



COMMON COUNCIL MEETING AGENDA

TUESDAY, JANUARY 07, 2025 AT 7:00 PM

MUNICIPAL BUILDING COUNCIL CHAMBERS – 106 JONES STREET, WATERTOWN, WI 53094

Virtual Meeting Info: <https://us06web.zoom.us/join> Meeting ID: 282 485 6600 Passcode: 53098 One tap mobile +16469313860

All public participants' phones will be muted during the meeting except during the public comment period. This meeting will be streamed live on YouTube at: <https://www.youtube.com/c/WatertownTV>

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. MINUTES OF COUNCIL MEETING HELD

A. Common Council minutes from December 17, 2024

5. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Members of the public who wish to address the Council must register their request in writing before the meeting begins. Each individual who requests to address the Council will be permitted up to three minutes for their comments.

6. PUBLIC HEARING

A. Amend Chapter 550 - Bielinski Hunter Oaks Planned Development (PD) Area Cb - General Development Plan (GDP)

7. REPORTS

A. Plan Commission minutes from December 9, 2024

B. Public Works Minutes from December 10, 2024

C. DTMSTF Minutes from December 17, 2024

8. COMMUNICATION & RECOMMENDATIONS

A. Bridge Update

9. MISCELLANEOUS BUSINESS

A. Payroll Summary - November 27, 2024 to December 10, 2024

B. Cash & Investments - November 30, 2024

10. ORDINANCES

A. Ord. 24-33 - Amend Chapter 550 Official Zoning Map of the City of Watertown through the amendments of language to Sections §550-38, §550-39, §550-40, §550-41; §550-42, §550-43, and §550-150, and §550-152 and to Chapter 532: Flood Plain and Shoreland-Wetland Zoning Code (Sponsor: Mayor McFarland From: Plan Commission, Second Reading)

B. Ord. 24-34 - Amend Chapter 500-3(B), Stop Intersections of the City of Watertown General Ordinances (Sponsor: Ald. Davis From: Public Safety & Welfare Committee, Second Reading)

11. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Each individual who requests to address the Council will be permitted up to three minutes for their comments and must fill out the sign in sheet provided.

12. 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

Any invocation that may be offered before the official start of the Council meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Council, and the Council does not endorse the religious beliefs or views of this, or any other speaker.

**Common Council Minutes
Tuesday December 17, 2024**

Mayor McFarland called the regular meeting of the City of Watertown Common Council to order at 7:00 p.m. on Tuesday, December 17, 2024. This meeting was open for attendance in the council chambers as well as virtually.

ROLL CALL

Roll call indicated the following Alderpersons present: Ald. Davis, Lampe, Board, Blanke, Smith, Schmid, Wetzel and Moldenhauer. Absent was Ald. Bartz. City staff present were City Attorney Steven T. Chesebro (virtual), Police Chief David Brower, Finance Director Mark Stevens, Public Works Director Andrew Beyer, Zoning Administrator Brian Zirbes (virtual), HR Lisa Schwartz (virtual), Utilities Superintendent Pete Hartz, Water Department Tim Hayden, and City Clerk Megan Dunneisen.

PLEDGE OF ALLEGIANCE

The Council recited the Pledge of Allegiance to the American Flag.

MINUTES OF PRECEDING MEETING

Mayor McFarland inquired if there were additions or corrections to minutes of the Common Council meeting held Tuesday, December 3, 2024. There being none, minutes were accepted as presented.

COMMENTS & SUGGESTIONS FROM CITIZENS PRESENT

Erik Kluge of 915 Casey Dr and Bill Hugin of 907 Casey Dr spoke opposing the proposed Edge Field plat.

PUBLIC HEARING

Mayor McFarland opened the public hearing for the Wastewater Treatment Plant Facilities Plan as required by s. NR 110.09(4), Wis. Adm. Code at 7:07pm, there being no comment Mayor McFarland closed the public hearing at 7:07pm.

REPORTS

(Complete minutes are open for public inspection in the Finance Department.)

The following reports were received and filed: Licensing Board minutes from November 13, 2024, Tourism minutes from November 14, 2024, Park, Recreation, and Forestry minutes from November 18, 2024, Park, Recreation, and Forestry minutes from November 22, 2024, Site Plan Review minutes from November 25, 2024, Plan Commission minutes from November 25, 2024, Finance Committee minutes from November 25, 2024, Public Safety minutes from December 4, 2024, Site Plan Review Minutes from December 9, 2024.

COMMUNICATIONS & RECOMMENDATIONS

Mayor McFarland gave employee recognition to Marty Larson with the Public Works Solid Waste Division for 5 years and Victoria Parker with the Health Department for 5 years. Watertown Fire Department October Monthly Report was presented, and Mayor McFarland gave a bridge update.

ACCOUNTS PAYABLE

(Complete listing of accounts payable is open for public inspection the Finance Department.)

Certified accounts were presented.

MISCELLANEOUS BUSINESS

Payroll Summary - November 11, 2024 to November 26, 2024 was presented.

LICENSES:

Ald. Smith made a motion to deny the application for operator's license from Ashley E Grimm due to Cat I and II of the Watertown Licensing Guidelines, seconded by Ald. Blanke and carried by unanimous voice vote.

ORDINANCES

Ord. 24-33 - Amend Chapter 550 Official Zoning Map of the City of Watertown through the amendments of language to Sections §550-38, §550-39, §550-40, §550-41; §550-42, §550-43, and §550-150, and §550-152 and to Chapter 532: Flood Plain and Shoreland-Wetland Zoning Code (Sponsor: Mayor McFarland From: Plan Commission, First Reading). Ald. Blanke moved for adoption of ordinance 24-33 on the first reading, seconded by Ald. Board and carried by roll call vote: Yes-8; No-0; Abstain-0.

Ord. 24-34 - Amend Chapter 500-3(B), Stop Intersections of the City of Watertown General Ordinances (Sponsor: Ald. Davis From: Public Safety & Welfare Committee, First Reading). Ald. Davis moved for adoption of ordinance 24-34 on the first reading, seconded by Ald. Smith and carried by roll call vote: Yes-7; No-1 (Schmid); Abstain-0.

RESOLUTIONS

Resolutions below are listed in order of the agenda but may not be the order by which they were taken up at the Council meeting.

Exh. 9687 - Resolution to authorize Joint Powers Agreement with Dodge County (Sponsor: Mayor McFarland). Ald. Lampe moved to adopt resolution 9687, seconded by Ald. Schmid and carried by unanimous voice vote.

Exh. 9688 - Resolution to authorize Joint Powers Agreement with Jefferson County (Sponsor: Mayor McFarland). Ald. Schmid moved to adopt resolution 9688, seconded by Ald. Lampe and carried by unanimous voice vote.

Exh. 9689 - Resolution to approve the Preliminary Plat for Hunter Oaks Enclave Subdivision (Sponsor: Mayor McFarland From: Plan Commission). Ald. Lampe moved to adopt resolution 9689, seconded by Ald. Blanke and carried by roll call vote: Yes-7; No-0; Abstain-1 (Schmid).

Exh. 9690 - Resolution to approve the Preliminary Plat for Edge Field Subdivision (Sponsor: Mayor McFarland From: Plan Commission). Ald. Lampe moved to adopt resolution 9690, seconded by Ald. Blanke. Ald. Blanke made a motion to amend resolution 9690 striking item 8 *Perform a Traffic Impact Analysis on the plat and surrounding area* due to the developer and city engineer's recommendation that it is not necessary at this time with the recent request of an extension of another road into the area, seconded by Ald. Lampe and carried by roll call vote: Yes-8; No-0; Abstain-0. Motion to approve resolution 9690 carried by roll call vote: Yes-7; No-1 (Schmid); Abstain-0.

Exh. 9691 - Resolution to enter into agreement with Mead Hunt for engineering design and construction services for Wastewater Biosolids Dryer project (Sponsor: Ald. Board From: Public Works Commission). Ald. Board moved to adopt resolution 9691, seconded by Ald. Wetzel and carried by roll call vote: Yes-8; No-0; Abstain-0.

Exh. 9692 - Resolution to approve US Cellular equipment upgrades on City Hall Tower (Sponsor: Ald. Board From: Public Works Commission). Ald. Board moved to adopt resolution 9692, seconded by Ald. Smith and carried by unanimous voice vote.

Exh. 9693 - Resolution for the purchase of a Combination Sewer Cleaner Truck to be used by the City of Watertown DPW - Water Systems (Sponsor: Ald. Board From: Public Works Commission). Ald. Board moved to adopt resolution 9693, seconded by Ald. Davis and carried by roll call vote: Yes-8; No-0; Abstain-0.

Exh. 9694 - Resolution to establish pay for the Office of Alderperson for terms beginning on or after April 15, 2026 (Sponsor: Mayor McFarland From: Finance Committee). Ald. Davis moved to adopt resolution 9694, seconded by Ald. Lampe. Ald. Blanke made a motion to table until March 1 to see if there is any change to Act 10, seconded by Ald. Schmid. Ald. Smith called point of order to address the type of motion made to table with the recommendation that it should be a motion to postpone to a time certain of March 1. Motion by Ald. Blanke to postpone to a time certain of March 1, seconded by Ald. Schmid and failed by roll call vote: Yes-3 (Blanke, Schmid, Wetzel; No-5 (Davis, Lampe, Board, Smith, Moldenhauer); Abstain-0. Motion to approve resolution 9694 carried by roll call vote: Yes-6; No-2 (Blanke, Schmid); Abstain-0.

Exh. 9695 - Resolution to establish pay for the Municipal Judge for the terms beginning on May 1, 2025 (Sponsor: Mayor McFarland From: Finance Committee). Ald. Davis moved to adopt resolution 9695, seconded by Ald. Lampe and carried by roll call vote: Yes-8; No-0; Abstain-0.

Exh. 9696 - Resolution to establish pay for the Office of Mayor for terms beginning on or after April 15, 2025 (Sponsor: Ald. Bartz From: Finance Committee). Ald. Moldenhauer moved to adopt resolution 9696, seconded by Ald. Wetzel and carried by roll call vote: Yes-5 (Moldenhauer, Davis, Lampe, Smith, Wetzel); No-2 (Blanke, Schmid); Abstain-1 (Board).

Exh. 9697 - 2025 Payroll Resolution (Sponsor: Mayor McFarland From: Finance Committee). Ald. Wetzel moved to adopt resolution 9697, seconded by Ald. Blanke. Ald. Davis made a motion to amend resolution 9697 to move the Water Distribution Technician from Grade H to Grade J, seconded by Ald. Lampe and carried by roll call vote: Yes-8; No-0; Abstain-0. Motion to approve resolution 9697 carried by roll call vote: Yes-8; No-0; Abstain-0

Exh. 9698 - Resolution to enter into construction easement agreement with AbleLight (Sponsor: Mayor McFarland From: Finance Committee). Ald. Moldenhauer moved to adopt resolution 9698, seconded by Ald. Wetzel and carried by unanimous voice vote.

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Dean Gagliano of 909 Casey Dr spoke on the Edge Field plat.

ADJOURNMENT

There being no further business to come before the Council at this time, Ald. Moldenhauer moved to adjourn, seconded by Ald. Schmid, and carried by unanimous voice vote at 8:18pm.

Respectfully Submitted,

Megan Dunneisen, City Clerk

DISCLAIMER: These minutes are uncorrected; any corrections will be noted in the proceedings at which these minutes are approved. Complete minutes are open for public inspection in the Clerk's Office. Video recording available at Watertown TV's YouTube page: <https://www.youtube.com/c/WatertownTV>

NOTICE OF PUBLIC HEARING

Section 6, Item A.

Pursuant of Section § 62.23(7) of the Wisconsin State Statutes and Sections § 550-141, § 550-152G(2), & § 550-152H(6) of the City of Watertown Municipal Code, a notice is hereby given by the Common Council of the City of Watertown, Wisconsin, that a public hearing will be held on the 7th day of January, 2025 in the Council Chambers of the Municipal Building, 106 Jones Street, Watertown, Wisconsin at 7:00 P.M., or shortly thereafter, to consider the request of Bielinski Development, Inc. (applicant and owner) to amend certain areas of a Planned Development – General Development Plan (GDP) as described below:

Area C(b)

Lot 1 of Certified Survey Map No. 3941, being a part of the Northwest ¼ of the Southeast ¼ of Section 6, T8N, R15E, in the City of Watertown, County of Jefferson, State of Wisconsin, recorded in the Office of the Register of Deeds for Jefferson County on April 11, 2000 in Volume 19 of Certified Survey Maps at Pages 60 to 62 inclusive, as Document No. 1035218. (Parcel No. 291-0815-0642-006)
Lot 1 of Certified Survey Map No. 3939, being a part of the Northwest ¼ of the Southeast ¼ of Section 6, T8N, R15E, in the City of Watertown, County of Jefferson, State of Wisconsin, recorded in the Office of the Register of Deeds for Jefferson County on April 11, 2000 in Volume 19 of Certified Survey Maps at Pages 54 to 56 inclusive, as Document No. 1035218. (Parcel No. 291-0815-0642-007)

All persons wishing to be heard are invited to be present. Written comments may be submitted to City Clerk Megan Dunneisen, 106 Jones Street, Watertown, WI 53094.

CITY OF WATERTOWN
Brian Zirbes
Zoning & Floodplain Administrator

BZ/nmz

PUBLISH:

December 24, 2024
And
December 31, 2024

(BLOCK AD)

**PETITION AND REQUEST TO
AMEND THE PUD/GDP FOR HUNTER OAKS NEIGHBORHOOD
(Second Amendment)
CITY OF WATERTOWN, WI**

Bielinski Development Inc. ("Bielinski") hereby respectfully requests that the City of Watertown Plan Commission and Common Council review the real property consisting of approximately 13.13 acres, which is more particularly described in the Site Plans dated 10/30/24 which are incorporated herein ("Subject Parcels") with this submission.

Bielinski is requesting amending the approved (August 20th, 2024) Planned Unit Development (PUD) & General Development Plan (GDP) for these two parcels in the Hunter Oaks Neighborhood.

All the below statements and information, whether written on this Petition or attached, are true and correct to the undersigned's knowledge and belief.

Proposal and Commitments

The Petitioner, Bielinski, respectfully requests that the City Planning Commission and Common Council approve this amended General Development Plan land use of the Subject Parcels with substantial conformance of the enclosed site plans dated 10/30/24, a Bielinski Affordable Housing Initiative of Single Family Residential Small Lot Homes.

This amended GDP includes the following amended term(s):

- **Name of this Subdivision: The Enclave at Hunter Oaks**
- **The GDP serves as the PIP exclusively for Area C(b).**
- **Minimum Lot Width at Street Frontage: 45 ft.**
- **Minimum Lot Width at Front Setback: 45 ft. (previously approved at 50 ft.)**
- **Building Setback Street (Front): 24 ft. (previously approved at 20 ft.)**
- **Single Family lots reduced from 53 to 44 to accommodate an improved design layout.**

All other terms of the approved GDP on June 20th, 2023 and the approved amendment on August 20th, 2024 stay the same.


Dated this 7th day of November, 2024.

OWNER & PETITIONER:

Bielinski Development, Inc.

1830 Meadow Lane, Suite A

Pewaukee, Wisconsin 53072

By: 
Frank Bielinski, President

Dated: 11/7/24



**GENERAL DEVELOPMENT PLAN
(AMENDMENT)**

"Hunter Oaks Neighborhood"

City of Watertown, Wisconsin

Site Data Table (Original)

Acreage Calculations & Unit Counts					
Area	Land Use	Net Acreage	Number of Units	Net Density	% of Unit Count
C _(a)	Multi-Family Homes	3.8	54	14.2	9.0%
C _(a)	Multi-Family Homes	6.2	81	13.1	16.7%
E	Single-Family Attached Condos (2-Unit)	3.3	12	3.8	2.0%
F	Single-Family Attached Condos (4 to 6 Unit)	5	50	10	9.0%
G	Single-Family Attached Condos (4 to 6 Unit)	6.4	60	9.4	11.0%
H	Single-Family Attached Condos (2-Unit)	3.7	20	5.4	4.0%
I	Single-Family Lots (75w to 110w)	3.8	294	3.9	51.0%
J	Neighborhood Park	8.2	-	-	-
K	Neighborhood Park	4.3	-	-	-
L	Storm Water Detention	8.9	-	-	-
	Street Right of Way	38.9	-	-	-
Total			571		

Site Data Table (Amended)

Acreage Calculations & Unit Counts					
Area	Land Use	Net Acreage	Number of Units	Net Density	% of Unit Count
A-D	Multi-Family Condos (2-Unit)	6.5	34	5.23	7.66%
B	Single-Family Attached Condos (2-Unit)	3.5	20	5.71	4.50%
C _(a) (PH1)	Single-Family Lots	1.1	8	7.3	1.80%
C _(a) (PH2)	Single-Family Lots	10.4	36	3.5	8.11%
E	Single-Family Attached Condos (2-Unit)	3.3	12	3.64	2.70%
F	Single-Family Attached Condos (4 to 6 Unit)	5.1	50	9.80	11.26%
G	Single-Family Attached Condos (2-Unit)	3.8	20	5.26	4.50%
H-1	Single-Family Lots	48.1	174	3.60	39.19%
H-2 (PH1)	Single-Family Lots	8.1	25	3.09	5.63%
H-2 (PH2)	Single-Family Lots	5.3	18	3.40	4.05%
H-2 (PH3)	Single-Family Lots	7.8	20	2.56	4.50%
H-2 (PH4)	Single-Family Lots	8.1	27	3.33	6.08%
I	Neighborhood Park	7.5	-	-	-
J	Neighborhood Park	4.4	-	-	-
K	Storm Water Detention	8.9	-	-	-
	Street Right of Way	31.5	-	-	-
Total Project Area		163.4	444		

Overall Gross Density:

- 444 Total Units / 163.4 Total Project Acres = 2.72 DUA

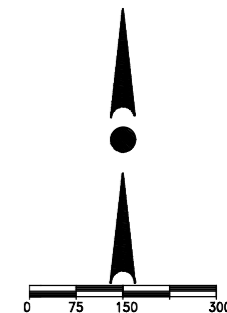
Overall Net Density:

- 444 Total Units / 123.0 = 3.61 DUA
- *Net Residential & Neighborhood Park Land Use Acres

*Net Residential & Neighborhood Park Land Use Acres is Equal to Areas A-D, B, C_(a), E, F, G, H, I, J



4100 North Calhoun Road
Brookfield, WI 53005
PHONE: (262) 790-1480
FAX: (262) 790-1481
EMAIL: info@trioeng.com

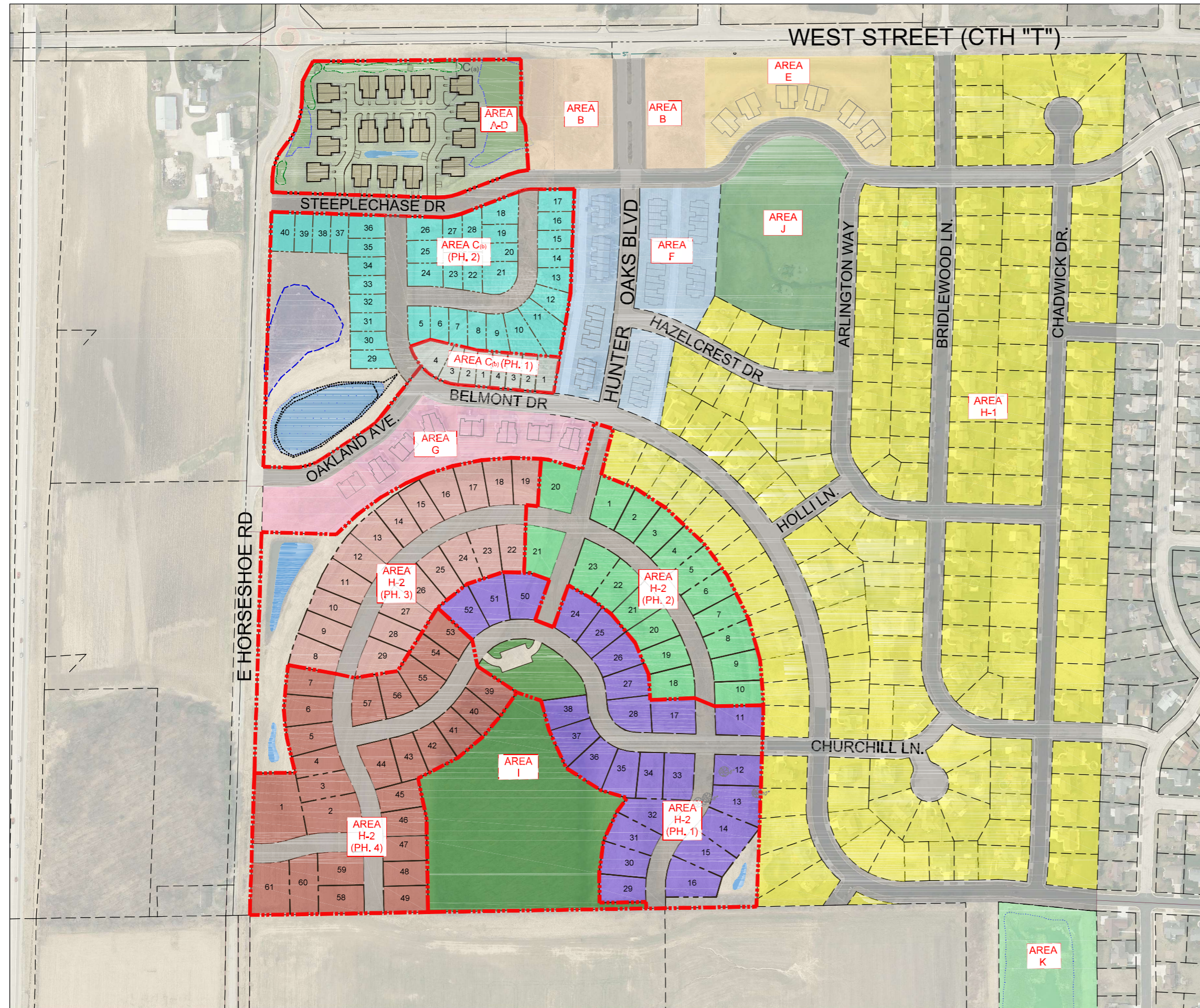


Scale: 1" = 150' (22"x34")

Scale: 1" = 300' (11"x17")

DATE: 10-30-2024

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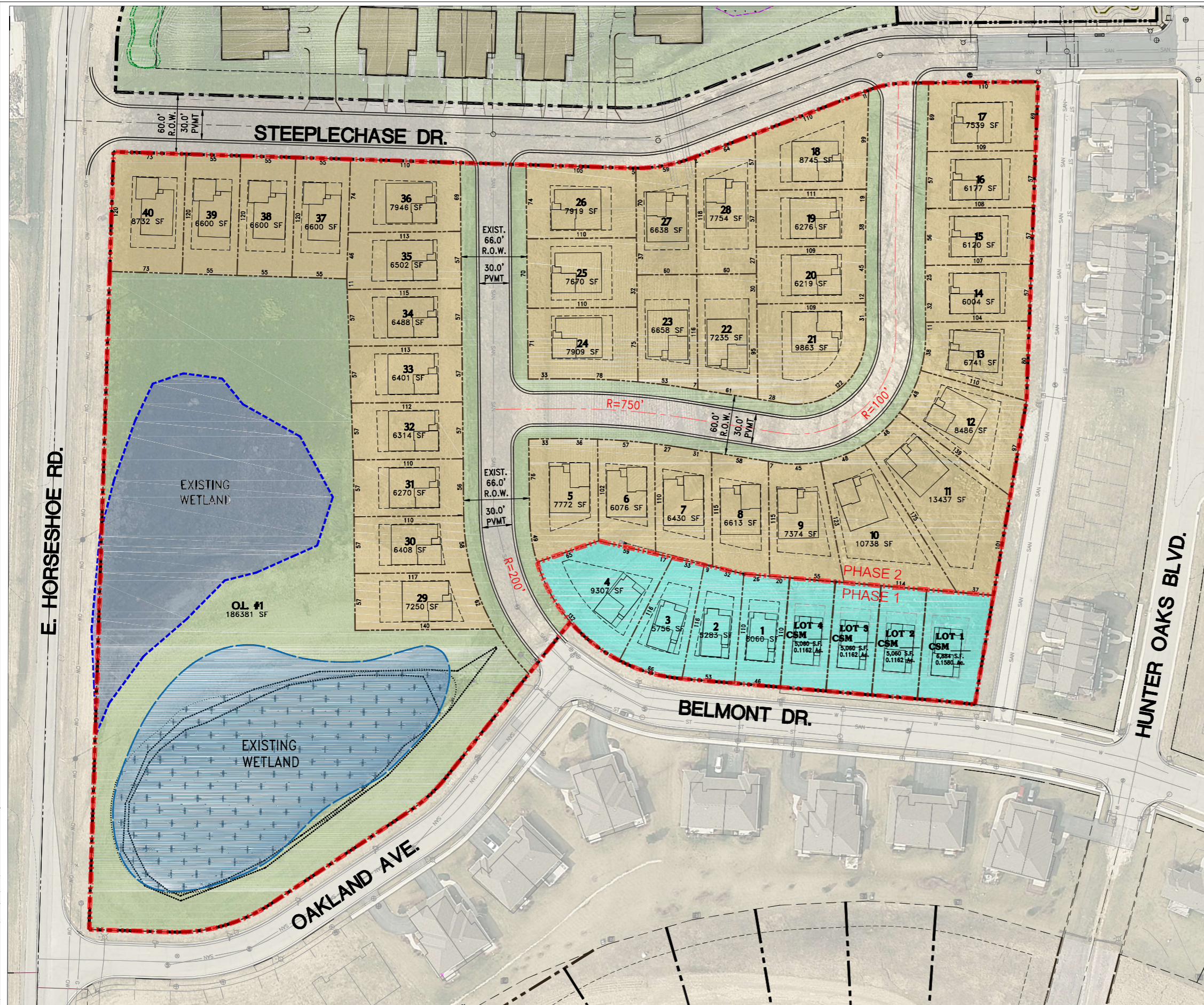
BIELINSKI
HOMES



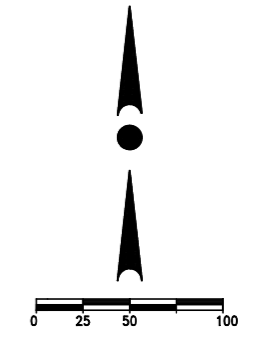
4100 N. CALHOUN RD
SUITE 300
BROOKFIELD, WI 53005
t: (262) 790-1480
e: info@trioeng.com
www.trioeng.com

PIP SITE PLAN EXCLUSIVE FOR AREA Cb

"THE ENCLAVE AT HUNTER OAKS"
SINGLE FAMILY HOME SITES
City of Watertown, WI



DATA SUMMARY	
Proposed Site	AREA Cb
Parcel Area:	13.13 acres
Development:	44 lots
Density:	3.35 lots/acre
Average Lot Size:	7,090 s.f. (0.163 Ac)
Proposed Phasing:	
Phase 1:	8 lots, CSM Lots 1-4 & Plat Lots 1-4 (Fall 2024)
Phase 2:	36 lots, 5-40 (2025)
Proposed Pad Dimensions:	
	28'x48' - CSM Lots 1-4 & Plat Lots 1-4
	38'x58' - Lots 37-40
	40'x50' - Lots 5-36
Proposed Building Setbacks:	
Street (Front):	24'
Street (Corner):	20'
Rear:	25'
Side:	8'
Min. Lot Width:	45'



Scale: 1" = 50' (22"x34")
Scale: 1" = 100' (11"x17")

DATE: 10-30-2024

**PLAN COMMISSION
MINUTES
December 09, 2024**

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

The following members were present: Mayor McFarland, Alderman Blanke, Beyer, Krueger, Lampe (Virtual left at 4:56pm), Talaga, Zirbes

Also in attendance: Reid Jahns of Excel Engineering, Andy Boxell, Cory O'Donnell, John Donovan of Bielinski Homes, Eric Kluge, Miranda Kluge, Chad Bailey, Dean Gagliano, and Mason Becker

- 1. Call to order**
- 2. Approval of Minutes**
 - A. Site Plan Review minutes November 25, 2024**
 - B. Plan Commission minutes November 25, 2024**

Motion to approve both Plan Commission minutes was made by Krueger and seconded by Blanke, passed on unanimous voice vote.
- 3. Business**
 - A. Public Hearing:** 700 Hoffman Drive – Request for a Conditional Use Permit (CUP) for a Group Development under Sections 550-68A(1) and 550-68A(2)

No public comment.
 - B. Review and take action:** 700 Hoffman Drive – Request for a Conditional Use Permit (CUP) for a Group Development under Sections 550-68A(1) and 550-68A(2)

Brian Zirbes presented the request for a CUP for 700 Hoffman Drive for the Lumin Terrace apartment complex at the Rock River Ridge Plat.
The development requires two waivers as follows:

 1. No group development shall take access to a local residential street.
 2. On-site landscaping shall be provided per the landscaping requirements of this chapter, except that building foundation landscaping and paved area landscaping shall be provided at 1.5 times the required landscape points for development in the zoning district.

Motion to approve with the waivers as noted made by Krueger, seconded by Talaga and passed on a unanimous voice vote.
 - C. Review and make recommendation to Common Council:** Edge Field Preliminary Plat
Brian Zirbes presented the Preliminary Plat to the Plan Commission. The following conditions are recommended with any approval:
 1. Add all road names to the plat.
 2. Add to the plat a dedication of Milford St/CTH A ROW and a third outlot to include the small remnant property east of the dedicated ROW.
 3. Add to the plat notes indication which lots are paired up for twin homes.
 4. Add subsurface soil, rock, and water conditions including depth to bedrock and average depth to groundwater to the plat.
 5. Add stormwater BPM locations, drainage easements, drainage restrictions, and basement/groundwater considerations to the plat as detailed at the Site Plan Review Committee.

6. Add Airport Approach Protection Zone maximum elevations to the plat.
7. Obtain Erosion Control and Storm Water Runoff Permit review and approval.
8. Perform a Traffic Impact Analysis on the plat and surrounding area.
9. Include an extension of River Road west to Ryan Ridge on the plat to provide a connection to Milford St/CTH A.
10. Apply for rezoning of Twin Home lots to Two-Family Residential (TR-6) to run concurrently with Final Plat approval.
11. Remove future park designation from Outlot 2.
12. West and South stub streets shall be platted but not constructed.

Alder Blanke brought the concerns of a neighboring development and the traffic all filtering through the same area. He suggested the extension of River Road through the utility easement in exchange the West and South road stubs will be platted but not constructed.

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

D. Initial Review and Schedule Public Hearing at Common Council: Hunter Oaks Planned Development Amendment

Brian Zirbes presented the request for an amendment to the Hunter Oaks Planned Development. The amendment requires a public hearing at the Common Council.

Motion to set the public hearing at the Common Council on January 7th 2025 was made by Blanke, seconded by Krueger and passed on a unanimous voice vote.

E. Review and make recommendation to Common Council: Hunter Oaks Enclave Preliminary Plat

Brian Zirbes presented the Hunter Oaks Enclave Preliminary Plat request from Belenski Homes. The Plan Commission agreed noted the following conditions:

- a. Add minimum Street Frontage of 45 ft per amended PD-GDP/PIP to 'Site Data Table'.
- b. Change listed zoning information in 'Development Summary Table' to Single-Family Residential with PD Overlay.
- c. Add subsurface soil, rock, and water conditions including depth to bedrock and average depth to groundwater to the plat.
- d. Add drainage easements for individual lots to the plat.
- e. Add a note to the plat that indicates permanent improvements to the existing stormwater ponds meeting current stormwater standards will be completed as part of Phase 2 of the plat.
- f. Add Airport Approach Protection Zone maximum elevations to the plat.

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

F. Review Public Hearing Comments and make recommendation to Common Council: Overlay Zoning Amendments and Map Update

No Public Comment

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

All materials discussed at this meeting can be found at:

<https://cms4files.revize.com/watertownwi/December%209,%202024%20Plan%20Commission%20Meeting%20Packet.pdf>

4. Adjournment

Motion to adjourn was made by Krueger and seconded by Beyer and passed on a unanimous voice vote. (5:05pm)

Respectfully Submitted,

Alderman Brad Blanke

**City of Watertown
Public Works Commission
Tuesday, December 10, 2024**

1. Call to Order

Meeting called to order by Chairman Steve Board at 5:30 p.m.

Attendees: Alders Board, Bartz, and Wetzel, and Commissioner Thompson.

Also present: DPW Director/Engineer Andrew Beyer, Water Systems Manager Peter Hartz, Stormwater Project Manager Maureen McBroom, Assistant Water Systems Manager Tim Hayden, John Butt of Mead Hunt, Katie Vandenberg and Steve Wurster of Ruckert-Mielke, Eric Vieth and Justin Biskemper of Strand Associates, Zack Goodrow, and a resident by phone.

Tim Hayden

2. Comments and Suggestions from Citizens Present

No comments received.

3. Review and Approve Meeting Minutes

- a. Public Works Minutes from November 12, 2024 and November 20, 2024

Motion by Wetzel, supported by Thompson to approve the minutes of November 12, 2024 and November 20, 2024. Motion carried unanimously.

4. Business

- a. Review and take possible action: Wastewater Facilities Plan approval and public hearing date.

Motion by Thompson, supported by Wetzel to approve the Wastewater Facilities Plan as amended and contingent upon the completion of the Public Hearing date of December 17, 2024, before City Council. Motion carried unanimously.

- b. Review and take possible action: Approve and verify the remaining funding breakouts for the private lead service replacement program in census tracts (CT) CT1002, CT9620, and CT City Wide

Motion by Bartz, supported by Thompson, to approve and verify funding breakouts for the private lead service replacement program in census tract (CT) CT1002, CT9620, and CT City Wide remaining allocations and sources for the 2025 Private and Public Lead Service Replacement City Wide Program. Motion carried unanimously.

- c. Review and take possible action: Hire Mead Hunt to provide engineering design and construction related services for the biosolids dryer project for \$344,000.

Motion by Bartz, supported by Wetzel to approve the contract for Mead Hunt for the engineering design and construction related services for the Biosolids Dryer project totaling \$344,000. Motion carried unanimously.

- d. Review and take possible action: Approve the purchase of a Combination Sewer Cleaner Truck.

Motion by Thompson supported by Bartz to approve the purchase of a Combination Sewer Cleaner Truck for the not-to-exceed amount of \$475,0308 to R.N.O.W., Inc. Motion carried unanimously.

- e. Review and take possible action: Hire Strand Associates to complete phase 1 route refinement and preliminary design for the West Side Sanitary Sewer Interceptor project for \$28,500.

Motion by Wetzel, supported by Thompson to approve the Hiring of Strand Associates to complete phase 1 route refinement and preliminary design for the West Side Sanitary Sewer Interceptor project for \$28,500. Motion carried.

- f. Discussion: Storm Water Utility billing overview.

Maureen McBroom, Stormwater Program Manager, provided an overview of the storm water utility.

No action required.

- g. Review and take possible action: Hart Street Drainage Study.

Maureen McBroom, Stormwater Program Manager, provided an update of the Hart Street Drainage Study.

No action required.

- h. Review and take possible action: Modified US Cellular Lease Agreement for 106 Jones Street Communications Tower.

Motion by Board, supported by Bartz to approve the second amendment to tower and ground space lease between US Cellular and the city of Watertown located at 106 Jones Street, Watertown. Motion carried unanimously.

5. Adjournment

Motion by Wetzel supported by Thompson to adjourn. Motion carried unanimously.

Meeting adjourned at 7:02 p.m.

Respectfully submitted by Alderman Steve Board, Chair.

DOWNTOWN MAIN STREET RECONSTRUCTION TASK FORCE**Tuesday, December 17, 2024****2:30 pm IN-PERSON/VIRTUAL MEETING****Room 2044, City Hall, 106 Jones St, Watertown, WI****Virtual Meeting Info:** <https://us06web.zoom.us/join> Meeting ID: 617 065 5357 Passcode: 53094

One tap mobile +16469313860

<https://us06web.zoom.us/j/6170655357?pwd=96tcitGxXtZD4na19NqSUHQQuENC2yf.1>

1. Call to order at 2:32 pm.
 - a. Attendance- Present: Mason Becker, Andrew Beyer, Ald. Board, Laurie Hoffman, Mike Trego, Amber Smith, Ald. Moldenhauer, Maureen McBroom & Steph Mazzoni.
Virtual: Two residents
Absent: Ryan Wagner, Mayor McFarland, Andy Grinwald, Jody Purtell, & Michele Elias
2. Approval of prior meeting minutes
 - a. Approval of Minutes 11.19.24
Motioned by Board, seconded by Hoffman, carried unanimously, with date change of 2025 to 2024 on 6a December meeting.
3. Opening for public comment.
 - a. None
4. Old Business
 - a. Review and take possible action: locations of city extras in Downtown Main Street 2028 Project Area (Beyer/McBroom)
 - i. Discussion on city extras, trees, and pavers.
 - ii. Board suggested identifying the existing green spaces on the maps and make one big continuous map to present at the meeting on Jan. 6th.
 - iii. Jody Purtell is leaving her position, so Mason and Andrew will need to address the meeting on Jan. 6th.
 - iv. **Motioned by Hoffman, seconded by Moldenhauer, to preliminarily approve the proposed layout of trees and pavers, conditional with the approval by the Public Works and Finance Committees, and the WI DOT design review. Motion carried unanimously.**
 - v. **Motioned by Board, seconded by Trego to approve the city extras as presented and the beacon on 2nd Street. Motion carried unanimously.**
5. Reminder: Quarterly Business Meet-up Meeting is Monday, January 6, 2025, at 5pm at the Watertown Public Library.
 - a. See if Main Street board members or Task Force members can attend.
6. Confirm next meeting date:
 - a. Regular meeting date: January 28, 2025, at 2:30 pm (Steph will email to see if 2:30 or 3 works best)
7. Adjournment at 3:19 pm
 - a. **Motioned by Board, seconded by Trego, carried unanimously**

PAYROLL SUMMARIES

For the Period of: 11/27/2024 12/10/2024

Section 9, Item A.

Department	Employees		Regular Hours	Overtime Hours	Overtime Costs this Pay Period	Y-T-D Overtime Costs	Overtime Budget	Total Payroll
	FT	PT						
Police	53	3	4,482.17	253.00	13,704.37	270,776.71	114,000.00	179,975.99
Fire	29	3	3,187.25	311.25	11,878.39	200,860.55	150,000.00	96,157.55
Municipal Court	1	1	100.00	-	-	-	-	3,166.52
Mayor	1	-	80.00	-	-	-	-	3,425.85
Bldg. Inspection	4	4	363.50	-	-	112.80	1,000.00	12,545.26
Attorney	2	1	220.00	-	-	-	-	7,614.40
Finance	6		480.00	-	-	3,038.84	1,500.00	14,957.61
Media	2	3	207.25	-	-	-	-	5,069.03
Administration	2	2	224.00	-	-	-	-	7,175.76
Engineering	4	2	354.50	-	-	-	-	9,831.78
Health	8	3	709.50	-	-	-	10,500.00	23,904.34
Library	9	12	1,019.50	1.25	37.20	352.49	-	23,718.36
Municipal Building	1	-	80.00	2.50	87.15	1,516.43	1,000.00	1,946.35
Solid Waste	7	-	560.00	5.00	171.96	1,319.14	3,000.00	14,002.17
Street	24	-	1,863.00	23.25		15,742.22	39,200.00	55,232.25
Park	9	-	720.00	6.00	219.42	7,516.19	18,000.00	18,316.22
Forestry	2	-	160.00	-		-	-	4,382.40
Park/Rec Admin	7	1	587.25	-	-	-	400.00	17,195.00
Recreation and Pools	-	31	204.00	-	-	1,674.40	500.00	2,908.95
Wastewater	10	-	800.00	23.00	1,108.08	13,255.42	18,000.00	24,688.56
Water Dept.	9	-	720.00	27.75	1,079.00	12,038.62	23,500.00	24,597.39
Crossing Guards	-	9	89.00	-	-	-	-	1,001.25
Police Reserve	-	4	63.00	-	-	-	-	939.60
Alderspersons (2nd PR)	-	-	-	-	-	-	-	-
TOTALS	190 FT	79 PT	17,273.92	653.00	28,285.57	528,595.66	380,600.00	552,752.59

CITY OF WATERTOWN

Cash & Investment Summary

11/30/2024

Available Cash on Hand		
11/1/2024	\$ 1,312,798.47	
November Receipts	<u>2,733,195.82</u>	
Total Cash		\$ 4,045,994.29
Disbursements		
Total Disbursements		<u>(3,114,909.97)</u>
TOTAL AVAILABLE CASH		\$ 931,084.32
Cash on Hand (in bank) 11/30/2024	\$ 1,795,801.22	
Less Outstanding Checks	<u>(877,466.05)</u>	
TOTAL AVAILABLE CASH		\$ 918,335.17

Total Invested Funds:

Local Government Investment Pool	\$ 40,662,446.88
Ehlers Investment Partners	<u>12,306,610.92</u>
TOTAL INVESTED FUNDS	\$ 52,969,057.80

Breakdown:

General	\$ 10,305,076.69
Capital Projects	4,092,805.09
Library	498,861.75
TID #4	3,955,500.83
TID #5	1,226,061.73
ARPA	669,479.79
Developer Park Fees	161,168.14
Fire Station	7,242,688.29
Environmental Health	521,604.96
Wastewater Utility	12,522,897.19
Water Utility	7,752,875.51
Storm Water Utility	3,030,385.36
Solid Waste	<u>989,652.47</u>
TOTAL INVESTED FUNDS	\$ 52,969,057.80

Interest YTD (net of fees)

Local Government Investment Pool	\$ 2,235,796.28
Ehler's (does not include market depreciation/appreciation)	<u>453,505.53</u>
TOTAL INTEREST YTD (all funds)	\$ 2,689,301.81

AN ORDINANCE

TO AMEND CHAPTER 550: ZONING CODE, THROUGH THE AMENDMENTS OF LANGUAGE TO SECTIONS §550-38, §550-39, §550-40, §550-41; §550-42, §550-43, and §550-150, and §550-152 and to CHAPTER 532: FLOOD PLAIN and SHORELAND-WETLAND ZONING CODE

SPONSOR: MAYOR MCFARLAND, CHAIR

FROM: PLAN COMMISSION WITH POSITIVE RECOMMENDATION

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

SECTION 1. Section § 550-38 is hereby repealed and replaced with:

§ 550-38 Planned Development Overlay District.

- A. Description and purpose. This district is intended to provide more incentives for redevelopment in areas of the community which are experiencing a lack of reinvestment, or which require flexible zoning treatment because of factors specific to the site. This district is designed to forward both aesthetic and economic objectives of the City by controlling the site design and the land use, appearance, density or intensity of development within the district in a manner that is consistent with sound land use, urban design and economic revitalization principles. The application of these standards will ensure long-term progress and broad participation toward these principles. Refer to § 550-152 for the procedures applicable to proposal review in this overlay zoning district.
- B. Development standards. Development standards are flexible within this overlay zoning district. Refer to § 550-152B for the range of development standards potentially available in this overlay zoning district.

* * * * *

SECTION 2. Section § 550-152 is hereby repealed and replaced with:

§ 550-152 Planned Development Procedures.

A. Purpose.

- (1) The purpose of this section is to provide regulations that govern the procedure and requirements for the review and approval, or denial, of proposed planned developments and to provide for the possible relaxation of certain development standards pertaining to the underlying overlay zoning district.
- (2) Planned developments are intended to provide more incentives for infill development and redevelopment in areas of the community that are experiencing a lack of significant reinvestment. Furthermore, planned developments are designed to forward both the aesthetic and economic development objectives of the City by controlling the site design and the appearance, density or intensity of development in terms of more flexible requirements for land uses, density, intensity, bulk, landscaping and parking requirements. In exchange for such flexibility, the planned development shall provide a much higher level of site design, architectural control and other aspects of aesthetic and functional excellence than normally required for other developments.

(3) Planned developments have the potential to create undesirable impacts on nearby property. Planned developments shall not be permitted to develop simply under the general requirements of this chapter. In addition to such potential, planned developments also have the potential to create undesirable impacts on nearby properties which potentially cannot be determined except with a binding site plan, landscape plan and architectural plan, and on a case-by-case basis. In order to prevent this from occurring, all planned developments are required to meet certain procedural requirements applicable only to planned developments, in addition to the general requirements of this chapter. A public hearing process is required to review a request for a planned development.

B. Provision of flexible development standards for planned developments.

(1) Permitted location. Planned developments shall be permitted with the approval of a Planned Development Overlay Zoning District specific to the approved planned development.

(2) Flexible development standards. The following exemptions to the development standards of the underlying zoning district may be provided with the approval of a planned development:

(a) Land use requirements. All land uses listed as "residential," "institutional" or "commercial" may be permitted within a planned development. Industrial land uses may only be allowed in Planned Developments that use an underlying zoning district which specifically list industrial uses as permitted or conditional uses.

(b) Density and intensity requirements. All requirements listed for residential density and nonresidential intensity may be waived within a planned development.

(c) Bulk requirements. All residential and nonresidential bulk requirements may be waived within a planned development.

(d) Landscaping requirements. All landscaping requirements may be waived within a planned development.

(e) Parking and loading requirements. All requirements for off-street parking, traffic circulation, and off-street loading may be waived within a planned development.

(f) Waterway Overlay District requirements. All Waterway Overlay District requirements may be waived within a planned development.

(3) Requirements to depict all aspects of development. Only development which is explicitly depicted on the required site plan approved by the Common Council as part of the approved planned development shall be permitted, even if such development (including all aspects of land use, density and intensity, bulk, landscaping, and parking and loading) is otherwise listed as permitted. Requested exemptions from these standards shall be made explicit by the applicant in the application and shall be recommended by the Plan Commission and approved explicitly by the Common Council. If not so requested and approved, such exemptions shall not be permitted.

C. Initiation of request for approval of a planned development. Proceedings for approval of a planned development shall be initiated by:

(1) An application of the owner(s) of the subject property, lease holders or contract purchasers.

(2) A recommendation of the Plan Commission and action by the Common Council, relative to City-owned property.

D. PD Process Step 1: Preapplication conference.

(1) The applicant shall contact the Zoning Administrator to schedule a discussion regarding the potential PD application and to obtain informal feedback regarding the application and the PD process.

- (2) Appropriate topics for discussion may include the location of the PUD, general project themes, the general mix of dwelling unit types and/or land uses being considered, approximate residential densities and non-residential intensities, the general treatment of natural features, the general relationship to nearby properties and public streets, and relationship to the Comprehensive Plan. The discussion should also include a review of the justification for use of the PD overlay and whether alternative options such as rezoning to a standard zoning district or amending the proposed development plans are advised.
- (3) Points of discussion and conclusions reached in this stage of the process shall in no way be binding upon the applicant or the City but should be considered as the informal nonbinding basis for proceeding to the next step.

E. PD Process Step 2: Optional concept plan.

- (1) Optional review may be pursued at the request of the applicant or the Zoning Administrator. The applicant shall provide the Zoning Administrator with a draft PD concept plan submittal packet for a determination of completeness prior to placing the proposed PD on the Plan Commission agenda for concept plan review. This submittal packet shall contain all of the following items, prior to its acceptance by the Zoning Administrator and placement of the item on a Plan Commission agenda for concept plan review:
 - (a) A location map of the subject property and its vicinity at 11 inches by 17 inches-
 - (b) A general written description of the proposed PD, including:
 - [1] General project themes and images;
 - [2] The general mix of dwelling unit types and/or land uses;
 - [3] Approximate residential densities and nonresidential intensities as described by dwelling units per acre, floor area ratio and impervious surface area ratio;
 - [4] The general treatment of natural features;
 - [5] The general relationship to nearby properties and public streets;
 - [6] The general relationship of the project to the Comprehensive Plan; and
 - [7] An initial draft list of zoning standards which will not be met by the proposed PUD and the location(s) in which they apply and a complete list of zoning standards which will be more than met by the proposed PUD and the location(s) in which they apply shall be identified. The purpose of this listing shall be to provide the Plan Commission with information necessary to determine the relative merits of the project in regard to private benefit versus public benefit and in regard to the mitigation of potential adverse impacts created by design flexibility.
 - (c) A conceptual plan drawing (at 11 inches by 17 inches) of the general land use layout and the general location of major public streets and/or private drives.
- (2) Points of discussion and conclusions reached in this stage of the process shall in no way be binding upon the applicant or the City but should be considered as the informal nonbinding basis for proceeding to the next step. The preferred procedure is for one or more iterations of Plan Commission review of the concept plan to occur prior to introduction of the formal petition for rezoning which accompanies the general development plan (GDP) application.

F. PD Process Step 3: General development plan (GDP).

- (1) The applicant shall provide the Zoning Administrator with a GDP plan submittal packet for a determination of completeness prior to placing the proposed GDP on the Plan Commission agenda for GDP review.

This submittal packet shall contain all of the following items prior to its acceptance Administrator and placement of the item on a Plan Commission agenda for GDP review:

- (a) A location map of the subject property and its vicinity at 11 inches by 17 inches.
- (b) A map of the subject property, showing all lands for which the planned infill development is proposed and all other lands within 200 feet of the boundaries of the subject property. Said map shall clearly indicate the current zoning of the subject property and its environs. Said map and all its parts and attachments shall be submitted in a form which is clearly reproducible with a photocopier and shall be at a scale which is not less than one-inch equals 800 feet. All lot dimensions of the subject property, a graphic scale, and a North arrow shall be provided.
- (c) A general written description of proposed PD, including:
 - [1] General project themes and images.
 - [2] The general mix of dwelling unit types and/or land uses.
 - [3] Approximate residential densities and nonresidential intensities as described by dwelling units per acre, floor area ratio and impervious surface area ratio.
 - [4] The general treatment of natural features.
 - [5] The general relationship to nearby properties and public streets.
 - [6] The general relationship of the project to the Comprehensive Plan.
 - [7] A statement of rationale as to why PD zoning is proposed. This shall identify barriers that the applicant perceives in the form of requirements of standard zoning districts and opportunities for community betterment that the applicant suggests are available through the proposed PD zoning.
 - [8] A complete list of zoning standards which will not be met by the proposed PUD and the location(s) in which they apply and a complete list of zoning standards which will be more than met by the proposed PD and the location(s) in which they apply shall be identified. The purpose of this listing shall be to provide the Plan Commission with information necessary to determine the relative merits of the project in regard to private benefit versus public benefit and in regard to the mitigation of potential adverse impacts created by design flexibility.
 - [9] A written description of potentially requested exemptions from the requirements of the underlying zoning district, in the following order:
 - [a] Land use exemptions.
 - [b] Density and intensity exemptions.
 - [c] Bulk exemptions.
 - [d] Landscaping exceptions.
 - [e] Parking and loading requirements exceptions.
- (d) A general development plan drawing at a minimum scale of one inch equals 100 feet (reduction of 11 inches by 17 inches) of the proposed project shall also be provided by the applicant, showing at least the following information in sufficient detail to make an evaluation against criteria for approval:
 - [1] A conceptual plan drawing (at 11 inches by 17 inches) of the general land use layout and the general location of major public streets and/or private drives.

- [2] Location of recreational and open space areas and facilities, and specifically describe areas to be reserved or dedicated for public acquisition and use;
- [3] Statistical data on minimum lot sizes in the development, the approximate areas of large development lots and pads, density/intensity of various parts of the development, floor area ratio, impervious surface area ratio and landscape surface area ratio of various land uses, expected staging, and any other plans required by the Plan Commission or Common Council; and
- [4] Notations relating the written information provided in Subsection G(1)(c)[1] to [6] above to specific areas on the GDP drawing.

- (e) A general conceptual landscaping plan for subject property, noting approximate locations of foundation, street, yard and paving, landscaping and the compliance of development with all landscaping requirements of this chapter (except as noted in the listing of exceptions), and the use of extra landscaping and bufferyards.
- (f) A general signage plan for the project, including all project identification signs and concepts for public fixtures and signs (such as streetlight fixtures and/or poles or street sign faces and/or poles) which are proposed to vary from City standards or common practices.
- (g) Written justification for the proposed planned development.
- (h) Written demonstration of financial capability to complete all public and private improvements associated with the proposed PD.

- (2) The process and fees for review and approval of the GDP shall require a public hearing before the Plan Commission preceded by a Class II notice. The Plan Commission shall hold the formal public hearing, review the application, and make a recommendation for action on the application. The Mayor or Council representative on the Plan Commission may request an additional public hearing to be held by the Common Council. The Common Council shall take final action on consideration of the application.
- (3) All portions of an approved GDP not fully developed within five years of final Common Council approval shall lapse, and no additional PD-based development shall be permitted. Prior to the end of the five-year period, the property owner may request reapproval of the GDP for up to five additional years or shall request amendment of the GDP. Reapproval or amendment requests shall obtain a recommendation from the Plan Commission and approval from the Common Council following a public hearing held before the Plan Commission. If an application for renewal or amendment is not submitted, the Zoning Administrator may propose rezoning to the underlying zoning district or another standard zoning district. In the case of an expired PD, the base zoning district shall remain in effect and no development under the prior PD approvals may proceed.

G. PD Process Step 4: Precise implementation plan (PIP).

- (1) After the effective date of the rezoning to GDP, the applicant may file an application for a proposed precise implementation plan (PIP) with the Plan Commission. Alternatively, a combination GDP and PIP application may be submitted if authorized by the Zoning Administrator and if all information required for both the GDP and PIP submittal is also included. In the case of a combination GDP/PIP, a public hearing is required in accordance with GDP procedures. Any PIP submittal packet shall contain all of the following items, prior to its acceptance by the Zoning Administrator and placement of the item on a Plan Commission agenda for PD review:
 - (a) A location map of the subject property and its vicinity at 11 inches by 17 inches.
 - (b) A map of the subject property, showing all lands for which the planned infill development is proposed and all other lands within 200 feet of the boundaries of the subject property. Said map shall clearly

indicate the current zoning of the subject property and its environs. Said map and attachments shall be submitted in a form which is clearly reproducible with a photocopier and shall be at a scale not less than one-inch equals 800 feet. All lot dimensions of the subject property, a graphic scale, and a North arrow shall be provided.

- (c) A general written description of the proposed PIP, including:
 - [1] Specific project themes and images.
 - [2] The specific mix of dwelling unit types and/or land uses.
 - [3] Specific residential densities and nonresidential intensities as described by dwelling units per acre, floor area ratio and impervious surface area ratio.
 - [4] The specific treatment of natural features.
 - [5] The specific relationship to nearby properties and public streets.
- (d) A precise implementation plan drawing at a minimum scale of one inch equals 100 feet (reduction of 11 inches by 17 inches) of the proposed project shall also be provided by the applicant, showing at least the following information in sufficient detail to make an evaluation against criteria for approval:
 - [1] A PIP site plan conforming to any and all the requirements of the site plan review and approval procedures. If the proposed planned development is a cluster development or a group development, a proposed preliminary plat or conceptual plat shall be provided in addition to the required site plan;
 - [2] Location of recreational and open space areas and facilities and specifically describing those that are to be reserved or dedicated for public acquisition and use;
 - [3] Statistical data on minimum lot sizes in the development, the precise areas of all development lots and pads, density/intensity of various parts of the development, floor area ratio, impervious surface area ratio and landscape surface area ratio of various land uses, expected staging, and any other plans required by the Plan Commission or Common Council; and
 - [4] Notations relating the written information provided in Subsection G(1)(c)[1] to [6] above to specific areas on the GDP drawing.
- (e) A landscaping plan for the subject property, specifying the location, species and installed size of all trees and shrubs. This plan shall also include a chart, which provides a cumulative total for each species, type and required location (foundation, yard, street, paved area or bufferyard) of all trees and shrubs.
- (f) A series of building elevations for the entire exterior of all buildings in the planned development, including detailed notes as to the materials and colors proposed.
- (g) A general signage plan for the project, including all project identification signs, concepts for public fixtures and signs (such as streetlight fixtures and/or poles or street sign faces and/or poles), and group development signage themes which are proposed to vary from City standards or common practices.
- (h) A general outline of the intended organizational structure for a property owners' association, if any; deed restrictions and provisions for private provision of common services, if any.
- (i) A written description which demonstrates the full consistency of the proposed PIP with the approved GDP.

(j) Any and all variations between the requirements of the applicable GDP zoning district and PIP development.

- (2) The applicant shall submit proof of financial capability pertaining to construction, maintenance, and operation of all public and private improvements associated with the proposed PD.
- (3) The area included in a precise implementation plan may be only a portion of the area included in a previously approved general implementation plan.
- (4) The precise implementation plan (PIP) submission may include site plan and design information, allowing the Plan Commission to combine design review and review of the PIP. Design review may, at the choice of the applicant, be deferred until a later time when specific site and building developments will be brought forth.
- (5) The Plan Commission or Common Council may specify other plans, documents or schedules that must be submitted prior to consideration or approval of the PIP, as such may be relevant to review.
- (6) The process and fees for review and approval of a PIP shall be identical to that GDP approvals per this chapter
- (7) All portions of an approved PIP not fully developed within five years of final Common Council approval shall lapse, and no additional PD-based development shall be permitted. The Common Council may extend this period up to five additional years via a majority vote following a public hearing. The applicant may also request reapproval or amendment of a previously approved PIP before the applicable five-year period lapses. In the case of an expired PIP, procedures shall be identical to that for GDP expirations per this Chapter.

* * * * *

SECTION 3. Section § 550-39 is hereby repealed and replaced with:

§ 550-39 Purpose and Mapping of Natural Resource Protection Overlays

- A. This section introduces overlay zoning districts which regulate areas in which natural resource protection requirements apply. Each type of natural resource regulated by this chapter is represented by an overlay zoning district bearing its name. Natural resource protection overlay districts include:
 - (1) Floodplain Overlay Districts.
 - (2) Shoreland-Wetland Overlay District.
 - (3) Waterway Overlay District.
 - (4) Woodland Overlay District.
 - (5) Steep Slope Overlay District.
- B. Natural resource protection overlay zoning districts established by this chapter are shown on the Official Zoning Map of the City of Watertown which, together with all the explanatory material thereon, is hereby made part of this chapter. For specific natural resource protection overlay district designation criteria, see Sections 550-41 through 550-43.5 of this chapter and also Chapter 532, Floodplain and Shoreland-Wetland Zoning.
- C. Purpose. The purpose of this article is to set forth the requirements for the mandatory protection of natural resources and permanently protected green space areas within the jurisdiction of this chapter (see § 500-9).

The provisions of this article interact closely with the provisions of § 550-58 (Natural resource required mitigation standards), § 550-73 (Required natural resources site evaluation), and §§ 550-74 and 550-75 which provide residential and nonresidential development standards. Section 550-76 provides a complete overview of the interrelationship between the above-listed sections. Appendix B provides a table of permitted land uses in permanently protected green space areas.[1] In part, the provisions of this article are designed to ensure the implementation of the City of Watertown Comprehensive Plan and §§ 62.231 and 87.30, Wis. Stats.

- D. How to use this article. This article contains the standards that govern the protection, disturbance and mitigation of disruption of all natural resources and other permanently protected green space areas. The provisions of this article are intended to supplement those of the City of Watertown, Dodge and/or Jefferson County, the State of Wisconsin, and the Federal Government of the United States that pertain to natural resource protection. Prior to using the provisions of this article to determine the permitted disruption of such areas, the requirements provided below should be reviewed. This article recognizes the important and diverse benefits that natural resource features provide in terms of protecting the health, safety and general welfare of the community. Each of the following sections is oriented to each natural resource type and is designed to accomplish several objectives:
- (1) First, a definition of the natural resource is provided.
 - (2) Second, the specific purposes of the protective regulations governing each natural resource type are provided.
 - (3) Third, the required method of identifying and determining the boundaries of the natural resource area is given.
 - (4) Fourth, mandatory protection requirements are identified. Note: protection requirements for specific land uses and natural resource types designed to minimize disruption of natural resource functions are presented in § 550-58.
- E. Where an apparent discrepancy exists between the location of the outermost boundary of the flood-fringe district or the floodplain district shown on the Official Zoning Map and actual field conditions, the location shall be initially determined by the Zoning Administrator using the criteria described in Subsections F and G below. Where the Zoning Administrator finds that there is a significant difference between the map and the actual field conditions, the map shall be amended using the procedures established in § 550-141. Disputes between the Zoning Administrator and the applicant over the location of the district boundary line shall be settled using the procedures outlined in § 550-156H.
- F. Where flood profiles exist, the location of the district boundary line shall be determined by the Zoning Administrator using both the scale appearing on the map and the elevations shown on the water surface profile of the regional flood. Where a discrepancy exists between the map and actual field conditions, the regional flood elevations shall govern. A map amendment is required where there is a significant discrepancy between the map and actual field conditions. The Zoning Administrator shall have the authority to grant or deny a land use permit on the basis of a district boundary derived from the elevations shown on the water surface profile of the regional flood, whether or not a map amendment is required. The Zoning Administrator shall be responsible for initiating any map amendments required under this section within a reasonable period of time.
- G. Where flood profiles do not exist, the location of the district boundary line shall be determined by the Zoning Administrator using the scale appearing on the map, visual on-site inspection and any available information provided by the Department of Natural Resources. Where there is a significant difference between the map and actual field conditions, the map shall be amended. Where a map amendment has been approved by both the Common Council and the Department of Natural Resources, the Zoning Administrator shall have the authority to grant or deny a land use permit.

* * * * *

SECTION 4. Section § 550-40 is hereby repealed and replaced with:

Section § 550-40 Floodway, Flood-Fringe, and Floodplain Overlay Districts

See Chapter 532, Floodplain and Shoreland-Wetland Overlay Zoning.

* * * * *

SECTION 5. Section § 550-41 is hereby repealed and replaced with:

Section § 550-41 Shoreland-Wetland Overlay District

See Chapter 532, Floodplain and Shoreland-Wetland Overlay Zoning.

* * * * *

SECTION 6. Section § 550-42 is hereby repealed and replaced with:

Section § 550-42 Waterways Overlay District

A. Definition. Waterways are navigable or non-navigable, aboveground watercourses, detention basins and/or their environs which are identified by the presence of one or more of the following:

(1) All areas within 75 feet of the ordinary high-water mark of a "perennial stream," as shown on a detailed on-site survey prepared by the applicant [see § 550-145C(8)].

(a) Where an existing development pattern exists, the waterway setback for a proposed principal structure may be reduced to the average waterway setback of the principal structure on each adjacent lot, but the waterway setback may not be reduced to less than 35 feet from the ordinary high-water mark of any "perennial stream."

(2) All areas within 50 feet of the ordinary high-water mark of an "intermittent stream" or "open channel waterway," as shown on a detailed on-site survey prepared by the applicant [see § 550-145C(8)].

(a) Where an existing development pattern exists, the waterway setback for a proposed principal structure may be reduced to the average waterway setback of the principal structure on each adjacent lot, but the waterway setback may not be reduced to less than 35 feet from the ordinary high-water mark of an "intermittent stream" or "open channel waterway."

B. Purpose of waterway protection requirements. Waterways serve in the transporting of surface runoff to downstream areas. As such, waterways serve to carry surface waters, supplement floodplain, wetland and lakeshore water storage functions in heavy storm or melt events, filter waterborne pollutants and sediments, promote infiltration and groundwater recharging, and provide a unique habitat at the land/water margin. Waterway protection requirements preserve each of these functions as well as greatly reducing the potential for soil erosion along waterways by protecting vegetative ground cover in areas which are susceptible to variable runoff flows and moderate-to-rapid water movement.

C. Determination of waterway boundaries. General waterway boundaries are depicted on the Official Zoning Map. Upon the proposal of development activity on any property which contains a waterway depicted on the Official Zoning Map, the petitioner shall prepare a detailed site analysis per the requirements of § 550-145C(8). This analysis shall depict the location of all waterway areas on the subject property as related to the provisions of Subsection A above.

D. Mandatory waterway protection requirements. Waterways shall remain in an undisturbed state except for the land uses permitted in Appendix B per the requirements in § 550-58. Vegetation clearing to maintain waterway functions is permitted with the written approval of the Public Works Director/City Engineer. All areas

designated as waterways shall be located within a public easement or dedication for maintenance to preserve proper drainage flow.

* * * * *

SECTION 7. Section § 550-43 is hereby repealed and replaced with:

Section § 550-43 Woodland Overlay District

- A. Definition. Woodlands are areas of trees whose combined canopies cover a minimum of 80% of an area of one acre or more, as shown on a detailed on-site survey prepared by the applicant [see § 550-145C(8)].
- B. Purpose of woodland protection requirements. Woodlands provide a wide variety of environmental functions. These include atmospheric benefits such as removing airborne pollutants, carbon dioxide uptake, oxygen production, and evapotranspiration returns. Water quality benefits include substantial nutrient uptake rates (particularly for nitrogen and phosphorus) and surface runoff reduction in terms of both volumes and velocities. Woodlands provide unique wildlife habitats and food sources. Woodlands are excellent soil stabilizers, greatly reducing runoff-related soil erosion. Woodlands also serve to reduce wind velocities which further reduces soil erosion. Finally, under proper management techniques, woodlands serve as regenerative fuel sources.
- C. Determination of woodland boundaries. General woodland boundaries are depicted on the Official Zoning Map. Upon the proposal of development activity on any property which contains a woodland depicted on the Official Zoning Map, the petitioner shall prepare a detailed site analysis per the requirements § 550-145C(8). This analysis shall depict the location of all woodland areas on the subject property as related to the provisions of Subsection A above.
- D. Mandatory woodland protection requirements. Woodlands shall remain in an undisturbed state except for the land uses permitted in Appendix B per the requirements of § 550-58 and areas subject to the following mitigation requirements:
 - (1) Selective cutting operations are permitted by right in all woodland areas (per the requirements of § 550-50F).
 - (2) Clear-cutting is permitted as a conditional use in all woodland areas (per the requirements of § 550-50G).

* * * * *

SECTION 8. Section § 550-43.1 is hereby created to read as follows:

Section § 550-43.1 Steep Slope Overlay District

- A. Definition. Steep slopes are areas which contain a gradient of 12% or greater (equivalent to a ten-foot elevation change in a distance of 83 feet or less), as shown on a detailed on-site survey prepared by the applicant [see § 550-145C(8)].
- B. Purpose of steep slope protection requirements. Steep slopes are particularly susceptible to damage resulting from site disruption, primarily related to soil erosion. Such damage is likely to spread to areas which were not originally disturbed. Such erosion reduces the productivity of the soil, results in exacerbated erosion downhill, and results in increased sedimentation in waterways, wetlands, streams, ponds and lakes. Beyond adversely affecting the environmental functions of these resources areas, such sedimentation also increases flood hazards by reducing the floodwater storage capacity of hydrological system components, thus elevating the flood level of the drainage system in affected areas. Beyond these threats to the public safety, disruption

of steep slopes also increases the likelihood of slippage and slumping, unstable soil movement that may threaten adjacent properties, buildings and public facilities such as roads and utilities.

- C. Determination of steep slope boundaries. General steep slope boundaries are depicted on the Official Zoning Map. Upon the proposal of development activity on any property which contains a steep slope depicted on the Official Zoning Map, the petitioner shall prepare a detailed site analysis per the requirements of § 550-145C(8). This analysis shall depict the location of all steep slope areas on the subject property as related to the provisions of Subsection A above.
- D. Mandatory steep slope protection requirements. Steep slopes shall remain in an undisturbed state except for the land uses permitted in Appendix B[1] per the requirements of § 550-58.

SECTION 9. Section § 550-43.2 is hereby created to read as follows:

Section § 550-43.2 Downtown Historic Preservation Overlay Zoning District

A. Purpose. This district is intended to implement the urban design recommendations of the Comprehensive Plan by preserving and enhancing the historical quality of the downtown and by attaining a consistent visually pleasing image for the downtown area. As emphasized by said plan, this district is designed to forward both aesthetic and economic objectives of the City by controlling the site design and appearance of development within the district in a manner that is consistent with sound land use, urban design and economic revitalization principles. The application of these standards will ensure long-term progress and broad participation toward these principles. Refer to § 550-149 for the procedures applicable to proposal review in this overlay district.

SECTION 10. Section § 550-43.3 is hereby created to read as follows:

Section § 550-43.3 Community Entry Corridor Design Overlay Zoning District

A. Purpose. This district is intended to implement the urban design recommendations of the Comprehensive Plan by preserving and enhancing the historical quality of the STH 19 corridor west and east of the downtown, STH 26 south of the downtown and the STH 16 corridor north of the downtown by enhancing the economic redevelopment potential of the STH 26 corridor north and south of the downtown. As emphasized by the plan, this district is designed to forward both aesthetic and historic preservation objectives of the City by controlling the site design and appearance of development within the district in a manner that is consistent with sound land use, urban design and economic revitalization principles. The application of these standards will ensure long-term progress and broad participation toward these principles. Refer to § 550-150 for the procedures applicable to proposal review in this overlay district.

SECTION 11. Section § 550-150 is hereby repealed and replaced with:

Section § 550-150 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.

A. Requirement of compatibility. Proposed site design and construction within this district, including new structures and building additions, shall be reviewed per § 550-145, Site plan review and approval procedures, by the Plan Commission. The building setback, height, mass, roof form, exterior materials, exterior surface appurtenances, exterior colors, landscaping and lighting shall be compatible with the following general design theme, as determined by the Plan Commission.

- B. Design standards for multi-family residential development. The general design theme for residential development within the Community Entry Corridor Overlay Zoning District shall be designed to accommodate typical impacts of transportation and nearby nonresidential development, particularly through the use of building orientation, door and window location and design, and on-site landscaping and related buffering structures or berms. Above and beyond such concerns, particular attention shall be devoted to ensuring that selected multi-family residential design components complement nearby residential styles with high-quality building materials, in an attractive manner as becoming an entry corridor, and as determined by the Plan Commission. Where a detailed neighborhood plan has been adopted, it should be used to provide additional guidance in the design review process.

- C. Design standards for nonresidential development. The general design theme for nonresidential development within the Community Entry Corridor Overlay Zoning District shall be characterized by high-quality building materials, architectural design, site design and on-site landscaping. Prominent urban design elements and architectural details, which are decorative and functional, shall be considered as a required component of each site within the district. Above and beyond such concerns, particular attention shall be devoted to ensuring that selected nonresidential design components complement nearby nonresidential styles and reflect positively on the character of the community, as becoming an entry corridor, and as determined by the Plan Commission. Where a detailed neighborhood plan has been adopted, it should be used to provide additional guidance in the design review process.
 - (1) Building exterior materials shall be of high quality on all sides of the structure, including glass, brick, decorative concrete block or stucco, Decorative architectural metal with concealed fasteners may be approved with special permission from the city.
 - (2) Building exterior design shall be unified in design and materials throughout the structure and shall be complementary to other structures in the vicinity. However, the development shall employ varying building setbacks, height, roof, treatments, door and window openings, and other structural and decorative elements to reduce the apparent size and scale of the structure. A minimum of 20% of the combined facades of the structure shall employ actual facade protrusions or recesses. A minimum of 20% of the combined linear roof eave or parapet lines of the structure shall employ differences in height of eight feet or more. Roofs with particular slopes may be required by the City to complement existing buildings or otherwise establish a particular aesthetic objective.
 - (3) Mechanical equipment, refuse containers and any permitted outdoor storage shall be fully concealed from on-site and off-site ground-level views with materials identical to those used on the building exterior.
 - (4) Public entryways shall be prominently indicated from the building's exterior design and shall be emphasized by on-site traffic flow patterns. All sides of the building that directly face or abut a public street shall have public entrances.
 - (5) Parking lot design shall employ interior landscaped islands with a minimum of 400 square feet at all parking islands, and in addition shall provide a minimum of one landscaped island of a minimum of 400 square feet in each parking aisle for every 20 cars in that aisle. Aisle-end islands shall count toward meeting this requirement. Landscaped medians shall be used to break large parking areas into distinct pods, with a maximum of 100 spaces in any one pod.
 - (6) On-site landscaping shall be provided per the landscaping requirements of this chapter, except that building foundation landscaping and paved area landscaping shall be provided at 1.5 times the required landscape points for development in the zoning district.
 - (7) The entire development shall provide for full and safe pedestrian and bicycle access within the development and shall provide appropriate connections to the existing and planned pedestrian and bicycle facilities in the community and in surrounding neighborhoods, including sidewalk connections to all building entrances from all public streets. The development shall provide secure bicycle parking and

pedestrian furniture in appropriate quantities and location. A central pedestrian gathering provided.

- (8) The Plan Commission may waive any of the above standards by a three-fourths' vote of members in attendance, but only if supplemental design elements or improvements are incorporated into the project that compensate for the waiver of the particular standard.

* * * * *

SECTION 12. Section § 550-43.4 is hereby created to read as follows:

Section § 550-43.4 Airport Overlay Zoning District

A. Purpose. This district is intended to implement height limitations for preservation of the City of Watertown Municipal Airport approach zones. The application of these standards will ensure long-term viability and safety of airport operations. Refer to Chapter 211 for procedures applicable to proposal review in this overlay district.

* * * * *

SECTION 13. Article IX Natural Resource Protection Regulations will be repealed entirely:

Article IX Natural Resource Protection Regulations

~~550-86 Purpose~~

~~550-87 How to use this article;~~

~~550-88 Floodway, Flood Fringe, and Floodplain Overlay Zoning District~~

~~550-89 Shoreland-Wetland Overlay Zoning District~~

~~550-90 Drainageway/Waterway Overlay Zoning District~~

~~550-91 Woodland Overlay Zoning District~~

~~550-92 Steep Slope Overlay Zoning District~~

* * * * *

SECTION 14. Chapter 532 shall be amended as follows:

Chapter 532 Floodplain and Shoreland-Wetland **Overlay** Zoning

* * * * *

SECTION 15. Chapter 532 shall be amended as follows:

Chapter 532 Article III Shoreland-Wetland **Overlay** Zoning District

* * * * *

SECTION 16. Chapter 532 shall be amended as follows:

Chapter 532 Article IV Floodplain **Overlay** Zoning District

* * * * * *

SECTION 17. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

* * * * * *

SECTION 18. This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	Dec. 17, 2024		Jan. 7, 2025	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
BOARD				
BARTZ				
BLANKE				
SMITH				
SCHMID				
WETZEL				
MOLDENHAUER				
MAYOR MCFARLAND				
TOTAL				

ADOPTED January 7, 2025

CITY CLERK

APPROVED January 7, 2025

MAYOR

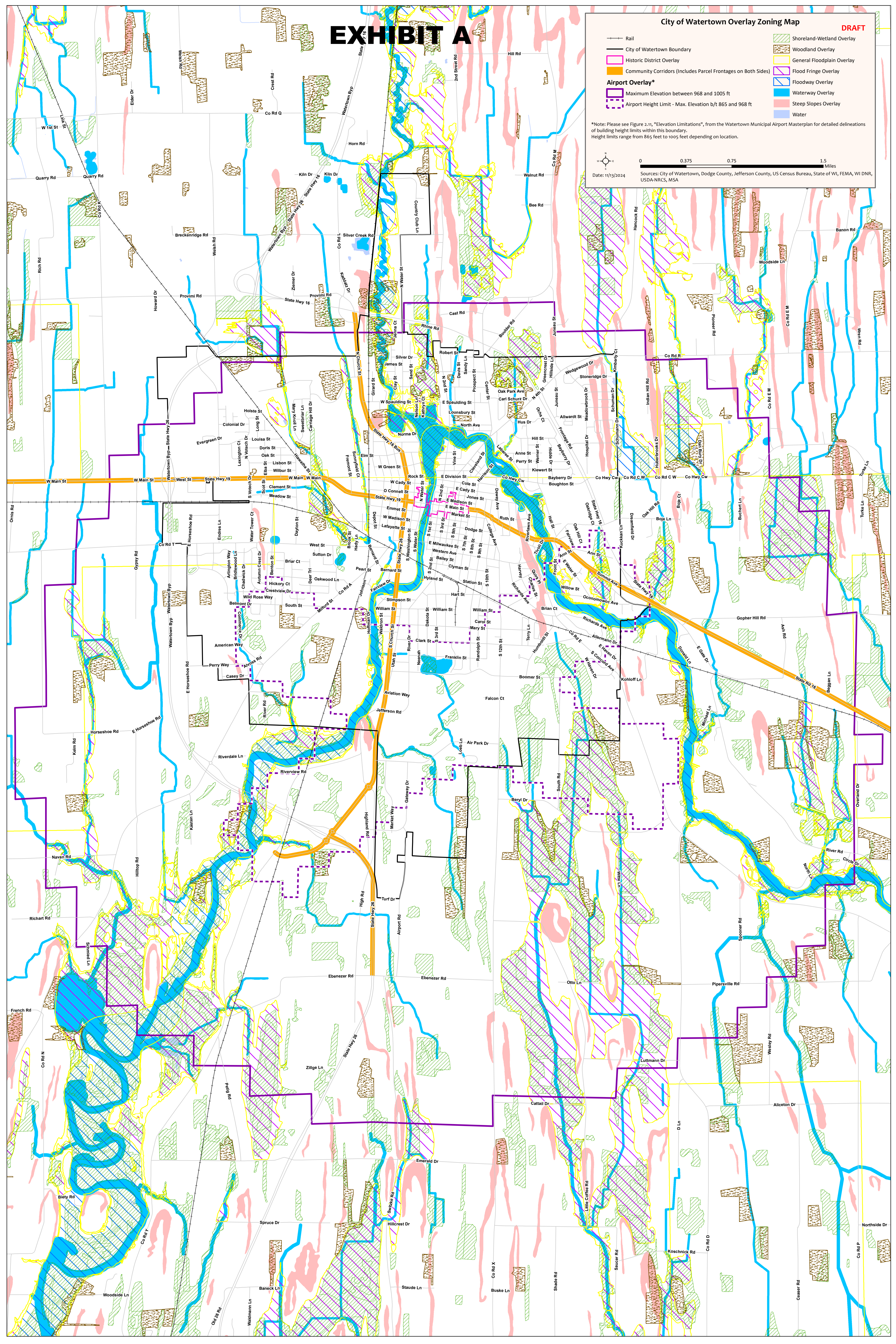
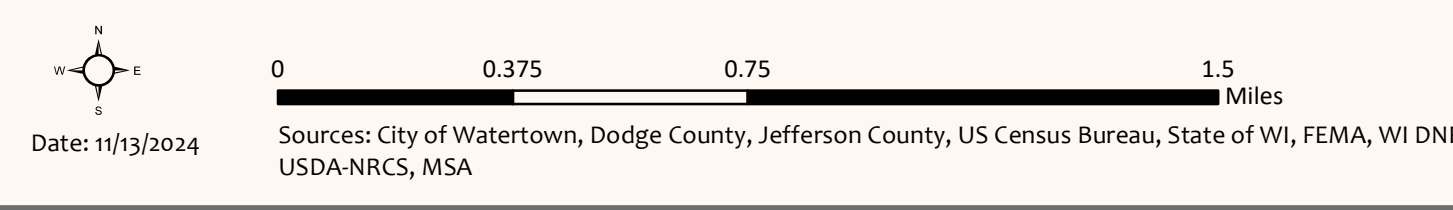
EXHIBIT A

City of Watertown Overlay Zoning Map

DRAFT

- Rail
- City of Watertown Boundary
- Historic District Overlay
- Community Corridors (Includes Parcel Frontages on Both Sides)
- Airport Overlay***
 - Maximum Elevation between 968 and 1005 ft
 - Airport Height Limit - Max. Elevation b/t 865 and 968 ft
- Shoreland-Wetland Overlay
- Woodland Overlay
- General Floodplain Overlay
- Flood Fringe Overlay
- Floodway Overlay
- Waterway Overlay
- Steep Slopes Overlay
- Water

*Note: Please see Figure 2.11, "Elevation Limitations", from the Watertown Municipal Airport Masterplan for detailed delineations of building height limits within this boundary. Height limits range from 865 feet to 1005 feet depending on location.



**ORDINANCE TO
AMEND SECTION 500-3 B. STOP INTERSECTIONS OF THE CITY OF
WATERTOWN GENERAL ORDINANCES**

**SPONSOR: DANA DAVIS, CHAIR
FROM: PUBLIC SAFETY AND WELFARE COMMITTEE**

WHEREAS, The City of Watertown Public Safety & Welfare Committee at its December 4, 2024 meeting approved placement of a stop sign at the intersection of Deer Trail and Willow Creek Parkway.

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

SECTION 1. Amend Section 500-3 B., Stop intersections to include the following:

Intersection	Corners	Restriction
Deer Trail and Willow Creek Parkway	Northeast	Willow Creek Parkway shall stop for Deer Trail

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

SECTION 3. This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	December 17, 2024		January 7, 2025	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
BOARD				
BARTZ				
BLANKE				
SMITH				
SCHMID				
WETZEL				
MOLDENHAUER				
MAYOR MCFARLAND				
TOTAL				

ADOPTED January 7, 2025

CITY CLERK

APPROVED January 7, 2025

MAYOR