



SITE PLAN REVIEW COMMITTEE MEETING AGENDA

MONDAY, APRIL 27, 2026 AT 1:30 PM

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

1. CALL TO ORDER

2. APPROVAL OF MINUTES

A. Review and take action: Site Plan Review minutes dated April 13, 2026

3. BUSINESS

A. Review and take action: 1018 S. Fifth Street Site Plan review

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 13, 2026**

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

Also in attendance were Nikki Zimmerman – Building Safety & Zoning, John S. Jagler and John D. Jagler of Gracie’s Doggie Delights, and Scott Foley of Ultimate Construction.

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 9, 2026

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: 1019 S. Fifth Street – proposed light industrial for Gracie’s Doggie Delights

Scott Foley of Ultimate Construction stated the proposed project is for a 40’ x 80’ slab on grade packaging and shipping facility for Gracie’s Doggie Delights. The hours will be roughly 8 a.m. – 5 p.m.

The following was presented by staff:

- Fire: Fire extinguishers will be required at the front and back exits. Both doors will need exit signs with battery backup. A Knox Box will be required. The Fire Department will provide a model number for the Knox Box that should be installed.
- Building: If the project is under 50,000 cubic feet, the plan review can be done in-house.
- Police: No concerns.
- Mayor: No concerns.
- Stormwater: An Erosion Control & Stormwater Runoff permit will need to be submitted and approved.
- Engineering: The pavement for the driveway and parking areas will need to be asphalt pavement or concrete to meet code requirements. The city plans to extend S. Fifth Street this year.
- Zoning: No comment.
- Parks & Rec: No concerns.
- Water/Wastewater: Not present.
- Streets/Solid Waste: Garbage pickup will have to be handled privately. Recycling could be done with the city at a charge. Otherwise, private recycling pickup could be done as well.
- Econ. Development: Not present.
- Legal: Not present.

Motion was made by Maureen McBroom and seconded by Don Dishno to recommend approval of this item to the Plan Commission contingent upon:

- Submittal and approval of the Erosion Control & Stormwater Runoff permit
- Meeting Fire Department requirements of fire extinguishers, exit lights, and a Knox Box.
- The driveway and parking area being either asphalt pavement or concrete.

Unanimously approved.

4. **Adjournment**

Motion was made by Mike Jacek and seconded by Laura Bohlman to adjourn. Unanimously approved.

Respectfully submitted,
Nikki Zimmerman, Recording Secretary

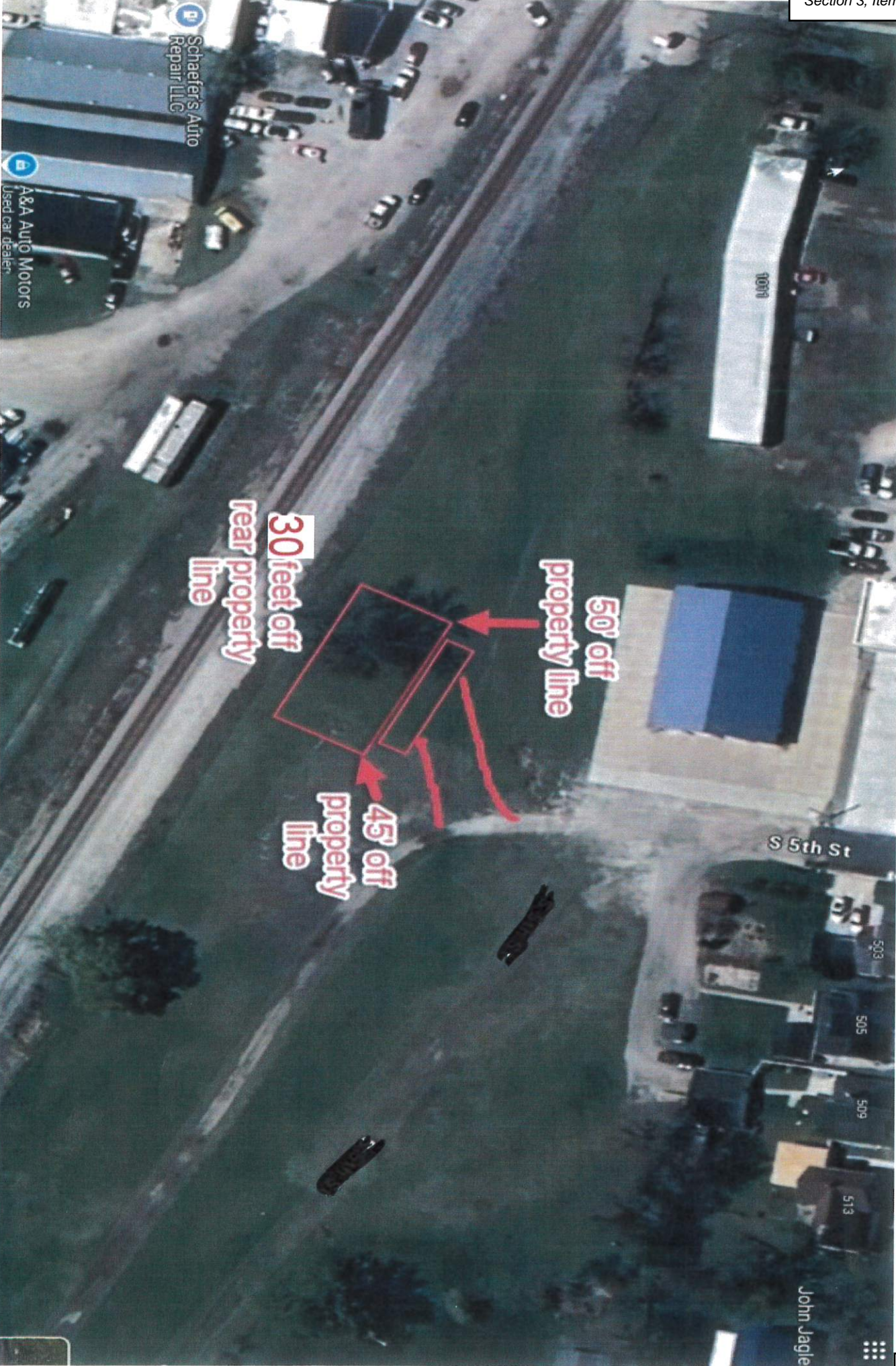
Note: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.

1018 South Fifth Street **plan**

To provide a location for new businesses in the City of Watertown we plan on building a 4,980 square foot commercial building to be used for contractor suites.

In addition to adding taxable value to the vacant general industrial land we believe this is the best use for this parcel which is located adjacent to a rail line.

LOEB & COMPANY, LLP



1018 S 5th St Wattertown General Industrial zoning



Legend

- LED Lights
17400 Lumens
motion sensor
- 20' x 60'
concrete apron
- Shrubs -21
- Red maple
- 4980 SW F
BUILDING

LANDSCAPE
OPTION 3

30' from
tracks
20' from
street
East

Lot size 89 150 ↑
100 → E

1018 S 5th St. general industrial zoning



Legend

••• 20' x 60' concrete apron

• LED LIGHTS
17,400 Lumens
Motion Sensor

••• 27 Arrowwood Shrubs

4980 sq ft
BUILDING

LANDSCAPE
OPTION #1

Lot size 89 150 ↑
100 → E

30' from tracks
20' from street
East

1018 S 5th St,

General Industrial Zoning



Legend

- LED LIGHTS
17,400 Lumens
Motion Sensor
- 20' x 60'
concrete apron
- 27 Redwood
shrubs

4,980 Sq. Ft.
BUILDING

Landscape
OPTION # 2

30' from
tracks
20' from
street
East

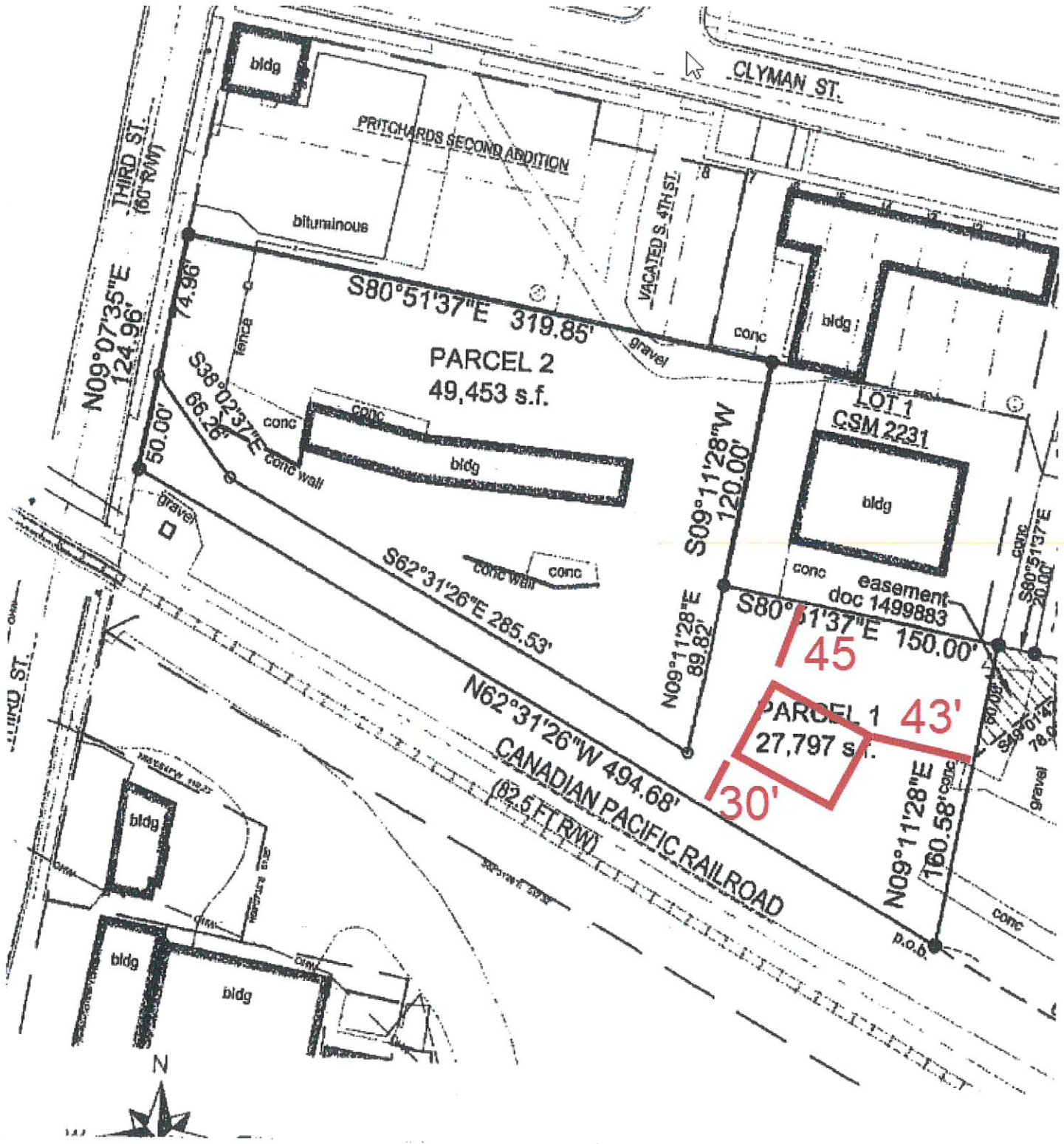
Lot size 89 150 ↑
100 → E

1018 South Fifth Street plan

To provide a location for new businesses in the City of Watertown we plan on building a 4,980 square foot commercial building to be used for contractor suites.

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LOEB & COMPANY, LLP



Cheers,
Brian Bark

Brian Bark | Sales Consultant
(920)261-9151 o | (920) 450-5584 m

1018 S Fifth Street

Landscape surface ratio

Total square footage of parcel 27,797

Building size 4,980

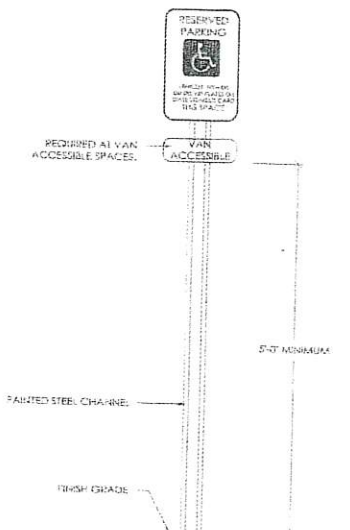
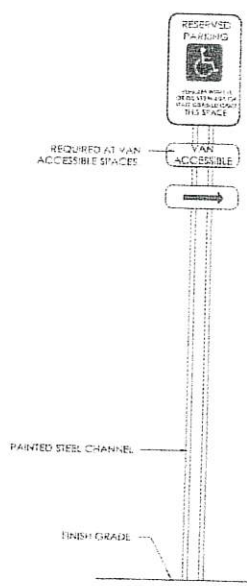
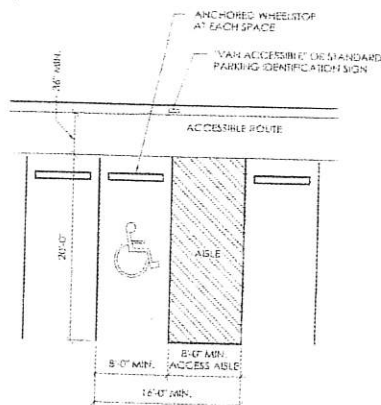
Pavement 1,200

21,617

UNPAVED 78%

6,180 square foot 22% paved

1018 S 5th



ONLY PARKING STALLS PLANNED.

Ruth Mack

From: Dennis Hendricks <dhendricks.hse@gmail.com>
Sent: Monday, April 13, 2026 11:27 AM
To: Ruth Mack
Subject: New Building Exterior Lighting

Ruth -

We are looking to install 60W LED photo eye controlled wall packs.
The lighting would reach out around 20-25' from the building w/ a mounting height of 14'

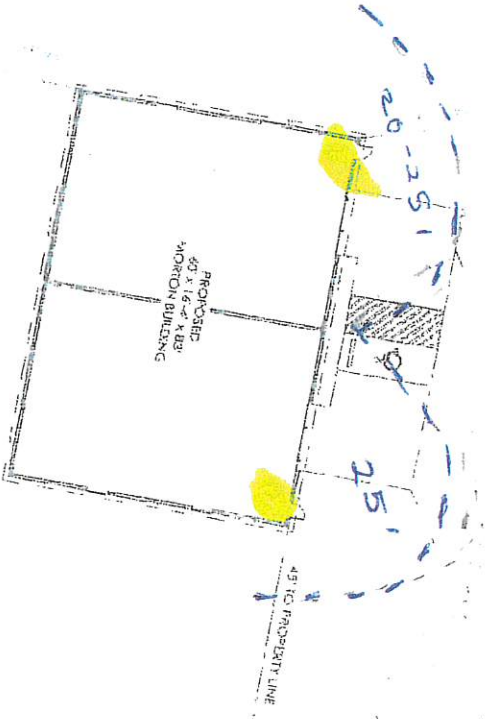
Let me know if you need anything else.

Thanks

Dennis Hendricks
Hendricks Electric, LLC
O: 920.206.1898 / 262.560.4855
Mobile: 920.988.5753
dhendricks.hse@gmail.com

1018 S 5th

BUILDING LOCATION PLAN



1018 S 5TH

1018 S 5th

Landscape plan calculations

Building foundation 286 linear feet

20/100 (20+20+18) = 58 points required

Street frontage 50' 10 points required

Paved area 1200 sq ft 40 points

Building footprint 4980 20 points required

128 points required

Option 1: 27 Arrowwood shrubs @ 5/each 135 points

Option 2: 27 redwood shrubs @5/each 135 points

Option 3: 21 arrowwood or redwood shrub 105+ 1 red maple 30 135 points

1018 S 5th St. General Industrial Zoning

Legend

⋮⋮⋮ 20' x 60' concrete apron

• LED LIGHTS

⋯⋯⋯ 27 Arrowwood Shrubs

27 @ 5 POINTS
135 Total points

4980 sq ft BUILDING

LANDSCAPE OPTION #1



30' from tracks
20' from street East

Lot size 81 150 ↑
100 → E

1018 S 5th St,

General Industrial Zoning



Legend

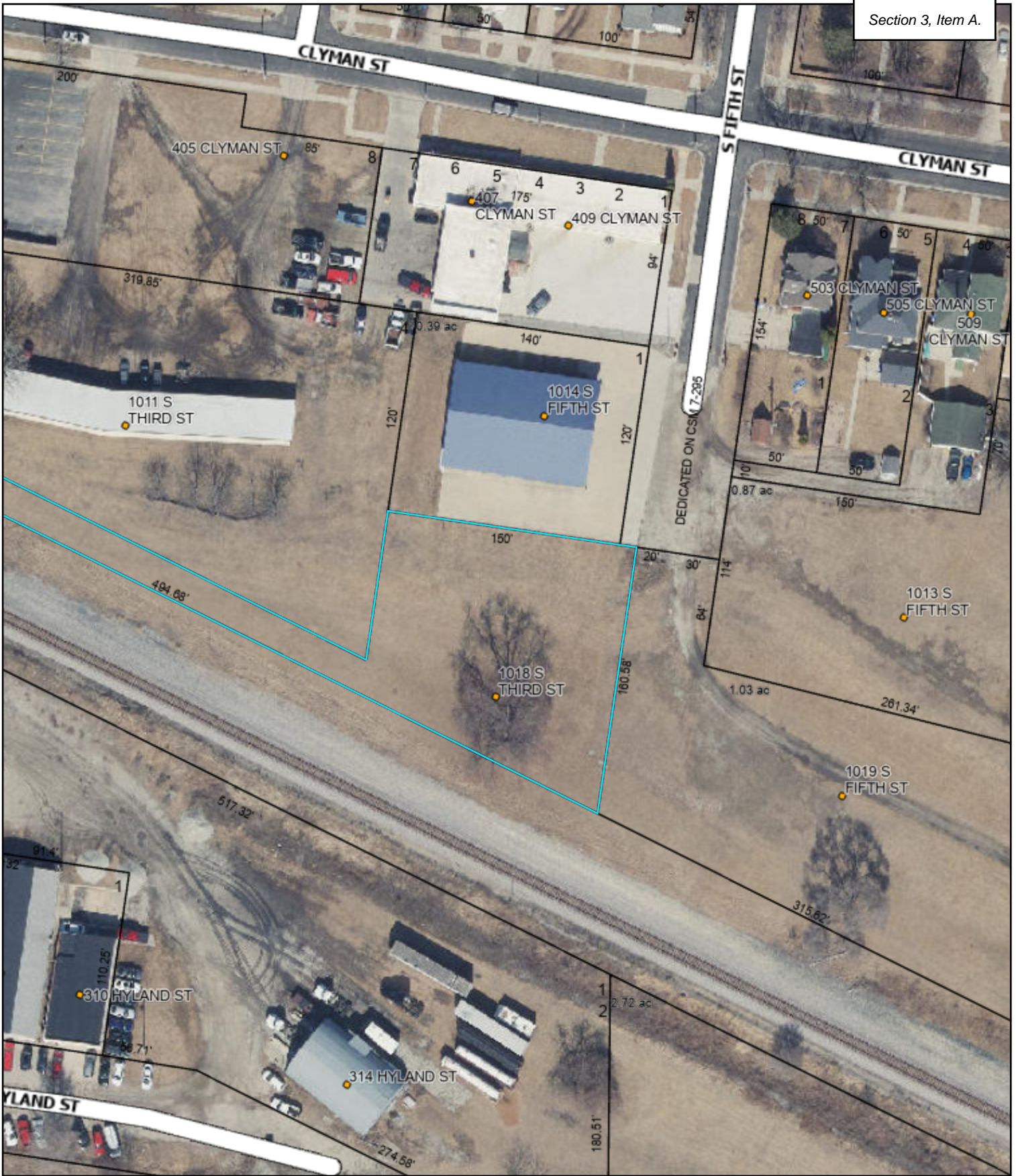
- LED LIGHTS
- 20' x 60' concrete apron
- 27 Redwood shrubs
- 27 x 5 Points
- 135 points




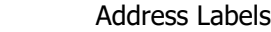


4,980 Sq. ft.
BUILDING


Landscape
OPTION #2

30' from tracks
20' from street
East

Lot size 89 150 ↑
100 → E



	Municipal Boundary		Addresses
	Parcels Boundaries		Address Labels
	Common Areas		Parcel Acreage



THE CITY OF WATERTOWN
Opportunity runs through it.

City of Watertown Geographic Information System

Scale: 1:923 Printed on: April 7, 2020
 SCALE BAR = 1" Author: 20

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.