

PLAN COMMISSION MEETING

Monday, July 10, 2017 at 4:30 p.m.

Council Chambers in the Municipal Building

AGENDA:

- 1) High Road – Loeb & Company, LLP – Township Preliminary CSM Request
- 2) N8471 Witte Lane – Dopke, LLC – Township Preliminary CSM Request
- 3) Site Plan Review Minutes – June 22, 2017
- 4) Plan Commission Minutes – June 26, 2017

High Road – Extraterritorial CSM

Background:

Loeb and Company, LLC is looking to create a 1 acre parcel from a 31.63 parent parcel. The new parcel will be zoned A-3 as a residential building site.

Issues:

The following issues have been identified by the City of Watertown Zoning Administrator:

1. High Road is not identified in the 2009 City of Watertown Comprehensive Plan as having an expanded Right-of-Way, this means that the Right-of-Way should be 66 feet (33 feet from centerline)
 - a. The Preliminary CSM does indicate a right-of-way dedication a 66 feet for High Road
2. Airport Approach Protection Zone elevation limits development on Lot 1 to 968 feet above mean sea level. The City of Watertown is looking to maintain the proper height restrictions within the Airport Approach Protection Zone under Wisconsin Statute Section 114.136(1)(a) which states:

POWERS OF MUNICIPALITIES. (a) Any county, city, village or town that is the owner of a site for an airport or spaceport which has been approved for such purpose by the appropriate agencies of the state and the federal government may protect the aerial approaches to such site by ordinance regulating, restricting and determining the use, location, height, number of stories and size of buildings and structures and object of natural growth in the vicinity of such site and may divide the territory to be protected into several areas and impose different regulations and restrictions with respect to each area. The provisions of such ordinance shall be effective whether the site and the lands affected by such ordinance are located within or without the limits of such county, city, village or town, and whether or not such buildings, structures and object of natural growth are in existence on the effective date of the ordinance. Such regulations, restrictions and determinations are declared to be for the purpose of promoting the public safety, welfare and convenience, and may be adopted, enforced and administered without the consent of any other governing body. Any ordinance adopted under this section may be amended from time to time in the same manner as is provided for the adoption of the original ordinance in sub. (2). The authority granted in this section shall be independent and exclusive of any other authority granted in the statutes.

- a. The CSM should State:

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

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. Denial of the Preliminary CSM
2. Approval of the Preliminary CSM without conditions
3. Approval of the Preliminary CSM with conditions, as identified by the Plan Commission:
 - a. Note: Lot 1 has an Airport Approach Protection Zone elevation limit of 968 feet above mean sea level for all building, structures and object of natural growth; whether or not such buildings, structures and object of natural growth are in existence.

JEFFERSON COUNTY

PRELIMINARY REVIEW FOR CERTIFIED SURVEY

A division of land located in the SE ¼ of the SE ¼ of Section 20, Town 8 N, Range 15 E, Town of Watertown, Jefferson County, Wisconsin, on Parcel Number(s) 032-0815-2043-000

Owner: Loeb and Company LLP c/o Neil Loeb
 Address: PO Box 229
 City, ST Zip: Watertown, WI 53094
 Phone: 920-988-4033

Surveyor: Anderson Land Surveying LLC
 Address: W6141 Star School Road
 City, ST Zip: Fort Atkinson, WI 53538
 Phone: 920-563-8162

- Rezoning
- Allowed Division within an existing Zoning District
- Survey of Existing Parcel

Date Submitted: June 28, 2017
 Revised: _____

Note to be placed on final CSM

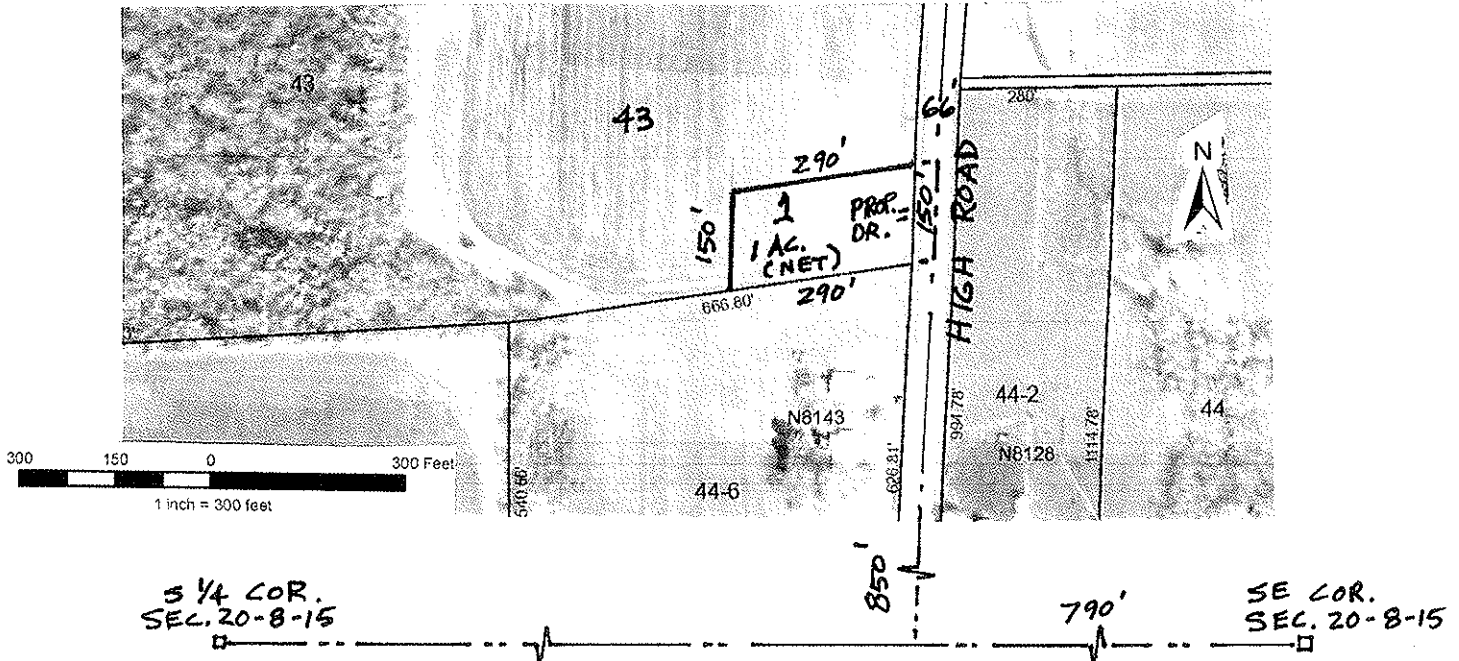
Petition # _____ Zoning _____

Check for subsequent zoning changes with Jefferson County Planning and Zoning Department.

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

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

Intent and Description of Parcel to be Divided: Create a 1 acre net A-3 residential building site.



NOTE: Areas and dimensions on this Preliminary are approximate only and in most cases will vary from the Final survey data.

Town Board Approval _____ Date _____

(Includes Access approval if applicable)

County Highway Approval _____ Date _____

(if applicable)

Extraterritorial Approval _____ Date _____

(if applicable)

County Surveyor Approval _____ Date _____

Zoning Office Approval _____ Date _____

N8471 Witte Lane – Extraterritorial CSM

Background:

Dopke, LLC is looking to create a 3 acre parcel from a 31.63 parent parcel. The new parcel will be zoned A-3 as a residential building site.

Issues:

The following issues have been identified by the City of Watertown Zoning Administrator:

3. Witte Lane is not identified in the 2009 City of Watertown Comprehensive Plan as having an expanded Right-of-Way, this means that the Right-of-Way should be 66 feet (33 feet from centerline)
 - a. The Preliminary CSM does indicate a right-of-way dedication a 66 feet for Witte Lane
4. Airport Approach Protection Zone elevation limits development on Lot 1 to 968 feet above mean sea level. The City of Watertown is looking to maintain the proper height restrictions within the Airport Approach Protection Zone under Wisconsin Statute Section 114.136(1)(a) which states:

POWERS OF MUNICIPALITIES. (a) Any county, city, village or town that is the owner of a site for an airport or spaceport which has been approved for such purpose by the appropriate agencies of the state and the federal government may protect the aerial approaches to such site by ordinance regulating, restricting and determining the use, location, height, number of stories and size of buildings and structures and object of natural growth in the vicinity of such site and may divide the territory to be protected into several areas and impose different regulations and restrictions with respect to each area. The provisions of such ordinance shall be effective whether the site and the lands affected by such ordinance are located within or without the limits of such county, city, village or town, and whether or not such buildings, structures and object of natural growth are in existence on the effective date of the ordinance. Such regulations, restrictions and determinations are declared to be for the purpose of promoting the public safety, welfare and convenience, and may be adopted, enforced and administered without the consent of any other governing body. Any ordinance adopted under this section may be amended from time to time in the same manner as is provided for the adoption of the original ordinance in sub. (2). The authority granted in this section shall be independent and exclusive of any other authority granted in the statutes.

- b. The CSM should State:

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

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:

4. Denial of the Preliminary CSM
5. Approval of the Preliminary CSM without conditions
6. Approval of the Preliminary CSM with conditions, as identified by the Plan Commission:
 - a. Note: Lot 1 has an Airport Approach Protection Zone elevation limit of 968 feet above mean sea level for all building, structures and object of natural growth; whether or not such buildings, structures and object of natural growth are in existence.

JEFFERSON COUNTY

PRELIMINARY REVIEW FOR CERTIFIED SURVEY

A division of land located in the NE ¼ of the NE ¼ of Section 22, Town 8 N, Range 15 E, Town of Watertown, Jefferson County, Wisconsin, on Parcel Number(s) 032-0815-2211-000

Date Submitted: June 28, 2017
 Revised: _____

Owner: Dopke LLC c/o Lance Dopke
 Address: 803 Cheyenne Circle
 City, ST Zip: Watertown, WI 53094
 Phone: 920-248-7836

Note to be placed on final CSM

Petition # _____ Zoning _____

Check for subsequent zoning changes with Jefferson County Planning and Zoning Department.

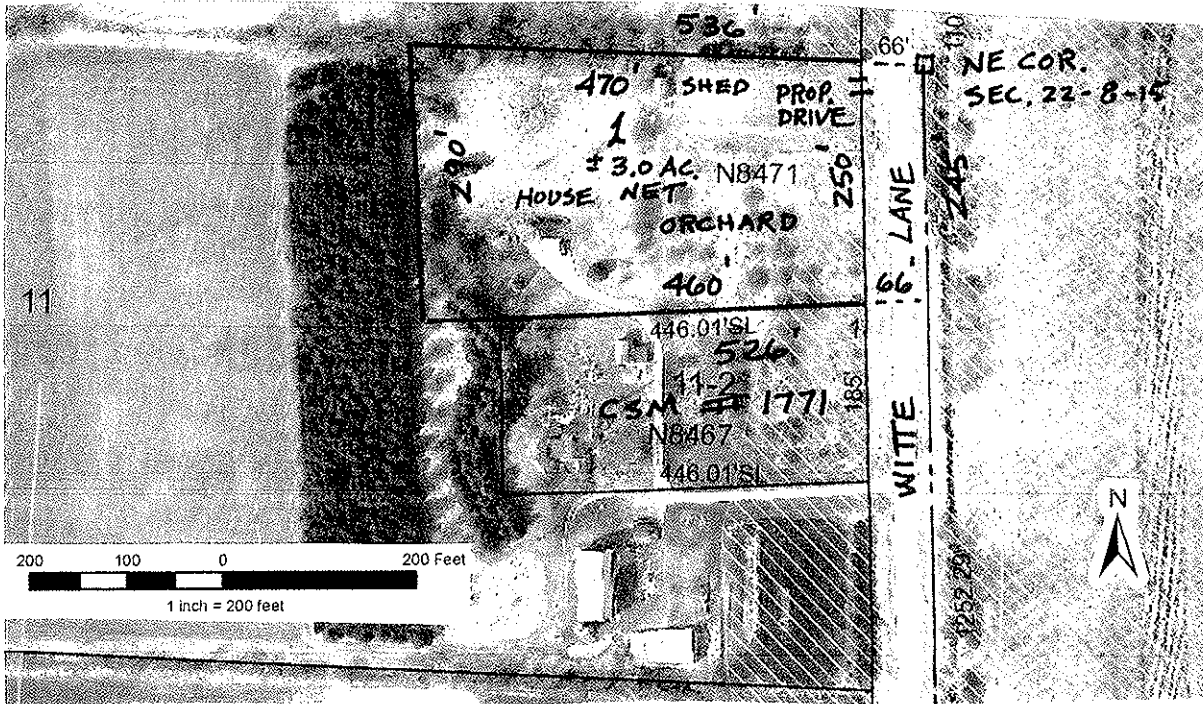
Surveyor: Anderson Land Surveying LLC
 Address: W6141 Star School Road
 City, ST Zip: Fort Atkinson, WI 53538
 Phone: 920-563-8162

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

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

- Rezoning
 Allowed Division within an existing Zoning District
 Survey of Existing Parcel

Intent and Description of Parcel to be Divided: Create an approximately 3 acre net A-3 lot with an existing house and shed.



NOTE: Areas and dimensions on this Preliminary are approximate only and in most cases will vary from the Final survey data.

Town Board Approval _____ Date _____

(Includes Access approval if applicable)

County Highway Approval _____ Date _____

(If applicable)

Extraterritorial Approval _____ Date _____

(If applicable)

County Surveyor Approval _____ Date _____

Zoning Office Approval _____ Date _____

Please submit four copies to Jefferson County Planning & Zoning, 311 S Center Ave. Room 201, Jefferson, WI 53549

SITE PLAN REVIEW COMMITTEE
June 22, 2017

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: Jacob Maas, Andrew Beyer, Tim Gordon, Doug Zwieg, Rick Schultz, and Tim Roets. Also in attendance were Secretary Nikki Zimmerman and Matt Sokol of TNT Fireworks.

Chairperson Jacob Maas called the meeting to order.

1. 1901 Market Way – TNT Fireworks – Proposed Firework Sales

Matt Sokol of TNT Fireworks presented information on the proposed fireworks stand in a 20' x 40' flame retardant tent in the Walmart parking lot at 1901 Market Way. The company has already obtained permission from Walmart and they are at Site Plan Review as part of their Transient Merchant application process.

The following items were discussed:

- A) Only fireworks which are legal under WI Statute 167.10 and City of Watertown municipal codes will be sold.
- B) Proposed sales dates are June 26 – July 4, 2017.
- C) Hours of operation will be from 9 a.m. to 9 p.m.
- D) Fencing will be around the tent with an entrance/exit on one side of the tent only.
- E) Appropriate fire extinguishers, as approved by the Fire Department, will be on site and easily accessible at all times.
- F) No smoking signs will be placed in clear view.
- G) Appropriate barricades will be placed so vehicle parking will be at least ten (10) feet away from the tent.
- H) An inventory list of the types and amounts of fireworks shall be supplied to the Fire Department.
- I) It is not anticipated that electricity will be necessary to the tent.
- J) There will be a maximum of 3 employees working various hours. It was noted that a transient merchant application is required for any employee. The City is currently only in receipt of 2 applications. If a third worker will be onsite, a third application form must be submitted.
- K) Police Chief Tim Roets noted that there have been issues with tents being broken into and suggested placing a locked storage container for after hours. Staff agreed that no further approval would be required by the City but the applicant would have to verify with Walmart if this would be acceptable.
- L) The Certificate of Liability Insurance has been received and will be reviewed by the City Attorney's office.

Motion was made and seconded to recommend approval contingent upon adherence to the above items. Unanimously passed.

2. Site Plan Review Minutes – June 12, 2017

Motion was made and seconded to approve the minutes as submitted.

Unanimously approved.

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, June 26, 2017

The Plan Commission met on the above date at 4:30pm in Council Chambers of City Hall with the following members present: Chairperson John David, Alderperson Augie Tietz, Rick Tortomasi, Sherry Cira, City Engineer Jaynellen Holloway and Zoning Administrator Jacob Maas. Also in attendance were Alderperson Ken Berg, Street Superintendent Rick Schultz, Assistant Street Superintendent Randy Franks, Staff Engineer Andrew Beyer, Linnea Putra, Sue Putra, Mark Putra, Kathleen O'Neill, Mike Rollert, Thomas Campbell and Victoria Cooper. Excused absences of the Plan Commission include: Alderperson Fred Smith and Tony Arnett.

1: 809 Station Street – Public Hearing – WBR, Inc. & Mike Yenser – CUP Request for Indoor Commercial Entertainment

Chairperson John David called the meeting to order at 4:30 pm. WBR, Inc. (Watertown Blue Review) is looking to rent spaces at 809 Station Street for use as a dance studio. Michael Yenser is currently rezoning 809 Station Street from General Industrial (GI) to General Business (GB). A dance studio is considered Indoor Commercial Entertainment under Chapter 550 and is allowed in GB zoning but not GI zoning. Chairperson David opened the public hearing. Victoria Cooper of 1117 S. 8th Street voiced her concerns of the property being located in a residential area and she is concerned of what organization will occupy the property following WBR, Inc. Kathleen O'Neal of 1015 S. 8th Street shared similar future occupancy concerns and on-street parking concerns. Sue Putra of WBR, Inc. described the typical hours of operation and detailed on-site parking. Jacob Maas described the proposed zoning and the allowable uses under a conditional use permit (CUP). Jacob said that the proposed zoning of General Business is a lower intensity zoning district than the existing zoning of General Industrial. Following a discussion on CUP conditions, a motion was made by Sherry to approve the CUP without conditions. The motion was seconded by Augie and approved unanimously. The CUP is conditional on the second reading of the parcel's rezoning ordinance at Common Council.

2: Review Landscape Permit for Hoffman Drive

On June 13, 2017, the Public Works Commission discussed a proposed landscape permit for Bethesda Lutheran Communities. The Public Works Commission discussed a scenario similar to a Developer's Agreement in which Bethesda could mow their grassed areas twice per year. At the June 13th Public Works Commission meeting, a motion was made to forward the issue to Plan Commission for discussion. Chairperson David and Alderperson Tietz questioned Alderperson Ken Berg and Rick Schultz as to why the item came before Plan Commission. Following discussion, a motion was made by Augie to forward the item back to the Public Works Commission for resolve. The motion was seconded by Rick Tortomasi and approved unanimously.

3: Site Plan Review Minutes – June 12, 2017

A motion was made by Augie to approve the Site Plan Review minutes of June 12, 2017 as printed. The motion was seconded by Sherry and approved unanimously.

4: Plan Commission Minutes – June 12, 2017

A motion was made by Augie to approve the Plan Commission Minutes of June 12, 2017 as printed. The motion was seconded by Rick and approved unanimously.

There being no further business to discuss, a motion to adjourn was made by Sherry, seconded by Jaynellen, so moved. The Plan Commission adjourned at 5:15 pm.

Respectfully submitted: Andrew Beyer, Civil Staff Engineer