parcel PIN(s): 291-0815-0314-002.

SITE DETAILS:

Acres: 9.71 acres
Current Zoning: Single-Family Residential (SR-4) Zoning
Existing Land Use: Church Complex
Future Land Use Designation: Institutional

BACKGROUND & APPLICATION DESCRIPTION:

The applicant is proposing to construct a 12,100 S.F. grid-tied ground-mounted solar array on the northeast corner of the property. The solar array will consist of three racks of solar panels and be surrounded by a fence. A CSM to combine the two church parcels into one lot to facilitate this project was approved by the Plan Commission at its September 8th, 2025 meeting.

STAFF EVALUATION:

Land Use and Zoning:

A Site Plan Review Committee recommendation and Plan Commission approval of the site plan is required pursuant to Sections 550-144 & 550-145 of the zoning code. State Statue 66.0401 'Regulation Relating to Solar and Wind Energy Systems' defines the City's authority regarding the regulation of solar energy systems.

Site Layout and Design:

Within the Single-Family Residential (SR-4) Zoning District the minimum street side setback for an accessory structure is 25 feet, the minimum side lot line setback for an accessory structure is 3 feet, and the maximum height of an accessory structure is 15 feet [per § 550-24F(2)(d)]. The proposed solar array meets the setback and height requirements for accessory structures in the Single-Family Residential (SR-4) Zoning District.

PLAN COMMISSION OPTIONS:

The following are possible options for the Plan Commission:

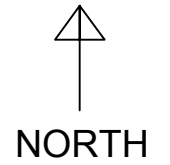
1. Deny the Site Plan.
2. Approve the Site Plan without conditions.
3. Approve the Site Plan with conditions as identified by the Plan Commission:

STAFF RECOMENDATION:

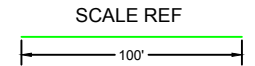
- Staff recommends approval of the Site Plan.

ATTACHMENTS:

- Application materials

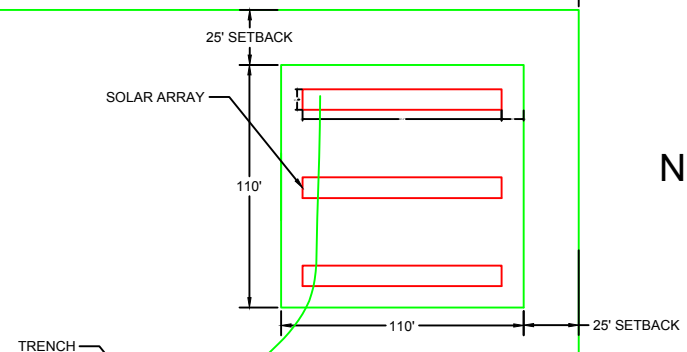


ROW 71.5 FT
KUCKKAN LN



PARCEL NUMBERS:
291-0815-0314-002
291-0815-0314-003

APPLETON SOLAR, LLC 31 BELLEVUE PL APPLETON, WI 54913		(920)205-7093 www.appleton-solar.com
TITLE:	120 KUCKKAN LN PLOT PLAN REV 1 1ST CONGREGATIONAL CHURCH	
DATE:	SEPTEMBER 28, 2025	
BY:	PATRICK J NAHM	



PROPOSED GROUND-MOUNTED
SOLAR PV ARRAY IN THE NE
QUADRANT OF THE PROPERTY,
WHICH WILL INTERCONNECT
WITH THE UTILITY NEAR THE
ELECTRIC METER ON THE NE
CORNER OF THE MAIN BUILDING

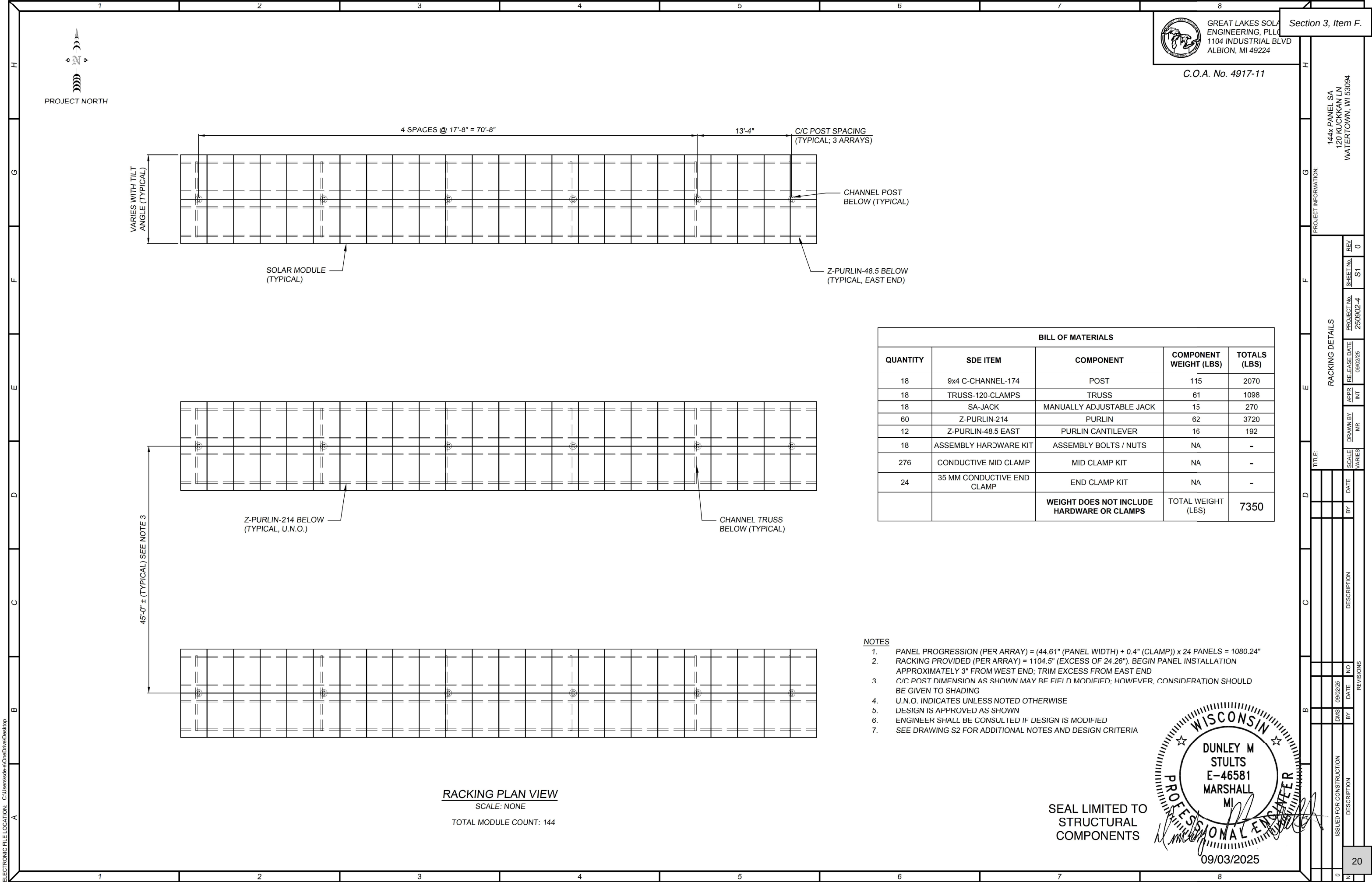
TOTAL DISTURBED AREA:
+2,525 SQ FT SOLAR ARRAY
+2,300 SQ FT TRENCHING
=4,825 SQ FT TOTAL

NEW IMPERVIOUS AREA:
2,525 SQ FT SOLAR ARRAY

TOTAL REDEVELOPED IMPERVIOUS AREA:
2,525 SQ FT - 0 SQ FT = 2,525 SQ FT

EXISTING
CHURCH BLDG

PARKING LOT





GREAT LAKES SOLAR
ENGINEERING, PLLC
1104 INDUSTRIAL BLVD
ALBION, MI 49224

C.O.A. No. 4917-11

Section 3, Item F.

144x PANEL SA
120 KUCKKAN LN
WATERTOWN, WI 53094

PROJECT INFORMATION:

PROJECT No. 250902-4

RELEASE DATE 09/02/25

APPL INT

DRAWN BY MR

SCALE VARIES

DATE

BY

DESCRIPTION

NO

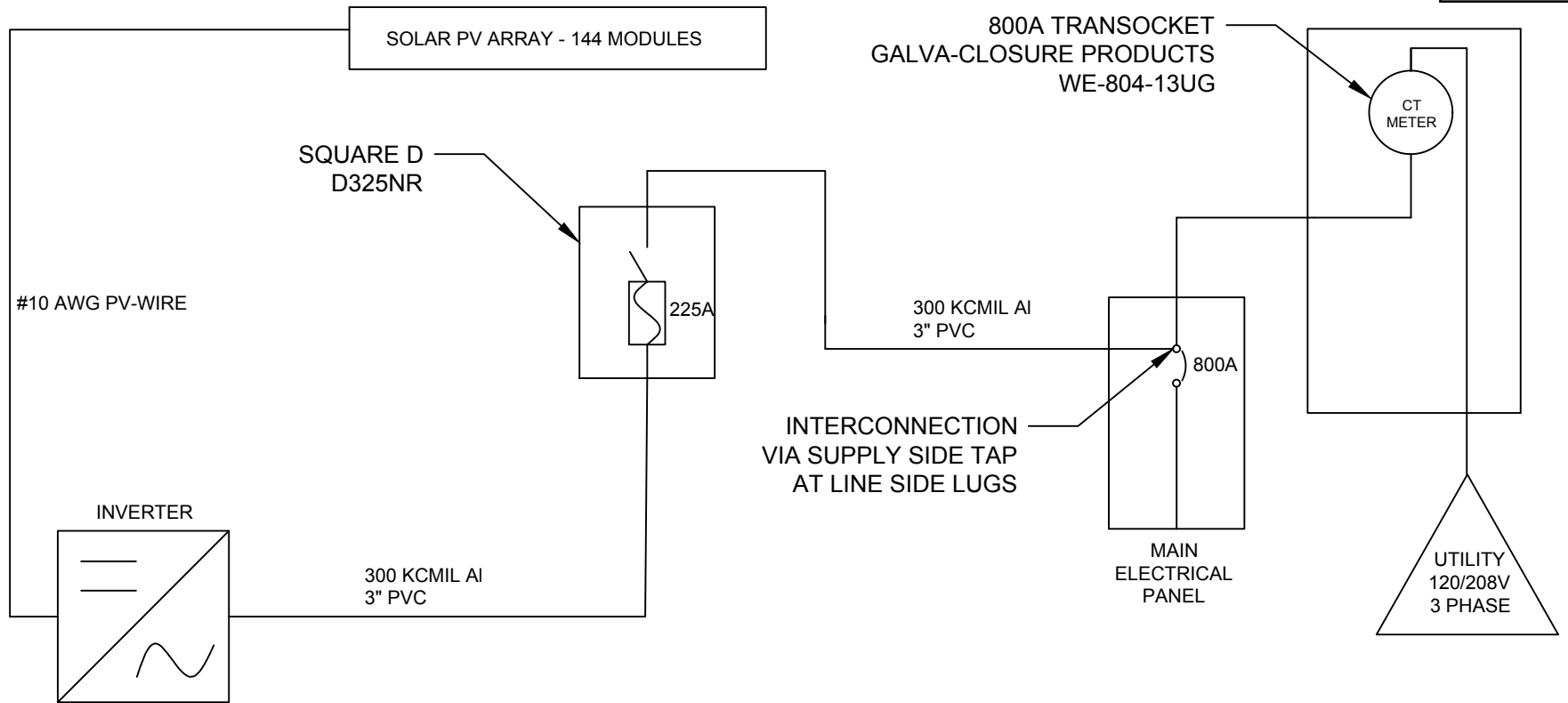
DATE

REVISIONS

ISSUED FOR CONSTRUCTION

DESCRIPTION

20



DC SYSTEM SIZE:
 $144 \times .440 = 63.36\text{kW}$

AC SYSTEM SIZE (TARIFF CALCULATION):
 $63.36\text{kW} \times 0.77 = 48.79\text{kW}$

MAX CONTINUOUS OUTPUT CURRENT:
 $(60,000\text{W}) / (208\text{V} \times 1.732) = 167\text{A}$

AC GENERATORS (PSC 119 SIZING):
 60kW

- (1) SOLIS S5-GC60K-LV-US 60kW SOLAR INVERTER
- (144) SILFAB 440W SOLAR MODULES

CUSTOMER:
 FIRST CONGREGATIONAL CHURCH

APPLETON SOLAR, LLC (920)205-7093
 31 BELLEVUE PL www.appleton-solar.com
 APPLETON, WI 54913

TITLE: 120 KUCKKAN LN SOLAR PV
 1-LINE DIAGRAM, REV 3

DATE: SEPTEMBER 28, 2025

BY: PATRICK J NAHM

3. A municipality that is not adjacent to at least 2 other municipalities located in the same cooperation region as the municipality may enter into a cooperation compact with any adjacent municipality or with the county in which the municipality is located to perform the number of services as specified under subd. 1.

Section 3, Item F.

- (b) An area cooperation compact shall provide a plan for any municipalities or counties that enter into the compact to collaborate to provide governmental services. The compact shall provide benchmarks to measure the plan's progress and provide outcome-based performance measures to evaluate the plan's success. Municipalities and counties that enter into the compact shall structure the compact in a way that results in significant tax savings to taxpayers within those municipalities and counties.

History: 2001 a. 16, 106; 2005 a. 164; 2021 a. 238.

SUBCHAPTER IV

REGULATION

66.0401 Regulation relating to solar and wind energy systems.

- (1e) DEFINITIONS. In this section:

- (a) "Application for approval" means an application for approval of a wind energy system under rules promulgated by the commission under s. 196.378 (4g) (c) 1.
- (b) "Commission" means the public service commission.
- (c) "Political subdivision" means a city, village, town, or county.
- (d) "Wind energy system" has the meaning given in s. 66.0403 (1) (m).

- (1m) AUTHORITY TO RESTRICT SYSTEMS LIMITED. No political subdivision may place any restriction, either directly or in effect, on the installation or use of a wind energy system that is more restrictive than the rules promulgated by the commission under s. 196.378 (4g) (b). No political subdivision may place any restriction, either directly or in effect, on the installation or use of a solar energy system, as defined in s. 13.48 (2) (h) 1. g., or a wind energy system, unless the restriction satisfies one of the following conditions:

- (a) Serves to preserve or protect the public health or safety.
- (b) Does not significantly increase the cost of the system or significantly decrease its efficiency.
- (c) Allows for an alternative system of comparable cost and efficiency.

- (2) AUTHORITY TO REQUIRE TRIMMING OF BLOCKING VEGETATION. Subject to sub. (6) (a), a political subdivision may enact an ordinance relating to the trimming of vegetation that blocks solar energy, as defined in s. 66.0403 (1) (k), from a collector surface, as defined under s. 700.41 (2) (b), or that blocks wind from a wind energy system. The ordinance may include a designation of responsibility for the costs of the trimming. The ordinance may not require the trimming of vegetation that was planted by the owner or occupant of the property on which the vegetation is located before the installation of the solar or wind energy system.

- (3) TESTING ACTIVITIES. A political subdivision may not prohibit or restrict any person from conducting testing activities to determine the suitability of a site for the placement of a wind energy system. A political subdivision objecting to such testing may petition the commission to impose reasonable restrictions on the testing activity.

- (4) LOCAL PROCEDURE.

- (a)

1. Subject to subd. 2., a political subdivision that receives an application for approval shall determine whether it is complete and, no later than 45 days after the application is filed, notify the applicant about the determination. As soon as possible after receiving the application for approval, the political subdivision shall publish a class 1 notice, under ch. 985, stating that an application for approval has been filed with the political subdivision. If the political subdivision determines that the application is incomplete, the notice shall state the reason for the determination. An applicant may supplement and refile an application that the political subdivision has determined to be incomplete. There is no limit on the number of times that an applicant may refile an application for approval. If the political subdivision fails to determine whether an application for approval is complete within 45 days after the application is filed, the application shall be considered complete.





Municipal Boundary



Common Areas



Parcels Boundaries



Addresses



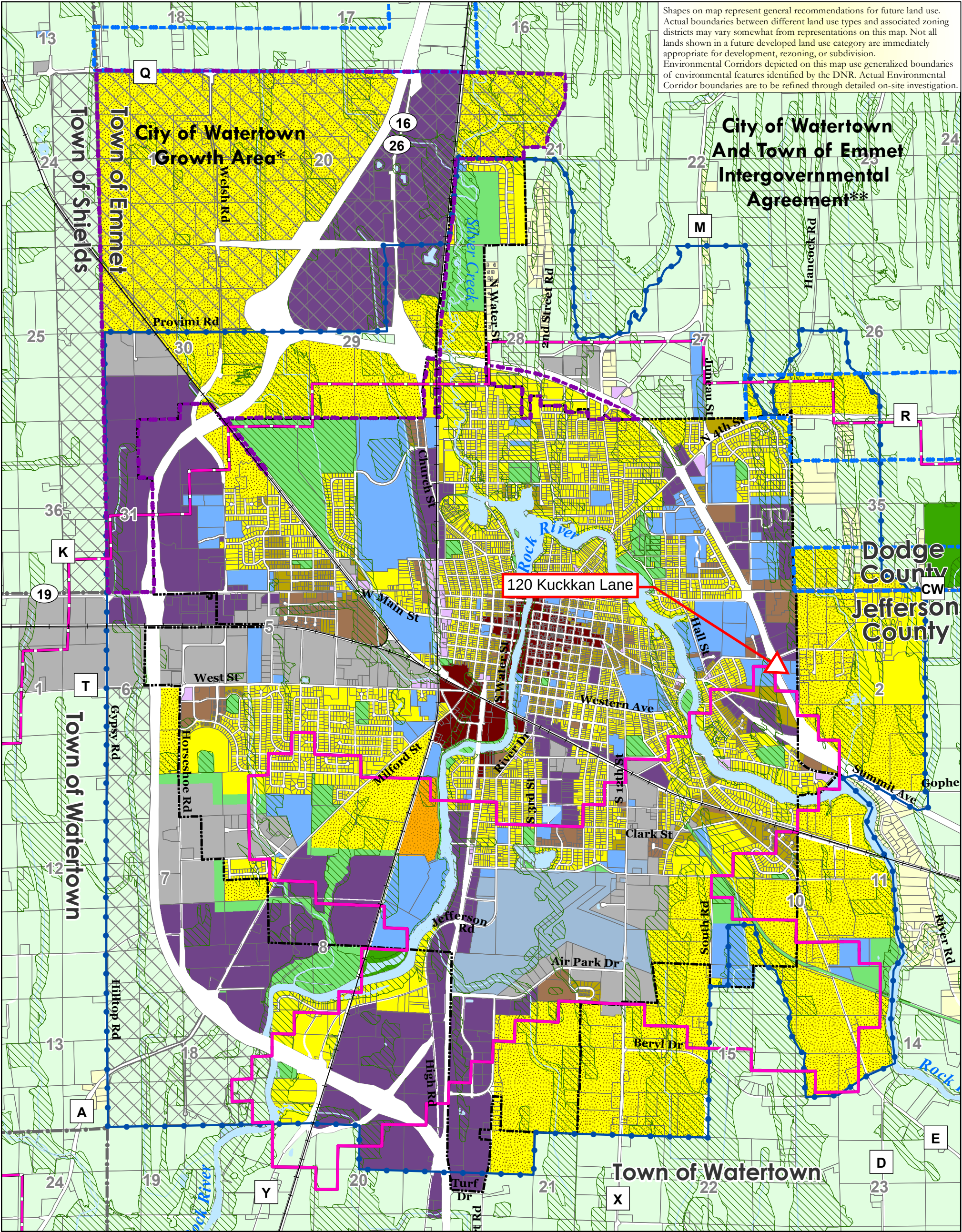
THE CITY OF
WATERTOWN
Opportunity runs through it.

City of Watertown Geographic Information System

Scale: 1:7,124 Printed on: October
SCALE BAR = 1" Author:

24

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.



Future Land Use Urban Area

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

Map 6b

City/Town IGA**

- City Growth Area
- City Periphery Areas

Rights-of-Way

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

City/Town IGA**

- City Growth Area
- City Periphery Areas

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

City of Watertown

Opportunity runs through it.

VADEWALLE & ASSOCIATES INC.

Shaping places, shaping change

Each "Planned Mixed Use Area" may include mix of:

- Office
- Multi-Family Residential
- Mixed Industrial
- Commercial Services/Retail
- Institutional
- Parks & Recreation

*****Planned Neighborhoods" should include a mix of the following:**

- Single-Family - Sewered (predominant land use)
- Two-Family Residential
- Multi-Family Residential
- Institutional
- Neighborhood Mixed Use
- Parks & Recreation

*****Each "Riverside Mixed Use Area" may include mix of:**

- Office
- Single-Family - Sewered
- Two-Family Residential
- Multi-Family Residential
- Commercial Services/Retail
- Institutional
- Parks & Recreation

Draft: August 7, 2019

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

Scale: 0 0.25 0.5 1 Miles