



PLAN COMMISSION MEETING AGENDA

MONDAY, MAY 12, 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=UXJvqLXKCdw12jl4jl1b7GIUPaClat.1&omn=87902133215or> by call 1-646-931-3860 and use Meeting ID: 237 146 0557 Passcode: 144391

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 April 28, 2025
- B. Review and take action: Plan Commission minutes dated April 28, 2025

3. BUSINESS

- A. Public Hearing: 830 West Street– request for a Conditional Use Permit (CUP) for an addition to an Accessory Dwelling Unit exceeding 10% maximum accessory building coverage under Section §550-56C(1)(b)[2]
- B. Review and take action: 830 West Street– request for a Conditional Use Permit (CUP) for an addition to an Accessory Dwelling Unit exceeding 10% maximum accessory building coverage under Section §550-56C(1)(b)[2]
- C. Public Hearing: 830 West Street– request for a Conditional Use Permit (CUP) for a combination of accessory structures exceeding a total of 1,000 square feet under Section §550-56C(1)(b)[1]
- D. Review and take action: 830 West Street– request for a Conditional Use Permit (CUP) for a combination of accessory structures exceeding a total of 1,000 square feet under Section §550-56C(1)(b)[1]
- E. Public Hearing: 830 West Street– request for a Conditional Use Permit (CUP) for an addition to an Accessory Dwelling Unit exceeding the maximum height of 15 feet for an accessory structure under Section §550-83C
- F. Review and take action: 830 West Street– request for a Conditional Use Permit (CUP) for an addition to an Accessory Dwelling Unit exceeding the maximum height of 15 feet for an accessory structure under Section §550-83C
- G. Review and take action: N8505 Highland Road Extraterritorial Certified Survey Map (CSM)
- H. Review and take action: N886 Barry Road Extraterritorial Certified Survey Map (CSM) Review
- I. Review public hearing comments and make recommendation to Common Council: Edge Field Rezoning
- J. Review and take action: Enclave Subdivision Final Plat
- K. Initial Review and Schedule Public Hearing: Text Amendments to Chapter 545 Subdivision of Land
- L. Initial Review and Schedule Public Hearing: Text Amendments to Chapter 550-150 Community Entry Corridor Overlay Zoning District

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
April 28, 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: Laura Bohlman – Police Department, Brian Zirbes – Building Safety & Zoning, Mike Jacek – Building Safety & Zoning, Andrew Beyer – Engineering, Ritchie Piltz – Engineering, Nathan Williams – Engineering, Maureen McBroom – Stormwater.

Also in attendance were Nikki Zimmerman of Building Safety & Zoning and Mason Becker.

1. **Call to Order**
The meeting was called to order by Chairperson Brian Zirbes.
2. **Approval of Minutes**

A. **Review and take action: Site Plan Review Minutes Dated March 24, 2025**
Motion was made by Andrew Beyer and seconded by Mike Jacek to approve the minutes as submitted. Unanimously approved.
3. **Business**

A. **Review and take action: 1 E. Main Street Site Review of Plaza Phase II ADA Compliant Ramp and Stairs and 112 S. First Street Parking Lot Reconstruction**
Ritchie Piltz was present to explain this proposal which is to reconstruct the S. First Street parking lot this summer. It will be changed from a 1-entrance exit to a dedicated entrance and an exit. The number of stalls would remain the same. Permeable pavers would be installed down the center, there would be additional storm sewer installed as well. Parks will be removing the tree this week. 2 lights will be added with the ramp construction – one at the top and one at the bottom.

Maas Brothers Constructors would install an ADA-complaint concrete ramp from the Plaza down into the parking lot.

The following was presented by staff:

Building:

A building permit for the ramp and an electric permit for the lights will be required. If signs are added, a sign permit will be required. Since this is a city project all permit fees will be waived.

Police:

No comments.

Stormwater:

Contingent upon the review and issuance of Erosion & Stormwater Control permit.

Engineering:

No comments.

Zoning:

No comments.

Fire:

Emailed prior to the meeting that they had reviewed the plans and have no concerns.

Motion made by Mike Jacek and seconded by Maureen McBroom to approve this item and forward to Plan Commission contingent upon review and issuance of the Erosion & Stormwater Control permit.

Unanimously approved.
4. **Adjournment**
Motion was made by Maureen McBroom 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

April 28, 2025

Section 2, Item B.

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

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

Also in attendance: Mason Becker, Pat Werner, Ryan Wagner, Ritchie Piltz

1. Call to order (4:30pm Alderman Blanke serving as chair)

2. Approval of Minutes

A. Plan Commission minutes March 10, 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: 1684 S. Church Street – Request for a Conditional Use Permit (CUP) for Indoor Institutional for a licensed adult day care under Section 550-51C

Broker for the property was present to answer questions.

Lampe encouraged that a sign be put on the building that is not a banner. Comment was made that this is being done.

B. Review and take action: 1684 S. Church Street – Request for a Conditional Use Permit (CUP) for Indoor Institutional for a licensed adult day care under Section 550-51C

Brian Zirbes presented the request for a CUP for 1684 S. Church Street noting that no work needs to be done on the interior and the request meets all requirements for indoor institutional land use.

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

C. Review and take action: 1413 & 1415 Grandview Court – Certified Survey Map (CSM) Request

Brian Zirbes presented the request for a CSM to combine two existing platted lots. He noted there is a stormwater drainage easement that will need to be relocated and the airport protection zone elevation will need to be noted on the CSM. Four conditions have been requested and are as follows: require a revised grading plan and easement relocation, add the drainage easement responsibilities and the airport approach zone to the CSM, and correct the signature page to add signature lines for the mayor and clerk.

Motion to approve with the noted conditions was made by Lampe, seconded by Kneser and passed on a unanimous voice vote.

D. Review public hearing comments and make recommendation to Common Council: 100 E. Division Street Rezoning

Brian Zirbes summarized the comments from the public hearing and citizen concerns about parking, traffic, building height shading parcels to the north, and the building overlooking the meat processing facility. Staff recommended approval with the following conditions: The pending rezoning of these parcels to a Planned Development Overlay (PD) Zoning GDP/PIP is approved by the Common Council, the pending vacation of a portion of Cole St is approved by the Common Council, the pending CSM associated with these parcels is approved by the Plan Commission.

Motion to make a positive recommendation to the Common Council with the noted conditions was made by Krueger, seconded by Blanke and passed on a unanimous voice vote.

E. *This item has been repealed at the request of the applicant* Review public hearing comments and make recommendation to Common Council: 100 E. Division Street PD Overlay Map Amendment

F. Review public hearing comments and make recommendation to Common Council: Zoning Ordinance Text Amendment – Central Business Apartments

Brian Zirbes summarized this as the removal of the central business apartment land use from the code.

There was no public comment from the public hearing.

Lampe voiced concern over the removal of language referencing historic sites from the code specifically referencing first floor apartments. Zirbes pointed out that first floor apartments will still not be an allowed use without a planned development overlay.

Motion to make a positive recommendation to council was made by Krueger, seconded by Blanke and passed on a unanimous voice vote.

G. Review and take action: 1 E. Main Street Site Review of Plaza Phase II ADA Compliant Ramp and Stairs & 112 S. First Street Parking Lot Reconstruction

Ritchie Piltz presented the plan to reconstruct the South First St. parking lot and the construction of the ADA compliant ramp from the plaza to the parking lot and boardwalk. Lampe shared that this area closed in 2019 and that she is very happy to see these two projects moving forward.

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

H. Review and take possible action: Purchase portion of 1020 East Main Street for 2026 Dewey Avenue STP – Urban Reconstruction Project

Andrew Beyer and Ritchie Piltz presented the need to purchase a small portion of land for increased right of way to construct an ADA compliant curb ramp.

Motion to approve was made by Lampe, seconded by Krueger and passed on a unanimous voice vote with Beyer abstaining.

I. Review and take action: Offer to Purchase Parcel No. 14-291-0915-2132-003 and 14-291-0915-2132-004

2. Convene into closed session per § 19.85(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Parcel No. 14-291-0915-2132-003, 14-291-0915-2132-004)

Motion to convene into closed session was made by Kneser, seconded by Beyer and passed on a unanimous roll call vote.

3. Reconvene into open session

4. Review and take action: Approve or Deny to negotiate selling of Parcel No. 14-291-0915-2132-003, 14-291-0915-2132-004

Motion to approve negotiation of the selling of the listed parcels with negotiation to be facilitated by the finance committee was made by Krueger, seconded by Lampe and passed on a unanimous roll call 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/5570152/April_28_2025_Plan_Commission_Meeting_Packet.pdf

4. Adjournment

Motion to adjourn was made by Kneser and seconded by Lampe and passed on a unanimous voice vote. (5:11pm)

Respectfully Submitted,

Alderman Brad Blanke

This is in regards to the zoning meeting on Monday May 12, 2025 for new structure for Nick and Jessica Schmidt at 830 West Street – Watertown, WI

Our concerns that new structure will be only for storage for camper, trailers, vehicles and race cars not storage for chemicals for there PJ'S Painting and remodel business

The lights on new structure to be not facing our house

Overhead doors on new structure will not be facing our house so not to get noise of race cars in out of structure

That the city ordinance be followed for noise and the lateness of noise

That of the need of extra electricity doesn't interfere more with our property (Example: dimming of our lights when maybe welder etc... being used next door)

We want to be a good neighbor and help make life easier for everyone while keeping the feel of a residential neighborhood as much as possible

Sincerely: Duane and Darlene Duddeck

834 West Street

Watertown, WI 53094

Received by
City of Watertown

MAY 05 2025

Bldg. Safety & Zoning
By: AMZ

BUILDING SAFETY & ZONING DIVISION
PLAN COMMISSION STAFF REPORT

TO: Plan Commission
DATE: May 12th, 2025
SUBJECT: 830 West Street, Conditional Use Permits - CUPs

A request by Nick and Jessica Schmidt 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 lot coverage for accessory structures; and exceeding the maximum height of an accessory structure. Parcel PIN(s): 291-0815-0513-005

SITE DETAILS:

Acres: 0.88 acres
Current Zoning: Single-Family Residential (SR-4)
Existing Land Use: Single-Family Home
Future Land Use Designation: Mixed Industrial

BACKGROUND AND APPLICATION DESCRIPTION:

The applicant is seeking approval of three Conditional Use Permits (CUPs) to allow for construction of a storage shed. The first CUP request is to exceed the 1,000 sq ft maximum for accessory structures. The existing barn is approximately 1,344 S.F. and the proposed shed (36x64) will be approximately 2,304 S.F. A detached garage of approximately 480 S.F. and a garden shed of approximately 63 S.F. also exist on the property. The garden shed is to be removed after the storage shed is constructed, resulting in a total of 3 accessory structures on the property. The total S.F. of accessory structures after the project is complete will be approximately 4,128 S.F.

The second CUP request is to exceed the maximum lot area coverage for accessory structures. The maximum area of the lot that can be covered by accessory structures in the Single-Family Residential (SR-4) is 10%. The existing residential lot consists of 38,332 S.F. of which 10% is 3,833 S.F. The square footage of the existing accessory structures that are to remain in addition to the proposed accessory structure (4,128 S.F.) would exceed 10% of the lot area requiring an exception to the maximum lot area coverage.

The third CUP request is to exceed the maximum height requirements for accessory structures. Within the Single-Family Residential (SR-4) Zoning District, the maximum allowed height of an accessory structure is 15 feet. The maximum height of the proposed shed would be 24ft 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 storage shed would be sided with the same charcoal gray rib panel siding and oak walnut garage doors as the existing barn.

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:

BUILDING SAFETY & ZONING DIVISION

PLAN COMMISSION STAFF REPORT

- A **conditional use permit** is required for:
 - Any combination of 'Residential Accessory Structures' that exceeds 1,000 square feet of gross floor area [per § 550-56C(1)(b)[1].
 - Any combination of 'Residential Accessory Structures' that exceeds the maximum accessory building coverage of the zoning district. [per § 550-56C(1)(b)[2].
- 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.

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.

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

PLAN COMMISSION DECISION:

Residential Accessory Structure CUP Criteria	Applicant Provided Substantial Evidence		Opponent Provided Substantial Evidence		PC Finds Standards Met	
	<u>Yes</u>	No	Yes	<u>No</u>	<u>Yes</u>	No
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 for any combination of 'Residential Accessory Structures' that exceeds the maximum accessory building coverage of the zoning district.	<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

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 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 24ft.

STAFF RECOMENDATION:

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

ATTACHMENTS:

- Application materials.

Good afternoon,

We are writing this to request a conditional use permit be granted to put up another post framed building. We are requesting to add a building to the north side of the existing barn, which we would propose being ~ 36'x64'x24'. In 2021 we resided the entire existing barn, and put in new Oak Walnut insulated garage doors, modernizing it to make it look nice (photos attached). We recently (2022-2023) put an addition on our existing 100 plus year old home, and remodeled the entire existing home, matching the barn. (photos attached) The proposed additional building would match the existing barn, as well as the house- being sided in the same pro rib steel panel siding (charcoal gray) that is on the current barn along with the matching Oak Walnut insulated garage doors. This request is asked because our family is very big into local stock car racing, and is requesting this additional building to give us more space to store our race cars, camper, and trailers we have for racing. We are asking that you would consider granting us the conditional use permit to exceed the allowed amount.

Our property is next door to Badger Warehouse Storage units, and to the north and northwest is Lycon. Hepp Excavating is also to our West, all zoned industrial. Our property is planned for future industrial as well. With that being planned for future industrial, we are hoping you would consider our request.

We appreciate your time, and look forward to hearing from you.

Jessica & Nick Schmidt

262-305-1557

Current barn:

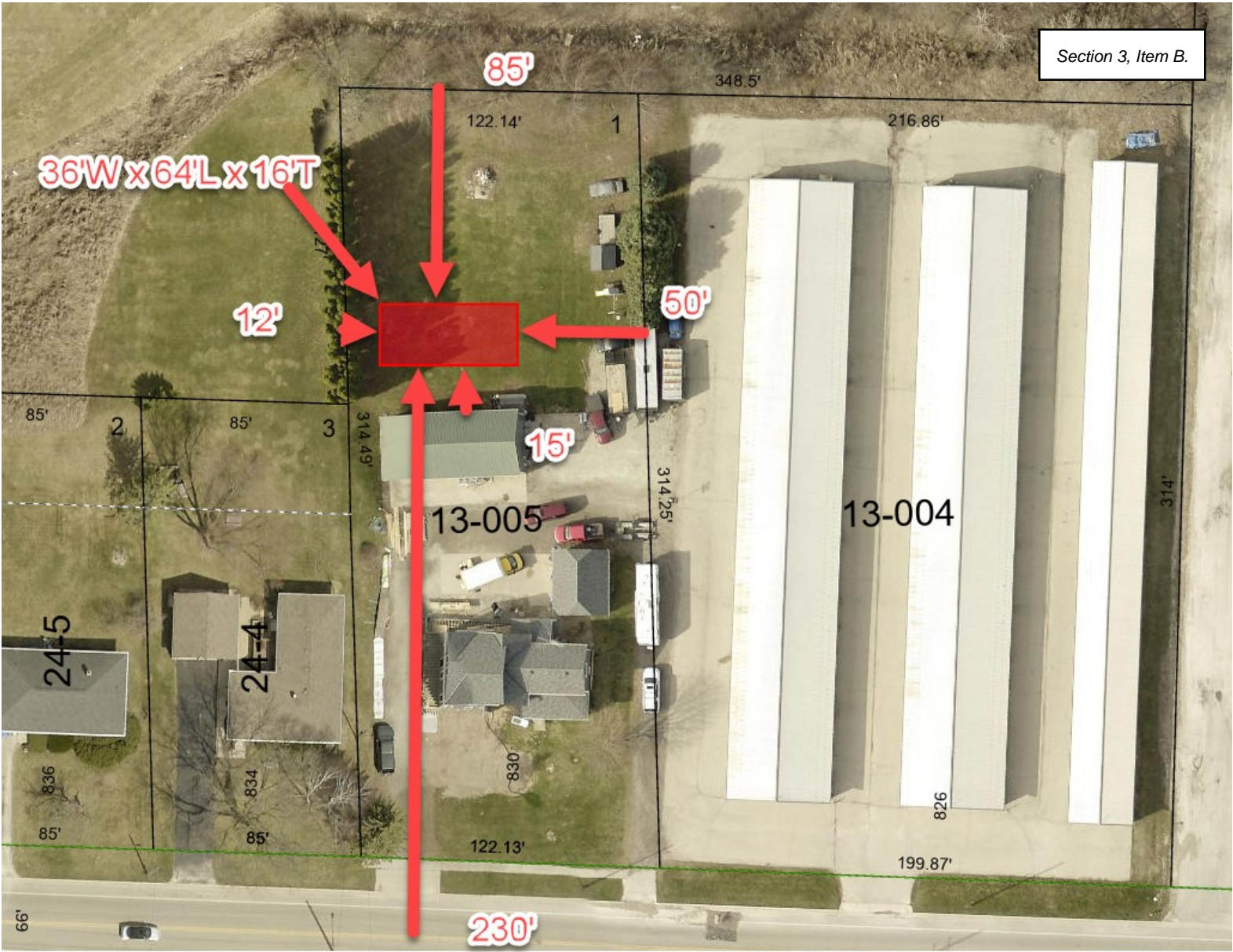


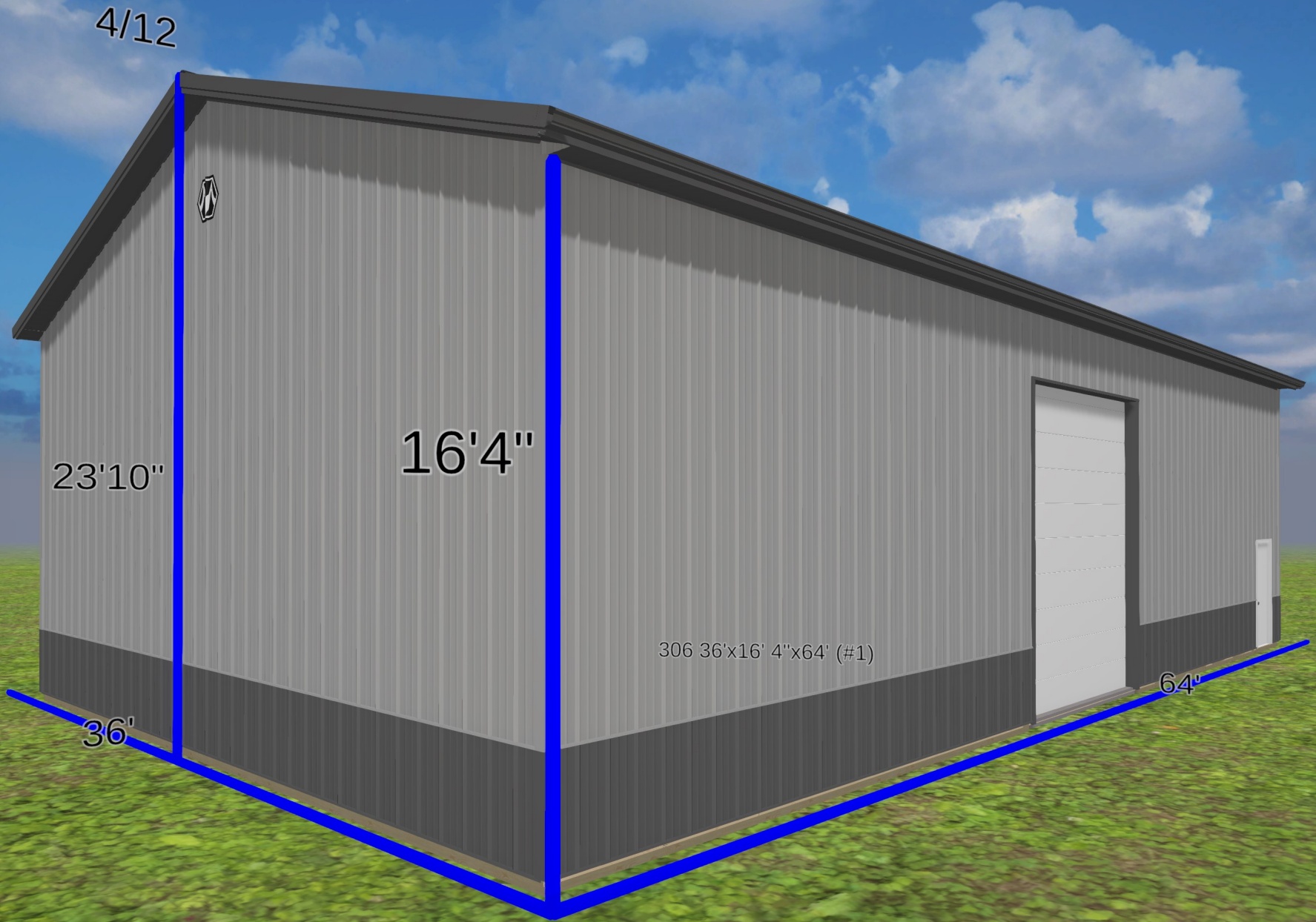
Front of house:

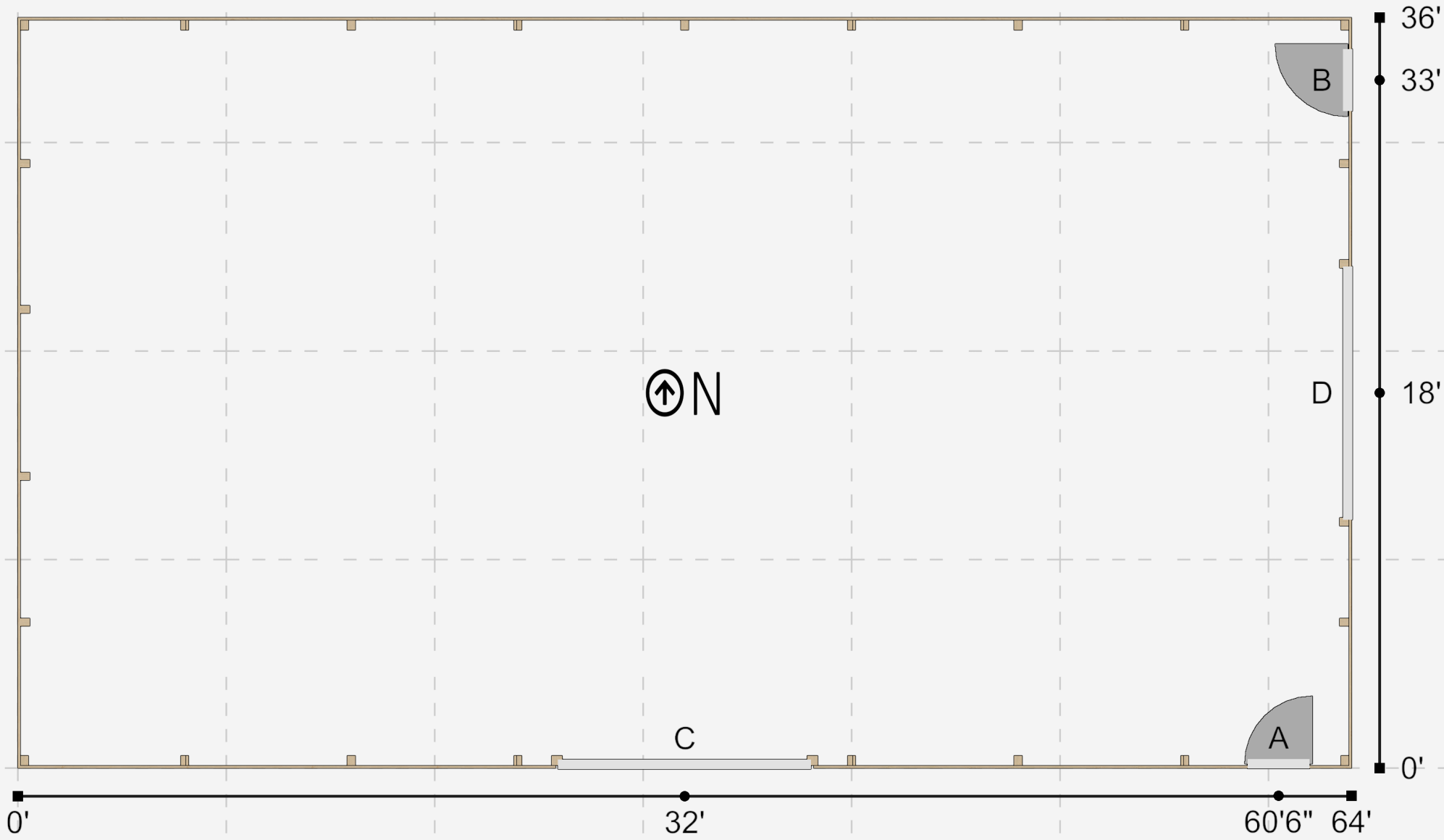


Rear of house:













City Boundary



Parcel Boundary



Address Points



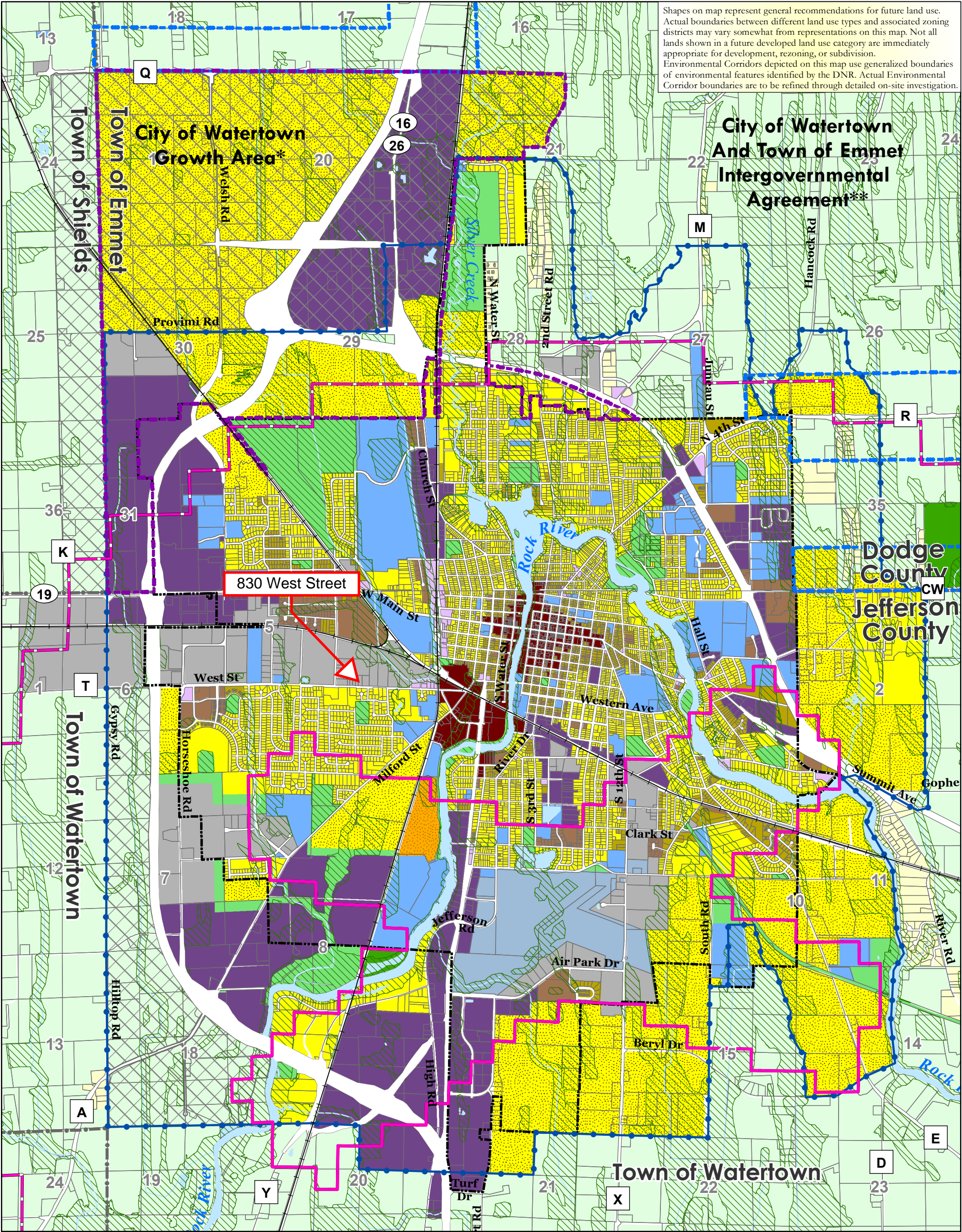
THE CITY OF
WATERTOWN
Opportunity runs through it.

City of Watertown Geographic Information System

Scale: 1:2,053 Printed on: April 25, 2016
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 inexactitudes occur during the compilation process. City of Watertown makes no warranty whatsoever concerning this information.

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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



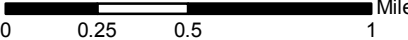
- City of Watertown
- Town Boundary
- Parcel
- Railroad
- Watertown Urban Service Area
- Watertown Long Range Growth Area

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



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Our concerns that new structure will be only for storage for camper, trailers, vehicles and race cars not storage for chemicals for there PJ'S Painting and remodel business

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Watertown, WI 53094

Received by
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MAY 05 2025

Bldg. Safety & Zoning
By: AMZ

BUILDING SAFETY & ZONING DIVISION
PLAN COMMISSION STAFF REPORT

TO: Plan Commission
DATE: May 12th, 2025
SUBJECT: 830 West Street, Conditional Use Permits - CUPs

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SITE DETAILS:

Acres: 0.88 acres
Current Zoning: Single-Family Residential (SR-4)
Existing Land Use: Single-Family Home
Future Land Use Designation: Mixed Industrial

BACKGROUND AND APPLICATION DESCRIPTION:

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The second CUP request is to exceed the maximum lot area coverage for accessory structures. The maximum area of the lot that can be covered by accessory structures in the Single-Family Residential (SR-4) is 10%. The existing residential lot consists of 38,332 S.F. of which 10% is 3,833 S.F. The square footage of the existing accessory structures that are to remain in addition to the proposed accessory structure (4,128 S.F.) would exceed 10% of the lot area requiring an exception to the maximum lot area coverage.

The third CUP request is to exceed the maximum height requirements for accessory structures. Within the Single-Family Residential (SR-4) Zoning District, the maximum allowed height of an accessory structure is 15 feet. The maximum height of the proposed shed would be 24ft 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 storage shed would be sided with the same charcoal gray rib panel siding and oak walnut garage doors as the existing barn.

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:

BUILDING SAFETY & ZONING DIVISION

PLAN COMMISSION STAFF REPORT

- A **conditional use permit** is required for:
 - Any combination of 'Residential Accessory Structures' that exceeds 1,000 square feet of gross floor area [per § 550-56C(1)(b)[1].
 - Any combination of 'Residential Accessory Structures' that exceeds the maximum accessory building coverage of the zoning district. [per § 550-56C(1)(b)[2].
- 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.

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.

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

PLAN COMMISSION DECISION:

Residential Accessory Structure CUP Criteria	Applicant Provided Substantial Evidence		Opponent Provided Substantial Evidence		PC Finds Standards Met	
	<u>Yes</u>	No	Yes	<u>No</u>	<u>Yes</u>	No
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 for any combination of 'Residential Accessory Structures' that exceeds the maximum accessory building coverage of the zoning district.	<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

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 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 24ft.

STAFF RECOMENDATION:

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

ATTACHMENTS:

- Application materials.

Good afternoon,

We are writing this to request a conditional use permit be granted to put up another post framed building. We are requesting to add a building to the north side of the existing barn, which we would propose being ~ 36'x64'x24'. In 2021 we resided the entire existing barn, and put in new Oak Walnut insulated garage doors, modernizing it to make it look nice (photos attached). We recently (2022-2023) put an addition on our existing 100 plus year old home, and remodeled the entire existing home, matching the barn. (photos attached) The proposed additional building would match the existing barn, as well as the house-being sided in the same pro rib steel panel siding (charcoal gray) that is on the current barn along with the matching Oak Walnut insulated garage doors. This request is asked because our family is very big into local stock car racing, and is requesting this additional building to give us more space to store our race cars, camper, and trailers we have for racing. We are asking that you would consider granting us the conditional use permit to exceed the allowed amount.

Our property is next door to Badger Warehouse Storage units, and to the north and northwest is Lycon. Hepp Excavating is also to our West, all zoned industrial. Our property is planned for future industrial as well. With that being planned for future industrial, we are hoping you would consider our request.

We appreciate your time, and look forward to hearing from you.

Jessica & Nick Schmidt

262-305-1557

Current barn:



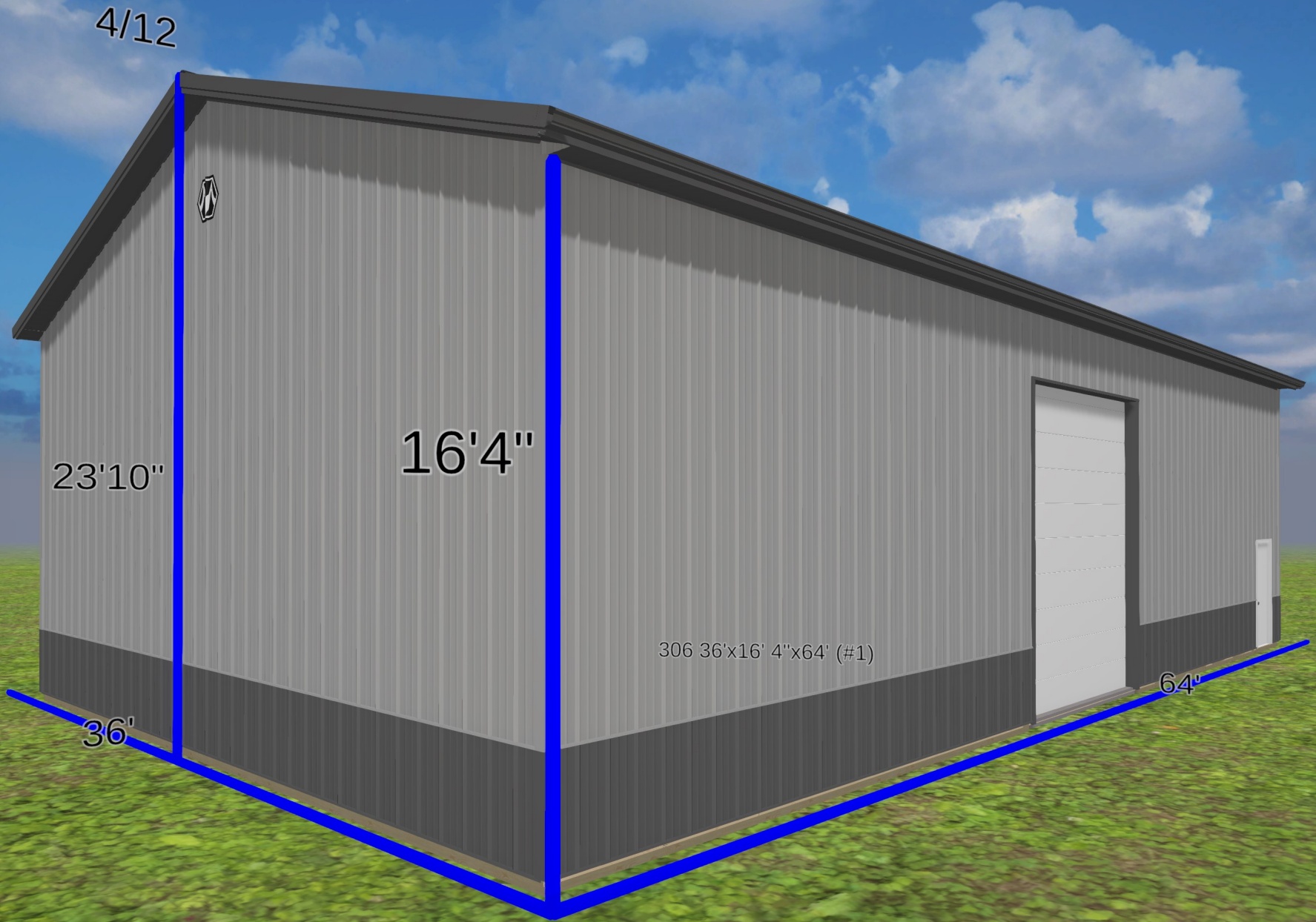
Front of house:

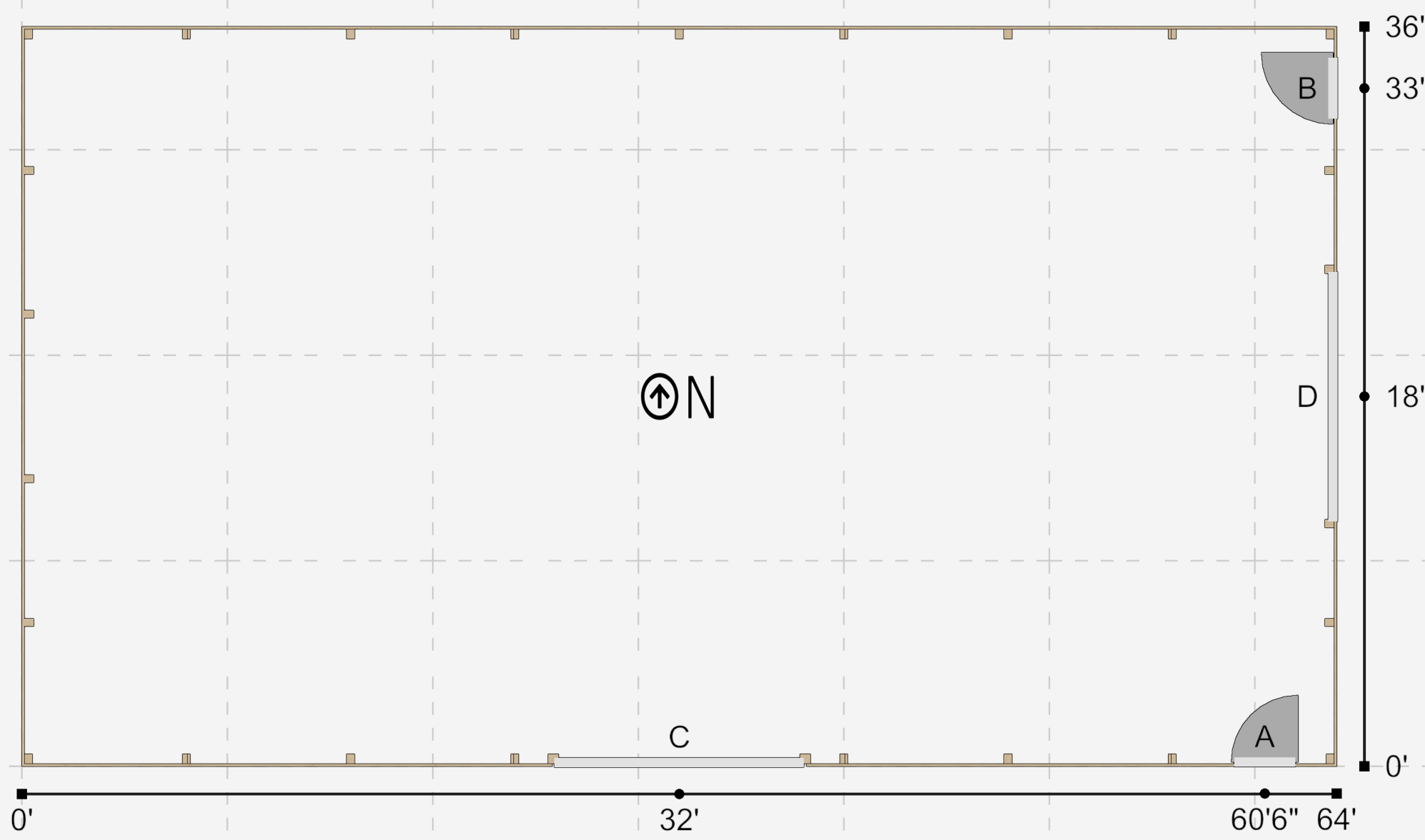


Rear of house:












City Boundary

Parcel Boundary

Address Points



THE CITY OF

WATERTOWN

Opportunity runs through it.

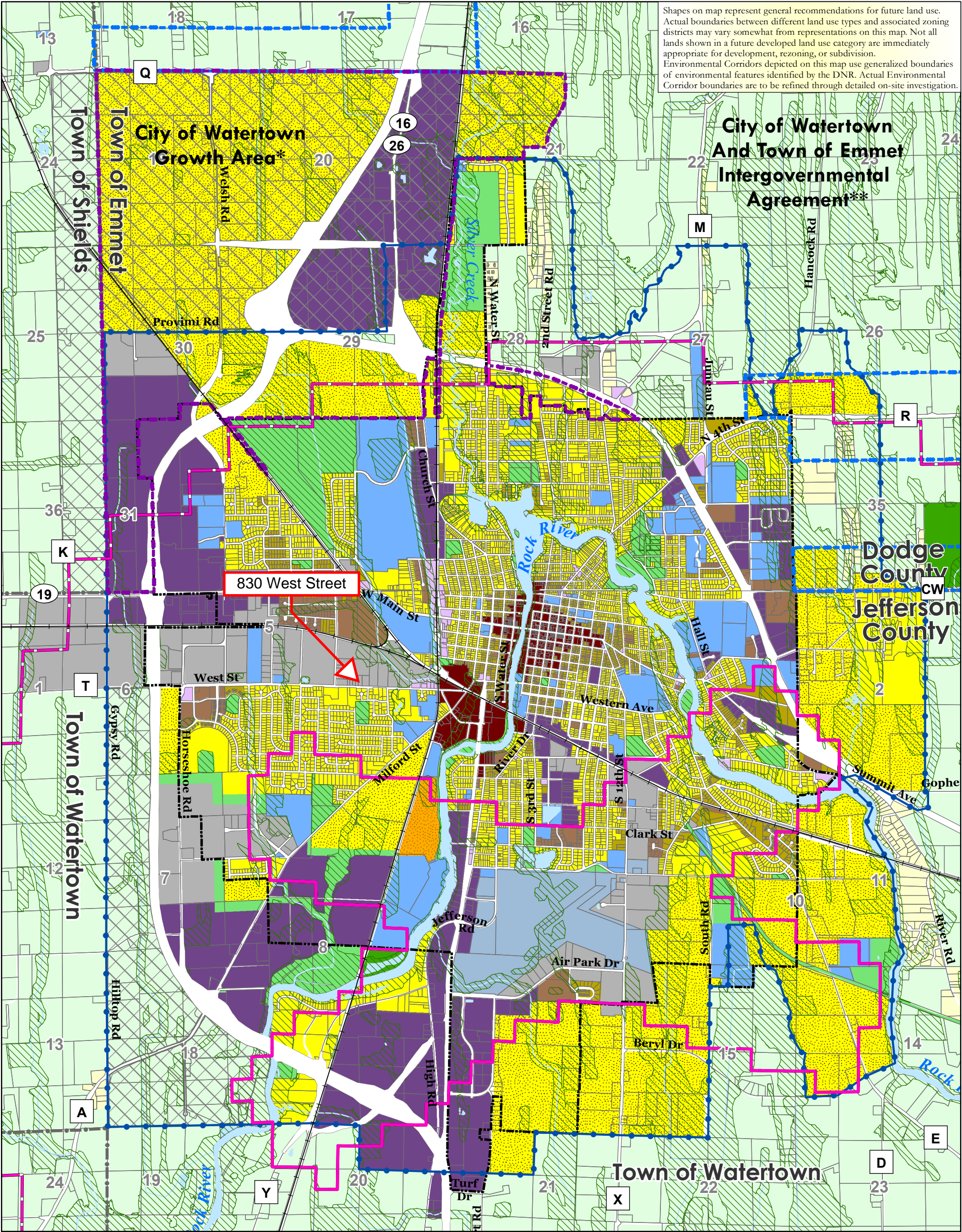
City of Watertown Geographic Information System

Scale: 1:2,053
SCALE BAR = 1"

Printed on: April 25,
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 inexactitudes occur during the compilation process. City of Watertown makes no warranty whatsoever concerning this information.

28



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



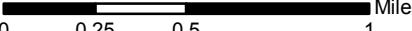
- City of Watertown
- Town Boundary
- Parcel
- Railroad
- Watertown Urban Service Area
- Watertown Long Range Growth Area

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



This is in regards to the zoning meeting on Monday May 12, 2025 for new structure for Nick and Jessica Schmidt at 830 West Street – Watertown, WI

Our concerns that new structure will be only for storage for camper, trailers, vehicles and race cars not storage for chemicals for there PJ'S Painting and remodel business

The lights on new structure to be not facing our house

Overhead doors on new structure will not be facing our house so not to get noise of race cars in out of structure

That the city ordinance be followed for noise and the lateness of noise

That of the need of extra electricity doesn't interfere more with our property (Example: dimming of our lights when maybe welder etc... being used next door)

We want to be a good neighbor and help make life easier for everyone while keeping the feel of a residential neighborhood as much as possible

Sincerely: Duane and Darlene Duddeck

834 West Street

Watertown, WI 53094

Received by
City of Watertown

MAY 05 2025

Bldg. Safety & Zoning
By: AMZ

BUILDING SAFETY & ZONING DIVISION
PLAN COMMISSION STAFF REPORT

TO: Plan Commission
DATE: May 12th, 2025
SUBJECT: 830 West Street, Conditional Use Permits - CUPs

A request by Nick and Jessica Schmidt 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 lot coverage for accessory structures; and exceeding the maximum height of an accessory structure. Parcel PIN(s): 291-0815-0513-005

SITE DETAILS:

Acres: 0.88 acres
Current Zoning: Single-Family Residential (SR-4)
Existing Land Use: Single-Family Home
Future Land Use Designation: Mixed Industrial

BACKGROUND AND APPLICATION DESCRIPTION:

The applicant is seeking approval of three Conditional Use Permits (CUPs) to allow for construction of a storage shed. The first CUP request is to exceed the 1,000 sq ft maximum for accessory structures. The existing barn is approximately 1,344 S.F. and the proposed shed (36x64) will be approximately 2,304 S.F. A detached garage of approximately 480 S.F. and a garden shed of approximately 63 S.F. also exist on the property. The garden shed is to be removed after the storage shed is constructed, resulting in a total of 3 accessory structures on the property. The total S.F. of accessory structures after the project is complete will be approximately 4,128 S.F.

The second CUP request is to exceed the maximum lot area coverage for accessory structures. The maximum area of the lot that can be covered by accessory structures in the Single-Family Residential (SR-4) is 10%. The existing residential lot consists of 38,332 S.F. of which 10% is 3,833 S.F. The square footage of the existing accessory structures that are to remain in addition to the proposed accessory structure (4,128 S.F.) would exceed 10% of the lot area requiring an exception to the maximum lot area coverage.

The third CUP request is to exceed the maximum height requirements for accessory structures. Within the Single-Family Residential (SR-4) Zoning District, the maximum allowed height of an accessory structure is 15 feet. The maximum height of the proposed shed would be 24ft 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 storage shed would be sided with the same charcoal gray rib panel siding and oak walnut garage doors as the existing barn.

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:

BUILDING SAFETY & ZONING DIVISION

PLAN COMMISSION STAFF REPORT

- A **conditional use permit** is required for:
 - Any combination of 'Residential Accessory Structures' that exceeds 1,000 square feet of gross floor area [per § 550-56C(1)(b)[1].
 - Any combination of 'Residential Accessory Structures' that exceeds the maximum accessory building coverage of the zoning district. [per § 550-56C(1)(b)[2].
- 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.

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.

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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.
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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.
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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.

BUILDING SAFETY & ZONING DIVISION
PLAN COMMISSION STAFF REPORT

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
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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

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 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 24ft.

STAFF RECOMENDATION:

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

ATTACHMENTS:

- Application materials.

Good afternoon,

We are writing this to request a conditional use permit be granted to put up another post framed building. We are requesting to add a building to the north side of the existing barn, which we would propose being ~ 36'x64'x24'. In 2021 we resided the entire existing barn, and put in new Oak Walnut insulated garage doors, modernizing it to make it look nice (photos attached). We recently (2022-2023) put an addition on our existing 100 plus year old home, and remodeled the entire existing home, matching the barn. (photos attached) The proposed additional building would match the existing barn, as well as the house-being sided in the same pro rib steel panel siding (charcoal gray) that is on the current barn along with the matching Oak Walnut insulated garage doors. This request is asked because our family is very big into local stock car racing, and is requesting this additional building to give us more space to store our race cars, camper, and trailers we have for racing. We are asking that you would consider granting us the conditional use permit to exceed the allowed amount.

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We appreciate your time, and look forward to hearing from you.

Jessica & Nick Schmidt

262-305-1557

Current barn:

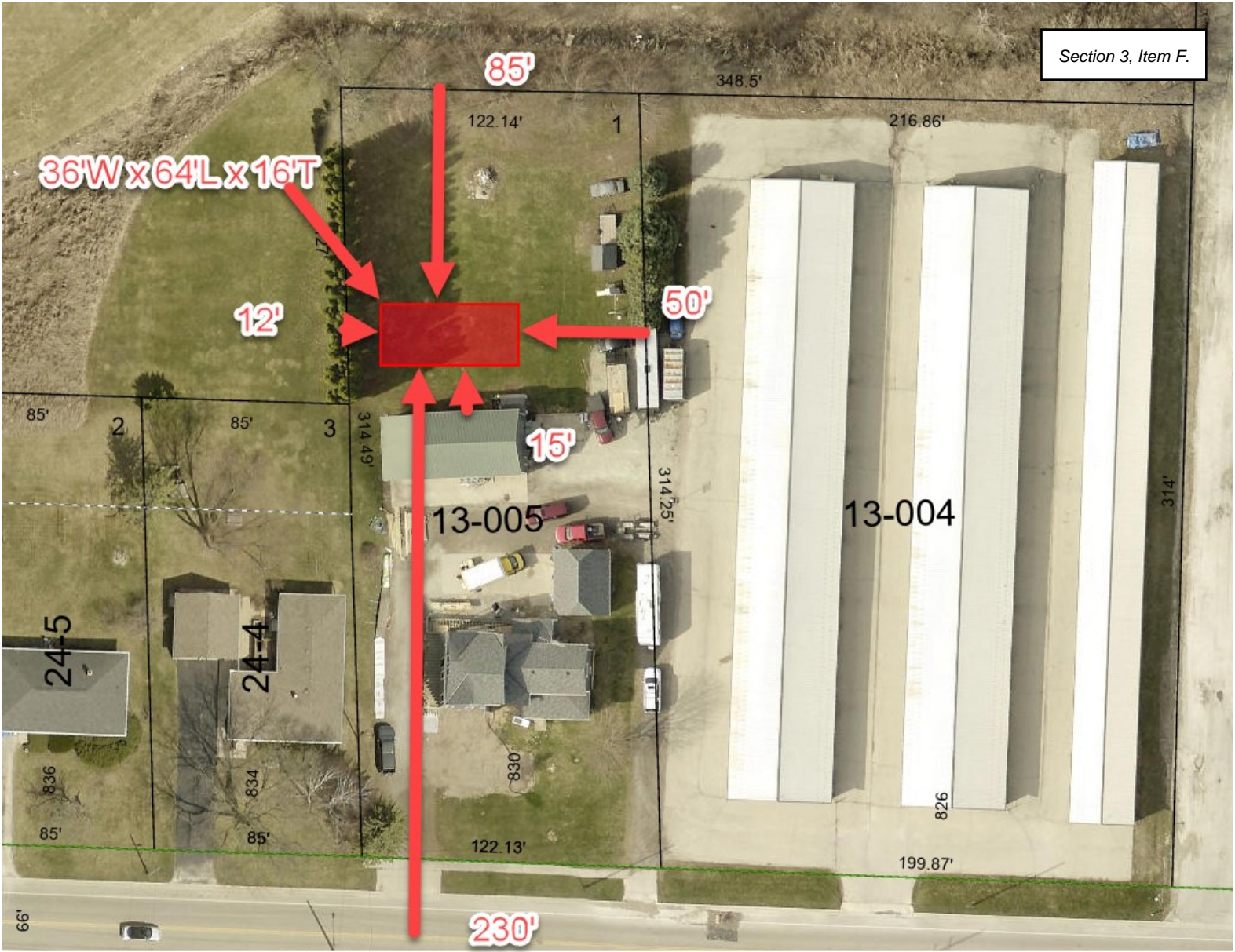


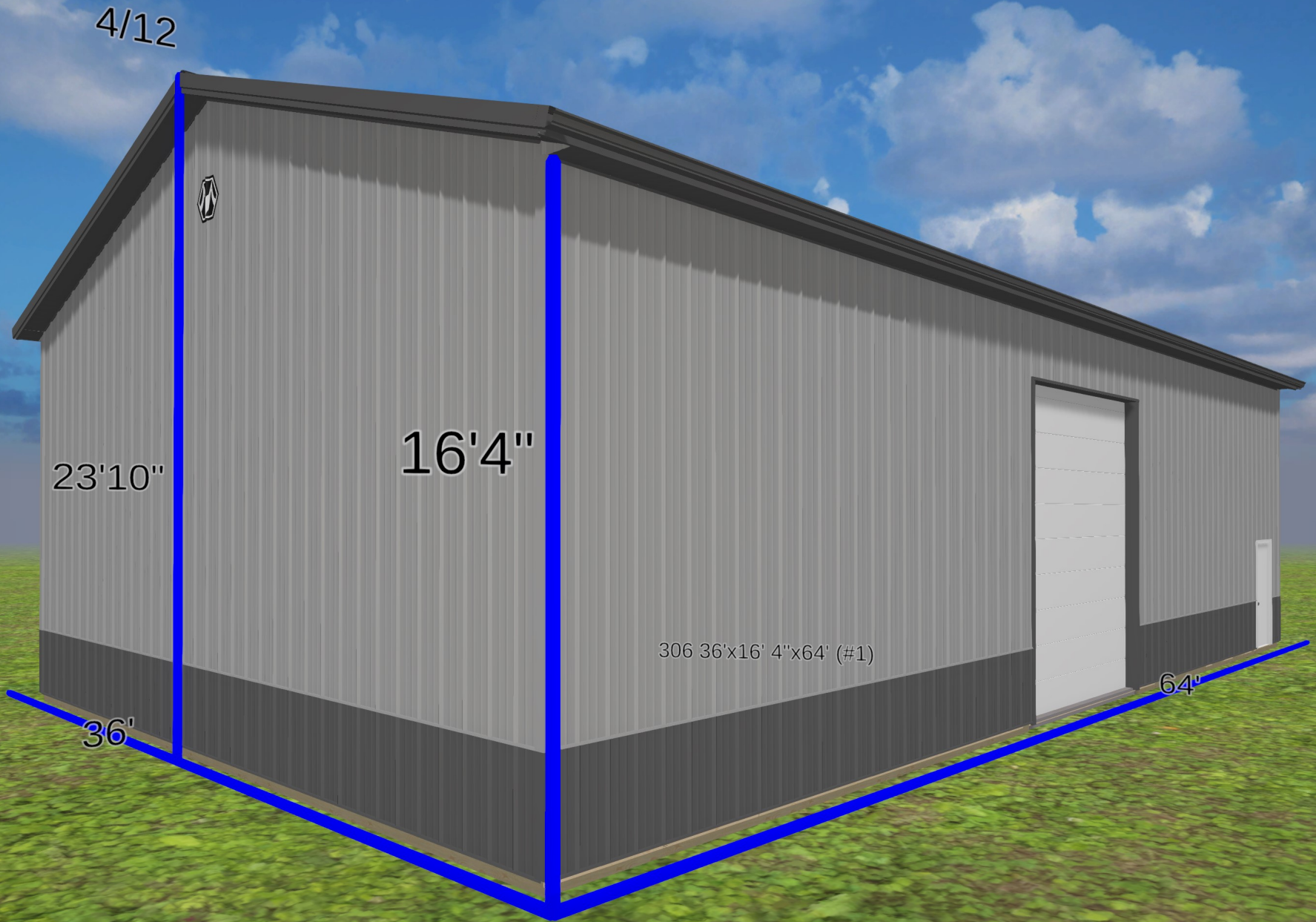
Front of house:

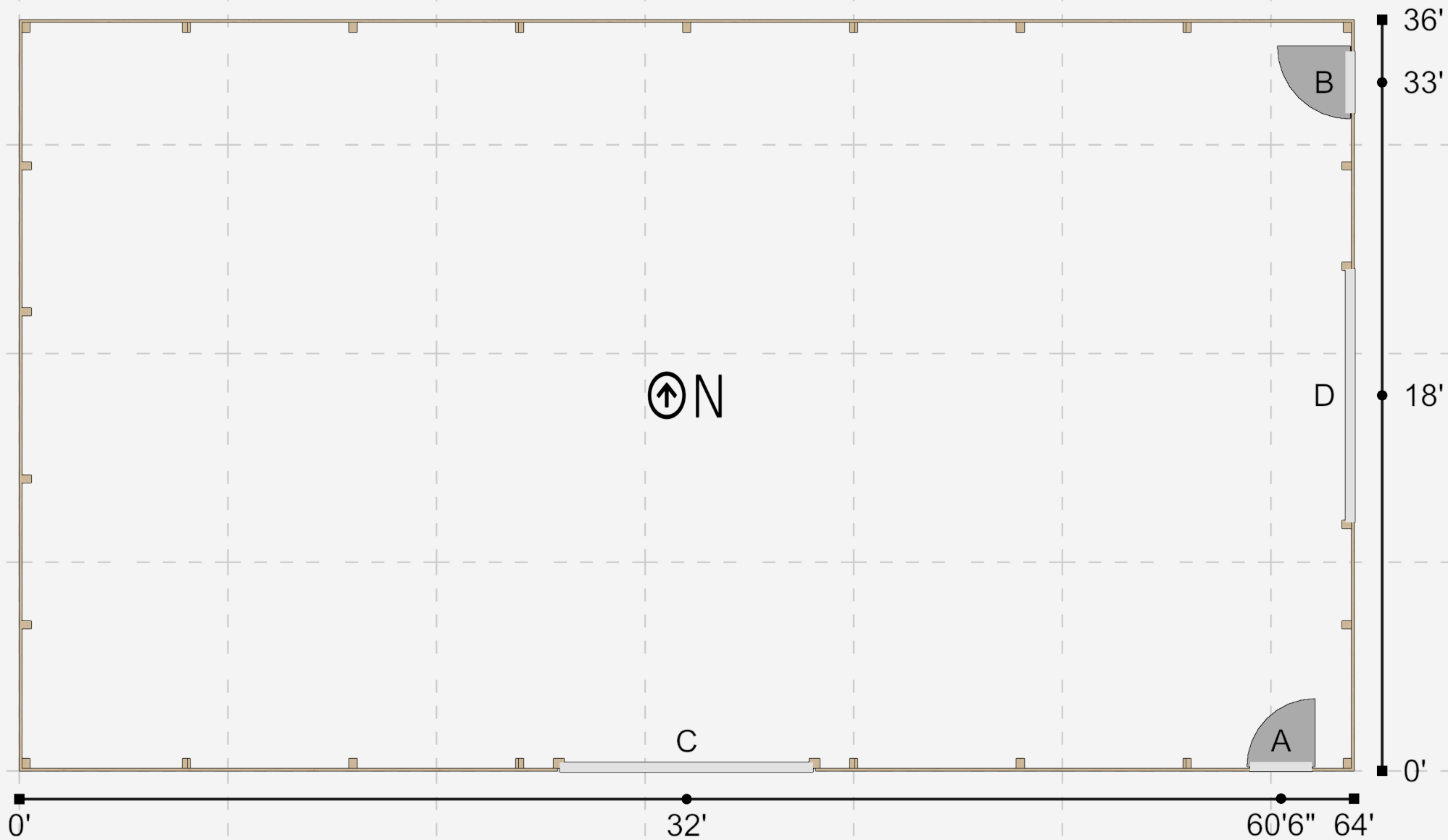


Rear of house:

















City Boundary



Parcel Boundary



Address Points



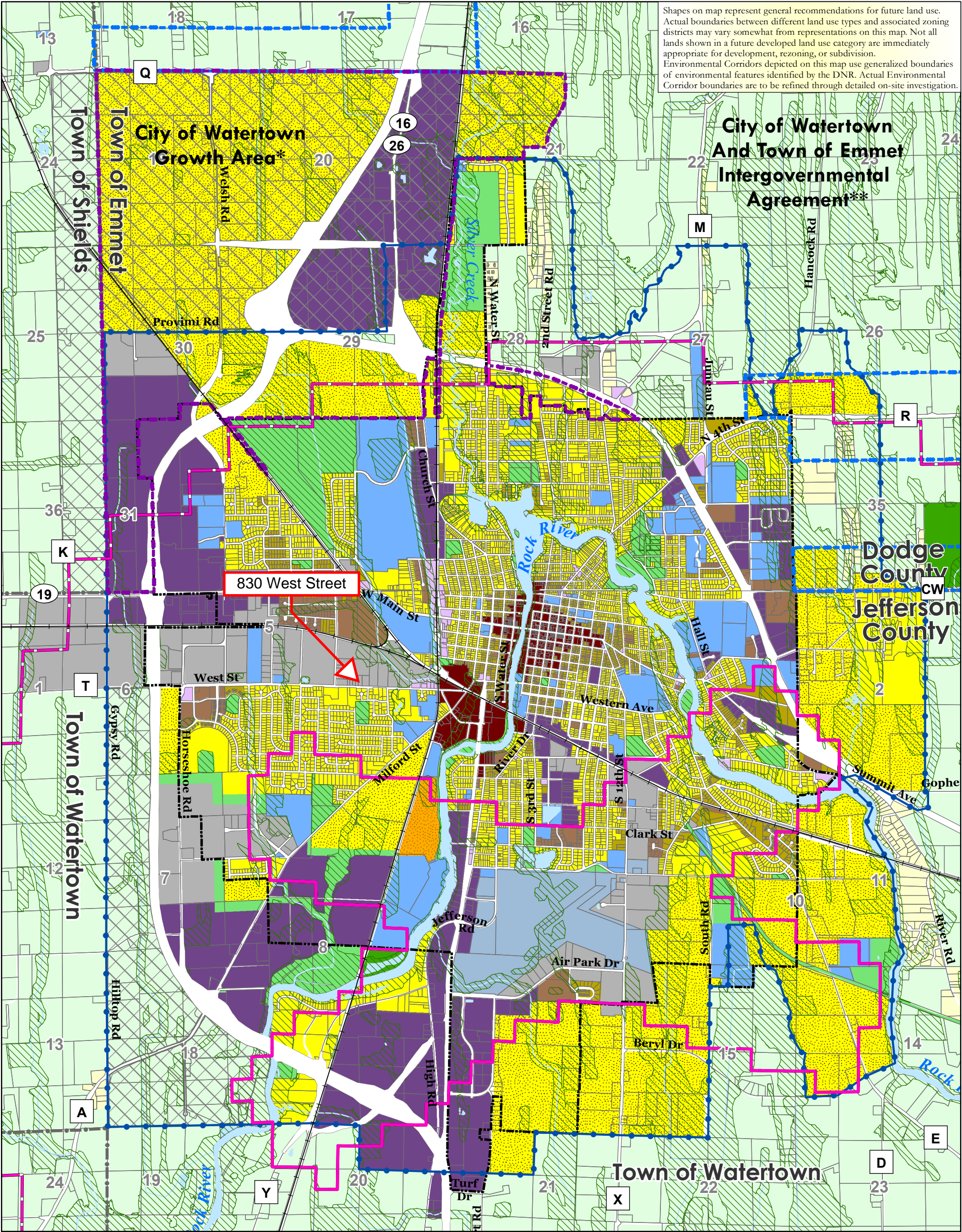
THE CITY OF
WATERTOWN
Opportunity runs through it.

City of Watertown Geographic Information System

Scale: 1:2,053 Printed on: April 25, 2024
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 interest inaccuracies occur during the compilation process. City of Watertown makes no warranty whatsoever concerning this information.

40



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

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

TO: Plan Commission
DATE: May 12th, 2025
SUBJECT: N8505 Highland Road - Extraterritorial Certified Survey Map (CSM)

A request by Duane and Debora Strauss to create a one lot Certified Survey Map (CSM) within the City of Watertown 3-mile extraterritorial plat review jurisdiction. Parcel PIN(s): 032-0815-1744-000

SITE DETAILS:

Parent Parcel Acres: 21.25
Proposed Lot Size(s): Lot 1 – 1.2 acres.
Jurisdiction: Town of Watertown

BACKGROUND & APPLICATION DESCRIPTION:

The applicant is proposing to create a one lot Certified Survey Map with road access to Highland Road. The purpose of the land division is to split the existing home from the larger parent parcel.

STAFF EVALUATION:

The proposed lot is located within the Airport Approach Protection Zone with a maximum elevation of 968 feet above mean sea level for all buildings and vegetation. A note indicating this elevation has been added to the CSM. Highland Road is not identified in the 2019 City of Watertown Comprehensive Plan as having an expanded ROW. The existing 66 ft ROW is adequate for this location.

PLAN COMMISSION OPTIONS:

The following possible options for the Plan Commission:

1. Deny the preliminary extraterritorial CSM.
2. Approve the preliminary extraterritorial CSM without conditions.
3. Approve the preliminary CSM with other conditions as identified by the Plan Commission:
 - Correct the signature page on the CSM to include correct signature lines for the Mayor and City Clerk.

STAFF RECOMMENDATION:

- Staff recommends approval of the CSM with conditions.

ATTACHMENTS:

- Application materials.

43

JEFFERSON COUNTY PRELIMINARY REVIEW FOR CERTIFIED SURVEY

A Division of land located in the SE 1/4 of the SE 1/4 of Section 17, Township 8 N, Range 15 E,
Town of Watertown, Jefferson County, Wisconsin, on Parcel Number 032-0815-1744-000

Owner: Duane & Deborah Strauss
Address: N8505 Highland Road
Watertown, WI 53094
Phone: 920 342-9231

Date Submitted: _____

Revised: _____

Surveyor: **SOUTHWEST**
SURVEYING & ASSOCIATES, Inc.
W1065 COUNTY ROAD CI, HELENVILLE, WI. 53137
262-495-4910
920-674-4884

Note to Be Placed on Final CSM

Petition # _____ Zoning _____

Check for subsequent zoning
changes with Jefferson County
Zoning Department.

- ☒ Rezoning
- ☐ Allowed Division within Existing Zone
- ☐ Farm Consolidation
- ☐ 35+ Acre Lot in A-1 Zone
- ☐ Survey of Existing Parcel

Intent and Description of Parcel to be Divided:
Create one 1.2± Acre Net (without road R.O.W.) R-2 zoned rural
residential parcel.



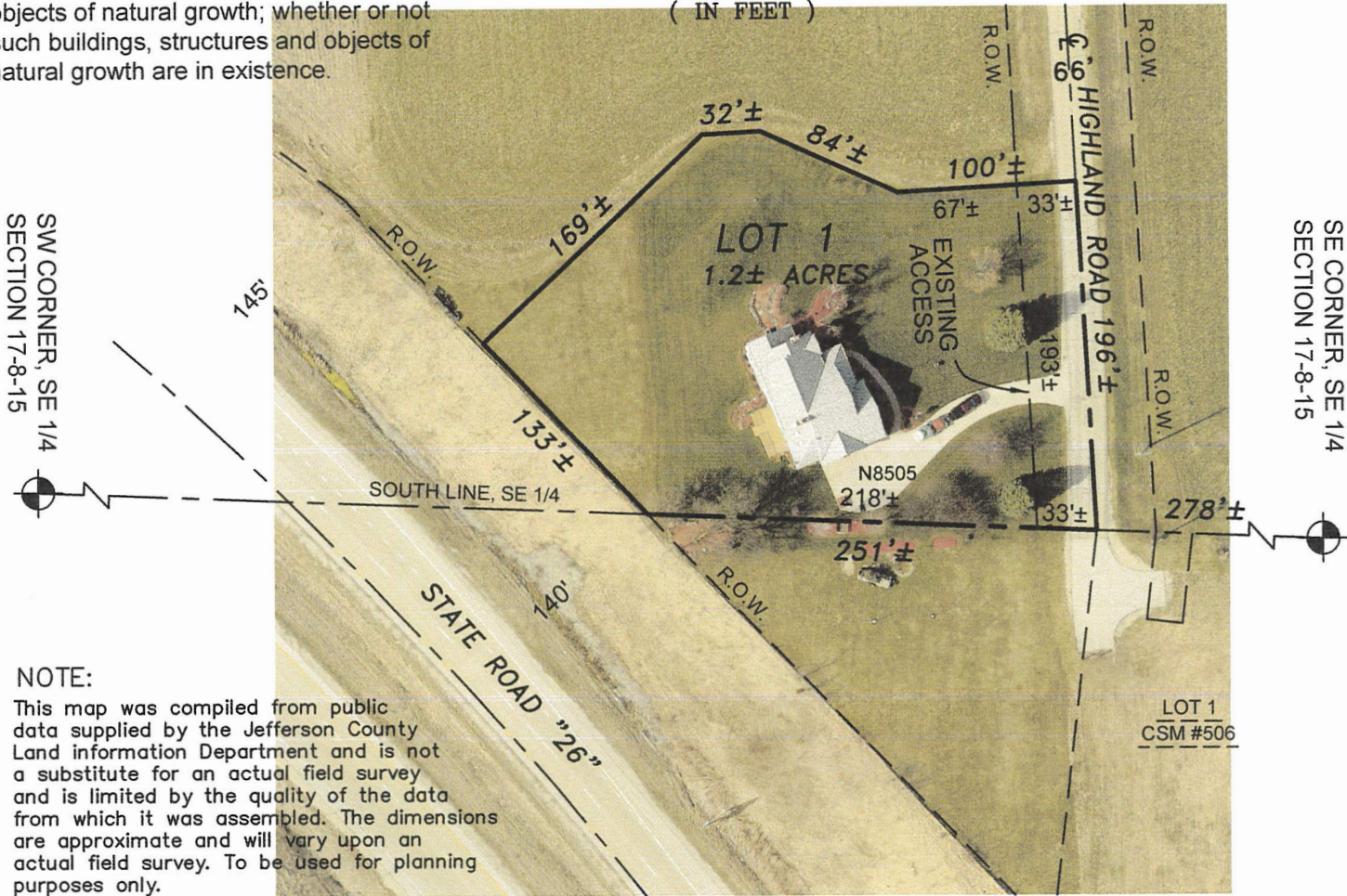
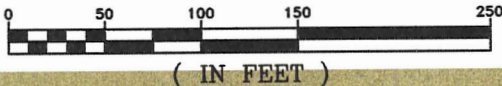
In addition to the info required by Sec
236.34 of State Statutes, Sec. 15.04(f) of
the Jefferson County Land
Division/Subdivision Ordinance requires
that the following be shown:

- ☐ Existing buildings, watercourses,
drainage ditches and other features
pertinent to the proper division.
- ☐ Location of access to a public
road, approved by the agency having
jurisdiction over the road.
- ☐ All lands reserved for future public
acquisition.
- ☐ Date of the map.
- ☐ Graphic Scale.

NOTE:

Lot 1 has an Airport Protection Zone
elevation limit of 968 feet above sea mean
level for all buildings, structures and
objects of natural growth; whether or not
such buildings, structures and objects of
natural growth are in existence.

GRAPHIC SCALE



NOTE:

This map was compiled from public
data supplied by the Jefferson County
Land information Department and is not
a substitute for an actual field survey
and is limited by the quality of the data
from which it was assembled. The dimensions
are approximate and will vary upon an
actual field survey. To be used for planning
purposes only.

Town Board Approval _____
(Includes Access Approval If Applicable)

Date: _____

County Highway Approval _____
(If Applicable)

Date: _____

Extraterritorial Approval _____
(If Applicable)

Date: _____

County Surveyor Approval _____

Date: _____

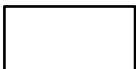
Zoning Office Approval _____

Date: _____

SHEET 1 OF 1
DATE: April 15, 2025
JOB NO: S-225113



City Boundary



Parcel Boundary



Address Points



City of Watertown Geographic Information System

Scale: 1:5,702

SCALE BAR = 1"

Printed on: April 28,

Author:

45

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

TO: Plan Commission
DATE: May 12th, 2025
SUBJECT: N886 Barry Road - Extraterritorial Certified Survey Map (CSM)

A request by Todd Blank to create a one lot Certified Survey Map (CSM) within the City of Watertown 3-mile extraterritorial plat review jurisdiction. Parcel PIN(s): 040-0914-2622-000

SITE DETAILS:

Parent Parcel Acres: 16.28
Proposed Lot Size(s): Lot 1 – 5.1 acres.
Jurisdiction: Town of Shields

BACKGROUND & APPLICATION DESCRIPTION:

The applicant is proposing to create a one lot Certified Survey Map with road access to Barry Road. The purpose of the land division is to create a lot for a new home.

STAFF EVALUATION:

The proposed lot is not located within the Airport Approach Protection Zone. Barry Road is not identified in the 2019 City of Watertown Comprehensive Plan as having an expanded ROW. The existing 66 ft ROW is adequate for this location.

PLAN COMMISSION OPTIONS:

The following possible options for the Plan Commission:

1. Deny the preliminary extraterritorial CSM.
2. Approve the preliminary extraterritorial CSM without conditions.
3. Approve the preliminary CSM with other conditions as identified by the Plan Commission:
 - Correct the signature page on the CSM to include correct signature lines for the Mayor and City Clerk.

STAFF RECOMMENDATION:

- Staff recommends approval of the CSM with conditions.

ATTACHMENTS:

- Application materials.

DODGE COUNTY CERTIFIED SURVEY MAP

SURVEYOR'S CERTIFICATE:

I, Mark R. Tomashek, Professional Land Surveyor of the State of Wisconsin, do hereby certify that I have made a survey for Todd Blank, owner, of a part of Lot 1 of Certified Survey Map Number 6313 as recorded in Volume 42 of C.S.M.'s on Pages 297 and 298 as Document Number 1114058 being located in a part of the Southwest 1/4 of the Northwest 1/4 and a part of the Northwest 1/4 of the Northwest 1/4 of Section 26, Town 9 North, Range 14 East, Town of Shields, Dodge County, Wisconsin, being more particularly described as follows:

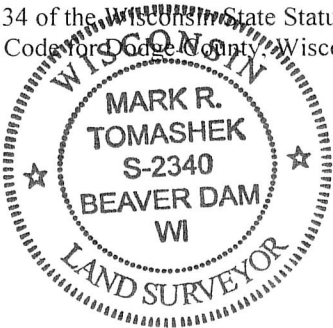
Commencing at the West 1/4 corner of Section 26; thence N.0°52'13"W along the west line of the Northwest 1/4 line of Section 26 and the centerline of Barry Road, 814.33 feet to the Point of BEGINNING; thence continuing N.0°52'13"W. along said west line and centerline, 640.00 feet; thence S.89°08'43"E., 380.41 feet to the east line of Lot 1 of Certified Survey Map Number 6313; thence S.0°52'13"E. along said east line, 640.00 feet to the south line of Lot 1 of Certified Survey Map Number 6313; thence N.89°08'43"W. along said south line, 380.41 feet to the Point of BEGINNING.

Said parcel contains 243,353 square feet or 5.587 acres more or less and is subject to any easements of record.

I further certify that this map is a correct representation of all exterior boundaries and interior divisions thereof according to official records and that I have complied with the provisions of Chapter 236.34 of the Wisconsin State Statutes, the Subdivision Ordinance for the Town of Shields and the Subdivision Ordinance of the Land Use Code for Dodge County, Wisconsin in surveying and mapping the same to the best of my knowledge and belief.

Dated this 21ST day of APRIL, 2025

Mark R. Tomashek WI PLS S-2340 at Beaver Dam, WI



DODGE COUNTY CERTIFICATE:

DODGE COUNTY LAND RESOURCES AND PARKS DEPARTMENT:

This land division is hereby approved by Dodge County on this _____ day of _____, 2025.

Dodge County Land Use Administrator or Designee

Printed Name
LRP Activity Number _____

TOWN OF SHIELDS CERTIFICATE:

This Certified Survey Map is hereby approved for recording and accepted by the Town of Shields on this 2nd day

of May, 2025.

Neale A. Jensen
Authorized Representative (Title)

Authorized Representative(if needed)

CITY OF WATERTOWN EXTRATERRITORIAL REVIEW CERTIFICATE:

This Certified Survey Map is hereby approved by the City of Watertown Extraterritorial Review on this _____ day

of _____, 2025.

Authorized Representative (Title)

Authorized Representative (if needed)

OWNER'S CERTIFICATE:

As owners of the land represented on this survey, we hereby certify that we caused the lands to be surveyed, divided, mapped and granted (if any) in accordance with the provisions of Chapter 236 of the Wisconsin State Statutes, the Dodge County Land Use Code and the Town of Shields Subdivision Ordinance, Wisconsin.

Todd Blank
Todd L Blank

Kandice Blank
Kandice Blank

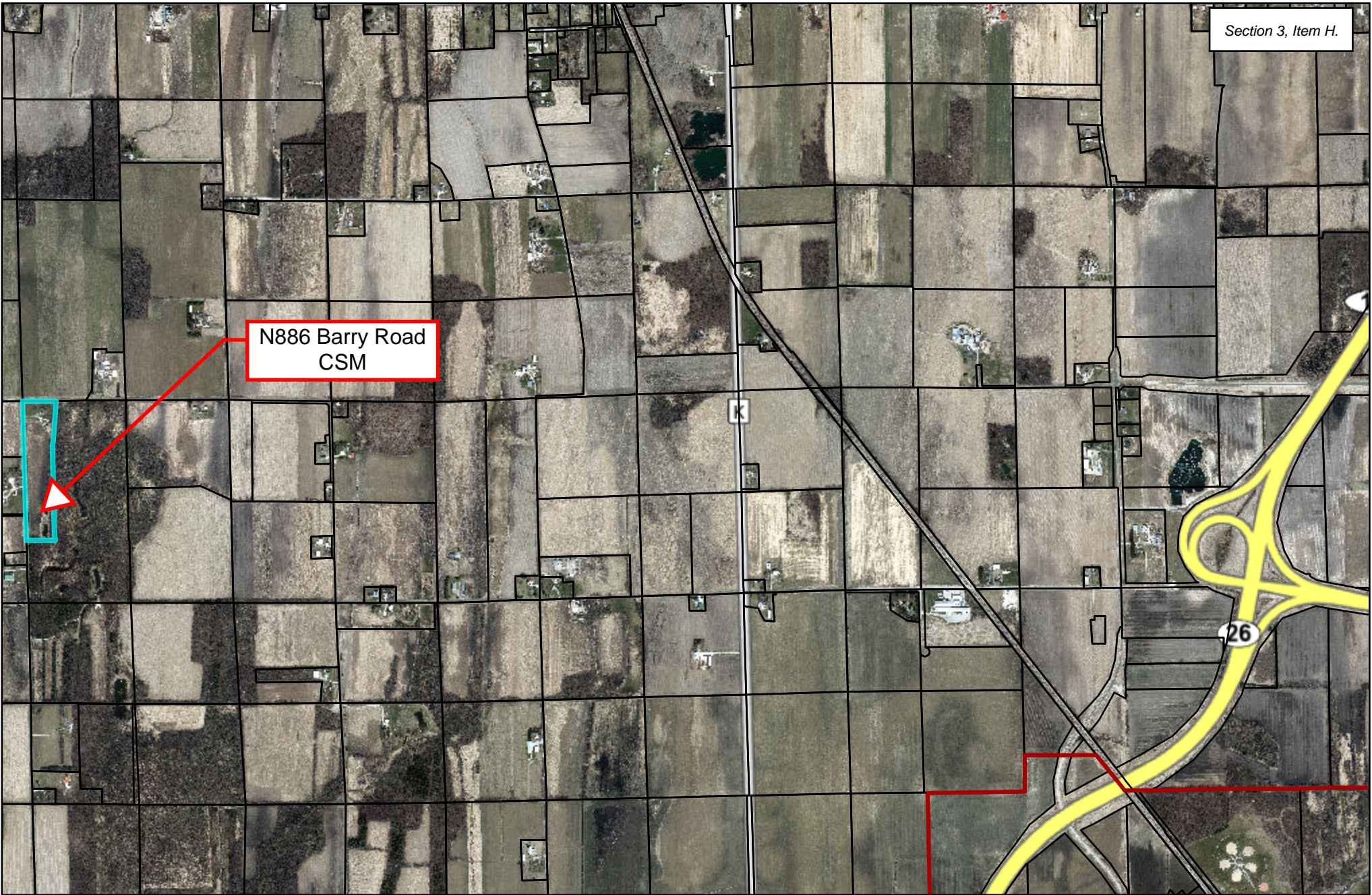
State of Wisconsin ss
DODGE County

Personally came before me this 1ST day of May, 2025 the above named owners known to me to be the persons who executed the foregoing instrument and acknowledge the same.

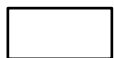
My commission expires July 15, 2027
Notary Public

New Frontier Land Surveying LLC
P.O. Box 576 Beaver Dam, Wisconsin 53916
Job No. 25-1326
Sheet 2 of 2 Sheets





City Boundary



Parcel Boundary



City of Watertown Geographic Information System

Scale: 1:20,277 Printed on: May 5, 2011

SCALE BAR = 1" Author:

DISCLAIMER: This map is not a substitute for an actual field survey or onsite inspection. The accuracy of this map is limited to the quality of the records from which it was derived. Other inherent 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: May 12th, 2025
SUBJECT: Public Hearing Comment Review and a Recommendation to Council – Rezoning

Public Hearing Comment Review and a Recommendation to Council for a rezoning requested by Keith Kindred, agent for Greg Loos - Greemar LLC, on a parcel located at 848 Milford St, Watertown, WI. Parcel PIN(s): 291-0815-0741-061.

SITE DETAILS:

Acres: 20.0 acres (parent parcel)
Current Zoning: Single-Family Residential (SR-4) Zoning District
Existing Land Use: Vacant
Future Land Use Designation: Planned Neighborhood

BACKGROUND & APPLICATION DESCRIPTION:

The applicant is proposing to change the current zoning designation from the Single-Family Residential (SR-4) Zoning District to the Two-Family Residential (TR-6) Zoning District for 14 Twin Home lots in the proposed Edge Field Subdivision Plat. The 14 proposed lots will be paired up to construct 7 Twin Homes with a shared zero lot line wall. The lot numbers of the lots proposed for rezoning include: 11,12, 17,18, 31, 32, 33, 34, 35, 36, 37,38, 41, & 42.

STAFF EVALUATION:

Land Use and Zoning:

Nearby Future Land Use designations include Single-Family Residential to the north and east, with Planned Mixed Use to the east across Milford St/CTH A. Parks and Recreational Future Land Use exist to the south and west.

Nearby Zoning includes the Single-Family Residential (SR-4) Zoning District to the north and east, with the Planned Office and Institutional (PO) Zoning District to the east across Milford St/CTH A. The current City limits are located to the south and west.

Zoning Code

The zoning code requires the Plan Commission to review rezoning requests and make a recommendation to the Common Council.

Per Section § 550-141G:

G. Review and recommendation by the Plan Commission. The Common Council shall not make an amendment to the Official Zoning Map without allowing for a recommendation from the Plan Commission per the provisions of this subsection.

- (1) Within 60 days after the public hearing (or within an extension of said period requested in writing by the applicant and granted by the Plan Commission), the Plan Commission shall make a written report to the Common Council stating its findings regarding Subsection D above and its recommendations regarding the application as a whole. Said report shall include a formal finding of facts developed and approved by the Plan Commission concerning the requirements of Subsection D(3)(a) through (c).*
- (2) If the Plan Commission fails to make a report within 60 days after the filing of said complete application [and in the absence of an applicant-approved extension per Subsection G(1) above], then the Common Council may act on the application within 30 days after the expiration of said sixty-day period. Failure to receive said written report from the Plan Commission per Subsection G(1) above shall not invalidate the proceedings or actions of the Common Council.*
- (3) If the Plan Commission recommends approval of an application, it shall state in the minutes or in a subsequently issued written decision its conclusion and any finding of facts supporting its conclusion as to the following: that the potential public benefits of the proposed amendment outweigh any and all potential adverse impacts of the proposed amendment, as identified in Subsection D(3)(a) through (c) above, after taking into consideration the proposal by the applicant.*

BUILDING SAFETY & ZONING DIVISION
PLAN COMMISSION STAFF REPORT

PUBLIC HEARING COMMENT:

Public comments from the May 6th , 2025 Public Hearing before the Common Council, if any, are attached.

OPTIONS:

The following are possible options for the Plan Commission:

1. Negative recommendation of the Rezoning to Common Council.
2. Positive recommendation of Rezoning to Common Council.
3. Positive recommendation of the Rezoning to Common Council, with conditions identified by the Plan Commission:
 - The Edge Field Final Plat is approved by the Common Council.

STAFF RECOMMENDATION:

- Staff recommends a positive recommendation of the rezoning to the Common Council with conditions.

ATTACHMENTS:

- Application materials.

REZONE EXHIBIT

Section 3, Item 1.

I, Keith A. Kindred, Professional Land Surveyor hereby certify;

That I have surveyed, divided, mapped and dedicated part of the Northeast 1/4 of the Southeast 1/4 of Section 7, Township 8 North, Range 15 East, in the City of Watertown, Jefferson County, Wisconsin, more particularly described as follows;

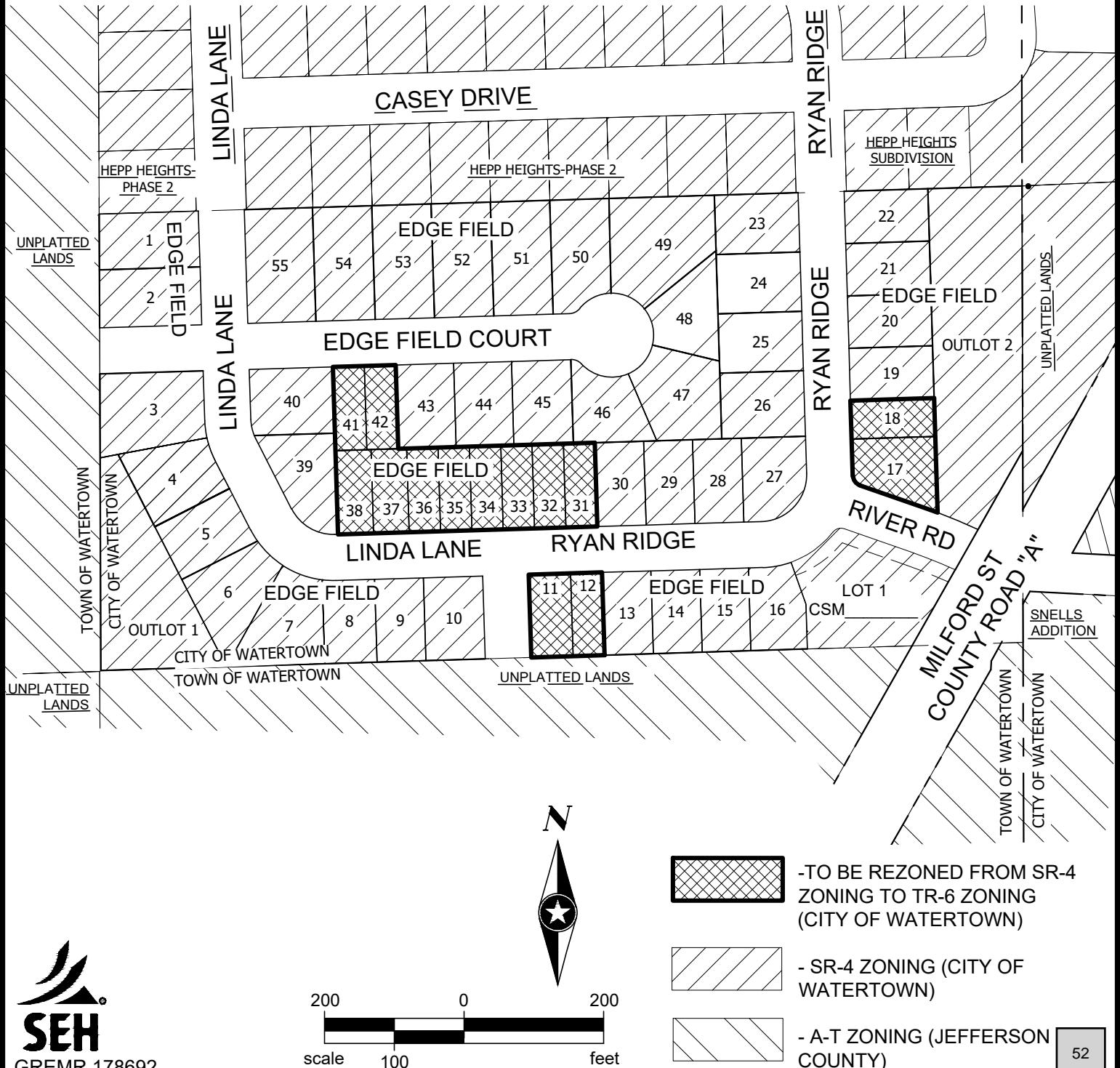
All of Lots 11, 12, 17, 18, 31, 32, 33, 34, 35, 36, 37, 38, 41 and 42, in Edge Field;

Said lands contain 84,769 Square Feet, 1.95 Acres.

LAND OWNERS
GREMAR LLC

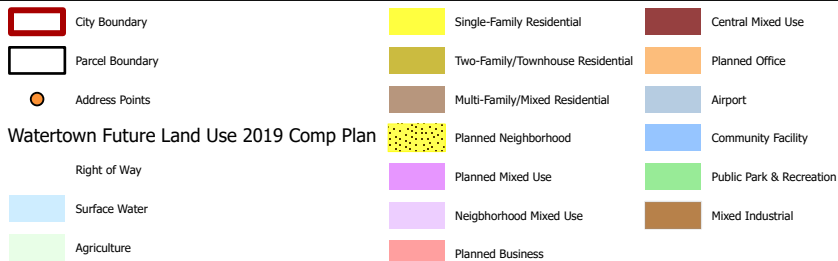
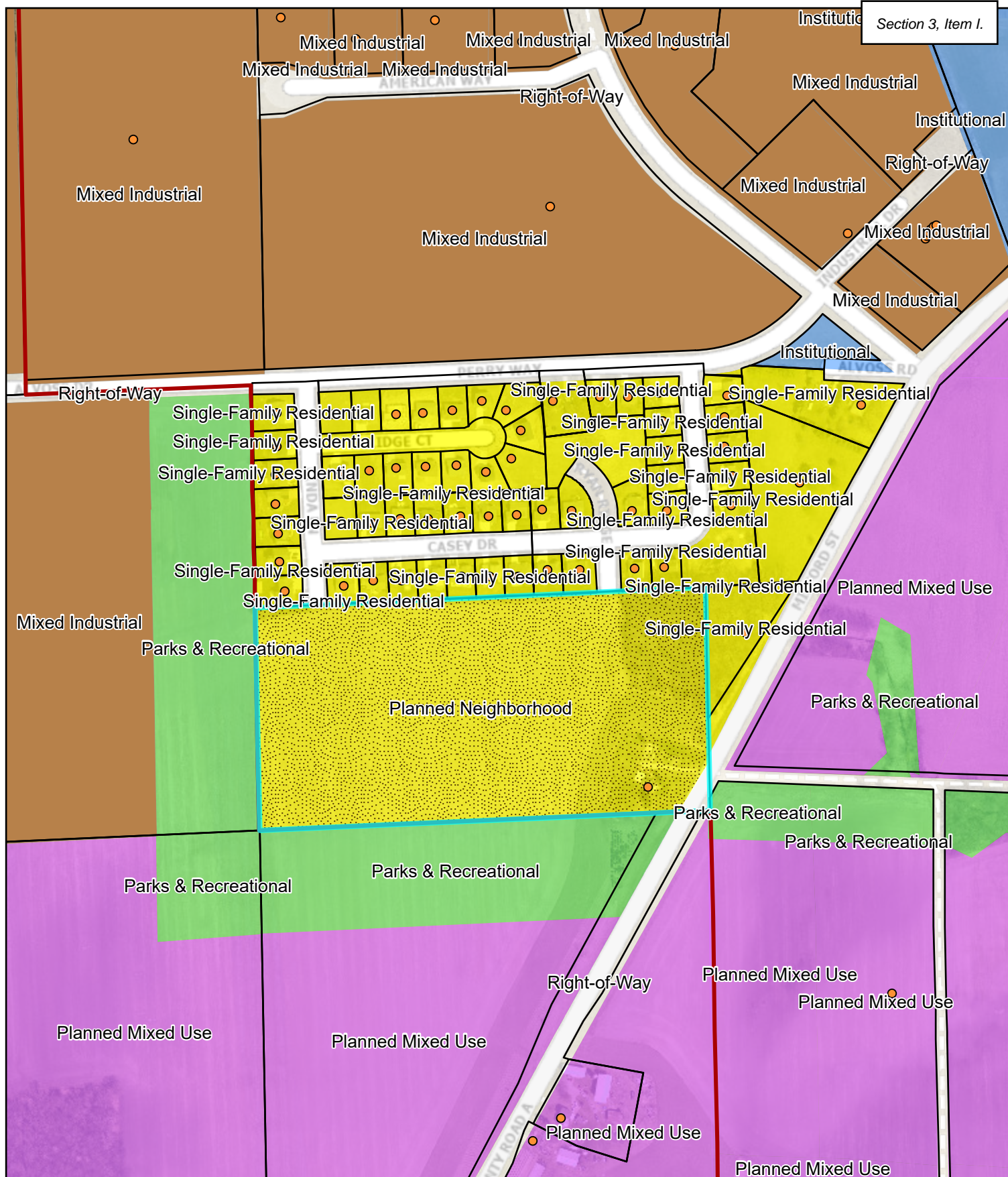
SUBDIVIDER
GREMAR, LLC
435 VILLAGE WALK LANE 2A
JOHNSON CREEK, WI 53038
920-543-5403

SURVEYOR
KEITH A. KINDRED, PLS S-2082
SEH INC., 501 MAPLE AVE.
DELAFIELD, WI 53018
KKINDRED@SEHINC.COM



Edge Field Plat - Future Land Use

Section 3, Item 1.



City of Watertown Geographic Information System

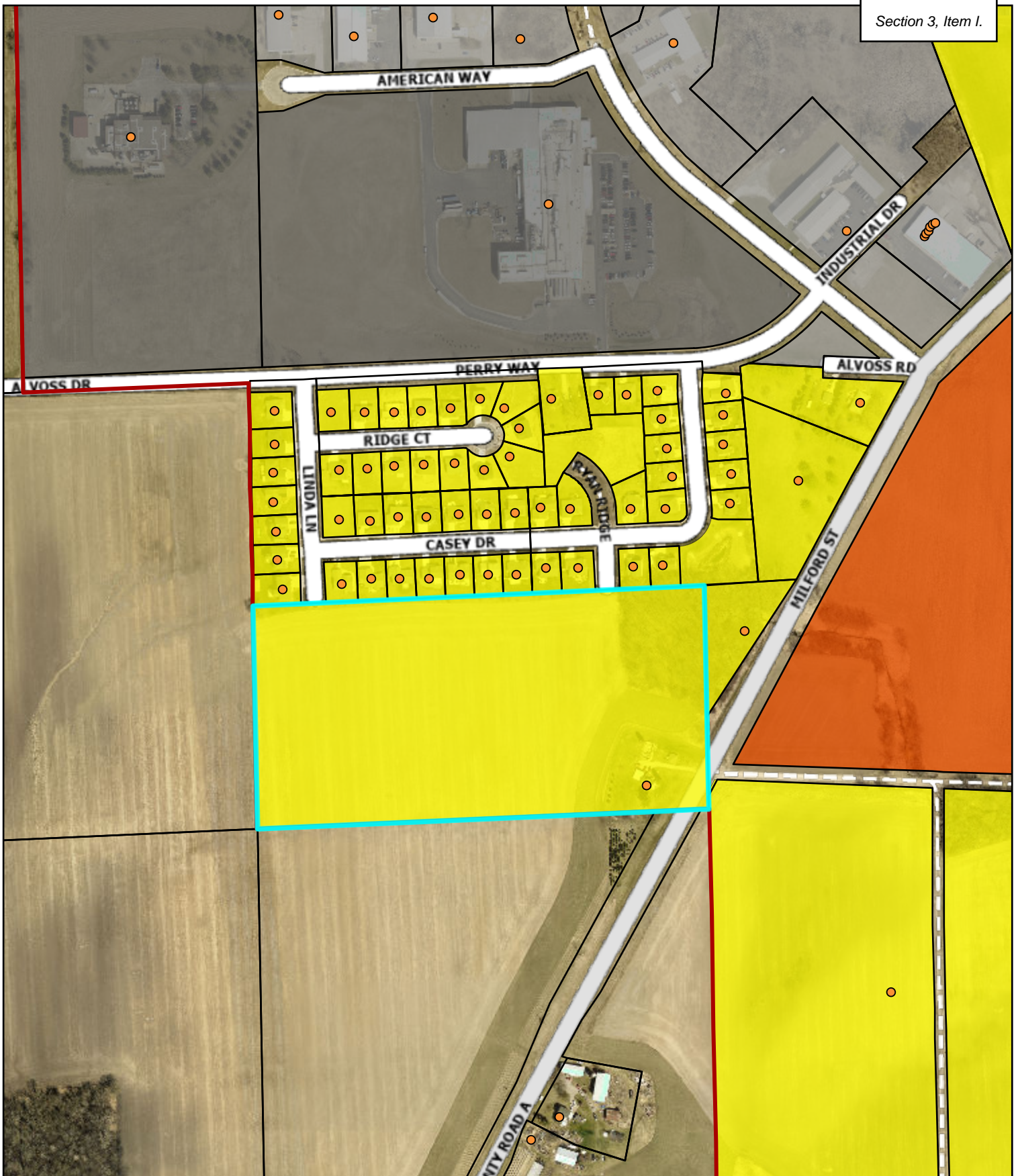
Scale: 1:4,522

SCALE BAR = 1"

Printed on: March 3
Author:

53

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



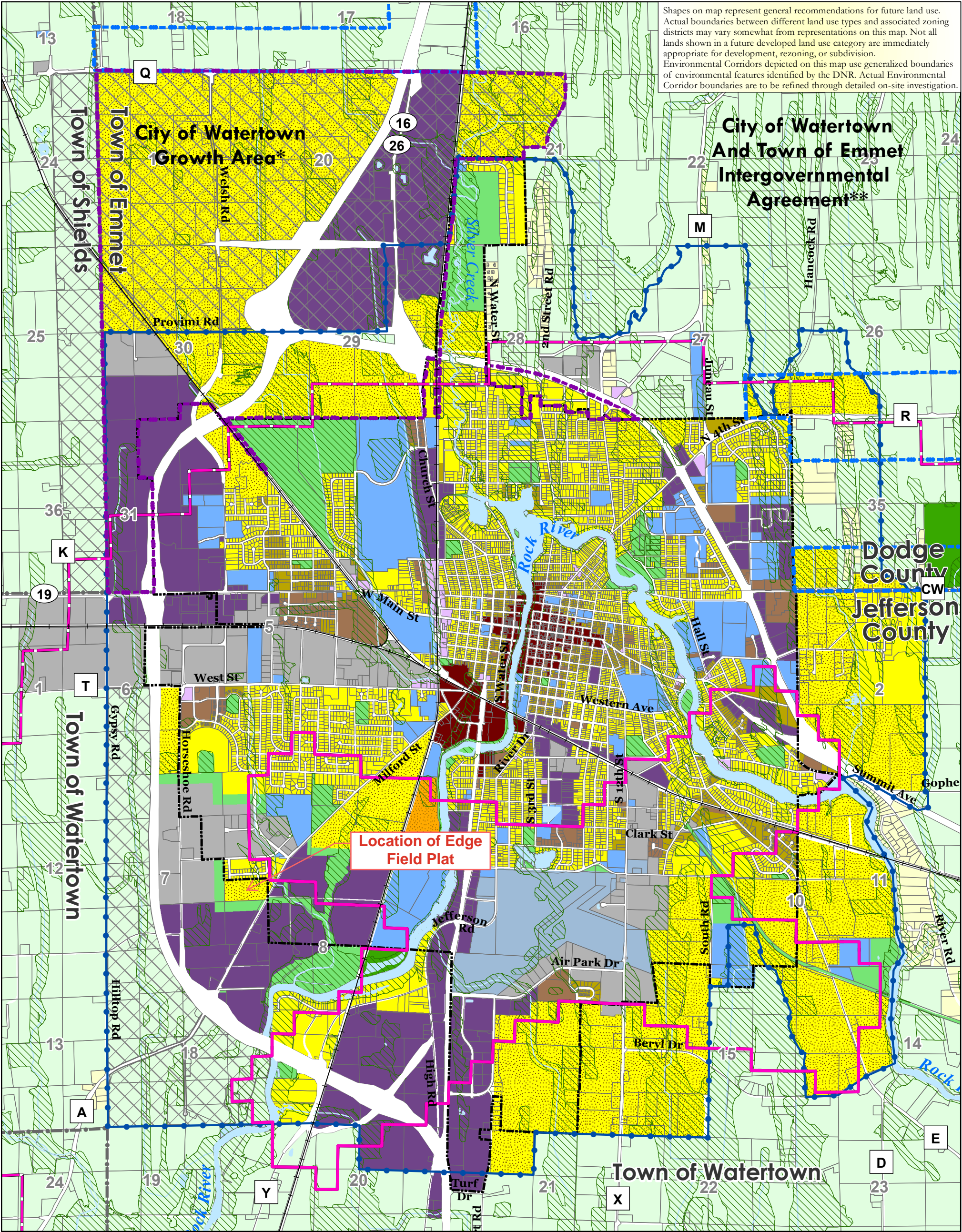
City Boundary	Multi-Family Residential-8	Neighborhood Business	Heavy Industrial
Parcel Boundary	Multi-Family Residential-10	Planned Business	Conditional Use
Address Points	Senior Residential	General Business	Multiple Zoning
Base Zoning			
Single-Family Residential-4	Planned Office And Institutional	Central Business District	Unknown
Two-Family Residential-6	Neighborhood Office	Planned Industrial	General Industrial

THE CITY OF WATERTOWN
Opportunity runs through it.

City of Watertown Geographic Information System

Scale: 1:4,522 Printed on: March 3
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.



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

Location of Edge
Field Plot

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

ORDINANCE TO
AMEND CHAPTER 550
OFFICIAL ZONING MAP OF THE CITY OF WATERTOWN

SPONSOR: MAYOR STOCKS
FROM: PLAN COMMISSION WITH POSITIVE RECOMMENDATION

THE COMMON COUNCIL OF THE CITY OF WATERTOWN DOES ORDAIN AS FOLLOWS:

SECTION 1. A portion of the following described property, City of Watertown, Jefferson County, Wisconsin is hereby altered and changed from Single-Family Residential (SR-4) Zoning District to Two-Family Residential (RT-6) Zoning District classifications as follows (Exhibit A):

Part of the Northeast ¼ of the Southeast ¼ of Section 7, Township 8 North, Range 15 East, in the City of Watertown, Jefferson County, Wisconsin, more particularly described as follows:

All of Lots 11, 12, 17, 18, 31, 32, 33, 34, 35, 36, 37, 38, 41 and 42 in Edge Field Plat. Said lands contain 84,769 square feet, 1.95 Acres.

SECTION 2. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 4. This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	May 20, 2025		June 3, 2025	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
BERG				
BARTZ				
BLANKE				
SMITH				
ARNETT				
WETZEL				
MOLDENHAUER				
MAYOR STOCKS				
TOTAL				

ADOPTED _____

CITY CLERK

APPROVED _____

MAYOR

REZONE EXHIBIT

Section 3, Item 1.

I, Keith A. Kindred, Professional Land Surveyor hereby certify;

That I have surveyed, divided, mapped and dedicated part of the Northeast 1/4 of the Southeast 1/4 of Section 7, Township 8 North, Range 15 East, in the City of Watertown, Jefferson County, Wisconsin, more particularly described as follows;

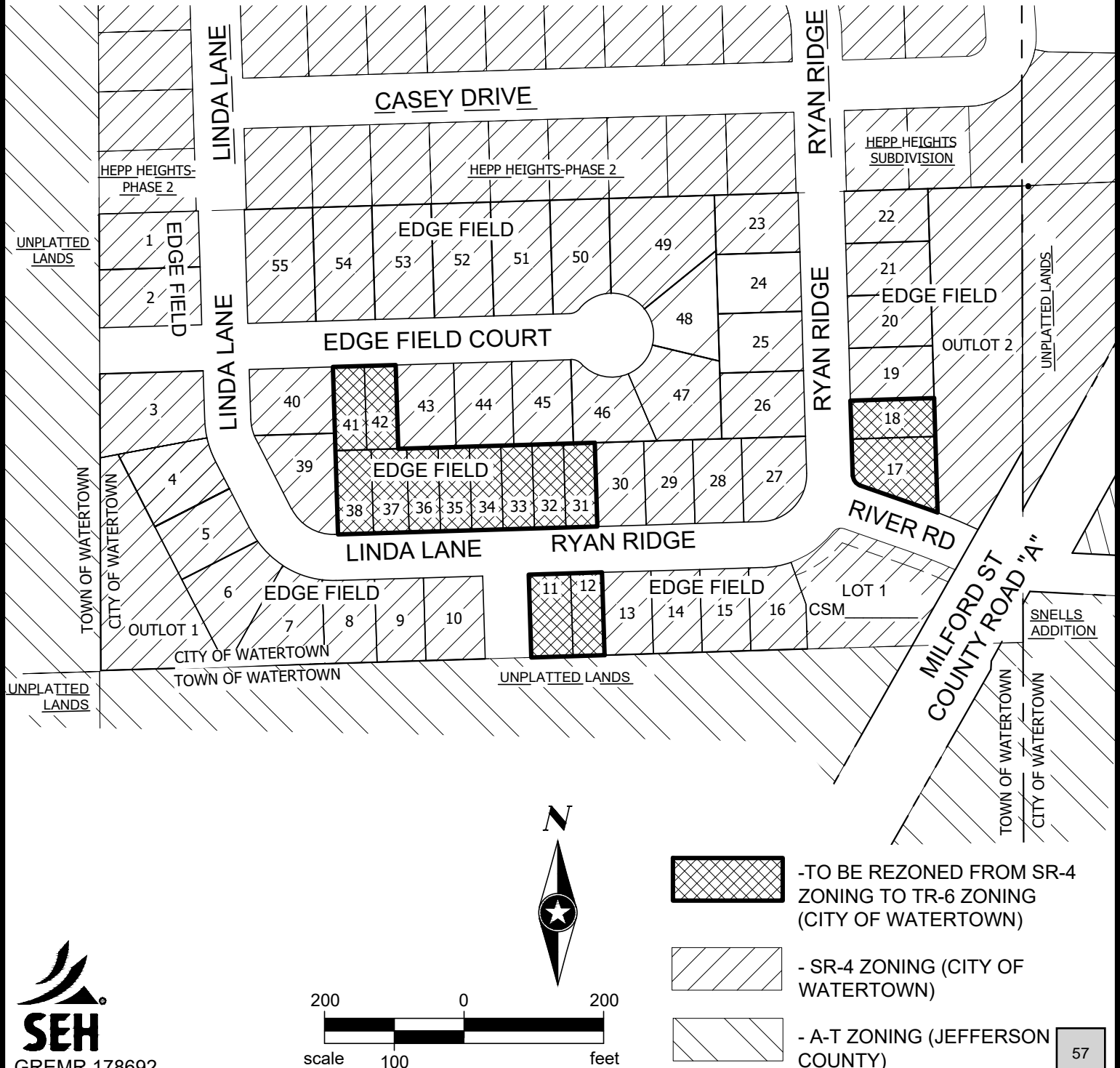
All of Lots 11, 12, 17, 18, 31, 32, 33, 34, 35, 36, 37, 38, 41 and 42, in Edge Field;

Said lands contain 84,769 Square Feet, 1.95 Acres.

LAND OWNERS
GREMAR LLC

SUBDIVIDER
GREMAR, LLC
435 VILLAGE WALK LANE 2A
JOHNSON CREEK, WI 53038
920-543-5403

SURVEYOR
KEITH A. KINDRED, PLS S-2082
SEH INC., 501 MAPLE AVE.
DELAFIELD, WI 53018
KKINDRED@SEHINC.COM



BUILDING SAFETY & ZONING DIVISION
PLAN COMMISSION STAFF REPORT

TO: Plan Commission
DATE: May 12th, 2025
SUBJECT: Recommendation to Council, Enclave Plat - Final Plat

A request by John Donovan, agent for Bielinski Homes, for review and recommendation to Common Council of the Enclave Final Plat within the City of Watertown. Parcel PIN(s): 291-0815-0642-007 & 291-0815-0642-006

SITE DETAILS:

Acres: 6.21 & 6.16 Acres
Current Zoning: Single-Family Residential with PD Overlay Zoning
Existing Land Use: Vacant Land
Future Land Use Designation: Mixed Residential

BACKGROUND & APPLICATION DESCRIPTION:

The applicant is proposing to create a 40 Lot subdivision plat of single-family lots. The Enclave Plat is part of the larger Hunter Oaks development with an approved Planned Development (PD) Overlay. As a result of the approved PD Overlay for this site, the minimum lot area required in the Single-Family Residential Zoning District is reduced from 8,000 S.F. to 4,601 S.F. per dwelling unit, the front and street yard building setbacks are reduced to 24ft, and new dedicated ROWs are reduced to 60ft in width. The plat contains one Outlot for wetlands, open space, and stormwater management purposes. The proposed platted lots are located within the Airport Approach Protection Zone with a maximum elevation of 975 feet above mean sea level for all buildings and vegetation. A note indicating this elevation has been added to the plat. The requirement for parkland dedication for this plat has been satisfied by land dedication in the larger Hunter Oaks GDP area, no additional parkland dedication is required for this plat. A note indicating this parkland dedication satisfaction needs to be added to the plat. The plat also will dedicate a new road between Belmont Drive and Steeplechase Drive called Enclave Lane.

STAFF EVALUATION:

Wisconsin Statutes

Per the Wisconsin Statutes it is the role of the Plan Commission to review and recommend to Council all plats of land within the City.

Per Wisconsin State Statute § 62.23(5):

(5) **Matters referred to city plan commission.** The council, or other public body or officer of the city having final authority thereon, shall refer to the city plan commission, for its consideration and report before final action is taken by the council, public body or officer, the following matters: The location and architectural design of any public building; the location of any statue or other memorial; the location, acceptance, extension, alteration, vacation, abandonment, change of use, sale, acquisition of land for or lease of land for any street, alley or other public way, park, playground, airport, area for parking vehicles, or other memorial or public grounds; the location, extension, abandonment or authorization for any public utility whether publicly or privately owned; **all plats of lands in the city** or within the territory over which the city is given platting jurisdiction by ch. 236; the location, character and extent or acquisition, leasing or sale of lands for public or semipublic housing, slum clearance, relief of congestion, or vacation camps for children; and the amendment or repeal of any ordinance adopted pursuant to this section. Unless such report is made within 30 days, or such longer period as may be stipulated by the common council, the council or other public body or officer, may take final action without it.

Land Use

Within the City Code, Chapter 545 Subdivision of Land outlines the procedures and requirements for final plat review of subdivisions within the City. [per § 545-14] Under the final platting procedures, requests for approval of the final plat shall be submitted to the Plan Commission and the State of Wisconsin. The plat can also be sent the county for review and comment. Comments from these agencies are below:

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

BUILDING SAFETY & ZONING DIVISION
PLAN COMMISSION STAFF REPORT

Jefferson County Comments:

Jefferson County has indicated they have no objections to the plat.

State Agency Comments:

WDOA has provided initial comments on a previous version of the plat. Final plat comments from WDOA are pending.

The Plan Commission shall recommend approval, denial, or approval with conditions of the final plat to the Common Council [per § 545-14A(3)].

PLAN COMMISSION OPTIONS:

The following possible options for the Plan Commission:

1. Recommend denial the final plat to the Common Council.
2. Recommend approval of the final plat to the Common Council without conditions.
3. Recommend approval of the final plat to the Common Council with conditions identified by the Plan Commission:
 - The applicant shall obtain any required erosion control and stormwater permits.
 - Any further corrections requested from WDOA shall be made to the plat prior to recording.

STAFF RECOMMENDATION:

- Staff recommends the final plat be sent to the Common Council for approval with conditions.

ATTACHMENTS:

- Application materials.

THE ENCLAVE AT HUNTER OAKS

BEING A REDIVISION OF LOT 1 OF CERTIFIED SURVEY MAP NO. 3941 AND THE REMAINDER OF LOT 1 OF CERTIFIED SURVEY MAP NO. 3939, LOCATED IN A PART OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 6, TOWN 8 NORTH, RANGE 15 EAST, IN THE CITY OF WATERTOWN, JEFFERSON COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE:

STATE OF WISCONSIN)
) SS
COUNTY OF WAUKESHA)

I, Grady L. Gosser, Professional Land Surveyor, do hereby certify:

That I have Surveyed, divided and mapped a redivision of Lot 1 of Certified Survey Map No. 3941, Recorded in the Office of the Register of Deeds for Jefferson County on April 11, 2000 as Document No. 1035218 and the remainder of Lot 1 of Certified Survey Map No. 3939, Recorded in the Office of the Register of Deeds for Jefferson County on April 11, 2000 as Document No. 1035216, all being located in a part of the Northwest 1/4 of the Southeast 1/4 of Section 6, Town 8 North, Range 15 East, in the City of Watertown, Jefferson County, Wisconsin.

Said Parcels contain 516,963 Square Feet (or 11.8678 Acres) of land, more or less.

That I have made such survey, land division, and map by the direction of BIELINSKI DVELOPMENT, INC., owner of said lands.

That such map is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with the provisions of Chapter 236 of the Wisconsin Statutes and the Land Division and Subdivision Regulations of the City of Watertown in surveying, dividing and mapping the same.

Dated this ____ Day of _____, 20 ____.

Grady L. Gosser, P.L.S.
Professional Land Surveyor, S-2972
TRIO ENGINEERING, LLC
4100 N. Calhoun Road, Suite 300
Brookfield, WI 53005
Phone: (262)790-1480 Fax: (262)790-1481

CORPORATE OWNER'S CERTIFICATE OF DEDICATION:

BIELINSKI DEVELOPMENT, INC., a Wisconsin Limited Liability Company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, certifies that said Limited Liability Company has caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on this plat. I also certify that this plat is required by S.236.10 or S.236.12 to be submitted to the following for approval or objection.

APPROVING AGENCIES:

- City of Watertown

AGENCIES WHO MAY OBJECT:

- State of Wisconsin, Department of Administration
- Jefferson County, Planning and Zoning Department

Witness the hand and seal of said Owner this ____ day of _____, 20 ____.

BIELINSKI DEVELOPMENT, INC.

Frank Bielinski, President

STATE OF WISCONSIN)
) SS
COUNTY OF _____)

Personally came before me this ____ day of _____, 20____, the above named Frank Bielinski, President, to me known to be the person who executed the foregoing instrument, and to me known to be such President of said corporation, and acknowledged that he executed the foregoing instrument as such officer as the deed of said corporation, by its authority.

Print Name: _____
Public, _____ County, WI
My Commission Expires: _____

CERTIFICATE OF COUNTY TREASURER:

STATE OF WISCONSIN)
) SS
COUNTY OF JEFFERSON)

I, Kelly Stade, being duly elected, qualified and acting County Treasurer of the County of Jefferson, do hereby certify that the records in my office show no unredeemed tax sales and no unpaid taxes or special assessments as of this ____ Day of _____, 20 ____ on any of the land included in the Plat of "HUNTER OAKS ENCLAVE".

Dated this ____ Day of _____, 20 ____.

Kelly Stade, County Treasurer

CERTIFICATE OF CITY TREASURER:

STATE OF WISCONSIN)
) SS
COUNTY OF OZAUKEE)

I, Mark Stevens, being duly appointed, qualified and acting City of Watertown Finance Director, do hereby certify that in accordance with the records in my office, there are no unpaid taxes or special assessments as of this ____ Day of _____, 20 ____ on any of the land included in the Plat of "HUNTER OAKS ENCLAVE".

Dated this ____ Day of _____, 20 ____.

Mark Stevens, Finance Director

CITY OF WATERTOWN PLAN COMMISSION APPROVAL CERTIFICATE:

Resolved, that the plat known as "HUNTER OAKS ENCLAVE", being a Subdivision of a part of the Northwest 1/4 of the Southeast 1/4 of Section 6, Town 8 North, Range 15 East, in the City of Watertown, Jefferson County, Wisconsin, BIELINSKI DEVELOPMENT, INC., owner, having been approved by the City of Watertown Planning Commission is hereby approved conditionally by the Common Council.

APPROVED AND SIGNED:

Dated this ____ Day of _____, 20 ____.

Robert Stocks, Mayor

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Common Council of the City of Watertown, and that all conditions of approval have been met as of this ____ Day of _____, 20 ____.

Dated this ____ Day of _____, 20 ____.

Megan Dunneisen, City Clerk

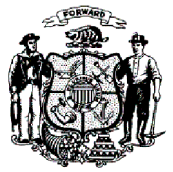
CURVE TABLE:

NO.	LOT(S)	RADIUS	CENTRAL ANGLE	ARC	CHORD	CHORD BEARING	TANGENT IN	TANGENT OUT
1	WEST BOUNDARY	233.00	43°22'38"	176.40	172.22	S22°15'52"E	S00°34'33"E	S43°57'11"E
	35	233.00	0°07'55"	0.54	0.54	S00°38'30.5"E	S00°34'33"E	S00°42'28"E
	34	233.00	14°09'52"	57.60	57.45	S07°47'24"E	S00°42'28"E	S14°52'20"E
	33	233.00	15°08'51"	61.60	61.42	S22°26'45.5"E	S14°52'20"E	S30°01'11"E
	O.L. 1	233.00	13°56'00"	56.66	56.52	S36°59'11"E	S30°01'11"E	S43°57'11"E
	EAST BOUNDARY	167.00	84°30'35"	246.32	224.59	N42°49'50.5"W	N85°05'08"W	N00°34'33"W
	9	167.00	16°43'09"	48.73	48.56	N08°56'07.5"W	N17°17'42"W	N00°34'33"W
	8	167.00	45°15'54"	131.93	128.53	N39°55'39"W	N62°33'36"W	N17°17'42"W
	7	167.00	22°31'32"	65.66	65.23	N73°49'22"W	N85°05'08"W	N62°33'36"W
2	BOUNDARY	170.00	17°33'24"	52.09	51.89	S47°25'40"W	S38°38'58"W	S56°12'22"W
3	BOUNDARY	170.00	35°35'23"	105.60	103.91	S74°00'03.5"W	S56°12'22"W	N88°12'15"W
4	BOUNDARY	160.00	22°50'08"	63.77	63.35	N80°22'41"E	S88°12'15"E	N68°57'37"E
	30	160.00	1°39'33"	4.63	4.63	S89°02'01.5"E	S88°12'15"E	S89°51'48"E
	31	160.00	21°10'35"	59.14	58.80	N79°32'54.5"E	S89°51'48"E	N68°57'37"E
5	BOUNDARY	100.00	20°27'50"	35.72	35.53	N79°11'32"E	N68°57'37"E	N89°25'27"E
6	22	15.00	112°19'30"	29.41	24.92	N54°52'38"W	N01°17'07"E	S68°57'37"W
7	21	15.00	88°08'20"	23.07	20.87	N45°21'17"E	N01°17'07"E	N89°25'27"E
8	C/L	2500.00	1°51'40"	81.21	81.21	N00°34'33"W	N00°34'33"W	N01°17'07"E
	WEST R/W	2530.00	1°51'40"	82.19	82.18	N00°21'17"E	N00°34'33"W	N01°17'07"E
	23	2530.00	0°51'12"	37.68	37.68	N00°51'31"E	N00°25'55"E	N01°17'07"E
	24	2530.00	1°00'28"	44.51	44.51	N00°04'19"W	N00°34'33"W	N00°25'55"E
	EAST R/W	2470.00	1°51'40"	80.24	80.23	N00°21'17"E	N00°34'33"W	N01°17'07"E
	19	2470.00	1°17'31"	55.69	55.69	N00°38'21.5"E	N00°00'24"W	N01°17'07"E
	18	2470.00	0°34'09"	24.55	24.55	N00°17'28.5"W	N00°34'33"W	N00°00'24"W

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20 ____

Department of Administration



4100 N. Calhoun Road
Suite 300
Brookfield, WI 53005
Phone: (262) 790-1480
Fax: (262) 790-1481

REVISED THIS 28TH DAY OF APRIL, 2025
DATED THIS 9TH DAY OF APRIL, 2025

THIS INSTRUMENT WAS DRAFTED BY GRADY L. GOSSER, P.L.S. (S-2972)

SHEET 2 OF 2



JEFFERSON COUNTY
PLANNING AND DEVELOPMENT DEPARTMENT
ZONING DIVISION

Section 3, Item J.

Room C1040
311 S Center Ave
Jefferson, WI 53538

zoning@jeffersoncountywi.gov
Phone: 920-674-7524
Fax 920-674-7525

DATE: April 14, 2025

TO: Plat Review - WI Department of Administration
Grady Gosser, PLS

RE: The Enclave at Hunters Oaks Final Plat Review

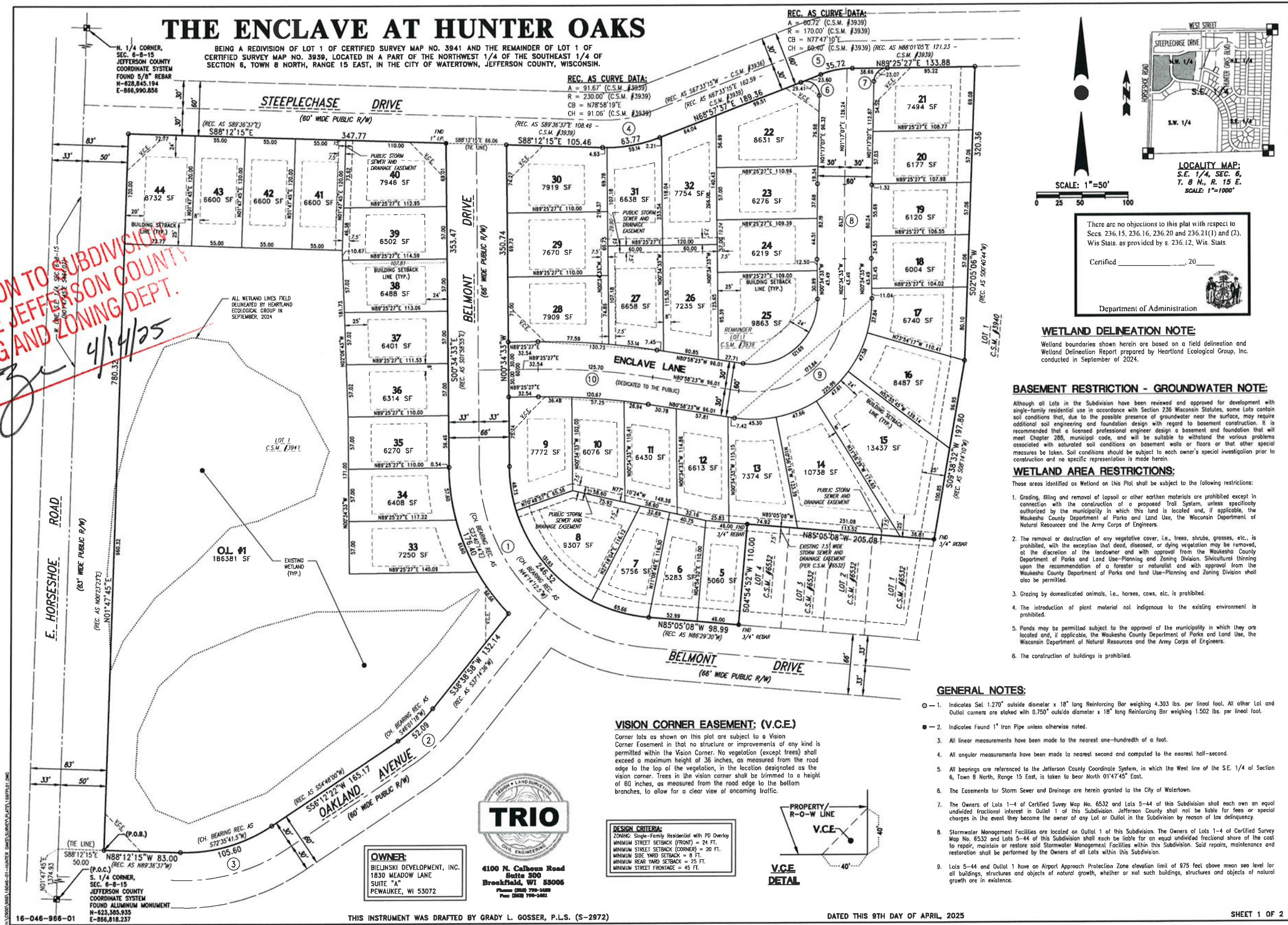
Jefferson County does not object to The Enclave at Hunters Oaks final subdivision plat.

The County does have the following comments regarding the plat:

- On sheet 1, there is what appears to be a 15' wide storm sewer and drainage easement along the east side of lots 15-21, and the south side of lots 5-8. It is not clearly labeled like the other easements are.
- On sheet 1, under the General Notes, notes 7, and 8 speak about who owns interest and liability in Outlot 1. The notes include Lots 1-4 of the CSM in the southeast. Since those 4 lots, are not part of this subdivision, I don't believe they can be encumbered by this instrument. A separate should be filed if those 4 lots are to have an interest in Outlot 1.
- On sheet 2, the Certificate of County Treasurer should be Kelly Stade, not Marc Devries has the wrong name in both spots.
- On sheet 2, the City of Watertown Plan Commission Approval Certificate – Robert Stocks will be the new mayor.

Thank you

Matt Zangl
Director of Planning and Development
Jefferson County
920-674-8638



THE ENCLAVE AT HUNTER OAKS

BEING A REDIVISION OF LOT 1 OF CERTIFIED SURVEY MAP NO. 3941 AND THE REMAINDER OF LOT 1 OF CERTIFIED SURVEY MAP NO. 3939, LOCATED IN A PART OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 6, TOWN 8 NORTH, RANGE 15 EAST, IN THE CITY OF WATERTOWN, JEFFERSON COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE:

STATE OF WISCONSIN)
COUNTY OF WAUKESHA) SS

I, Grady L. Gosser, Professional Land Surveyor, do hereby certify:

That I have Surveyed, divided and mapped a redivision of Lot 1 of Certified Survey Map No. 3941, Recorded in the Office of the Register of Deeds for Jefferson County on April 11, 2000 as Document No. 1035218 and the remainder of Lot 1 of Certified Survey Map No. 3939, Recorded in the Office of the Register of Deeds for Jefferson County on April 11, 2000 as Document No. 1035216, all being located in a part of the Northwest 1/4 of the Southeast 1/4 of Section 6, Town 8 North, Range 15 East, in the City of Watertown, Jefferson County, Wisconsin.

Said Parcels contain 516,983 Square Feet (or 11.8878 Acres) of land, more or less.

That I have made such survey, land division, and map by the direction of BIELINSKI DYVELOPMENT, INC., owner of said lands.

That such map is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with the provisions of Chapter 236 of the Wisconsin Statutes and the Land Division and Subdivision Regulations of the City of Watertown in surveying, dividing and mapping the same.

Dated this ____ Day of _____, 20 ____.

Grady L. Gosser, P.L.S.
Professional Land Surveyor, S-2972
TRIO ENGINEERING, LLC
4100 N. Calhoun Road, Suite 300
Brookfield, WI 53005
Phone: (262)790-1480 Fax: (262)790-1481

CORPORATE OWNER'S CERTIFICATE OF DEDICATION:

BIELINSKI DEVELOPMENT, INC., a Wisconsin Limited Liability Company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, certifies that said Limited Liability Company has caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on this plat. I also certify that this plat is required by S.236.10 or S.236.12 to be submitted to the following for approval or objection.

APPROVING AGENCIES:

1. City of Watertown

AGENCIES WHO MAY OBJECT:

1. State of Wisconsin, Department of Administration
2. Jefferson County, Planning and Zoning Department

Witness the hand and seal of said Owner this ____ day of _____, 20 ____.

BIELINSKI DEVELOPMENT, INC.

Frank Bielinski, President

STATE OF WISCONSIN)
COUNTY OF _____) SS

Personally came before me this ____ day of _____, 20 ____, the above named Frank Bielinski, President, to me known to be the person who executed the foregoing instrument, and to me known to be such President of said corporation, and acknowledged that he executed the foregoing instrument as such officer as the deed of said corporation, by its authority.

Print Name: _____
Public, _____ County, WI
My Commission Expires: _____

CERTIFICATE OF COUNTY TREASURER:

STATE OF WISCONSIN)
COUNTY OF JEFFERSON) SS

I, Marc DeVries, being duly elected, qualified and acting Finance Director of the County of Jefferson, do hereby certify that the records in my office show no unredeemed tax sales and no unpaid taxes or special assessments as of this ____ Day of _____, 20 ____ on any of the land included in the Plat of "HUNTER OAKS ENCLAVE".

Dated this ____ Day of _____, 20 ____.

Kelly Stade
Marc DeVries, County Finance Director

CERTIFICATE OF CITY TREASURER:

STATE OF WISCONSIN)
COUNTY OF OZAUKEE) SS

I, Mark Stevens, being duly appointed, qualified and acting City of Watertown Finance Director, do hereby certify that in accordance with the records in my office, there are no unpaid taxes or special assessments as of this ____ Day of _____, 20 ____ on any of the land included in the Plat of "HUNTER OAKS ENCLAVE".

Dated this ____ Day of _____, 20 ____.

Mark Stevens, Finance Director

CITY OF WATERTOWN PLAN COMMISSION APPROVAL CERTIFICATE:

Resolved, that the plat known as "HUNTER OAKS ENCLAVE", being a Subdivision of a part of the Northwest 1/4 of the Southeast 1/4 of Section 6, Town 8 North, Range 15 East, in the City of Watertown, Jefferson County, Wisconsin, BIELINSKI DEVELOPMENT, INC., owner, having been approved by the City of Watertown Planning Commission is hereby approved conditionally by the Common Council.

APPROVED AND SIGNED:

Dated this ____ Day of _____, 20 ____.

Emily McFarland, Mayor

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Common Council of the City of Watertown, and that all conditions of approval have been met as of this ____ Day of _____, 20 ____.

Dated this ____ Day of _____, 20 ____.

Megan Dunsleben, City Clerk

CURVE TABLE:

NO.	LOT(S)	RADIUS	CENTRAL ANGLE	ARC	CHORD	CHORD BEARING	TANGENT IN	TANGENT OUT
1	WEST BOUNDARY	233.00	43°22'38"	176.40	172.22	S22°15'52"E	S07°34'33"E	S43°57'11"E
	35	233.00	0°07'55"	0.54	0.54	S00°38'30.5"E	S00°34'33"E	S00°42'28"E
	34	233.00	14°09'52"	57.60	57.45	S07°47'24"E	S00°42'28"E	S14°52'20"E
	33	233.00	15°08'51"	61.60	61.42	S22°26'45.5"E	S14°52'20"E	S30°01'11"E
	O.L. 1	233.00	13°58'00"	56.66	56.52	S36°58'11"E	S30°01'11"E	S43°57'11"E
	EAST BOUNDARY	167.00	84°30'35"	246.32	224.59	N42°49'50.5"W	N85°05'08"W	N00°34'33"W
	9	167.00	16°43'09"	48.73	48.56	N08°56'07.5"W	N17°17'42"W	N00°34'33"W
	8	167.00	45°15'54"	131.93	128.53	N39°55'39"W	N62°33'36"W	N17°17'42"W
	7	167.00	22°31'32"	65.66	65.23	N73°49'22"W	N85°05'08"W	N62°33'36"W
2	BOUNDARY	170.00	17°33'24"	52.09	51.89	S47°25'40"W	S38°38'58"W	S56°12'22"W
3	BOUNDARY	170.00	35°35'23"	105.60	103.91	S74°00'03.5"W	S56°12'22"W	N88°12'15"W
4	BOUNDARY	160.00	22°50'08"	63.77	63.35	N80°22'41"E	S88°12'15"E	N68°57'37"E
	30	160.00	1°39'33"	4.63	4.63	S89°02'01.5"E	S88°12'15"E	S89°51'48"E
	31	160.00	21°10'35"	59.14	58.80	N79°32'54.5"E	S89°51'48"E	N68°57'37"E
5	BOUNDARY	100.00	20°27'50"	35.72	35.53	N79°11'32"E	N68°57'37"E	N89°25'27"E
6	22	15.00	112°19'30"	29.41	24.92	N54°52'38"W	N01°17'07"E	S68°57'37"W
7	21	15.00	88°08'20"	23.07	20.87	N45°21'17"E	N01°17'07"E	N89°25'27"W
8	C/L	2500.00	1°51'40"	81.21	81.21	N00°21'17"E	N00°34'33"W	N01°17'07"E
	WEST R/W	2530.00	1°51'40"	82.19	82.18	N00°21'17"E	N00°34'33"W	N01°17'07"E
	23	2530.00	0°51'12"	37.68	37.68	N00°51'31"E	N00°25'55"E	N01°17'07"E
	24	2530.00	1°00'28"	44.51	44.51	N00°04'19"W	N00°34'33"W	N00°25'55"E
	EAST R/W	2470.00	1°51'40"	80.24	80.23	N00°21'17"E	N00°34'33"W	N01°17'07"E
	19	2470.00	1°17'31"	55.69	55.69	N00°38'21.5"E	N00°00'24"W	N01°17'07"E
	18	2470.00	0°34'09"	24.55	24.55	N00°17'28.5"W	N00°34'33"W	N00°00'24"W

There are no objections to this plat with respect to Secs 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20 ____

Department of Administration



4100 N. Calhoun Road
Suite 300
Brookfield, WI 53005
Phone (262) 790-1480
Fax (262) 790-1481



TONY EVERS

GOVERNOR

KATHY BLUMENFELD

SECRETARY

Plat Review

PO Box 1645, Madison WI 53701

E-mail: plat.review@wi.gov

<https://doa.wi.gov/platreview>

February 10, 2025

Grady Gosser
TRIO ENGINEERING LLC
ggosser@trioeng.com

FILE NO. 122012
Hunter Oaks Enclave
City of Watertown, Jefferson County

Dear Grady Gosser:

You have submitted the preliminary plat of Hunter Oaks Enclave for review. The Department of Administration does not object to this preliminary plat and certifies it as complying with the requirements of: s. 236.16, and s. 236.20 Wis. Stats.; the Jefferson County Planning Agency.

DEPARTMENT OF ADMINISTRATION COMMENTS:

We have examined and find that, with the exceptions noted below, this preliminary plat appears to conform with the applicable layout requirements of ss. 236.16 and 236.20, Wis. Stats.

s. 236.16 (1) Lots in counties having more than 40,000 population are required to be no less than 50' in width and 6,000 square feet in area; except "In municipalities, towns and counties adopting SUBDIVISION CONTROL ORDINANCES under s. 236.45, minimum lot width and area may be reduced to dimensions authorized under such ORDINANCES if the lots are served by public sewers." Some lots in this subdivision are less than 50' in width and/or 6,000 square feet in area.

Prior to our certification of the plat, we must be provided with verification that City of Watertown ordinance allows such lot widths and/or areas. Verification may be in the form of a letter or email from the City that cites the ordinance, or you may provide the same.

COUNTY PLANNING AGENCY:

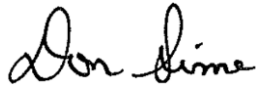
The Jefferson County Planning Agency is an objecting agency on this plat. On 11/26/2024 we transmitted copies to them for review. On 12/02/2024, we were notified that they do not object to this plat.

Local government units, during their review of the plat, will resolve, when applicable, that the plat:

- complies with local ordinances;
- conforms with areawide water quality management plans, if sewerage;
- complies with Wisconsin shoreland management regulations;
- resolves possible problems with storm water runoff;
- fits the design to the topography;
- displays well designed lot and street layout;
- includes service or is serviceable by necessary utilities.

If there are any questions concerning this review or preparation and submittal of the final plat, please contact our office as listed above.

Regards,

A handwritten signature in black ink that reads "Don Sime". The signature is fluid and cursive, with the first name "Don" and last name "Sime" clearly distinguishable.

Don Sime, PLS
Plat Review

cc: Bielinski Homes, Owner
Clerk, City of Watertown
Jefferson County Planning Agency

PLAT RECEIVED FROM SURVEYOR ON 11/26/2024; REVIEWED ON 02/10/2025

BUILDING SAFETY & ZONING DIVISION

PLAN COMMISSION STAFF REPORT

TO: Plan Commission
DATE: May 12th, 2025
SUBJECT: Initial Review and Schedule a Public Hearing – Text Amendments to Chapter 545 Subdivision of Land.

A request by the City of Watertown for text amendments to the City of Watertown Chapter 545 - Subdivision of Land.

BACKGROUND DESCRIPTION:

Proposed Amendments #1 & #2 - Parkland Fees

Chapter 545, Subdivision of Land, facilitates the dedication of parkland or the collection of a 'fee in lieu of land dedication' during the process of subdividing land for residential development. In addition, the chapter also facilitates the collection of 'recreation facilities improvement fees' used for the development of parks. As currently written, the chapter requires both fees to be paid at the time of building permit issuance. In situations where a 'fee in lieu of land dedication' is required, the collection of this fee at the time of building permit issuance can be somewhat problematic. For example, when years or even decades have passed since a lot's creation there is often no way to know if that lot's requirement to dedicate parkland was satisfied by an actual land dedication or if a 'fee in lieu of land dedication' is required. These situations can lead to the likelihood of the 'fee in lieu of land dedication' not being collected due to the uncertainty of a fee requirement. As a result, proposed text amendments #1 and #2 propose to change the 'fee in lieu of land dedication' fee requirement to occur at the time of land division approval by the City. In cases where adequate parkland is dedicated per ordinance, no 'fee in lieu of land dedication' is required. The collection of a 'recreation facilities improvement fee' will continue to be collected at the time of building permit issuance. The 'recreation facilities improvement fee' is based upon the number of residential units being built at the time of building permit issuance and, as such, cannot be calculated until the actual building design and number of units being proposed are known.

Proposed Amendments #3 & #4 - Expanded Use of CSMs:

Wis. Stats. Chapter 236 limits the use of Certified Survey Maps (CSM) to land divisions that create four or less parcels. Recent legislation allows expanded use of CSMs in certain situations. CSMs can exceed four parcels, including lots and outlots, when:

1. Local units of government have an established planning agency.
2. An ordinance is enacted or a resolution is passed.
 - a. Must receive a recommendation from the planning agency.
 - b. Must hold a public hearing noticed by a Class II notice.
 - c. The enacted ordinance or resolution must be published in a public accessible format.
3. A maximum number of parcels is specified.
4. The affected land is zoned commercial, multifamily, industrial, or mixed use. Multi-family is defined in the statute (and reflected in the proposed changes below).

City staff have consulted with Vandewalle and Associates regarding the use of these statutory changes to implement the expanded use of CSMs within the City. As a result of these discussions, text amendments #3 & #4 propose to amend Chapter 545, Subdivision of Land, to expand the use of CSMs to allow additional lot creation in the situations allowed by State Statutes. In particular, the proposed text amendments will allow for the creation of up to 12 lots via a CSM for multi-family residential development and up to 8 lots for commercial and industrial development. The ability to create additional lots via the expanded use of CSMs will expedite the lot approval process for small to medium sized multi-family, commercial, and industrial developments. For example, a development proposal for six twin-homes would be allowed to create the required twelve twin-home lots via the expanded CSM process and avoid a lengthy subdivision platting process. Review and approval of expanded CSMs will follow the same approval process CSMs currently follow, with review and approval conducted by the Plan

BUILDING SAFETY & ZONING DIVISION
PLAN COMMISSION STAFF REPORT

Commission. Land Division proposals with lot numbers in excess of those stated under the proposed expanded use of CSMs will still be required to be approved through the subdivision platting process.

PROPOSED TEXT AMENDMENT LANGUAGE:

Amendment #1 - § 545-14A(5)

§ 545-14A(5) Final Plat Procedure (Proposed **Additions** and **Deletions**).

- (5) The final plat shall be recorded with the Dodge or Jefferson County Register of Deeds only after certificates of the Wisconsin Department of Administration, of the Common Council, of the surveyor, and those certificates required by § 236.21, Wis. Stats., are placed on the face of the plat. The developer shall record the final plat with the proper County Register of Deeds within 12 months after the date of the last approval of the plat and within 36 months after the first approval. All required fees, **including parkland dedication fees in lieu of land dedication**, shall be due and payable prior to the proper City officials' signing of the approved final plat except for utility impact, ~~parkland dedication~~, and **park recreation facilities improvement** impact fees, which shall be paid prior to issuance of any building permits. Failure to record any plat within the required timeframes shall be deemed withdrawn, and a new certification is required.

Amendment #2 - § 545-42C(5) & § 545-42C(7)

§ 545-42C Dedication and Improvement of Public Parks and Other Public Sites – Fee Revenue Administration (Proposed **Additions** and **Deletions**).

- (5) The fees imposed under Subsections ~~A and B~~ above shall be paid in full by the subdivider, developer, or owner of record of the land development unless expressly ~~excepted~~ **exempted** under this section at the time of **final land division or plat approval**. **The fees imposed under Subsection B above shall be paid in full by the subdivider, developer, or owner of record of the land development unless expressly exempted under this section at the time of** issuing a full building permit by the office of the Building Inspector for any new construction. If the total amount of impact fees due for a development **under Subsection A above** shall be more than \$75,000, a developer may defer payment of the impact fees for a period of four years from the date of **final land division or plat approval**. **If the total amount of impact fees due for a development under Subsection B above shall be more than \$75,000, a developer may defer payment of the impact fees for a period of four years from the date of** issuing the building permit or until six months before the municipality incurs the costs to construct, expand, or improve the public facilities related to the development for which the fee was imposed, whichever is earlier. If the developer elects to defer payment under this paragraph, the developer shall maintain in force a bond or irrevocable letter of credit in the amount of the unpaid fees executed in the name of the municipality. At the time the municipality collects an impact fee, it shall provide the developer from which it received the fee an accounting of how the fee will be spent.
- (7) For all unplatted lands requiring a plat and for all land divisions, rezonings, or conditional use permits requiring a certified survey map, no final plat or certified survey map shall be certified approved for recording unless the **requirements for the dedication of parkland** ~~dedication fee is and/or a fee in lieu of land dedication~~ **are** calculated and ~~noticed on the face of~~ **invoiced for collection** for the instruments to be recorded ~~for collection~~ under this section. A notation shall be placed upon the face of the plat, **certified survey map**, survey, or other document to be recorded, ~~advising of fees to be imposed~~ **the indicating that the parkland dedication and/or fee in lieu of land dedication requirements** on all buildable lots or developments containing institutional **or** residential housing units **have been satisfied**. For all land divisions not requiring a plat or certified survey map, no rezoning permit, conditional use permit, or building permit shall be issued for land development unless the fees imposed under this section are calculated and invoiced for collection.

BUILDING SAFETY & ZONING DIVISION

PLAN COMMISSION STAFF REPORT

Amendment #3 - § 545-50

§ 545-50 Definition of Terms (Proposed Additions and Deletions)

Certified Survey Map

A map or plan of record of a minor subdivision meeting all the requirements of § 236.34, Wis. Stats. and of this chapter, or used to document, for recording purposes, survey and dedication data relating to single parcels. Certified Survey Maps are also referred to as minor subdivisions.

Minor Subdivision

The division of a lot or parcel of land for the purpose of transfer of ownership or building development where the act of division ~~creates four or fewer parcels, lots, or building sites, any one of which is 35 acres or less in area. A minor subdivision of a lot or parcel shall occur not more than once in five years.~~ :

- A. Creates four or fewer parcels, lots, or building sites, any one of which is 35 acres or less in area by division or by successive divisions of any part of the original parcel within a period of five years; or
- B. Creates not more than 12 parcels, inclusive of lots or outlots, on land that is zoned for multi-family residential development; or
- C. Creates not more than 8 parcels, inclusive of lots or outlots, on land that is zoned for commercial or industrial development.

Multi-Family Development

"Multi-Family Residential Development" means development specified in Wis. Stat. Section 101.971 containing apartment buildings, rowhouses, townhouses, condominiums, or modular homes (defined in Wis. Stat. Section 101.971(6) and does not mean mobile or manufactured homes defined in Wis. Stat. Section 101.91(2) and (10)), that do not exceed 60 feet in height or 6 stories that consist of 3 or more attached dwelling units in which the initial construction began on or after January 1, 1993. Such developments do not include facilities licensed under Chapter 50 of the Statutes, such as adult family homes, community-based residential facilities, nursing homes, and residential care apartment complexes.

Subdivision

The division of a lot or parcel of land for the purpose of transfer of ownership or of building development where:

- A. The act of division creates five or more parcels or building sites of 35 acres each or less in area by division or by successive divisions of any part of the original property within a period of five years; or
- B. ~~The act of division creates five or more parcels or building sites of 35 acres each or less in area by successive divisions within a period of five years.~~ In accordance with Wis. Stat. Section 236.34(1)(ar), the word "subdivision" does not include a division of land that creates not more than 12 parcels, lots, or outlots, on land that is zoned for multi-family residential development; or
- C. In accordance with Wis. Stat. Section 236.34(1)(ar), the word "subdivision" does not include a division of land that creates not more than 8 parcels, lots, or outlots, on land that is zoned for commercial or industrial development.

Amendment #4 - § 545-15

§ 545-15 Minor Subdivisions (Certified Survey Maps) (Proposed Additions and Deletions)

No person, firm or corporation shall divide any land located within the corporate limits of the City of Watertown that shall result in a minor subdivision as defined by this chapter without first filing an application and a certified survey map for approval by the Plan Commission (and the Common Council when dedication of land is involved) and subsequently recording said map with the Dodge or Jefferson County Register of Deeds. The certified survey map shall comply fully with § 236.34, Wis. Stats. and with all applicable requirements of this chapter.

BUILDING SAFETY & ZONING DIVISION

PLAN COMMISSION STAFF REPORT

- A. Procedure.
- (1) Before filing an application for approval of a certified survey, the subdivider shall follow the preapplication consultation procedures outlined in § 545-11.
- B. Expanded use of certified survey maps.
- (1) In accordance with Wis. Stat. Section 236.34(1)(ar), a certified survey map may also be used for dividing land into more than four parcels under the following conditions:
 - (a) The division includes not more than 12 parcels if the land being divided is zoned for multi-family development as defined by this chapter.
 - (b) The division includes not more than 8 parcels if the land is zoned for commercial or industrial development.
 - (2) This section does not apply to land lying outside the City boundaries but within the extraterritorial plat review jurisdiction of the City.
- ~~B.C.~~ Certified survey map requirements.
- (1) The certified survey map shall be prepared by a professional land surveyor and shall comply with the provisions of § 236.34, Wis. Stats., and of this chapter.
 - (2) The certificate of approval shall be placed on the face of the map.
 - (3) When a dedication of land is required, the Common Council resolution accepting the dedication and approving the map shall be placed on the face of the map.
 - (4) The applicant shall comply with the provisions of § 545-4 (General requirements) and Article III (Required Improvements and Design Standards) of this chapter.
 - (5) Where streets or other areas are dedicated to the public, the certified survey map shall contain an owner's and a mortgagee's certificate that are in substantially the same form as required by § 236.21(2)(a), Wis. Stats.
- ~~C.D.~~ Plan Commission action. Within 90 days, the Plan Commission shall, or where there is dedication of land, the Common Council shall approve, approve conditionally, or reject the certified survey map. The reason for conditional approval or for rejection shall be recorded in the minutes, and a letter detailing the action taken shall be sent to the applicant. Before an approved certified survey map is recorded, the applicant must pay to the City or other unit of government any accrued real estate taxes and special assessments owing on any land dedicated by the survey and to the Dodge or Jefferson County Treasurer any delinquent taxes on the dedicated land. Upon recording by the developer, two copies of the recorded document shall be furnished to the City.

PLAN COMMISSION OPTIONS:

The following are possible options for the Plan Commission:

- Set the public hearing date for June 3rd, 2025.
- Postpone public hearing to a later date or indefinitely.

STAFF RECOMENDATION:

- Staff recommends setting the Common Council public hearing date for this item for June 3rd, 2025.

BUILDING SAFETY & ZONING DIVISION

PLAN COMMISSION STAFF REPORT

TO: Plan Commission
DATE: May 12th, 2025
SUBJECT: Initial Review and Schedule a Public Hearing – Text Amendments to Chapter 550 Zoning.

A request by the City of Watertown for text amendments to the City of Watertown Chapter 550-150 - Community Entry Corridor Overlay Zoning.

BACKGROUND DESCRIPTION:

Proposed Amendments #1 - Community Entry Corridor Overlay Zoning

As part of an Overlay Zoning Update Project conducted in collaboration with Vandewalle and Associates, changes to the Community Entry Corridor Overlay Zoning District were recently adopted. Incorrect text was discovered in those recently adopted ordinance changes for the Community Entry Corridor Overlay Zoning District. Vandewalle and Associates has provided the corrected text. This correction needs to be approved via the regular text amendment process per the City Attorney.

PROPOSED TEXT AMENDMENT LANGUAGE:

Amendment #1 - § 550-150

§550-150 Community Entry Corridor Overlay Zoning District (Proposed **Additions** and **Deletions**).

Incorrect text as included in the recently adopted Community Entry Corridor Overlay Zoning District:

~~The following requirements shall be effective upon the date of adoption date of depicting these overlay zoning districts on the Official Zoning Map. Any new development, other than single-family and two-family residential.~~

Proposed text amendment:

The following requirements shall be effective upon the date of depicting these overlay zoning districts on the Official Zoning Map. Any new development, other than single-family and two-family residential in this overlay district shall be subject to the requirements of this section.

PLAN COMMISSION OPTIONS:

The following are possible options for the Plan Commission:

- Set the public hearing date for June 3rd, 2025.
- Postpone public hearing to a later date or indefinitely.

STAFF RECOMENDATION:

- Staff recommends setting the Common Council public hearing date for this item for June 3rd, 2025.