

PLAN COMMISSION MEETING

Monday, November 27, 2017 at 4:30 p.m.

Council Chambers in the Municipal Building

AGENDA:

- 1) Review, Action & Recommendation – Proposed Amendment to the City of Watertown Comprehensive Plan
- 2) 1303 & 1307 W. Main Street – Review & Recommendation – Rezoning Request from GB to GI
- 3) 108 S. Votek Drive – Review & Recommendation–Rezoning Request from GB to GI
- 4) 919 Charles Street – Discuss Fee for CUP
- 5) Plan Commission Minutes – November 13, 2017

Comprehensive Plan Amendment

Background:

Ad-Tech is purchasing 2 parcels located on West Main Street for the purpose of expansion. 1 parcel, located on S. Votek, is land that was dedicated to the City of Watertown for future right-of-way use, that right-of-way was never developed. These 3 properties are currently zoned Planned Business, Ad-Tech and the City of Watertown are looking to rezone these 3 parcels to General Industrial. Further, this process is being guided by Section 66.1001 of Wisconsin Statutes.

Issues:

The following issues have been identified by the Zoning Administrator:

1. Review of Public Hearing Comments
2. The Comprehensive Plan Amendment
 - a. Recommendation by the Plan Commission is needed
 - i. Approve attached Resolution

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. Give a Negative Recommendation to the Comprehensive Plan Amendment
2. Give a Positive Recommendation to the Comprehensive Plan Amendment

1303 & 1307 W. Main Street and 108 S. Votech Rezoning

Background:

The City of Watertown is looking to amend the 2009 City of Watertown Comprehensive Plan to allow Ad-Tech to rezone 1303 & 1307 West Main Street from General Business to General Industrial. Ad-Tech is purchasing 2 parcels located on West Main Street for the purpose of expansion. In this process, the City of Watertown is looking to rezone 108 S. Votech from an Unidentified (UN) Zoning District to General Industrial. The S. Votech parcels unique zoning classification is due to its history as undeveloped/dedicated right-of-way.

Issues:

The City of Watertown Zoning Administrator has identified the following issues:

1. Review of Public Hearing Comments
2. Rezoning Ordinances
 - a. Contingent on approval of the Comprehensive Plan Amendment

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. Give a Negative Recommendation to the Rezoning of 1303 & 1307 West Main Street and 108 South Votech Drive.
2. Give a Positive Recommendation to the Rezoning of 1303 & 1307 West Main Street and 108 South Votech Drive.
 - a. Contingent on approval of the Comprehensive Plan Amendment

919 Charles Street – Discuss Fee for CUP

Background:

The Watertown Historical Society is looking to waive Conditional Use Permit fees (\$500) for the Octagon House. The Watertown Historical Society will be seeking a Conditional Use Permit for Indoor & Outdoor Institutional, which allows for Non-Profit based recreational/entertainment usage at the Octagon House Location.

Issues:

The following issues have been identified by the Zoning Administrator:

1. The Watertown Historical Society is looking to waive the CUP fee under Section 550-157:

Fees for procedures requested by the City of Watertown. There shall be no fee in the case of applications filed in the public interest by the Common Council or the Plan Commission, other agency or official of the City of Watertown.

2. Please see attached letter from the Watertown Historical Society

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 waiving of Conditional Use Permit fee for the Watertown Historical Society.
2. Approve waiving of Conditional Use Permit fee for the Watertown Historical Society.

AN ORDINANCE

ADOPT AMENDMENTS TO THE 2009 CITY OF WATERTOWN COMPREHENSIVE PLAN

Sponsor: Mayor David
From: Plan Commission with Positive Recommendation

The City Council of the City of Watertown, Wisconsin, does ordain as follows:

WHEREAS, pursuant to sections 62.23(2) and (3) of Wisconsin Statutes, the City of Watertown is authorized to prepare and adopt a comprehensive plan as defined in sections 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes; and,

WHEREAS, the City Council adopted its comprehensive plan in 2009 entitled “City of Watertown Comprehensive Plan”; and,

WHEREAS, the City of Watertown Comprehensive Plan is silent as to the frequency or number of permissible amendments to the City of Watertown Comprehensive Plan; and,

WHEREAS, Wisconsin Comprehensive Planning law requires that a city follow the same administrative process for plan amendment adoption defined under §66.1001(4) of the Wisconsin Statutes; and,

WHEREAS, as part of the City’s original adoption of a comprehensive plan the City Council adopted and has since followed written procedures designed to foster public participation in every stage of the preparation of a comprehensive plan as required by §66.1001(4)(a) of the Wisconsin Statutes; and,

WHEREAS, the Plan Commission of the City of Watertown, by a majority vote of the entire Commission recorded in its official minutes, has adopted a resolution recommending to the City Council the adoption of a proposed amendment to change the future land use category shown for 1303 and 1307 West Main Street and 108 South Votek Drive from “Planned Business” to “General Industrial” on the Future Land Use Map of the Comprehensive Plan;

WHEREAS, the Plan Commission of the City of Watertown has ensured the amendments are in full compliance with the City of Watertown Comprehensive Plan; and,

WHEREAS, the City of Watertown has, in compliance with the requirements of section 66.1001(4)(d) of the Wisconsin Statutes, provided opportunities for public involvement per its adopted public participation plan; and,

WHEREAS, the City Council held a public hearing on the proposed amendments on November 21, 2017, considered the public comments made and the recommendations

of the Plan Commission and staff, and has determined to approve the recommended amendments;

NOW, THEREFORE, the City Council of Watertown, Wisconsin, does ordain that the proposed amendments are hereby adopted as amendments to the City's Comprehensive Plan pursuant to section 66.1001(4)(c) of Wisconsin Statutes; and,

That all ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed; and, in the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance.

That this ordinance shall take effect and be in force the day after its passage and publication.

| | | | | |
|--------------------|------------|-----------|------------|-----------|
| <i>DATE:</i> | | | | |
| <i>READING:</i> | <i>1ST</i> | | <i>2ND</i> | |
| | <i>YES</i> | <i>NO</i> | <i>YES</i> | <i>NO</i> |
| <i>MCFARLAND</i> | | | | |
| <i>SMITH</i> | | | | |
| <i>BERG</i> | | | | |
| <i>LARSEN</i> | | | | |
| <i>ZGONC</i> | | | | |
| <i>RAETHER</i> | | | | |
| <i>TIETZ</i> | | | | |
| <i>MARON</i> | | | | |
| <i>KILPS</i> | | | | |
| <i>MAYOR DAVID</i> | | | | |
| <i>TOTAL</i> | | | | |

ADOPTED _____

CITY CLERK/TREASURER

APPROVED _____

MAYOR

RESOLUTION 2017-04

**RESOLUTION RECOMMENDING AMENDMENTS TO THE
2009 CITY OF WATERTOWN COMPREHENSIVE PLAN**

PLAN COMMISSION OF THE CITY OF WATERTOWN, WISCONSIN

WHEREAS, the City of Watertown on November 17, 2009, adopted the City of Watertown Comprehensive Plan, (hereinafter “Plan”) as the City’s comprehensive plan under Section 66.1001(4), Wisconsin Statutes, with said Plan including procedures for consideration of amendments to it; and,

WHEREAS, Section 66.1001(4), Wisconsin Statutes, establishes the required procedure for a local government to amend a comprehensive plan once it has been initially adopted; and,

WHEREAS, the City of Watertown Plan Commission has the authority and responsibility to recommend amendments to the Plan to the City Council, under Section 66.1001(4)(b); and,

WHEREAS, on November 27, 2017, the Plan Commission reviewed a proposed amendment to change the future land use category shown for 1303 and 1307 West Main Street and 108 South Votech Drive from “Planned Business” to “General Industrial” on the Future Land Use Map of the Comprehensive Plan;

WHEREAS, the Plan Commission of the City of Watertown, in consultation with the City Planner, has ensured the amendments are in full compliance with the City of Watertown Comprehensive Plan;

NOW, THEREFORE, BE IT RESOLVED that the Plan Commission of the City of Watertown hereby recommends that, following a public hearing, the City Council adopt an ordinance to constitute official City approval of the proposed amendments to the 2009 City of Watertown Comprehensive Plan that the Plan Commission recommended for approval at its December 19, 2017 Plan Commission Meeting.

This Resolution was duly adopted at a regular meeting of the Plan Commission of the City of Watertown on the 27th day of November, 2017.

PLAN COMMISSION

By: _____
John David, Mayor
Plan Commission Chairman

ATTEST:

By: _____
Cynthia Rupprecht
City Clerk-Treasurer

Comprehensive Plan Amendment

Background:

Ad-Tech is purchasing 2 parcels located on West Main Street for the purpose of expansion. 1 parcel, located on S. Votek, is land that was dedicated to the City of Watertown for future right-of-way use, that right-of-way was never developed. These 3 properties are currently zoned Planned Business, Ad-Tech and the City of Watertown are looking to rezone these 3 parcels to General Industrial. Further, this process is being guided by Section 66.1001 of Wisconsin Statutes.

Issues:

The following issues have been identified by the Zoning Administrator:

1. Review of Public Hearing Comments
2. The Comprehensive Plan Amendment
 - a. Recommendation by the Plan Commission is needed
 - i. Approve attached Resolution

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. Give a Negative Recommendation to the Comprehensive Plan Amendment
2. Give a Positive Recommendation to the Comprehensive Plan Amendment

1303 & 1307 W. Main Street and 108 S. Votech Rezoning

Background:

The City of Watertown is looking to amend the 2009 City of Watertown Comprehensive Plan to allow Ad-Tech to rezone 1303 & 1307 West Main Street from General Business to General Industrial. Ad-Tech is purchasing 2 parcels located on West Main Street for the purpose of expansion. In this process, the City of Watertown is looking to rezone 108 S. Votech from an Unidentified (UN) Zoning District to General Industrial. The S. Votech parcels unique zoning classification is due to its history as undeveloped/dedicated right-of-way.

Issues:

The City of Watertown Zoning Administrator has identified the following issues:

1. Review of Public Hearing Comments
2. Rezoning Ordinances
 - a. Contingent on approval of the Comprehensive Plan Amendment

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. Give a Negative Recommendation to the Rezoning of 1303 & 1307 West Main Street and 108 South Votech Drive.
2. Give a Positive Recommendation to the Rezoning of 1303 & 1307 West Main Street and 108 South Votech Drive.
 - a. Contingent on approval of the Comprehensive Plan Amendment

919 Charles Street – Discuss Fee for CUP

Background:

The Watertown Historical Society is looking to waive Conditional Use Permit fees (\$500) for the Octagon House. The Watertown Historical Society will be seeking a Conditional Use Permit for Indoor & Outdoor Institutional, which allows for Non-Profit based recreational/entertainment usage at the Octagon House Location.

Issues:

The following issues have been identified by the Zoning Administrator:

1. The Watertown Historical Society is looking to waive the CUP fee under Section 550-157:

Fees for procedures requested by the City of Watertown. There shall be no fee in the case of applications filed in the public interest by the Common Council or the Plan Commission, other agency or official of the City of Watertown.

2. Please see attached letter from the Watertown Historical Society

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 waiving of Conditional Use Permit fee for the Watertown Historical Society.
2. Approve waiving of Conditional Use Permit fee for the Watertown Historical Society.

AN ORDINANCE

TO AMEND CHAPTER 550, OFFICIAL ZONING MAP OF THE CITY OF WATERTOWN

Sponsor: Mayor David
From: Plan Commission with Positive Recommendation

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

SECTION 1. The following described properties, City of Watertown, Jefferson County, Wisconsin is hereby altered and changed from a General Business (GB) Zoning District classification to a General Industrial (GI) Zoning District classification as follows:

1. A part of Certified Survey Map No. 3064 recorded in Volume 12 of Certified Survey Maps on Page 249, as Document No. 937492, being part of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 6, Township 8 North, Range 15 East, City of Watertown, Jefferson County, Wisconsin, described as follows:

A plot of land 2 acres in area located in the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 6, Township 8 North, Range 15 East, and located near the Northwest corner of a certain 35 acre tract of land owned by Ray Byrne and being described as follows:

Commencing at a point on the line between Jefferson and Dodge Counties and being in the Center of Watertown Plank Road, now State Highway 19, on the East line of the premises now owned by E.E. Jansa, deed on which was recorded in Volume 188 of Deeds on page 240; running thence South 30 rods more or less along the East line of land owned by E.E. Jansa aforesaid; thence East 10 rods more or less; thence North 30 rods more or less to the Center of the aforementioned highway; thence West 10 rods more or less to the point of beginning

ALSO, a part of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 6, Township 8 North, Range 15 East, described as follows:

Commencing at a point on the lined between Jefferson and Dodge Counties, which line is also the centerline of State Highway 19, a distance of 402.85 feet Easterly from the Northwest corner of land theretofore conveyed by Luke Byrne and Bridget Byrne, his wife to Ray Byrne by Warranty Deeds recorded in Volume 168 of Deeds on page 187; thence South 1 degree 48 minutes East a distance of 161.0 feet to a point; thence North 50 degrees 18 minutes East a distance of 270.95 feet to a point on the county line; thence South 86 degrees 45 minutes West along the county line a distance of 213.9 feet to the place of beginning.

EXCEPTING THEREFROM lands conveyed to the State of Wisconsin in Limited Highway Easement from Watertown Knights of Columbus Building Corporation, recorded December 14, 1970 in Volume 450 of Records on page 422 as Document No. 689581. (1303 West Main Street; PIN: 291-0815-0611-006)

2. A part of Volume 12 of Certified Surveys on Page 249, located in the Northeast Quarter of the Northeast Quarter of Section 6, Town 8 North, Range 18 East, bounded and described as follows:

Commencing at the Northwest corner of land heretofore conveyed to Ray Bryne by Luke Bryne and Bridget Bryne, his wife, by Warranty Deed recorded April 14, 1921 in Volume

168 of Deeds on Page 187 in the Northeast Quarter of Section 6, Township 8 North, Range 15 East, thence running East 240 feet; thence South in a straight line 544 feet; thence West and parallel with the North line hereof 240 feet; thence North 544 feet to the place of beginning.

Subject to an easement executed to the Wisconsin Gas and Electric Company recorded July 1, 1925 in Volume 132 of Deeds on page 500. (1307 West Main Street, PIN: 291-0815-0611-005)

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.

| <i>DATE:</i> | | | | |
|--------------------|------------|-----------|------------|-----------|
| <i>READING:</i> | <i>1ST</i> | | <i>2ND</i> | |
| | <i>YES</i> | <i>NO</i> | <i>YES</i> | <i>NO</i> |
| <i>MCFARLAND</i> | | | | |
| <i>SMITH</i> | | | | |
| <i>BERG</i> | | | | |
| <i>LARSEN</i> | | | | |
| <i>ZGONC</i> | | | | |
| <i>RAETHER</i> | | | | |
| <i>TIETZ</i> | | | | |
| <i>MARON</i> | | | | |
| <i>KILPS</i> | | | | |
| <i>MAYOR DAVID</i> | | | | |
| <i>TOTAL</i> | | | | |

ADOPTED _____

CITY CLERK/TREASURER

APPROVED _____

MAYOR

AN ORDINANCE

TO AMEND CHAPTER 550,
OFFICIAL ZONING MAP OF THE CITY OF WATERTOWN

Sponsor: Mayor David
From: Plan Commission with Positive Recommendation

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

SECTION 1. The following described properties, City of Watertown, Jefferson County, Wisconsin is hereby altered and changed from an Unidentified (UN) Zoning District classification to a General Industrial (GI) Zoning District classification as follows:

A part of Section 6, Township 8 North, Range 15 East, a parcel dedicated to the City of Watertown on CSM No. 1655, recorded in Volume 5, Page 236, Document No. 788154. Exempt (Vacant Land 66 feet for possible future Right-of-Way. (108 South Votek Drive, PIN: 291-0815-0611-008)

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: | | | | |
| READING: | 1ST | | 2ND | |
| | YES | NO | YES | NO |
| MCFARLAND | | | | |
| SMITH | | | | |
| BERG | | | | |
| LARSEN | | | | |
| ZGONC | | | | |
| RAETHER | | | | |
| TIETZ | | | | |
| MARON | | | | |
| KILPS | | | | |
| MAYOR DAVID | | | | |
| TOTAL | | | | |

ADOPTED _____

CITY CLERK/TREASURER

APPROVED _____

MAYOR

Comprehensive Plan Amendment

Background:

Ad-Tech is purchasing 2 parcels located on West Main Street for the purpose of expansion. 1 parcel, located on S. Votek, is land that was dedicated to the City of Watertown for future right-of-way use, that right-of-way was never developed. These 3 properties are currently zoned Planned Business, Ad-Tech and the City of Watertown are looking to rezone these 3 parcels to General Industrial. Further, this process is being guided by Section 66.1001 of Wisconsin Statutes.

Issues:

The following issues have been identified by the Zoning Administrator:

1. Review of Public Hearing Comments
2. The Comprehensive Plan Amendment
 - a. Recommendation by the Plan Commission is needed
 - i. Approve attached Resolution

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. Give a Negative Recommendation to the Comprehensive Plan Amendment
2. Give a Positive Recommendation to the Comprehensive Plan Amendment

1303 & 1307 W. Main Street and 108 S. Votech Rezoning

Background:

The City of Watertown is looking to amend the 2009 City of Watertown Comprehensive Plan to allow Ad-Tech to rezone 1303 & 1307 West Main Street from General Business to General Industrial. Ad-Tech is purchasing 2 parcels located on West Main Street for the purpose of expansion. In this process, the City of Watertown is looking to rezone 108 S. Votech from an Unidentified (UN) Zoning District to General Industrial. The S. Votech parcels unique zoning classification is due to its history as undeveloped/dedicated right-of-way.

Issues:

The City of Watertown Zoning Administrator has identified the following issues:

1. Review of Public Hearing Comments
2. Rezoning Ordinances
 - a. Contingent on approval of the Comprehensive Plan Amendment

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. Give a Negative Recommendation to the Rezoning of 1303 & 1307 West Main Street and 108 South Votech Drive.
2. Give a Positive Recommendation to the Rezoning of 1303 & 1307 West Main Street and 108 South Votech Drive.
 - a. Contingent on approval of the Comprehensive Plan Amendment

919 Charles Street – Discuss Fee for CUP

Background:

The Watertown Historical Society is looking to waive Conditional Use Permit fees (\$500) for the Octagon House. The Watertown Historical Society will be seeking a Conditional Use Permit for Indoor & Outdoor Institutional, which allows for Non-Profit based recreational/entertainment usage at the Octagon House Location.

Issues:

The following issues have been identified by the Zoning Administrator:

1. The Watertown Historical Society is looking to waive the CUP fee under Section 550-157:

Fees for procedures requested by the City of Watertown. There shall be no fee in the case of applications filed in the public interest by the Common Council or the Plan Commission, other agency or official of the City of Watertown.

2. Please see attached letter from the Watertown Historical Society

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 waiving of Conditional Use Permit fee for the Watertown Historical Society.
2. Approve waiving of Conditional Use Permit fee for the Watertown Historical Society.

THE OCTAGON HOUSE
THE FIRST KINDERGARTEN
In America



919 Charles Street
Watertown, WI 53094
920-261-2796

Watertown Historical Society

November 20, 2017

Dear Members of the City of Watertown Planning Commission,

The Watertown Historical Society, which owns and operates the Octagon House Museum, 919 Charles St., recently received a very generous financial gift to remodel the Gladys Mollart Tour Center, built in 1970. The tour center is the nucleus of our museum operations, housing our gift shop, admissions center and a host of irreplaceable photos, documents and collections from our city's past. The appearance of the tour center is very outdated and the interior provides limited space for programming. Furthermore, our only public restrooms are located in the basement, creating frustration for our guests and volunteers on a regular basis.

The vision for the redesigned tour center is to create a bright and welcoming space to display and preserve our collections, enable the public to browse through our archives and to host events that promote Watertown's rich heritage. In addition, as a means to generate much-needed revenue for the museum, the society is exploring the concept of allowing for small outdoor weddings, reunions and corporate events to be held on the grounds for a rental fee. It is our intent that these events would be accompanied by minimal amplified sound, if any, and be limited to 150 people or less. It is the desire of the society to attract five such events each year, May through October.

We recognize the Octagon House is located in a residential area and we have always strived to be good neighbors and will continue to do so. Creating a new revenue stream is vital to the long-term success of the museum and we believe that opening our grounds for small-scale special events will provide much-needed financial support for our current operations.

We ask that you consider granting the historical society a Conditional Use Permit for indoor and outdoor entertainment to allow for an expansion of events at the Octagon House Museum. In addition, because the historical society is a not-for-profit organization and the Octagon House is a leading tourist attraction in the city, we respectfully request that all fees be waived for the application process.

Sincerely,

Melissa Lampe
President
Watertown Historical Society
melissa.lampe@charter.net

Plan Commission Minutes

November 13, 2017

The Plan Commission met on the above date at 4:30 p.m. in the Council Chambers of City Hall with the following members present: Mayor John David, Alderman Fred Smith, Alderman Augie Tietz, Tony Arnett and Sherry Cira. Also in attendance were Civil Staff Engineer Andrew Beyer, Zoning Administrator Jacob Maas, Tom and Lorraine Kohn, Jim Hill, Sheryl Rupnow, Mike and Mary Rothschadl and John Kannard.

- 1. Review Public Hearing Comments and Make Recommendation for Zoning Area “1”, – Welsh Road Area, Boundary Adjustment:** Per the Intergovernmental Cooperative Plan Agreement between the City of Watertown and the Town of Emmet, Area “1” is scheduled to go through a mandatory boundary adjustment into the City of Watertown. The four parcels will be zoned Single-Family Residential, under the City’s Zoning Districts. Attaching these parcels require amending the Official Zoning Map of the City and a Public Hearing was held before the City Council on November 7. At that Public Hearing, several property owners spoke about the unfairness of requiring a hook-up to public sewer and water within five years or less, regardless of whether the property has an adequate well and/or septic system. The city staff proposed the following amendment language to address those concerns:

“...upon the residence(s) having a private wastewater treatment system that does not meet the then-current Dodge County Sanitary Code Requirements, in which case the property with the failing private wastewater treatment system must connect to the City’s municipal water and sanitary systems.”

A motion was made by Fred Smith, seconded by Tony Arnett, to adopt the proposed amendment and it was approved unanimously. A motion was then made by Augie Tietz, seconded by Tony Arnett, to make a positive recommendation to the Common Council to approve the amended ordinance. The motion was approved unanimously.

- 2. Review Public Hearing Comments and Make Recommendation for Zoning Area “2”, – Brandt/Quirk Park Railroad Right-of-Way Area, Boundary Adjustment:** Per the Intergovernmental Cooperative Plan Agreement between the City of Watertown and the Town of Emmet, Area “2” is scheduled to go through a mandatory boundary adjustment into the City of Watertown. The land in question will be zoned Right-of-Way, under the City’s Zoning Districts. Attaching this land requires amending the Official Zoning Map of the City and a Public Hearing was held before the City Council on November 7. At that Public Hearing, there were no comments. A motion was made by Tony Arnett and seconded by Sherry Cira, to make a positive recommendation to the Common Council to approve the Boundary Adjustment Ordinance. The motion was approved unanimously.
- 3. Review Public Hearing Comments and Make Recommendation for Zoning Area “3”, – Highway 16 Railroad Right-of-Way Area, Boundary Adjustment:** Per the Intergovernmental Cooperative Plan Agreement between the City of Watertown and the Town of Emmet, Area “3” is scheduled to go through a mandatory boundary adjustment into the City of Watertown. The land in question will be zoned Right-of-Way, under the City’s Zoning Districts. Attaching this land requires amending the Official Zoning Map of the City and a Public Hearing was held before the City Council on November 7. At that Public Hearing, there were no comments. A motion was made by Tony Arnett and seconded by Augie Tietz, to make a positive recommendation to the Common Council to approve the Boundary Adjustment Ordinance. The motion was approved unanimously.
- 4. Fence Variance Request for 501 Revere Way:** Curtis Loontjer would like to install an 8-foot-tall fence along his rear yard, which backs on South Concord Avenue. Mr. Loontjer has an odd parcel that has three street frontages. A variance is required for the fence to be 8-feet for the entire distance of his rear yard. A motion was made by Tony Arnett, seconded by Sherry Cira, to approve the Variance Request. The motion was approved unanimously.
- 5. Review Preliminary CSM for 500 Welsh Road:** Janet Vick would like to create a 1.957-acre lot from a 6.86-acre parcel. The parent parcel is zoned General Business. A motion was made by Augie Tietz, seconded by Tony Arnett, to approve the Preliminary CSM with the condition that an Airport Approach Protection Zone elevation of 975 feet

above mean sea level for all buildings, structures and objects of natural growth be included on the CSM. The motion was approved unanimously.

6. **Review Preliminary CSM for N8589 River Road:** James Hill would like to create a 1-acre lot from a 7.46-acre parent parcel. A motion was made by Fred Smith, seconded by Sherry Cira, to approve the Preliminary CSM with the condition that the Preliminary CSM clearly indicate a right-of-way dedication of 66 feet (33 feet from centerline) for River Road. The motion was approved unanimously.
7. **206 W. Main Street Request for Zoning Code Interpretation:** A property owner in the Central Business District would like to sell and repair motorcycles completely within the structure of his building. The proposed business would fall into the category of Indoor Maintenance Services, and be allowed by right in the Central Business District, if a motorcycle is properly classified as a “vehicle”. The Commission agreed that this was a proper interpretation and therefore no problem existed and no action was required.
8. **Discussion Regarding Taverns and Conditional Use Permits:** Those taverns requiring Conditional Use Permits change owners or operators fairly often and few of the new owners or operators have renewed the original CUP. The city recently dramatically reduced its fees for a “Successor CUP”. This option is now readily affordable and would offer a reasonable remedy for the problem of taverns that still require a CUP, yet have allowed the original permit to lapse. The consensus was to have Jacob prepare a draft ordinance to this effect for review at the next meeting.
9. **Approve Plan Commission Minutes of October 23, 2017:** A motion was made by Augie Tietz, seconded by Tony Arnett, to approve these minutes and the motion was approved unanimously.

There being no further business to come before the Commission, the meeting adjourned at approximately 5:22 p.m.

Respectfully submitted,
Fred Smith
Alderman