

PLAN COMMISSION MEETING

Monday, June 22, 2015 at 4:30 P.M.

Council Chambers in the Municipal Building

AGENDA:

- 1) 535 South Street – Public Hearing – Dan Schultz – CUP Request for a Garage
- 2) Review PH Comments from Council - Rezone 1222 Perry Way from GI to HI
- 3) Plan Commission Minutes – June 8, 2015

APPLICATION FOR
CITY OF WATERTOWN
PLANNING COMMISSION

Revised 04/16/14 (NMZ)

Direct questions regarding application to: Building, Safety & Zoning Department (920) 262-4060

The following information must be submitted a minimum of **one (1) week prior** to any Planning Commission meeting for staff review and agenda placement unless stated otherwise in the City Code. **The Plan Commission meets the second and fourth Monday of each month at 4:30 P.M.** in the Council Chambers of the Municipal Building, 106 Jones Street, Watertown, WI 53094.

TO BE FILLED OUT BY THE APPLICANT

REQUEST FOR: (FEE)

- Annexation (\$500) Conditional Use Permit (\$500) Planned Unit Development (\$1,000)*
 Zoning Change (\$500) Street Vacation (\$300) Group Development (\$500)*

- Minor Subdivision/land division - Preliminary Certified Survey Map (\$300 + Park Ded.)
 Subdivision - Concept Plan
 Subdivision - Preliminary Plat (\$100 + \$50/acre)
 Subdivision - Final Plat (\$100 + \$50/lot + Park Ded.)*

- Township Preliminary Certified Survey Map (\$50.00)
 Township Subdivision (\$100 + \$50 per lot)

- Variances – Fence, driveway or shed (No cost)
 Sign Permit Appeals (\$500)

***Additional fees may apply.**

Project Address: 535 South st

Applicant's Name: Dan Schultz Phone # 920.262.0377

Applicant's Address: SAME

Property Owner's Name: SAME Phone # _____

Property Owner's Address: SAME

PROJECT DESCRIPTION: Acc structure addition, exceeding 1000 sq ft

Applicant's Signature Dan Schultz

Property Owner's Signature Dan Schultz

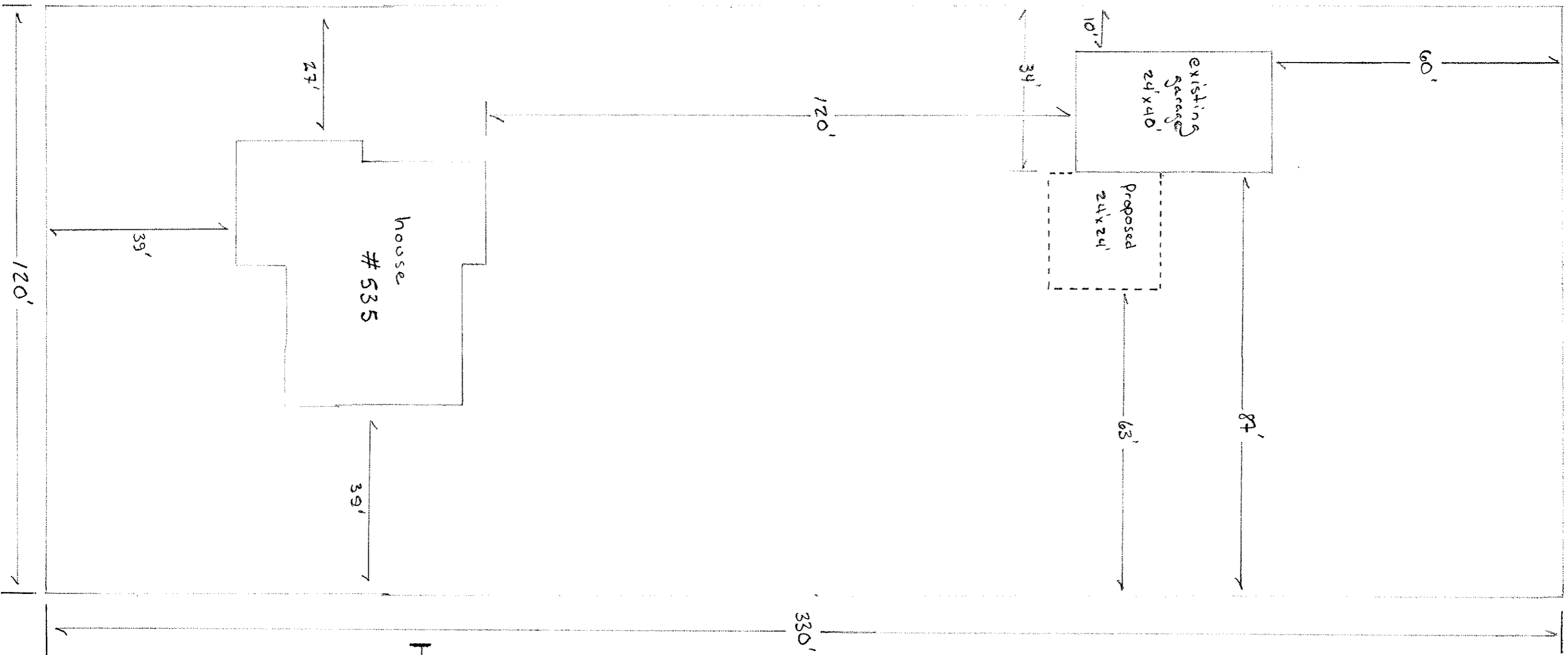
TO BE FILLED OUT BY THE CITY

Zoning: SR-4 Conforming Use: _____ Date Received: 06/05/2015 Hearing Date: 06/22/2015

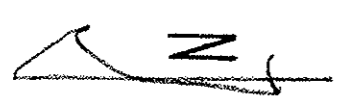
Fee & Check #: #10829 \$500.00 Received by: Jacob A. Maas Receipt #: _____

Submittal requirements (per Ord. 18.905 & 18.908) may include the following (please verify with the Zoning Administrator):

1. Thirteen (13) sets of site plans and/or floor plans – all plans must be scaled using architectural or engineering scales. All plans must also include a north arrow.
 - A) Landscape plans (existing and planned)
 - B) Grades, drainage, and utility plans (including fire hydrant placement)
 - C) Building elevation and colors
 - D) Parking and traffic patterns – impervious surfaces
2. Business operation plan which describes the following:
 - A) Brief description of business activities
 - B) Days of operation
 - C) Hours of operation
 - D) Number of employees
 - E) Possible nuisance issues (i.e. exterior storage, noise, hazardous materials, loading and unloading)
3. Scheduled timetable
4. Floodplain and wetlands



South ←



20'
Scale

Excerpt of Minutes from 6/16/2015 Common Council:

PUBLIC HEARING

Acting Mayor Berg stated the hearing to discontinue public way on N. Church Street near its intersection with Margaret Street will be held July 7, 2015.

Acting Mayor Berg declared open the public hearing regarding rezoning of 1222 Perry Way from GI (General Industrial) to HI (Heavy Industrial). Don Cooper of 805 Casey Drive spoke of safety concerns on Perry Way. Cooper stated Perry Way is a narrow road with no bike lane or safe pedestrian area. He added the only speed limit sign on Perry Way is at the crest of the hill and its placement is somewhat too late to inform drivers of the speed limit. Cooper said vehicles frequently exceed the speed limit and estimated some vehicles travel up to 45 mph along Perry Way. Cooper stated his main concern is increased traffic on Perry Way adding to existing safety issues. He suggested a change be made to access the property through the Industrial Park to transfer some traffic off Perry Way onto Milford Street. Cooper added he is interested in finding out more about any development proposed for the property.

Plan Commission Minutes

Monday, June 8th, 2015

The Plan Commission met on the above date at 4:30pm in the Council Chambers of Municipal Building with the following members present: John David, Ken Berg, Sherry Cira, Rick Tortomasi, City Engineer Jaynellen Holloway and Zoning Administrator Jacob Maas. Also in attendance were Sara Williams, John Darmley, and Jim & Sharon Grunwald.

1: 1936 Gateway Drive—PH—CUP request—Sheldon & Sara Williams: Mayor David opened the Public Hearing for a conditional use permit request for Sheldon & Sara Williams to operate a cross-fit gym at 1936 Gateway Drive in Watertown. Sara Williams spoke in favor, stating that she and her husband want to open up and operate a physical fitness facility at this site using proven methods of training that stress group activities & personal training, using programs that improve overall health in a systematic manner. She pointed out that the scheduled activities occur inside the building and that there is ample parking that should be available due to the large parking lot on the south and east side of the property. Also, Fastenall, which operates out of the west end of this same building has more than ample parking for their business operation. This would allow for overflow parking if needed. Sara stated their hours for doing business would be 5am to 7pm Monday through Friday and 7am to 12:00 pm or noon on Saturdays with Sundays an off day for them. Jacob Maas noted this property is zoned General Business but an indoor commercial entertainment type of use requires a conditional use permit for the Williams to be able to operate their gym business. Sherry Cira moved to grant the CUP for Sheldon & Sara Williams to operate a cross-fit gym at 1936 Gateway Drive, with the only condition that they be open for business no greater than the hours of 5am to 7pm Monday through Friday and 7am to 12pm on Saturday. This motion was seconded by Jaynellen Holloway and approved unanimously by the Commission.

2: N9524 Hustisford Road—Preliminary CSM—Paul & Mary Jaeger: Jacob Maas provided a summary stating that Paul & Mary Jaeger want to create a 1.1137 gross acre parcel from a parent parcel of 40 acres, apparently for a single family home residency. With the existing 33' of dedicated public right of way for Hustisford Road, approximately 1 acre would remain for a house to be situated within. It would be located on the northeast corner of the 40 acre parent parcel. The City's Comprehensive Plan does not have any expanded right of way planned for this road, so no conditions are necessary for any newly created CSM to be viewed favorably. That said, John David moved to recommend the proposed CSM at N9524 Hustisford Rd be granted w/o conditions, seconded by Sherry Cira and approved unanimously.

3: Chapter 21—Dangerous, Derelict or Abandoned Structures---Review PH Comments: Mayor David stated that the Public Hearing in front of the Council on June 2nd, 2015 resulted in several comments (5) in favor of the proposed changes to Chapter 21 of our City Code with no comments against the proposed legislation. Jacob stated that the Historic Preservation & Downtown Design Commission and Public Works Commission also have reviewed and recommended for approval the suggested changes. He summarized keys aspects of the draft ordinance by telling Members there would be initial registration fees totaling \$50 for commercial properties identified as either dangerous, derelict or abandoned structures. This decision by our city staff would also result in a Site Rehabilitation Plan meeting requiring an extra \$250 from applicant with quarterly inspections thereafter. However, Jacob and Jaynellen Holloway stressed that no additional fees would be assessed against the property owner as long as this person was showing effort to address the issues that initially warranted the need for being registered as a dangerous, derelict or abandoned structure. A failure to show improvement over time would result in more costly quarterly re-inspection fees being assessed. He also told Members that he was working with City Attorney Gruber on language that would allow for enforcement where change of ownership occurs. Demolition permits would be a new requirement for all commercial structures being razed, with this language meant to regulate this activity for largely safety related reasons. Jaynellen Holloway stated that the intent is also to focus initially on exterior defects and deficiencies meant to improve the appearance of subject properties as soon as possible. This legislation would affect all commercial/industrial properties within the city, if enacted. John David moved to recommend this draft ordinance for proposed changes to Chapter 21 of our City Code to the Finance Committee for their review, seconded by Rick Tortomasi, and approved unanimously.

2: Plan Commission Meeting---June 1st, 2015: A motion was made by Sherry Cira to approve the minutes of the June 1st, 2015 Plan Commission meeting as written, seconded by Jaynellen Holloway and approved unanimously.

There being no further business to come before the Commission, a motion to adjourn at 4:55pm was made by Jaynellen Holloway and seconded by Rick Tortomasi. So ordered.

Respectfully Submitted, Ken Berg Alderperson