

PLAN COMMISSION MEETING

Monday, January 26, 2015 at 4:30 P.M.

Council Chambers in the Municipal Building

AGENDA:

- 1) 1340 N. Fourth Street – Charlie Boysa – Review Zoning Change Request (MR-8 to MR-10)
- 2) Site Plan Review Minutes – January 12, 2015
- 3) Plan Commission Minutes – January 12, 2015

1340 North Fourth Street

Background

Basco Development, L.L.C is looking to build 5-6 12 unit Multiplexes on the property located at 1340 N. 4th Street. This 8.5 acre parcel is currently zoned MR-8 (Multi-Family Residential-8). In order to accommodate this density the property needs to be rezoned to MR-10 (Multi-Family Residential-10).

The Process

Under Chapter 18.903(5):

Initial Review by the Plan Commission and Scheduling of Common Council Public Hearing

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.

- (a) The Plan Commission shall schedule a reasonable time and place for a public meeting to hear the application within 45 days of the acceptance and determination of the complete application as determined by the Zoning Administrator. The Applicant may appear in person, by agent, and/or by attorney.*
- (b) Within 60 days after the public meeting (or within an extension of said period requested in writing by the Applicant and granted by the Plan Commission), the Plan Commission shall schedule a public hearing before the Common Council.*

The purpose of this meeting is to set a date for a public hearing as directed in 18.903(5). The Zoning Administrator has attached the public hearing notice that is to be sent out to the Watertown Daily Times for Plan Commission review. It should be noted that discussion of the proposed zoning change and site plan review comments along with public comments will be reviewed and go before the Plan Commission following the Common Council Public Hearing.

Options:

These are the following options, but not limited to, for the Plan Commission based on the information received by the City of Watertown Zoning Administrator:

1. Deny recommendation of the Public Hearing and the dates contained within the Public Hearing Notice document.
2. Approval and recommendation to move forward with the Public Hearing and the dates contained within the Public Hearing Notice document.
3. Approval and recommendation to move forward with the Public Hearing but with changes (date changes, wording, etc.) to the Public Hearing Notice document.

NOTICE OF PUBLIC HEARING

Notice is hereby given by the Common Council of the City of Watertown, Wisconsin, that a public hearing will be held on the 17th day of February, 2015 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 Basco Development, L.L.C to rezone the following described property from MR-8, Multi-family Residential-8, to MR-10, Multi-family Residential-10. The property is located in the City of Watertown, Dodge County, Wisconsin and is further described as follows:

LOT 1 CSM 3246 IN V19 P126 BEING PT OL 36/13TH WARD DOC 1038939, 787644 & 787347.
(1340 N. Fourth Street)

All persons wishing to be heard are invited to be present.

CITY OF WATERTOWN

Jacob A. Maas
Zoning Administrator

JM/nmz

PUBLISH: February 3, 2015
and
February 10, 2015

(BLOCK AD)

**AMENDED
SITE PLAN REVIEW COMMITTEE
December 22, 2014**

The Site Plan Review Committee met on the above date at 1:30 P.M. in Room 2044 of the Municipal Building. The following members were present: Mayor John David, City Planner Mike Slavney, Jacob Maas and Doug Zweg of the Building Safety & Zoning Department, Jaynellen Holloway and Jay Haberkorn of the Engineering Department, Greg Michalek and Tim Gordon of the Fire Department, Tim Roets of the Police Department, Cindi Braasch of the Park and Rec Department, Kevin Freber of the Wastewater Department, and Robert Schwerer of the Water Department. Also in attendance were Alderperson Augie Tietz, and Charles and Steve Boysa of BASCO Development.

Chairperson Jacob Maas called the meeting to order.

1340 N. Fourth Street – Watertown Park Apartments - Boysa

BASCO Development is proposing to erect 6 new apartment buildings with 12 units in each building for a total of 72 new apartment units. Each building will have 12 attached garages. There will be the potential of a few employees to aid in the maintenance, landscaping and cleaning of the apartment buildings. One of the six buildings will be positioned on Juneau Street with the other 5 buildings being off of N. Fourth Street (CTH R). There will also be a detached maintenance garage built on-site to house necessary maintenance materials.

Items discussed included the following:

- 1) Addresses
- 2) Landscaping
- 3) Each building will require sprinklers
- 4) A cul de sac with the proper turning radius for Fire Department equipment is required
- 5) Current zoning is MR-8. This will have to be changed to MR-10.
- 6) Amend the site plan to show green space every 11th parking space
- 7) A conditional use permit (CUP) will be required for a Group Development and the 12 unit apartment buildings
- 8) There must be a 120-foot right of way for 4th Street/C.T.H. R
 - a. Normal Right-of-Way width for Juneau Street
- 9) No lighting plan is required
- 10) A play area shall be added
- 11) **Fee in lieu of land shall be \$1,905 per dwelling unit.**
 - a. **Fee in lieu of land shall be reviewed at Park, Recreation & Forestry Commission meeting on January 5, 2015**
- 12) Sidewalks

A motion was made and seconded to approve this item contingent upon the following items:

- 1) Secure MR-10 Zoning
- 2) Obtain a conditional use permit (CUP) for this project
- 3) Provide a cul de sac sufficient for Fire Department use
- 4) Amend the site plan for parking lot peninsula (every 11th parking space)
- 5) Add a small play area with items such as a slide, swingset and sandbox
- 6) Stormwater shall be reviewed by City staff
- 7) Water easements shall be turned over to the City
 - a. Use of 22^o connections instead of 90^o connections
- 8) Add an 8 foot paved path from 2 sites of project out to the west side of the corner (across from the west side of Meadowbrook Drive)
- 9) Lighting plan not needed as long as complex use residential lighting fixtures
- 10) Have Engineer plot 120 feet (60 feet from Centerline) Right-of-Way for 4th Street/C.T.H. R

Unanimously approved.

Site Plan Review Minutes – October 13, 2014

The minutes were reviewed and approved as submitted.

There being no further business to come before this Committee, motion was made and seconded to adjourn. So ordered.

Respectfully submitted,
Nikki Zimmerman, Secretary

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

**AMENDED
SITE PLAN REVIEW COMMITTEE
January 12, 2015**

The Site Plan Review Committee met on the above date at 1:30 P.M. in Room 2044 of the Municipal Building. The following members were present: Mayor John David, City Planner Mike Slavney, Jacob Maas and Doug Zwieg of the Building Safety & Zoning Department, Jaynellen Holloway and Jay Haberkorn of the Engineering Department, Rick Schultz of the Street Department, Greg Michalek of the Fire Department, Curt Kleppin of the Police Department, Cindi Braasch of the Park and Rec Department, and Robert Schwerer of the Water Department. Also in attendance were Secretary Nikki Zimmerman and Jacob Wegner.

Chairperson Jacob Maas called the meeting to order.

1231 Wakoka Street – Jacob Wegner – Personal Storage Units

Jacob Wegner was present to discuss the two (2) new personal storage units he is proposing for 1231 Wakoka Street. The property is currently zoned GI, General Industrial. The storage units would be erected in four (4) phases. Phase I would be a northeast section measuring 54' x 92'. Phase II would be a northwest section measuring 54' x 92'. Phase III would be a southeast section measuring 54' x 92' and Phase IV would be a southwest section measuring 54' x 92'. The following items were discussed:

- Phases I and II may be completed together.
- The existing ~~54' x 150'~~ building will remain on the property until Phase IV.
- The proposed new buildings will be the same as the other personal storage buildings Mr. Wegner has built in the City of Watertown.
- The storage units will be unheated and storage of fuel or vehicles containing fuel will not be allowed.
- Drainage needs to be toward the street.
- Stormwater calculations shall be submitted to ensure proper drainage.
- The driveway on Wakoka Street must be trimmed to have a maximum opening of 35'.
- The lighting on the storage units will consist of can lights in the soffit – no lighting plan is required.

Motion was made and seconded to recommend approval to the Plan Commission for a conditional use permit with the following requirements:

- 1) Stormwater calculations must be completed.
- 2) If needed, stormwater inlets shall be provided.
- 3) Review this proposed project with the current stormwater study for the area.
- 4) At the time the second building is erected, remove the two existing driveways and provide a maximum 35' wide driveway on Wakoka Street extending the center aisle out to the street,
- 5) Replace the gravel areas with grass on the west side of Phase IV and south side of Phases III & IV to the street when the buildings have been built.
- 6) The photometric plan shall be waived if the proposed personal storage buildings remain consistent with personal storage buildings built by Mr. Wegner in the past using only can lights in the eaves of the buildings.
- 7) Fuel storage or fuel in vehicle tanks or equipment tanks shall not be allowed in the personal storage buildings.

Unanimously approved.

Site Plan Review Minutes – December 22, 2014

It was noted that the following additions should be made to the December 22, 2014 Site Plan Review Minutes:

- 1) Fee in lieu of land shall be \$1,905 per dwelling unit
 - a. Fee in lieu of land shall be reviewed at Park, Recreation & Forestry Commission meeting on January 5, 2015

The minutes were approved with said amendment.

There being no further business to come before this Committee, motion was made and seconded to adjourn. So ordered.

Respectfully submitted,
Nikki Zimmerman, 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
Monday, January 12th, 2015

The Plan Commission met on the above date at 4:30pm in the Council Chambers of the Municipal Building with the following members present: John David, Ken Berg, Tony Arnett, Augie Tietz, City Engineer Jaynellen Holloway & Sherry Cira. Also present were Zoning Administrator Jacob Maas, City Engineering Projects Manager Jay Haberkorn and Sarah Walter.

1: N8944 West Road—Bradley Walter—Preliminary CSM: Jacob Maas presented information related to a request by Bradley Walter for approval of a Preliminary CSM at N8944 West Road in the Town of Watertown. Jefferson County is requiring an updated CSM that shifts this parcel slightly south to incorporate an outdoor pool that was previously located outside the existing CSM. The surrounding land owned by Michael and Sarah Walters is not otherwise impacted by this preliminary CSM and the size of the new lot remaining the same, at 2.329 acres. Sarah Walters was present to ask for our approval for her son since this land is within the City of Watertown's three mile extraterritorial zoning boundaries. Tony Arnett moved to approve the Preliminary CSM request for Bradley Walters, seconded by Jaynellen Holloway and approved unanimously. Mayor David signed the paperwork for Mrs Walters so that she could take it to the Jefferson County Courthouse.

2: Site Plan Review Minutes—December 22, 2014: A motion was made by Augie Tietz to approve the minutes of the December 33, 2014 Site Plan Review Committee as written, seconded by Sherry Cira and approved unanimously.

3: Plan Commission Minutes—December 8th, 2014: A motion was made by Sherry Cira to approve minutes of the December 8th, 2014 Plan Commission meeting as written, which was seconded by John David and approved unanimously.

There being no further business to come before the Commission, a motion to adjourn at 4:36pm was made by Tony Arnett and seconded by John David. So ordered.

Respectfully Submitted,
Ken Berg Alderperson