



CITY OF WHITEWATER PLAN AND ARCHITECTURAL REVIEW
COMMISSION

Agenda

July 14, 2014

City of Whitewater Municipal Building
312 W. Whitewater St., Whitewater, Wisconsin

6:00 p.m.

1.	Call to order and Roll Call.
2.	Hearing of Citizen Comments. No formal Plan Commission Action will be taken during this meeting, although issues raised may become a part of a future agenda. Specific items listed on the agenda may not be discussed at this time; however citizens are invited to speak to those specific issues at the time the Plan Commission discusses that particular item.
3.	Review and approve the Plan Commission minutes of June 9, 2014.
4.	Hold a public hearing for consideration of a change of the Zoning Ordinance regulations, to enact proposed amendments to the City of Whitewater Municipal Code Title 19, by: Eliminating certain property owner reporting requirements in the R-O Residential Overlay District (Section 19.25.050) as required by State Law.
5.	Hold a public hearing for consideration of a change of the Zoning Ordinance regulations, to enact proposed amendments to the City of Whitewater Municipal Code Title 19, by: Repealing Whitewater Municipal Code Chapter 19.46 (Floodplain Regulations) and Chapter 19.461 (FWW Floodway Wetland District) and enacting a new Floodplain Ordinance (Chapter 19.46).
6.	Hold a public hearing to consider a change of the District Zoning Map for the following parcel to enact an ordinance to impose the PD (Planned Development) District Zoning classification under Chapter 19.39 of the Zoning Ordinance of the City of Whitewater on the following area: 1014 W. Main Street (Tax ID #'s WUP 00173, WUP 00173A, WUP 00173B for Campus Edge Apartments LLC. (Ryan Hughes). The Plan Commission will consider the proposed General Development Plan (GDP) and the Specific Implementation Plan (SIP) for the area.
7.	Hold a public hearing for consideration of a change of the District Zoning Map for the following parcel to enact an ordinance to impose the R-2A Residential Overlay District Zoning classification under Chapter 19.19 of the Zoning Ordinance of the City of Whitewater on the following area: 727 W. Center Street (Tax ID# /CL 00027) for Benjamin and Anne McCready.
8.	Hold a public hearing for consideration of a conditional use permit in an R-2A Overlay Zoning District, to allow for 7 unrelated persons to live in the house located at 727 W. Center Street for Benjamin and Anne McCready.
9.	Hold a public hearing for consideration of an amendment to the conditional use permit to change from a two story building to a split level ranch style (side by side duplex) to be located at 523 N. Tratt Street for Arthur Stritzel.
10.	Hold a public hearing for consideration of a conditional use permit (tavern and other places selling alcohol by the drink) for Andrew Marzahl (Agent) to serve beer at 180 W. Main Street (for a Class "B" Beer License) at Rosa's Pizza .
11.	Hold a public hearing for consideration of a conditional use permit (tavern and other places selling alcohol by the drink) for Clara Rocha (Agent) to serve beer and liquor at 1170 W. Main Street (for

	a “Class B” Beer and Liquor License) at Karina’s Mexican Restaurant.
12.	Information Items: a. Possible future agenda items. b. Next regular Plan Commission Meeting – August 11, 2014
13.	Adjournment.

Anyone requiring special arrangements is asked to call the Zoning and Planning Office 24 hours prior to the meeting. Those wishing to weigh in on any of the above-mentioned agenda items but unable to attend the meeting are asked to send their comments to c/o Neighborhood Services Director, 312 W. Whitewater Street,

Whitewater, WI, 53190 or jwegner@whitewater-wi.gov.

The City of Whitewater website is: whitewater-wi.gov

Jane Wegner

From: Wallace McDonell [wkm@hmattys.com]
Sent: Wednesday, July 09, 2014 10:55 AM
To: Jane Wegner
Cc: Mike Slavney (mslavney@vandewalle.com); Cameron Clapper
Subject: R-O Amendments
Attachments: SKMBT_42314070910260.pdf

July 9, 2014

MEMO

TO: CITY OF WHITEWATER COMMON COUNCIL & PLAN COMMISSION MEMBERS

Dear Common Council & Plan Commission Members:

I have attached herewith a copy of recent State legislation that limits the information that a city can require a landlord to provide to the city. Based on this legislation, I drafted an amendment to 19.25.050, which removes the landlord reporting language from the section. This amendment has been reviewed by Larry Witzling and he indicated he believes it is appropriate.

If anyone has any questions, feel free to contact me at any time.

Wally
Wallace K. McDonell

Harrison, Williams & McDonell, LLP
P.O. Box 59
Whitewater, WI 53190
Phone: 262-473-7900
Fax: 262-473-7906
Email: wkm@hmattys.com

From: scanner@hmattys.local [mailto:scanner@hmattys.local]
Sent: Wednesday, July 09, 2014 10:26 AM
To: Wallace McDonell
Subject: Message from copier

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 19.25.050
NON-CONFORMING USE AND REGISTRATION IN
THE R-O OVERLAY DISTRICT

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, do hereby ordain as follows:

Section 1: Whitewater Municipal Code Chapter 19.25, Section 19.25.050 Non-conforming use and registration, is hereby amended to read as follows:

19.25.050 Non-conforming use and registration.

~~In order to assist the enforcement of this zoning classification, the owner of any property claiming non-conforming use status regarding the unrelated persons limitation imposed by R-O zoning shall register with the city clerk on a form provided by the clerk within ninety days of the imposition of the zoning on the property. The information required on the registration form shall include the history of the property that supports its designation as a non-conforming use which shall include the three letter initials and dates of residency of current tenants (or most recent tenants if not currently occupied), and the three letter initials and dates of residency of all tenants who resided at the premises for the last one hundred twenty days. The party claiming the non-conforming use status shall also have a continuing requirement to update the registration information to provide the initials of current tenants. Failure to register within ninety days of the imposition of the R-O zoning classification shall cause the non-conforming use status to terminate. The city shall mail a notice of this requirement to the address on the property's real estate tax statement within fifteen days of the imposition of the zoning on the property. Properties that qualify as legal non-conforming uses shall be allowed to continue the use subject to the provisions contained in City of Whitewater Ordinance Section 19.60.010. The non-conforming use status of any property under this chapter will be subject to the provisions contained in City of Whitewater Ordinance Section 19.60.010, existing non-conforming uses.~~

Ordinance introduced by Councilmember _____, who moved its adoption. Seconded by Councilmember _____.

AYES:

NOES:

ABSENT:

ADOPTED:

Cameron Clapper, City Manager

Michele R. Smith, City Clerk

Westlaw

W.S.A. 66.0104

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P

West's Wisconsin Statutes Annotated Currentness
Municipalities (Ch. 59 to 68)
Chapter 66. General Municipality Law (Refs & Annos)
Subchapter I. General Powers; Administration

→ 66.0104. Prohibiting ordinances that place certain limits or requirements on a landlord

(1) In this section:

- (a) "Premises" has the meaning given in s. 704.01(3).
- (b) "Rental agreement" has the meaning given in s. 704.01(3m).
- (c) "Tenancy" has the meaning given in s. 704.01(4).

(2)(a) No city, village, town, or county may enact an ordinance that places any of the following limitations on a residential landlord:

1. Prohibits a landlord from, or places limitations on a landlord with respect to, obtaining and using or attempting to obtain and use any of the following information with respect to a tenant or prospective tenant:

- a. Monthly household income.
- b. Occupation.
- c. Rental history.
- d. Credit information.
- e. Court records, including arrest and conviction records, to which there is public access.
- f. Social security number or other proof of identity.

2. Limits how far back in time a prospective tenant's credit information, conviction record, or previous housing may be taken into account by a landlord.

3. Prohibits a landlord from, or places limitations on a landlord with respect to, entering into a rental agreement for a premises with a prospective tenant during the tenancy of the current tenant of the premises.

4. Prohibits a landlord from, or places limitations on a landlord with respect to, showing a premises to a prospective tenant during the tenancy of the current tenant of the premises.

(b) No city, village, town, or county may enact an ordinance that places requirements on a residential landlord with respect to security deposits or earnest money or pretenancy or posttenancy inspections that are additional to the requirements under administrative rules related to residential rental practices.

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W.S.A. 66.0104

<Text of subsec. (2)(c) eff. March 1, 2014>

(c) No city, village, town, or county may enact an ordinance that limits a residential tenant's responsibility, or a residential landlord's right to recover, for any damage or waste to, or neglect of, the premises that occurs during the tenant's occupancy of the premises, or for any other costs, expenses, fees, payments, or damages for which the tenant is responsible under the rental agreement or applicable law.

<Text of subsec. (2)(d) eff. March 1, 2014>

(d) i.a. No city, village, town, or county may enact an ordinance that requires a landlord to communicate to tenants any information that is not required to be communicated to tenants under federal or state law.

b. Subdivision 1.a. does not apply to an ordinance that has a reasonable and clearly defined objective of regulating the manufacture of illegal narcotics.

2. No city, village, town, or county may enact an ordinance that requires a landlord to communicate to the city, village, town, or county any information concerning the landlord or a tenant, unless any of the following applies:

a. The information is required under federal or state law.

b. The information is required of all residential real property owners.

c. The information is solely information that will enable a person to contact the owner or, at the option of the owner, an agent of the owner.

<Text of subsec. (3) eff. until March 1, 2014>

(3) If a city, village, town, or county has in effect on Dec. 21, 2011, an ordinance that is inconsistent with sub. (2), the ordinance does not apply and may not be enforced.

<Text of subsec. (3) eff. March 1, 2014>

(3)(a) If a city, village, town, or county has in effect on December 21, 2011, an ordinance that is inconsistent with sub. (2)(a) or (b), the ordinance does not apply and may not be enforced.

(b) If a city, village, town, or county has in effect on March 1, 2014, an ordinance that is inconsistent with sub. (2)(c) or (d), the ordinance does not apply and may not be enforced.

<<For credits, see Historical Note field.>>

HISTORICAL AND STATUTORY NOTES

Source:

2011 Act 108, § 1, eff. Dec. 21, 2011.

2013 Act 76, §§ 1 to 4, eff. March 1, 2014.

2013 Legislation:

2013 Act 76 created subsecs. (2)(c) and (d) and (3)(b); and renumbered and amended subsec. (3) as (3)(a).

W. S. A. 66.0104, WI ST 66.0104

Current through 2013 Act 116, published 12/21/2013.

Jane Wegner

From: Wallace McDonell [wkm@hmattys.com]
Sent: Wednesday, July 09, 2014 11:29 AM
To: Michele Smith; Jane Wegner; Cameron Clapper; Greg Noll
Subject: Floodplain Ordinance
Attachments: SKMBT_42314070910570.pdf

July 9, 2014

MEMO

TO: CITY OF WHITEWATER COMMON COUNCIL & PLAN COMMISSION MEMBERS

Dear Common Council and Plan Commission Members:

The City of Whitewater received a letter of final determination from the Federal Emergency Management Agency (FEMA) notifying the City that the new insurance rate maps and flood insurance study information for Walworth County must be adopted by the City of Whitewater and approved by the DNR and FEMA no later than September 3, 2014.

I therefore drafted the attached ordinance amendment which incorporates the Walworth County information and provisions recommended by the DNR in their new model ordinance. We will need to do another amendment when the Jefferson County insurance rate maps and flood insurance study information is provided to us.

I have also attached some information from FEMA and the DNR that provides additional background in regard to these amendments. If anyone has any questions, feel free to contact me at any time.

Wally

Wallace K. McDonell

Harrison, Williams & McDonell, LLP
P.O. Box 59
Whitewater, WI 53190
Phone: 262-473-7900
Fax: 262-473-7906
Email: wkm@hmattys.com

From: scanner@hmattys.local [mailto:scanner@hmattys.local]
Sent: Wednesday, July 09, 2014 10:57 AM
To: Wallace McDonell
Subject: Message from copier

State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
101 S. Webster Street
Box 7921
Madison WI 53707-7921



May 20, 2014

Cameron Clapper, City Manager
City of Whitewater
P. O. Box 178
Whitewater, WI 53190-0178

Dear Mr. Brunner,

Recently, the City of Whitewater received a Letter of Final Determination (LFD), dated March 3, 2014, from the Federal Emergency Management Agency (FEMA) notifying the City that updated Flood Insurance Rate Maps (FIRMs) and Flood Insurance Study (FIS) for Walworth County must be adopted into the local floodplain ordinance within six months. Updated Flood Storage District (FSD) maps produced by the DNR have also been issued for Walworth County. Therefore, the City's ordinance must be amended and approved by the Department of Natural Resources (DNR) and FEMA no later than September 3, 2014 or the City will be suspended from the National Flood Insurance Program (NFIP).

This letter and the documents on the attached CD explain the ordinance adoption process. The attached document entitled *FIRM and FIS Information for Official Maps Section of Local Floodplain Ordinances* can be used to determine which ordinance amendment process below the City should follow.

For Communities with Updated FIRMs and FIS

The DNR issued new Model Floodplain Ordinances (Standard and Flood Storage) which meet the minimum requirements of the National Flood Insurance Program (NFIP). Copies of the Model Floodplain Ordinances in Word format can be found on the attached CD.

The attached document entitled *FIRM and FIS Information for Official Maps Section of Local Floodplain Ordinances* lists each community's updated FIRMs and FIS along with a list of the still effective FIRMs. It also provides an example of the text required for the *Official Maps* section of the ordinance. The *Official Map* section must include all updated FIRM panels as well as any other FIRM panels still in effect. Please be aware that the effective date and map number are only changing for the updated FIRM panels; all other currently adopted panels remain the same. The community must also delete the currently referenced FIS and adopt the updated FIS.

The process for amending a local floodplain ordinance requires the publication or posting of two (2) notices of public hearing with the final notice being published or posted no less than seven (7) days prior to the public hearing (Class II notice).

Both the DNR and FEMA will review the ordinance to ensure it is compliant with the minimum standards of 44 CFR 60 and Chapter NR 116, Wisconsin Administrative Code. If the DNR Model Ordinance is used a community should submit the adopted ordinance to the DNR and FEMA for final review and processing at least 30 days prior to the effective date. If the model is modified, then a draft of the proposed ordinance should be submitted to the DNR and FEMA at least 90 days prior to the effective date.

Communities may adopt amended ordinances at any time after the issuance of an LFD. Once the amended ordinance is adopted and approved, the FIRMS and FIS become the effective maps and study

for regulatory purposes and permits can be issued using the updated FIRMs. However, lenders and insurers will continue to use the previous FIRMs until the new effective date. Please note that under NR 116.20 (2) (d), Wis. Admin. Code, communities must submit a copy of the amended ordinance to the DNR within ten (10) days of adoption.

For Communities with Updated FIS only

If a community did not receive new FIRM panels, the only change required is the deletion of the current FIS volume number and effective date and its replacement with the updated FIS volume number and effective date. The attached document entitled *FIRM and FIS Information for Official Maps Section of Local Floodplain Ordinances* lists each community's updated FIRMs and FIS along with a list of the still effective FIRMs.

DNR Legal staff has determined that updating the FIS number and effective date is an administrative change which doesn't require a public notice/hearing. However, a community should discuss the needed amendment with its corporation counsel to determine whether or not the full ordinance adoption process must be followed or if the change can be made administratively. DNR staff will approve ordinances amended by either process.

The DNR issued new Model Floodplain Ordinances (Standard and Flood Storage effective January 1, 2013). The new Model Ordinances include numerous changes from previous models required by FEMA to meet the minimum requirements of NFIP. It is recommended that all communities consider repealing any current floodplain ordinance and replacing it with the text from the January 1, 2012 Model Floodplain Ordinance. Copies of the Model Floodplain Ordinances in Word format can be found on the attached CD. If the City chooses to update the local ordinance using the 2012 Model Ordinance, the City must follow the full ordinance adoption process. The ordinance process is outlined in the *For Communities with Updated FIRMs and FIS* section above.

For Communities with Flood Storage Maps Some communities in Walworth County have been issued Flood Storage Maps developed by the DNR. The attached document entitled *Flood Storage District Adoption Information for Local Floodplain Ordinances* lists the panel numbers for those communities with Flood Storage Maps. It also provides an example of the text required for the Official Maps based on other studies section of the ordinance.

The DNR issued new Model Floodplain Ordinances (Standard and Flood Storage) effective January 1, 2012. The new Model Ordinances include numerous changes from previous models required by FEMA to meet the minimum requirements of National Flood Insurance Program (NFIP). Copies of the Model Floodplain Ordinances in Word format can be found on the attached CD.

The process for amending a local floodplain ordinance to adopt the new model ordinance Flood Storage language is the same as for any ordinance adoption. The ordinance process is outlined in the *For Communities with Updated FIRMs and FIS* section above.

Each community has been assigned a DNR staff person to assist in the ordinance review and adoption process and explain state and federal regulatory requirements. Regional staff may be available to attend public meetings if needed. Communities should have DNR staff review the local floodplain ordinance well before the ordinance is presented to the local governing body for adoption in order to ensure compliance with the NFIP and Chapter NR 116, Wisconsin Administrative Code.

Wisconsin Act 72, adopted in 2008, modifies the ordinance publication requirements for all Wisconsin towns, villages, cities and counties. A "summary" of the revised ordinance can now be published or posted. The summary must still be published as a Class I notice and contain the following information, in a brief, precise and plain-language description:

1. the number and title of the ordinance;
2. the date of the enactment;
3. a summary of the subject matter and main points of the ordinance; and
4. information as to where the full text of the ordinance may be obtained, including the phone number of the village/city/county clerk, a street address where the full text of the ordinance may be viewed, and a Web site, if any, at which the ordinance may be accessed.

Once an amended floodplain ordinance has been adopted, a certified copy of the ordinance along with copies of the two notices of public hearing and proof of publication must be sent to the DNR for review and approval within ten (10) days. A scanned copy of the ordinance package can be emailed to the DNR at DNRfloodplain@wisconsin.gov. DNR staff will then forward the approved ordinance to FEMA.

If sending a scanned copy via email is not possible, a paper copy may be mailed to: Gary Heinrichs, WDNR WT/3, P. O. Box 7921, Madison, WI 53707. The ordinance package should be sent at least one week before the effective date of the FIRMs and FIS in order to ensure sufficient time to review and approve the ordinance.

For further information on the ordinance adoption process or the Wisconsin Model Ordinances, please contact Miriam G. Anderson, Floodplain Management Specialist (Miriam.anderson@wisconsin.gov) 608-266-5228.

Sincerely,



Meg Galloway, Section Chief
Dams and Floodplain Section

Cc: Michele Smith, Clerk (CD enclosed)
Greg Noll, Zoning Administrator

Enc.

Water Division Customer Service Survey
Customer Service is important to us. How are we doing?
<https://www.surveymonkey.com/s/WDNRwater>



FEMA

MAY 21 2014

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

Cameron Clapper
City Manager
City of Whitewater
Post Office Box 178
Whitewater, Wisconsin 53190-0178

Dear Mr. Clapper:

I commend you for the efforts that have been put forth in implementing the floodplain management measures for the City of Whitewater, Wisconsin, to participate in the National Flood Insurance Program (NFIP). As you implement these measures, I want to emphasize the following:

- a Flood Insurance Study (FIS) and Flood Insurance Rate Map (FIRM) have been completed for your community;
- the FIS and FIRM will become effective on September 3, 2014; and
- by the FIS and FIRM effective date, the Department of Homeland Security's Federal Emergency Management Agency (FEMA) Regional Office is required to approve the legally enforceable floodplain management measures your community adopts in accordance with Title 44 Code of Federal Regulations Section 60.3(d).

As noted in FEMA's letter dated March 3, 2014, no significant changes have been made to the flood hazard data on the Preliminary and/or revised Preliminary copies of the FIRM for Walworth County. Therefore, the City of Whitewater should use the Preliminary and/or revised Preliminary copies of the FIRM as the basis for adopting the required floodplain management measures. Final printed copies of the FIRM for the City of Whitewater will be sent to you within the next few months.

If you encounter difficulties in enacting the measures, I recommend you contact the Wisconsin Department of Natural Resources. You may contact Gary Heinrichs, the NFIP State Coordinator, by telephone at (608) 266-3093, in writing at WT/3, Post Office Box 7921, Madison, Wisconsin 53707-7921, or by electronic mail at gary.heinrichs@wisconsin.gov.

The FEMA Regional staff in Chicago, Illinois, is also available to provide technical assistance and guidance in the development of floodplain management measures. The adoption of compliant floodplain management measures will provide protection for the City of Whitewater and will ensure its participation in the NFIP. The Regional Office may be contacted by telephone at (312) 408-5500 or in writing. Please send your written inquiries to the Director, Federal Insurance and Mitigation Division, FEMA Region V, at 536 South Clark Street, Sixth Floor, Chicago, Illinois 60605.

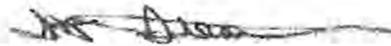
Cameron Clapper

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You may have already contacted the NFIP State Coordinator and/or the FEMA Regional Office, and may be in the final adoption process or recently adopted the appropriate measures. However, in the event your community has not adopted the appropriate measures, this letter is FEMA's official notification that you only have until September 3, 2014, to adopt and/or submit a floodplain management ordinance that meets or exceeds the minimum NFIP requirements, and request approval from the FEMA Regional Office by the effective date. Your community's adopted measures will be reviewed upon receipt and the FEMA Regional Office will notify you when the measures are approved.

I appreciate your cooperation to ensure that your community's floodplain management measures are approved by the FEMA Regional Office by September 3, 2014. Your compliance with these mandatory program requirements will enable your community to avoid suspension from the NFIP.

Sincerely,



David H. Stearrett, CFM, Chief
Floodplain Management Branch
Federal Insurance and Mitigation Administration

cc: Andrew Velasquez, III, Regional Administrator, FEMA Region V
Gary Heinrichs, NFIP State Coordinator, Wisconsin Department of Natural Resources
Latisha Birkeland, Manager and City Planner, City of Whitewater



VANDEWALLE & ASSOCIATES INC.

To: City of Whitewater Plan Commission
From: Michael A. Slavney, FAICP, Consulting City Planner
Date: 8 July 2014
Re: **Item # 6** on the July Plan Commission Agenda: Proposed Planned Community Development District and Detailed Project (General Development Plan and Specific Implementation Plan) for the Campus Edge Apartments, at 1014 W. Main Street for Ryan Hughes

Project Background

At the May and June Plan Commission meetings, and at a special meeting of the Common Council on June 17th, a concept plan for a new student apartment building at 1014 West Main Street was presented. This is the site of the former funeral home at the northwest corner of Main and Prince. The subject property is currently zoned R-3 Multifamily Residential. Because the proposed project does not fully comply with the requirements of any zoning district, including the R-3 Multifamily District or the R-3A Multifamily Residential Overlay District, a Planned Development District (PD) is being requested.

The proposed project entails a four-story building containing 22 five-bedroom units. The building will employ under-the-building parking at the basement level, plus a small surface parking lot. The building will have urban character architectural placement, building materials and design, with a strong street presence on this corner lot. The exterior is comprised primarily of masonry. A small balcony for each unit is proposed. Each 5 bedroom unit will have two bathrooms.

The applicant has provided a new set of project drawings dated May 30, 2014; and responses raised in the review of the project during the May and June Plan Commission meetings, and during the June 17th Common Council special meeting. Please review these.

The applicant has indicated they wish to submit both the General Development Plan and the Specific Implementation Plan for final Plan Commission review at the July 14th meeting. I am comfortable with, because the applicant already has all of the required submittal details required for both GDP and SIP review and action. The Zoning Ordinance enables such combined review per Section 19.39.050B.1.

The project and its environs are summarized on the following pages.

Summary of Request		
Requested Approvals:	Zoning Map Amendment for a Planned Development District	
Location:	1014 West Main Street	
Current Land Use:	Vacated Funeral Home	
Proposed Land Use:	4-Storey Building with 22 5-Bedroom Student Apartments	
Current Zoning:	R-3 Multifamily	
Proposed Zoning:	Planned Development District	
Comprehensive Plan's Future Land Use:	Community Business and Higher Density Residential	
Surrounding Zoning and Current Land Uses:		
	North:	
	R-3 Single-Family Student	
West:	Subject Property	East:
R-3 Multi-Family Student		I Campus (Parking Lot)
	South:	
	R-3 Multi-Family Student	

Background Information about Planned Developments

A Planned Development is a unique zoning district which is specific to a particular project and location. In addition to enabling flexibilities from zoning requirements, Planned Developments also enable the imposition of higher standards for design and operation, and/or requirements related to timing. With the resulting combination of customized flexibility *and* control, every Planned Development is reviewed on its relation to the subject property, nearby properties, and the community as a whole.

Every Planned Development has three steps:

- Conceptual discussion to identify project concepts and concerns;
- General Development Plan (GDP) to establish the unique zoning district; and,
- Specific Implementation Plan (SIP) to approve design and operation details.

Planned Developments also allow for the developer and municipality to establish the zoning for multi-phased projects through the GDP step, while allowing expensive engineering and architecture plans to be submitted later as a sequence of SIPs, as the need for each building or phase evolves.

Conversely, Planned Developments for simple one-phase or two-phase projects are often submitted and approved for GDP and SIP consideration at the same time. This is the case with this proposed Planned Development for the Campus Edge Apartments.

To further protect the public interest, I have requested the applicant to explicitly list items of requested zoning flexibility from the existing district regulations, in addition to clearly depicting them on submittal drawings.

The Concept Plan

This project has been subject to Concept Plan review throughout 2014. It has been presented to the Plan Commission twice and has been the subject of a special Council meeting. The project has remained relatively consistent in its overall concept: 22 5-bedroom units, 4 stories of apartments, plus one floor of under-building parking with a small surface parking lot with access as far north on Prince Street as possible, and a modern urban character of building and site design. The applicant has provided a summary of issues discussed at each of these meetings, and has provided a response to each of these issues.

The Proposed Rezoning / General Development Plan (GDP)

The project Zoning Map Amendment to the Planned Development District (PD) via a General Development Plan (GDP) is presented in a detailed set of project drawings and an application. With the exception of required lot area (based on the number and size of dwelling units), the proposal meets all requirements of the R-3A zoning standards. The project is able to reach the proposed density, while meeting all other R-3A requirements, largely through the use of the under-building parking and the rooftop deck. Specifically:

1. The project entails a 4-story multi-family building with a roof deck height of 45 feet, plus a decorative parapet. The R-3 and R-3A districts have a maximum height of 45 feet;
2. The building contains 22 five-bedroom apartments, each with two bathrooms. The units average 1,512 square feet in area. Each unit also provides a balcony of about 60 square feet;
3. The building also contains a main floor lobby and a leasing office;
4. Floors 1 through 3 contain just over 10,500 square feet of gross floor area, while the fourth floor contains 9,500 square feet of gross floor area plus a 1,042 square foot rooftop deck;
5. The total gross floor area of the building is 40,900 square feet, with a total parcel area of 32,306 square feet – yielding a Floor Area Ratio of 1.266;

6. In addition to the building footprint of about 10,500 square feet, an additional paved area of about 8,400 square feet is created by the surface parking lot and surrounding sidewalk areas – for a total of about 18,900 square feet of total impervious surface. When compared to the total parcel area of 32,306 square feet, this yields an Impervious Surface Coverage of just under 59%;
7. A surface lot provides 11 parking spaces, with another 56 spaces provided under the building, for a total of 67 spaces. The Zoning Ordinance requires a minimum of 3 parking spaces per unit, or 66 spaces for the project;
8. Finally, the project provides 22 5-bedroom dwelling units on .742 acres for a density of 29.6 dwelling units per acre. The R-3A zoning district has a maximum density of 13.3 dwelling units per acre, based on the lot size requirement of 3,280 square feet for a 5-bedroom dwelling unit.

Criteria for GDP Review & Approval:

The Zoning Ordinance requires that the Plan Commission and Common Council apply the following review criteria to all GDPs. The Ordinance notes that these criteria are not requirements, but rather guidelines to consider when evaluating a Planned Development:

- A. Compatibility with vegetation and topography and with the visual character of the surrounding buildings in the neighborhood or district context.
- B. The value of the proposed project to the community aesthetically and the way in which the buildings blend, harmonize, improve, and/or complement the surrounding neighborhood.
- C. Impact on traffic or parking with regard to the surrounding area, proposed facilities, the width and location of streets, the appropriateness of paving and lighting relative to proposed uses and the surrounding area, and public safety as determined by the city.
- D. Impact of the proposed development upon the city’s water supply, sanitary sewer, and storm water drainage systems.
- E. Impact of the proposed development on existing businesses in the immediate area as well as other businesses outside the immediate area that are likely to be impacted by the new development.
- F. Provisions for the long-term preservation and maintenance of open space.
- G. Compactness of the development.
- H. Integration of different uses, including residential, commercial, civic, and open space; the desirable proximity of uses to one another; the degree to which the mix of uses accommodates the needs of a variety of people, ages, and social groups.
- I. Preservation and/or reuse of existing buildings and buildings with historical or architectural features that enhance the visual character of the community;
- J. Incorporation of significant environmental features into the design; and
- K. General consistency with the City of Whitewater’s comprehensive (master) plan.

(Ord. 1511 § 2(part), 2002).

City Planner's Analysis Regarding the Proposed GDP:

I believe the proposed Campus Edge project represents a new form of student housing in the city. Off-campus housing to-date has been *suburban* in character, with residential-style buildings, roof forms, and exterior materials; and site designs set on a lawn with high amounts of surface parking.

Campus Edge, by contrast, is strongly *urban* in character, with a building form, and exterior materials and design reflective of contemporary downtown and urban corridor practices. Its site design emphasizes pedestrian-oriented street edge, and hides over 80% of the parking spaces. Is this character appropriate?

Campus Edge meets all R-3A zoning requirements except lot size per unit – which is density. However, in all other respects, the proposed development “envelope” fits all requirements. Given this achievement, should density be the limiting factor?

From my perspective, the fundamental decision regarding this proposal is whether this urban character project is acceptable at this location. I believe this is a matter for the Plan Commission and Common Council to determine, and thus I offer no recommendation.

City Planner's Recommendations Regarding the GDP:

If the Plan Commission decides to recommend approval of the proposed General Development Plan, the City Planner recommends the following condition of GDP approval:

1. The entire proposed project shall remain under the same ownership, management, and maintenance;
2. All sidewalks around the building shall be a minimum of 8 feet wide and a minimum of 10 inches thick in order to support an adequate set-up base for a ladder truck;
3. A Knox Box shall be provided at the main door with a labeled key for each floor, and the Box key provided to the Fire Department;
4. A 5 inch FDC connection shall be provided, as approved by the City;
5. The project shall also comply with all requirements identified in the forthcoming NFPA review;
6. On-going leasing practices shall ensure that the demand for on-site parking by residents is fully accommodated by the number of on-site parking spaces – as determined by the City;

7. To reduce congestion at the beginning and end of the university terms, the property owner shall provide for a move-in and move-out period that begins at least three days before and ends at least 3 days after the same period for on-campus dorms;
8. Furthermore, the property owner shall coordinate with the Police and Public Works Departments to manage traffic on North Prince Street during move-in and move-out periods;
9. Compliance with each of the technical review recommendations in City Engineer Mark Fisher's review memo of June 30, 2014;
10. The submittal of an updated set of full plans in compliance with 1-9 above;
11. The combination of the parcels comprising the subject property via Certified Survey Map, prior to issuance of a building permit. An Early Start Permit could be obtained;
12. Any other requirements identified by the Plan Commission and Common Council.

If acceptable to the Plan Commission, the City Planner recommends the Plan Commission make, consider, and adopt a motion which makes a finding that the criteria for GDP submittals and approval have been met, and that also recommends approval of the proposed GDP Zoning Map Amendment by the Common Council, inclusive of full and continuous compliance with the submittal documents, and with any conditions identified by the Plan Commission and Common Council, including 1 through 12, above.

City Planner's Recommendations Regarding the Specific Implementation Plan (SIP):

The City Planner recommends the following conditions of SIP approval:

Conditioned upon the Plan Commission passing a motion for GDP approval, the City Planner recommends that the Plan Commission make, consider and adopt a motion to recommend approval of the proposed SIP by the Common Council, inclusive of full and continuous compliance with the submittal documents, and with any conditions identified by the Plan Commission and Common Council, including 1-12, above.



W Main St

W Main St

S Prince St



/BH 00010

/WUP 00175

/WUP 00142

/BH 00012

/WUP 00175A

/WUP 00143

/WUP 00172A

/WUP 00174

N Prince St

/WUP 00173B

/WUP 00148

/WUP 00172

/WUP 00173

/WUP 00171

/WUP 00173A

W Main St

S Prince St

/BA 00004

/BA 00003B

/BA 00003A

/BA 00001

/CON 00009A



Strand Associates, Inc.
1010 West Wingra Drive
Madison, WI 53715
(608) 251-1888
(F) (608) 251-8888

June 30, 2014

Mr. Cameron Clapper, City Manager
City of Whitewater
312 West Whitewater Street
Whitewater, WI 53190

Re: Proposed Campus Edge Apartments
1010 West Main Street

Dear Cameron,

We have reviewed the drawings for the proposed Campus Edge Apartments project dated June 19, 2014. We have the following comments for your consideration:

Site Plan (sheet 1 of 3):

1. The proposed driveway at the northeast corner of the lot conflicts with existing utility pedestals. The applicant shall coordinate relocation/adjustment of utility pedestals with the respective utility.
2. The existing driveways (2) on Prince Street (not shown on drawings) shall be removed. The existing curb openings shall be removed and replaced with full curb head. The sidewalk along the curb at the south driveway shall be replaced. The existing curb head at the new driveway location shall be provided with a horizontal profile cut. The public sidewalk at the driveway crossing shall be replaced with minimum 7-inch thick concrete sidewalk.
3. A stop sign shall be provided at the driveway exit on Prince Street.
4. The parking lot area of the site plan is not consistent with the Landscaping Plan.

Grading and Erosion Control Plan (sheet 2 of 3):

1. The plan indicates approximately 0.7 ac. of land will be disturbed. Therefore, this project disturbs less than the 1.0 acre threshold for the city's current stormwater and erosion control ordinances and the current ordinances would not apply. This project would be subject to the proposed stormwater and erosion control ordinance changes being considered by the city.
2. A retaining wall of variable height is shown along the north property line. In order to construct this wall, an easement from the adjacent property owner will likely be needed.
3. With a relatively slope of approximately 13 percent, the applicant should consider alternatives that would lessen the slope of the driveway leading to the underground parking.
4. The plan includes a curb inlet that is designed to intercept parking lot and driveway surface drainage before being directed to the low point in front of the underground parking garage door. In addition to the curb inlet, a trench drain should be provided that extends laterally across the entire width of the driveway to intercept as much runoff as possible.

Mr. Cameron Clapper, City Manager
City of Whitewater
Page 2
June 30, 2014

5. The drawing indicates new storm sewer will be connected to an existing curb inlet on Prince Street. Since the inlet will be in a driveway area, the casting will need to be changed to a driveway-type casting. Repair curb and gutter as necessary.
6. ADS storm sewer is shown in the right-of-way of both Main Street and Prince Street. All storm sewer in the right-of-way shall be reinforced concrete pipe (RCP).
7. A structure should be provided at the storm sewer bend near the southeast corner of the building.
8. A bio-retention basin is shown at the southwest corner of the project site, but very little of the site actually drains to it. Design details for the basin should be provided for review, including underdrain or an outlet structure. Supporting sizing calculations should also be provided.
9. Inlet protection shall be provided for existing curb inlets near the project site. Silt fence locations shall also be shown.
10. A summary of the total post-construction impervious area shall be submitted for use with the stormwater utility billing.

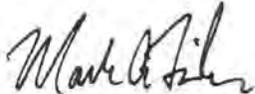
General Comments:

1. The applicant should submit a utility plan indicating the size, location, material, and connection details for the proposed sanitary sewer and water services for the new building. Location and details for abandonment of existing services shall also be provided.
2. We recommend the Whitewater Fire Department review the drawings for fire protection/emergency access considerations.

Please contact us with any questions regarding these comments.

Sincerely,

STRAND ASSOCIATES, INC.®



Mark A. Fisher, P.E.

1407-701/MAF



Whitewater Fire Department
Fire Inspection Bureau
312 W. Whitewater Street, Whitewater, WI



To Whom It May Concern,

The Whitewater Fire Department is requesting that during the construction process of the new apartment complex several fire safety measures are taken. We are requesting that the sidewalks around the building be at least 10 feet in width and at least 8 inches deep as well as 360 degree access around the building for fire department vehicles. This provides access and stability for our large aerial ladder in case of an emergency requiring access to higher floors. We are also requesting that standpipe connections are provided on every floor as well as a 5 inch FDC connection outside. A Knox Box with a set of keys to the building and spare sets for each floor are also requested outside the main door so we can immediately and easily access the building in case of an emergency. A fire hydrant needs to be installed in front of the building as well as a fire hydrant in the back of the building. This provides easy water access to fire department vehicles. If there are any questions please contact the Fire Inspection Bureau at the above contact information.

Fire Chief Gregoire

Chief Gregoire

Whitewater Fire Department

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Plan Commission of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, will consider a change of the District Zoning Map for the following parcel to enact an ordinance to impose the PD (Planned Development) District Zoning classification under Chapter 19.39 of the Zoning Ordinance of the City of Whitewater on the following area:

<u>Property Address:</u>	<u>Tax ID #:</u>	<u>Property Owner:</u>
1014 W. Main Street	WUP 00173 WUP 00173A WUP 00173B	Campus Edge Apartments LLC. (Ryan Hughes)

NOTICE IS FURTHER GIVEN that the Plan Commission will consider the proposed General Development Plan (GDP) and the proposed Specific Implementation Plan (SIP) for the area.

NOTICE IS FURTHER GIVEN that the Plan Commission of the City of Whitewater will hold a public hearing in the Whitewater Municipal Building Community Room, 312 W. Whitewater Street, on Monday, July 14, 2014, at 6:00 p.m. to hear any person for or against said change. Opinions for or against said change may also be filed in writing.

The proposal is on file in the office of the Zoning Administrator, 312 W. Whitewater Street, and may be viewed during office hours of 8:00 a.m. to 4:30 p.m. Monday through Friday.

Michele Smith, City Clerk

Dated: June 16, 2014

Publish: in "Whitewater Register"
on June 19, 2014, and June 26, 2014

TaxKey	Owner1	Owner2	Address1	Address2	City	State	Zip
/A 43800001	WALGREEN CO		PO BOX 1159		DEERFIELD	IL	60015-0000
/BA 00001	RUSSELL R WALTON		1005 W MAIN ST	SUITE C	WHITEWATER	WI	53190-0000
/BA 00003A	RUSSELL R WALTON <i>OK</i>	KIMBERLY A WALTON	211 S. PRINCE ST		WHITEWATER	WI	53190-0000
/BA 00003B	WEST MAIN STREET RENTALS LLC		W9597 BREIDSAN HILL DR		WHITEWATER	WI	53190-0000
/BA 00004	WEST MAIN STREET RENTALS LLC		W9597 BREIDSAN HILL DR		WHITEWATER	WI	53190-0000
/BH 00003	DLK ENTERPRISES INC		PO BOX 239		WHITEWATER	WI	53190-0000
/BH 00004	SUSAN J SAASKI		135 N. TRATT ST		WHITEWATER	WI	53190-0000
/BH 00005	CHASE J KINCAID		W377 S2283 KINCAID LN		DOUSMAN	WI	53118-0000
/BH 00006	CHARLES A NORTH	URSULA M NORTH	142 N. LINDSEY CT		WHITEWATER	WI	53190-0000
/BH 00007	CHASE J KINCAID		W377 S2283 KINCAID LN		DOUSMAN	WI	53118-0000
/BH 00008	GARY KINCAID	KATHLEEN KINCAID	W1581 ISLAND RD		PALMYRA	WI	53156-0000
/BH 00010	GARY KINCAID	KATHLEEN KINCAID	W1581 ISLAND RD		PALMYRA	WI	53156-0000
/BH 00012	DLK ENTERPRISES INC		144 N TRATT ST	PO BOX 239	WHITEWATER	WI	53190-0000
/CON 00009	DLK FARM SERVICE INC		513 W. CENTER ST	PO BOX 239	WHITEWATER	WI	53190-0000
/CON 00009A	DLK FARM SERVICE INC		513 W CENTER ST	PO BOX 239	WHITEWATER	WI	53190-0000
/CON 00009D	DLK ENTERPRISES INC		P. O. BOX 239		WHITEWATER	WI	53190-0000
/WUP 00141	BOARD OF REGENTS OF STATE UNIVERSITIES		<i>800 W. Main St</i>		WHITEWATER	WI	53190-0000
/WUP 00142	BOARD OF REGENTS OF STATE UNIVERSITIES				WHITEWATER	WI	53190-0000
/WUP 00143	BOARD OF REGENTS OF STATE COLLEGES				WHITEWATER	WI	53190-0000
/WUP 00144	BOARD OF REGENTS UNIVERSITY OF WISCONSIN		1930 MONROE ST	PO BOX 8010	MADISON	WI	53708-0000
/WUP 00145	BOARD OF REGENTS STATE COLLEGES				WHITEWATER	WI	53190-0000
/WUP 00146	BOARD OF REGENTS STATE UNIVERSITIES				WHITEWATER	WI	53190-0000
/WUP 00146A	BOARD OF REGENTS STATE UNIVERSITIES				WHITEWATER	WI	53190-0000
/WUP 00147	BOARD OF REGENTS STATE UNIVERSITIES				WHITEWATER	WI	53190-0000
/WUP 00148	BOARD OF REGENTS STATE UNIVERSITIES				WHITEWATER	WI	53190-0000
/WUP 00167	FIRST CITIZENS STATE BANK OF WHITEWATER		207 W. MAIN ST		WHITEWATER	WI	53190-0000
/WUP 00169	DLK ENTERPRISES INC		PO BOX 239		WHITEWATER	WI	53190-0000
/WUP 00170	CERANSKE PROPERTY MANAGEMENT		N9503 WOODWARD RD		WHITEWATER	WI	53190-0000
/WUP 00171	WEST MAIN STREET RENTALS LLC		W9597 BREIDSAN HILL DR		WHITEWATER	WI	53190-0000
/WUP 00172	DLK FARM SERVICE INC		141 W. WHITEWATER ST.	PO BOX 239	WHITEWATER	WI	53190-0000
/WUP 00172A	DLK FARM SERVICE INC		PO BOX 239		WHITEWATER	WI	53190-0000
/WUP 00172B	DLK ENTERPRISES INC		PO BOX 239		WHITEWATER	WI	53190-0000
/WUP 00172D	DLK ENTERPRISES INC		141 W. WHITEWATER ST.	PO BOX 239	WHITEWATER	WI	53190-0000
/WUP 00172E	CHASE J KINCAID		W1322 S SHORE DR		PALMYRA	WI	53156-0000
/WUP 00173	CAMPUS EDGE APARTMENTS LLC		8820 HOLLY BUSH LN		VERONA	WI	53593-8466
/WUP 00173A	CAMPUS EDGE APARTMENTS LLC		8820 HOLLY BUSH LN		VERONA	WI	53593-8466
/WUP 00174	STARIN PRINCE RENTALS LLC		W9597 BREIDSAN HILLS DR		WHITEWATER	WI	53190-0000
/WUP 00175	DLK ENTERPRISES INC		PO BOX 239		WHITEWATER	WI	53190-0000
/WUP 00175A	DLK ENTERPRISES INC		PO BOX 239		WHITEWATER	WI	53190-0239

/WUP 00176	DLK ENTERPRISES INC		PO BOX 239		WHITEWATER	WI	53190-0000
/WUP 00177	DLK ENTERPRISES INC		PO BOX 239		WHITEWATER	WI	53190-0000
/WUP 00187	PRINCE STREET RENTALS LLC		W9597 BREIDSAN HILLS DR		WHITEWATER	WI	53190-0000

**CITY OF WHITEWATER
PETITION FOR CHANGE OR AMENDMENT OF ZONING**

Whenever the public necessity, convenience, general welfare or good zoning practice require, the City Council may, by Ordinance, change the district boundaries or amend, change or supplement the regulations established by the Zoning Ordinance.

A change or amendment may be initiated by the City Council, the Plan Commission, or by a Petition of one or more of the owners, lessees, or authorized agents of the property within the area proposed to be changed.

PROCEDURE

1. File the Petition with the City Clerk. Filed on 6-12-14.
2. Class 2 Notices published in Official Newspaper on 6-19-14 & 6-26-14.
3. Notices of Public Hearing mailed to property owners on 6-30-14.
4. Plan Commission holds PUBLIC HEARING on 7-14-14.
They will hear comments of the Petitioner and comments of property owners. Comments may be made either in person or in writing.
5. At the conclusion of the Public Hearing, the Plan Commission makes a decision on the recommendation they will make to the City Council.
6. City Council consideration of the Plan Commission's recommendation and final decision on adoption of the ordinance making the change.

7. The Ordinance is effective upon passage and publication as provided by law.

PLEASE COMPLETE THE FOLLOWING APPLICATION. If there is more than one applicant for an area to be rezoned, add additional pages with the signatures of the owners, indicate their address and the date of signature.

Refer to Chapter 19.69 of the City of Whitewater Code of Ordinances, entitled CHANGES AND AMENDMENTS, for more information on application and protests of changes.

**City of Whitewater
Application for Amendment to Zoning District or Ordinance**

IDENTIFICATION AND INFORMATION ON APPLICANT(S):

Applicant's Name: Campus Edge Apartments, LLC - Ryan Hughes **Phone #** (608) 279-9969
Applicant's Address: 8820 Hollybush Ln, Verona, WI 53593

Owner of Site, according to current property tax records (as of the date of the application):
Campus Edge Apartments, LLC

Street address of Property: 1014 W. Main St.

Legal Description (Name of Subdivision, Block and Lot or other Legal Description):
Part of the South East One-quarter (1/4) of the North West One-quarter (1/4) of Section Five (5), in
Township Four (4) North, Range Fifteen (15), in the City of Whitewater

Tax Key No: WUP 00173, WUP 00173A and WUP 00173B

Agent or Representative assisting in the Application (Engineer, Architect, Attorney, etc.)

Name of Individual: Jerry Bourquin / Isaac Wallace **Name of Firm:** Dimension IV Madison Design Group

Office Address: 6515 Grand Teton Plaza, Suite 120, Madison, WI 53719 **Phone:** (608) 829-4444

Name of Contractor: McGann Construction - Aaron Kostichka

Has either the applicant or the owner had any variances issued to them on any property? YES NO
If YES, please indicate the type of variance issued and indicate whether conditions have been complied with:

EXISTING AND PROPOSED USES:

Current Zoning District or Ordinance to be Amended:

Current is R-3 Multifamily

Proposed Zoning District or Ordinance

Proposed change is to Planned Development District (19.39), to follow closely the R-3A University
Residential Overlay District (19.22)

Zoning District in which Property is located: Current is R-3
Section of City Zoning Ordinance that identifies the proposed land use in the Zoning District in which the property is located: Chapter 19.39 Planned Development District to follow closely the R-3A Overlay - Chapter 19.22

PLANS TO ACCOMPANY APPLICATION

Applications for permits shall be accompanied by drawings of the proposed work, drawn to scale, showing, when necessary, floor plans, sections, elevations, structural details. Computations and stress diagrams as the building official may require.

PLOT PLAN

When required by the building official, there shall be submitted a plot plan in a form and size designated by the building official for filing permanently with the permit record, drawn to scale, with all dimension figures, showing accurately the size and exact location of all proposed new construction and the relation to other existing or proposed buildings or structures on the same lot, and other buildings or structures on adjoining property within 15 feet of the property lines. In the case of demolition, the plot plan shall show the buildings or structures to be demolished and the buildings or structures on the same lot that are to remain.

STANDARDS

STANDARD	APPLICANT'S EXPLANATION
A. The proposed amendment for future structure, addition, alteration or use will meet the minimum standards of this title for the district being proposed;	The Proposed zoning change is to Planned Development District with the intent to mirror the R-3A Overlay with the exception of Lot Area. Lot Area of the subject property is 32,306 square feet.
B. The Proposed development will be consistent with the adopted city master plan;	The comprehensive plan identifies this area as higher density residential.
C. The proposed development will be compatible with and preserve the important natural features of the site;	Existing site pavement coverage is 6,690 SF and new site pavement coverage is 6,122 SF. Total impervious surface is 18,908 or 59%. Please refer to the topographic plan and landscape plan for additional detail on natural features.
D. The proposed use will not create a nuisance for neighboring uses, or unduly reduce the values of an adjoining property;	Neighboring property is multifamily residential and the University. Goal is to produce a project that compliments the surroundings. Please see submittal plans and facade renderings for more detail.

STANDARD	APPLICANT'S EXPLANATION
<p>E. The proposed development will not create traffic circulation or parking problems;</p>	<p>The proposed project includes 67 total parking spaces, which consist of 56 garage spots and 11 on grade. Property is also adjacent to the university which should encourage walking and biking which should reduce the amount of vehicle travel to and from campus.</p>
<p>F. The mass, volume, architectural features, materials and/or setback of proposed structures, additions or alterations will appear to be compatible with existing buildings in the immediate area;</p>	<p>Architectural features including material type and color as well as balcony set-backs will help to scale down the building appearance. Please see facade rendering for more detail.</p>
<p>G. Landmark structures on the National Register of Historic Places will be recognized as products of their own time. Alterations which have no historical basis will not be permitted;</p>	<p>The current structure is not on the Historic Register</p>
<p>H. The proposed structure, addition or alteration will not substantially reduce the availability of sunlight or solar access on adjoining properties.</p>	<p>Property meets the building height as outlined under 19.21.080</p>

Tips for Minimizing Your Development Review Costs:

A Guide for Applicants

The City of Whitewater assigns its consultant costs associated with reviewing development proposals to the applicant requesting development approval. These costs can vary based on a number of factors. Many of these factors can at least be partially controlled by the applicant for development review. The City recognizes that we are in a time when the need to control costs is at the forefront of everyone's minds. The following guide is intended to assist applicants for City development approvals understand what they can do to manage and minimize the costs associated with review of their applications. The tips included in this guide will almost always result in a less costly and quicker review of an application.

Meet with Neighborhoods Services Department before submitting an application

If you are planning on submitting an application for development review, one of the first things you should do is have a discussion with the City's Neighborhood Services Department. This can be accomplished either by dropping by the Neighborhood Services Department counter at City Hall, or by making an appointment with the Neighborhood Services Director. Before you make significant investments in your project, the Department can help you understand the feasibility of your proposal, what City plans and ordinances will apply, what type of review process will be required, and how to prepare a complete application.

Submit a complete and thorough application

One of the most important things you can do to make your review process less costly to you is to submit a complete, thorough, and well-organized application in accordance with City ordinance requirements. The City has checklists to help you make sure your application is complete. To help you prepare an application that has the right level of detail and information, assume that the people reviewing the application have never seen your property before, have no prior understanding of what you are proposing, and don't necessarily understand the reasons for your request.

For more complex or technical types of projects, strongly consider working with an experienced professional to help prepare your plans

Experienced professional engineers, land planners, architects, surveyors and landscape architects should be quite familiar with standard development review processes and expectations. They are also generally capable of preparing high-quality plans that will ultimately require less time (i.e., less cost for you) for the City's planning and engineering consultants to review, saving you money in the long run. Any project that includes significant site grading, stormwater management, or utility work; significant landscaping; or significant building remodeling or expansion generally requires professionals in the associated fields to help out.

For simpler projects, submit thorough, legible, and accurate plans

For less complicated proposals, it is certainly acceptable to prepare plans yourself rather than paying to have them prepared by a professional. However, keep in mind that even though the project may be less complex, the City's staff and planning consultant still need to ensure that your proposal meets all City requirements. Therefore, such plans must be prepared with care. Regardless of the complexity, all site, building, and floor

plans should:

1. Be drawn to a recognized scale and indicate what the scale is (e.g., 1 inch = 40 feet).
2. Include titles and dates on all submitted documents in case pieces of your application get separated.
3. Include clear and legible labels that identify streets, existing and proposed buildings, parking areas, and other site improvements.
4. Indicate what the property and improvements look like today versus what is being proposed for the future.
5. Accurately represent and label the dimensions of all lot lines, setbacks, pavement/parking areas, building heights, and any other pertinent project features.
6. Indicate the colors and materials of all existing and proposed site/building improvements. Including color photos with your application is one inexpensive and accurate way to show the current condition of the site. Color catalog pages or paint chips can be included to show the appearance of proposed signs, light fixtures, fences, retaining walls, landscaping features, building materials, or other similar improvements.

Submit your application well in advance of the Plan and Architectural Review Commission meeting

The City normally requires that a complete application be submitted four weeks in advance of the Commission meeting when it will be considered. For simple submittals not requiring a public hearing, this may be reduced to two weeks in advance. The further in advance you can submit your application, the better for you and everyone involved in reviewing the project. Additional review time may give the City's planning consultant and staff an opportunity to communicate with you about potential issues with your project or application and allow you time to efficiently address those issues before the Plan and Architectural Review Commission meeting. Be sure to provide reliable contact information on your application form and be available to respond to such questions or requests in a timely manner.

For more complex projects, submit your project for conceptual review

A conceptual review can be accomplished in several ways depending on the nature of your project and your desired outcomes.

1. Preliminary plans may be submitted to City staff and the planning consultant for a quick, informal review. This will allow you to gauge initial reactions to your proposal and help you identify key issues;
2. You may request a sit-down meeting with the Neighborhood Services Director and/or Planning consultant to review and more thoroughly discuss your proposal; and/or
3. You can ask to be placed on a Plan and Architectural Review Commission meeting agenda to present and discuss preliminary plans with the Commission and gauge its reaction before formally submitting your development review application.

Overall, conceptual reviews almost always save time, money, stress, and frustration in the long run for everyone involved. For this reason, the City will absorb up to \$200 in consultant review costs for conceptual review of each project.

Hold a neighborhood meeting for larger and potentially more controversial Projects

If you believe your project falls into one or both of these two categories (City staff can help you decide), one way to help the formal development review process go more smoothly is to host a meeting for the neighbors and any other interested members of the community. This would happen before any Plan and Architectural Review Commission meeting and often before you even submit a formal development review application.

A neighborhood meeting will give you an opportunity to describe your proposal, respond to questions and concerns, and generally address issues in an environment that is less formal and potentially less emotional than a Plan and Architectural Review Commission meeting. Neighborhood meetings can help you build support for your project, understand others' perspectives on your proposals, clarify misunderstandings, and modify the project and alleviate public concerns before the Plan and Architectural Review Commission meetings. Please notify the City Neighborhood Services Director of your neighborhood meeting date, time, and place; make sure all neighbors are fully aware (City staff can provide you a mailing list at no charge); and document the outcomes of the meeting to include with your application.

Typical City Planning Consultant Development Review Costs

The City often utilizes assistance from a planning consultant to analyze requests for land development approvals against City plans and ordinances and assist the City's Plan and Architectural Review Commission and City Council on decision making. Because it is the applicant who is generating the need for the service, the City's policy is to assign most consultant costs associated with such review to the applicant, as opposed to asking general taxpayer to cover these costs.

The development review costs provided below represent the planning consultant's range of costs associated with each particular type of development review. This usually involves some initial analysis of the application well before the public meeting date, communication with the applicant at that time if there are key issues to resolve before the meeting, further analysis and preparation of a written report the week before the meeting, meeting attendance, and sometimes minor follow-up after the meeting. Costs vary depending on a wide range of factors, including the type of application, completeness and clarity of the development application, the size and complexity of the proposed development, the degree of cooperation from the applicant for further information, and the level of community interest. The City has a guide called "Tips for Minimizing Your Development Review Costs" with information on how the applicant can help control costs.

Type of Development Review Being Requested	Planning Consultant Review Cost Range
Minor Site/Building Plan (e.g., minor addition to building, parking lot expansion, small apartment, downtown building alterations)	
When land use is a permitted use in the zoning district, and for minor downtown building alterations	Up to \$600
When use also requires a conditional use permit, and for major downtown building alterations	\$700 to \$1,500
Major Site/Building Plan (e.g., new gas station/convenience store, new restaurant, supermarket, larger apartments, industrial building)	
When land use is a permitted use in the zoning district	\$700 to \$2,000
When land use also requires a conditional use permit	\$1,600 to \$12,000
Conditional Use Permit with no Site Plan Review (e.g., home occupation, sale of liquor request, substitution of use in existing building)	Up to \$600
Rezoning	
Standard (not PCD) zoning district	\$400 to \$2,000
Planned Community Development zoning district, assuming complete GDP & SIP application submitted at same time	\$2,100 to \$12,000
Land Division	
Ordinary Survey Map	Up to \$300
Ordinary Subdivision Plat	\$1,500 to \$3,000
Plat (does not include any development agreement time)	\$500 to \$1,500
Annexation	\$200 to \$400
Note on Potential Additional Review Costs: The City also retains a separate engineering consultant, who is typically involved in larger projects requiring stormwater management plans, major utility work, or complex parking or road access plans. Engineering costs are not included above, but will also be assigned to the development review applicant. The consultant planner and engineer closely coordinate their reviews to control costs.	

Cost Recovery Certificate and Agreement

The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, and recreation specialists) to assist in the City's review of an application for development review coming before the Plan and Architectural Review Commission, Board of Zoning Appeals, and/or Common Council. In fact, most applications require some level of review by the City's planning consultant. City of Whitewater staff shall retain sole discretion in determining when and to what extent it is necessary to involve a professional consultant in the review of an application.

The submittal of an application or petition for development review by an applicant shall be construed as an agreement to pay for such professional review services associated with the application or petition. The City may apply the charges for these services to the applicant and/or property owner in accordance with this agreement. The City may delay acceptance of an application or petition (considering it incomplete), or may delay final action or approval of the associated proposal, until the applicant pays such fees or the specified percentage thereof. Development review fees that are assigned to the applicant, but that are not actually paid, may then be imposed by the City as a special charge on the affected property.

Section A: Background Information

----- To be filled out by the Applicant/Property Owner -----

Applicant's Information:

Name of Applicant: Campus Edge Apartments, LLC - Ryan Hughes

Applicant's Mailing Address: 8820 Hollybush Ln, Verona, WI 53593

Applicant's Phone Number: (608) 279-9969

Applicant's Email Address: warhawkcountry@gmail.com

Project Information:

Name/Description of Development: Campus Edge Apartments

Address of Development Site: 1014 W. Main Street

Tax Key Number(s) of Site: WUP 00173, WUP 00173A and WUP 00173B

Property Owner Information (if different from applicant):

Name of Property Owner: Same

Property Owner's Mailing Address: Same

Section B: Applicant/Property Owner Cost Obligations

----- To be filled out by the City's Neighborhood Services Director -----

Under this agreement, the applicant shall be responsible for the costs indicated below. In the event the applicant fails to pay such costs, the responsibility shall pass to the property owner, if different. Costs may exceed those agreed to herein only by mutual agreement of the applicant, property owner, and City. If and when the City believes that actual costs incurred will exceed those listed below, for reasons not anticipated at the time of application or under the control of the City administration or consultants, the Neighborhood Services Director or his agent shall notify the applicant and property owner for their approval to exceed such initially agreed costs. If the applicant and property owner do not approve such additional costs, the City may, as permitted by law, consider the application withdrawn and/or suspend or terminate further review and consideration of the development application. In such case, the applicant and property owner shall be responsible for all consultant costs incurred up until that time.

- A. Application Fee.....\$ _____
- B. Expected Planning Consultant Review Cost\$ _____
- C. Total Cost Expected of Applicant (A+B)\$ _____
- D. 25% of Total Cost, Due at Time of Application.....\$ _____
- E. Project Likely to Incur Additional Engineering or Other Consultant Review Costs? < Yes < No

The balance of the applicant's costs, not due at time of application, shall be payable upon applicant receipt of one or more itemized invoices from the City. If the application fee plus actual planning and engineering consultant review costs end up being less than the 25% charged to the applicant at the time of application, the City shall refund the difference to the applicant.

Section C: Agreement Execution

----- To be filled out by the Applicant and Property Owner -----

The undersigned applicant and property owner agree to reimburse the City for all costs directly or indirectly associated with the consideration of the applicant's proposal as indicated in this agreement, with 25% of such costs payable at the time of application and the remainder of such costs payable upon receipt of one or more invoices from the City following the execution of development review services associated with the application.



 Signature of Applicant/Petitioner
 Ryan Hughes

 Printed Name of Applicant/Petitioner
 5/12/2014

 Date of Signature

Same

 Signature of Property Owner (if different)
 Same

 Printed Name of Property Owner (if different)

 Date of Signature

City of Whitewater
Application for Plan Review

IDENTIFICATION AND INFORMATION ON APPLICANT(S):

Applicant's Name: Campus Edge Apartments, LLC - Ryan Hughes
Applicant's Address: 8820 Hollybush Ln, Verona, WI 53593
Phone #: (608) 279-9969

Owner of Site, according to current property tax records (as of the date of the application):
Campus Edge Apartments, LLC

Street address of property: 1014 W. Main Street, Whitewater, WI 53593

Legal Description (Name of Subdivision, Block and Lot or other Legal Description):
Part of the South East One-quarter (1/4) of the North West One-quarter (1/4) of Section Five (5), in Township Four (4) North,
Range Fifteen, (15) East, in the City of Whitewater

Tax Key No: WUP 00173, WUP 00173A and WUP 00173B

Agent or Representative assisting in the Application (Engineer, Architect, Attorney, etc.)

Name of Individual: Jerry Bourquin / Isaac Wallace
Name of Firm: Dimension IV Madison Design Group
Office Address: 6515 Grand Teton Plaza, Suite 120, Madison, WI 53719
Phone: (608) 829-4444

Name of Contractor: McGann Construction - Aaron Kostichka

Has either the applicant or the owner had any variances issued to them, on any property? YES NO
If YES, please indicate the type of variance issued and indicate whether conditions have been complied with.

EXISTING AND PROPOSED USES:

Current Land Use:
Principal Use: Current is R-3 Multifamily, Proposed is Planned Development to follow closely the R-3A University Residential Overlay District

Accessory or Secondary Uses: N/A

Proposed Use
Request is for a new multifamily building on the corner of Main and Prince Street. Project will include 22 five-bedroom, 2-bath units with 56 underground parking spaces and 11 surface spaces. A few of the unit amenities will include private washer & dryer, 2 full size refrigerators and private unit balcony.

No. of occupants proposed to be accommodated: 22 five-bedroom units for a total of 110

No. of employees: 1 to 2

Zoning District in which property is located: current zoning is R-3

Section of City Zoning Ordinance that identifies the proposed land use in the Zoning District in which the property is located: 19.39 Planned Development District - to follow the R-3A 19.22.030 closely

PLANS TO ACCOMPANY APPLICATION

Applications for permits shall be accompanied by drawings of the proposed work, drawn to scale, showing, when necessary, floor plans, sections, elevations, structural details, computations and stress diagrams as the building official may require.

PLOT PLAN

When required by the building official, there shall be submitted a plot plan in a form and size designated by the building official for filing permanently with the permit record, drawn to scale, with all dimension figures, showing accurately the size and exact location of all proposed new construction and the relation to other existing or proposed buildings or structures on the same lot, and other buildings or structures on adjoining property within 15 feet of the property lines. In the case of demolition, the plot plan shall show the buildings or structures to be demolished and the buildings or structures on the same lot that are to remain.

STANDARDS

STANDARD	APPLICANT'S EXPLANATION
<p>A. The proposed structure, addition, alteration or use will meet the minimum standards of this title for the district in which it is located;</p>	<p>The proposed building will closely follow standards of the R-3A with the exception of the Lot Area requirement which determines minimum parcel size.</p>
<p>B. The proposed development will be consistent with the adopted city master plan;</p>	<p>Under Planned Development, the proposed project will follow the R-3A Overlay zoning with the exception of Lot Area. The Comprehensive Plan also identifies the area as higher density residential.</p>
<p>C. The proposed development will be compatible with and preserve the important natural features of the site;</p>	<p>Existing site pavement coverage is 6,690 SF and new site pavement coverage is 6,122 SF. Total impervious surface is 18,908 or 59%. Please refer to the topographic plan and landscape plan for additional detail on natural features</p>
<p>D. The proposed use will not create a nuisance for neighboring uses, or unduly reduce the values of an adjoining property;</p>	<p>Neighboring property is multifamily residential and the University. Goal is to produce a project that compliments the surroundings. Please see attached plans and facade rendering for more detail.</p>

STANDARD	APPLICANT'S EXPLANATION
<p>E. The proposed development will not create traffic circulation or parking problems;</p>	<p>Project includes 67 total parking spaces, which consist of 56 garage spots and 11 on grade. Property is also adjacent to the university which should reduce the amount of vehicle travel to and from campus.</p>
<p>F. The mass, volume, architectural features, materials and/or setback of proposed structures, additions or alterations will appear to be compatible with existing buildings in the immediate area;</p>	<p>Architectural features including material type and color and balcony set-backs help to scale down the appearance. Please see facade rendering for more detail.</p>
<p>G. Landmark structures on the National Register of Historic Places will be recognized as products of their own time. Alterations which have no historical basis will not be permitted;</p>	<p>Current structure is not on the Historic Register.</p>
<p>H. The proposed structure, addition or alteration will not substantially reduce the availability of sunlight or solar access on adjoining properties.</p>	<p>Property meets the building height as outlined under 19.21.080</p>

CONDITIONS

The City of Whitewater Zoning Ordinance authorizes the Plan Commission to place conditions on approved uses. Conditions can deal with the points listed below (Section 19.63.080). Be aware that there may be discussion at the Plan Commission in regard to placement of such conditions upon your property. You may wish to supply pertinent information.

"Conditions" such as landscaping, architectural design, type of construction, construction commencement and completion dates, sureties, lighting, fencing, plantation, deed restrictions, highway access restrictions, increased yards or parking requirements may be required by the Plan and Architectural Review Commission upon its finding that these are necessary to fulfill the purpose and intent of this Ordinance.

"Plan Review" may be subject to time limits or requirements for periodic reviews where such requirements relate to review standards.



Applicant's Signature

5/12/2014

Date

APPLICATION FEES:

Fee for Plan Review Application: \$100

Date Application Fee Received by City _____ Receipt No. _____
Received by _____

TO BE COMPLETED BY CODE ENFORCEMENT/ZONING OFFICE:

Date notice sent to owners of record of opposite & abutting properties: _____
Date set for public review before Plan & Architectural Review Board: _____

ACTION TAKEN:

Plan Review: _____ Granted _____ Not Granted by Plan & Architectural Review Commission.

CONDITIONS PLACED UPON PERMIT BY PLAN AND ARCHITECTURAL REVIEW COMMISSION:

Signature of Plan Commission Chairman

Date

AGREEMENT OF SERVICES

REIMBURSABLE BY THE PETITIONER/APPLICANT. The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposal coming before the Plan Commission, Board of Zoning Appeals and/or Common Council. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal. The City may apply the charges for these services to the Petitioner and/or property owner. The City may delay acceptance of the application or petition as complete, or may delay final approval of the proposal, until the Petitioner pays such fees. Review fees which are applied to a Petitioner, but which are not paid, may be assigned by the City as a special assessment to the subject property. The Petitioner shall be required to provide the City with an executed copy of the following form as a prerequisite to the processing of the proposed application (Architectural Review, B.Z.A., Planning, Zoning Change):

Ryan Hughes, the applicant/petitioner for
(Owner's Name): Campus Edge Apartments, LLC, dated: 5/12/2014
Phone # (608) 279-9969, tax key #(s) WUP 00173, WUP 00173A and WUP 00173B,

Agrees that in addition to those normal costs payable by an applicant/petitioner (e.g. filing or permit fees, publication expenses, recording fees, etc.), that in the event the action applied or petitioned for requires the City of Whitewater, in the judgement of its staff, to obtain additional professional service(s) (e.g. engineering, surveying, planning, legal) than normally would be routinely available "in house" to enable the City to properly address, take appropriate action on, or determine the same, applicant/petitioner shall reimburse the City for the costs thereof.

Dated this 12th day of May, 2014.

 (Signature of Applicant/Petitioner)

Ryan Hughes (Printed Name of Applicant/Petitioner)

 5/12/2014 (Signature of Owner of Property & Date Signed)

Campus Edge Apartments, LLC - Ryan Hughes (Printed Name of Owner of Property)

Campus Edge Apartments, LLC
1014 W. Main Street, Whitewater, WI
Ryan Hughes
(608) 279-9969
warhawkcountry@gmail.com

Concept Review Questions/Comments and Response from the 6/17/14 Common Council Meeting

Requested exception under the Planned Development zoning

The proposed redevelopment does not meet the Lot Area portion of the zoning found under 19.21.040 Required land under R-3A Overlay would total 84,160 SF. Campus Edge is requesting with 32,306 SF under parcels /WUP 00173, /WUP 00173A & /WUP 00173B

- In 2009, the Regent Planned Development was approved with a reduction of required Lot Area.
- In 1997, a variance was pursued by the Regent to reduce the required Lot Area as well.

The misconception of Bedrooms vs. Total Occupancy

Bedrooms do not always correlate to occupancy. Often times two and three bedroom units see double occupancy in a bedroom.

- My request equates equally with 110 bedrooms and 110 occupants with one tenant allowed per bedroom.
- Regent does not correlate equally. They have 241 bedrooms and occupancy of 319.
- 158 N. Prince (approved on 3/10/2014). They have 82 bedrooms and occupancy of 120.

Parking

Parking Plan for Campus Edge includes the sale of reserved parking stall permits. If the reserved parking spot is occupied by a vehicle other than the permit holder, they will contact Campus Edge who will then request a ticket and tow of the offending vehicle. Language will be added to each lease noting that if a permit is not obtained, parking will not be provided.

Comparison to Regent

The most recent phase to the Regent was approved in August 2009 under PD. It included 206 parking stalls with occupancy of 319 which equates to 64.57%. Green space on Conger Street was labeled Reserved Parking Area and may only be installed upon City's request following a major amendment to the PD. As part of the request, applicant submitted information regarding historic parking demand for parking at this site, which suggested that at its highest parking demand had been 0.6 spaces per occupant.

In 1997, Regent also sought a variance to parking with a reduction of 24% of the required based on code at the time.

Comparison to UW-Whitewater

- Per UWW Parking Services, a total of 1,650 overnight parking permits were sold this past year to residence of the dorms. Max capacity of the dorms totals 3,966 which equates to 41.6%.
- Proposed Campus Edge parking totals 67 with 56 provided underground and 11 on the surface. If fully occupied, this would equate to a tenant to parking ratio of 60.9%.
- This shows that Campus Edge is providing 19.3% additional spaces than those utilized on campus.

Parking - continued

Current Parking Zoning

Snap shot from the zoning code is below outlining that 3 stalls are required for a dwelling unit over four bedrooms. Request meets the approved code.

- 5778 **19.51.130 Number of parking stalls--General requirements.**
- 5779 **The minimum number of parking stalls required is as follows:**
- 5780 **TABLE INSET:**
- 5781

Uses within the B-2 central business district are exempted from this requirement, except if specifically required for a particular conditional use in that district under Section 19.30.030	
Single-family dwellings	2 stalls
Mobile homes	2 stalls for each dwelling unit
Duplex and multifamily dwellings	
Efficiency/one bedroom	1 stalls for each dwelling unit
Two to three bedrooms	2 stalls for each dwelling unit
Four or more bedrooms	3 stalls for each dwelling unit
Hotels, motels	1 stall for each guest room plus 1 stall for each 2 employees working per shift

Density, Size of Unit and Quality of Life

Below is a chart which outlines building square footage and occupancy of multifamily projects across the street from campus.

Building	Building Square Feet	Occupancy
Campus Edge	40,900 SF	110
158 N. Prince	36,672* SF	120
Regent	112,986* SF	319
Element	26,406 SF	69

*estimate based on footprint of the building

The below charts outline unit sizes, occupancy and the equivalent square footage per tenant based on the size of unit:

Campus Edge (average bedroom square footage per occupant is 130 SF)

Unit Type	Unit Square Footage	Occupancy	Square Footage Per Occupant
5A (8 units)	1,502	5	300
5B (4 units)	1,435	5	287
5C (4 units)	1,535	5	307
5D (4 units)	1,485	5	297
5E (2 units)	1,637	5	327

Element (average bedroom square footage per occupant is 104 SF)

Unit Type	Unit Square Footage	Occupancy	Square Footage Per Occupant
A-unit (12 units)	1,084	4	271
B-unit (2 units)	1,218	4	305
C-unit (2 units)	1,169	4	292
D-unit (1 unit)	858	1	858
E-unit (1 unit)	1,250	4	313

158 N. Prince (bedrooms range in size, however the overall bedroom square footage per occupant is 112 SF)

Unit Type	Unit Square Footage	Occupancy	Square Footage Per Occupant
A 3-bedroom (8 units)	1,033	5	207
B 3-bedroom (2 units)	1,066	5	213
C 4-bedroom (9 units)	1,306	5	261
D 4-bedroom (1 unit)	1,306	5	261
E 3-bedroom (4 units)	1,098	5	220

Regent

A full set of plans for Regent was not located, so square footage for all units could not be determined. A 1997 expansion of 18 two-bedroom units shows two-bedroom unit square footage of 906 SF. The Regent contains 78 two-bedroom units. Occupancy is restricted to 3 in these units which equates to a square footage per occupant of 302 SF. Bedroom square footage per occupant comes in at 119 SF.

Fire Safety

On May 5, 2014 Fire Chief Don Gregiore met with Greg Noll, Mike Slaveny and Dimension IV architect Isaac Wallace.

Requests from the meeting included:

- The redevelopment project provide two new Fire Hydrants, one off from Main that is looped through the site to a second hydrant near the entrance on Prince Street.
- The project provide stand pipes in the stair wells
- New sidewalks be put in along Main and Prince Street that are capable of having the fire department drive on them.
- Accommodate fire department fire lanes (80,000 lbs.)

Traffic and Pedestrian control

- Redevelopment of the site removes a curb cut close to the intersection of Prince and Main Streets
- The traffic signals at the intersection contain lighted pedestrian crossing signals
- In town commuter vehicle traffic should decrease with the proximity of building parking to campus

Enhancements or Benefits in exchange for deviation from standard code

- Reuse of a blighted property while using existing streets and utilities rather than a "greenfield" site
- Energy star appliances
- Energy efficient finish materials with recycled content
- Individual unit HVAC and control
- Low emission materials in the building
- Interior and exterior bike racks
- Low maintenance / low-water need plants
- Underground parking allows for clean collection of rooftop stormwater
- Building material best efforts to come from within 500 miles of the project
- Durable long life exterior and interior finishes
- Elimination of a curb cut close to the intersection of Prince and Main Streets
- Guaranteed individual room amenity for each resident
- Additional ADA units will be added due to the proximity to campus and level terrain
- Increased density near campus for improved walk-ability

Campus Edge Apartments, LLC
 1014 W. Main Street, Whitewater, WI
 Ryan Hughes
 (608) 279-9969
 warhawkcountry@gmail.com

Concept Review Questions/Comments and Response from the 6/9/2014 Plan Commission Meeting

Question / Comment	Applicant Response
Landscape concern over hardiness of Cardinal Flower	This planting is outlined to be included with fifteen other plantings in the Bioretention area. This is native to wet areas and will tolerate full sun.
Concern over canopy trees on Main Street	There may have been confusion on the location of the Basswoods vs. the Callery Pear. Four Basswoods are shown along Main Street. This is a large rapid growth tree commonly planted as a shade tree in urban areas. Plan shows one Callery Pear tree at the south west corner of the building and two at the parking lot entrance.
Interior Bike Storage lockers	Interior space is limited, so we are proposing individual Saris Locking Vertical Racks be hung in the parking garage based on demand. Bike racks will also be provided outside at the south side of the parking lot.
Parking concern	The proposed currently meets the code expectations as outlined under 19.51.130 Required is 3 spaces for every unit which equates to 66. Proposed parking totals 67 with 56 provided underground and 11 on the surface. If fully occupied, this would equate to a tenant to parking ratio of 60.9%. Per UWW Parking Services, a total of 1,650 overnight parking permits were sold this past year to residence of the dorms. Max capacity of the dorms totals 3,966 which equates to 41.6%. This shows that Campus Edge is providing 19.3% additional spaces than those utilized on campus.
Shadow concern on property to the west	Proposed project complies with set-back and height requirements as outlined in the zoning code.
Density compared to other university campus towns	Platteville – information per City Zoning & Planning, Joe Carroll 250 Washington St was approved in 2011 for 39 units on .97 acres which equates to 40 units per acre. Approval under PD. Platteville enrollment was 8,622 Oshkosh – information per City Principal Planner, David Buck Area around campus is zoned R-5 PD or C-3 PD. Density follows a 1,500 SF per unit calculation which equates to 29 units per acre. Oshkosh enrollment is 13,902 Proposed project is 22 units which equates to 29.66 units per acre. Whitewater enrollment is 12,034
Underlying zoning in relation to request under Planned Development zoning request (Lot Area)	R-3 Multifamily Residence District: Minimum of 12,000 SF required with 4,100 SF for each unit. Site square footage totals 32,306 which would allow for 4.95 units R-3A University Overlay: To allow for additional density, the overlay reduces the 4,100 by 20% down to 3,280 for a 5-bedroom unit Unit count allowed under the Overlay equates to 6.19 units Proposed Planned Development request: (22 units) Required land under R-3 would total 102,200 SF or 2.34 acres Required land under R-3A Overlay would total 84,160 SF or 1.93 acres.



STURDY BUILT TO LAST GUARANTEED

FINALLY – A COMPANY THAT LOVES BIKES AS MUCH AS YOU DO.

Chances are, your bikes are just like ours - your most valued possessions. And if it has the Saris name on it, nothing we build goes out the door unless it's worth putting those possessions on. Call it obsessive. Call it eccentric. We just chalk it up to caring a hell of a lot about creating the last rack you'll ever need.

Bike Trac Parking System

Model # 6003/6004 Mounting Instructions

Mounting Bike Trac

Bike Trac can be mounted to any wall, corner, pillar, or post strong enough to hold the bikes. Each unit comes with two pan head screws which work for mounting the Bike Trac to wooden studs. If mounting to any other surface consult your local hardware store for applicable hardware. Use mounting holes as shown in illustration. **Note:** To protect wheel, slide rubber sleeve onto wheel hook of Bike Trac.



Bike Trac Placement

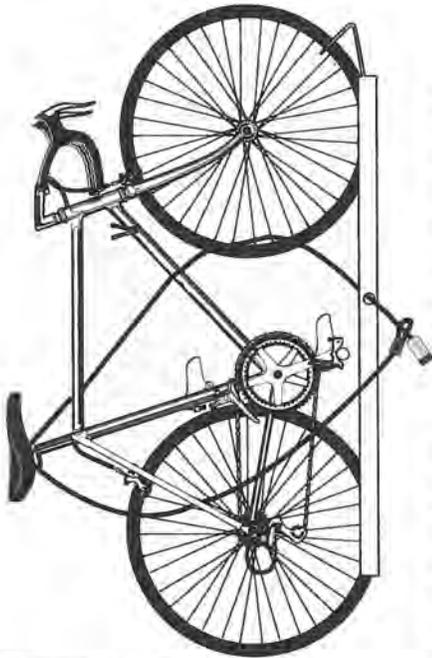
Option 1: Stagger tops of the Bike Tracs (High, Low, High).

Approx. space between each 12-15”.

Option 2: Level tops of Bike Tracs, hanging every other bike by rear tire. Approx. space between each 15-18”.

Option 3: Level tops of Bike Tracs, hanging all bikes by front tire. Approx. space between each 18-21”.

Note: Be sure to leave enough room between each Bike Trac so that the bike's handlebars do not interfere with each other. Optimum distance between Tracs will depend on make and model of bike.



Locking Bike To Bike Trac (#6004 Model Only)

In most cases the locking cable is long enough to thread through your seat, frame, front and rear wheel. Thread cable through desired parts of the bicycle and then pass the metal end of the cable through the hole punched into the Bike Trac. **Note:** Locking cable is only a intended to be a theft deterrent. Loss of bicycle is not covered under warranty.

Warranty

We warrant this product to the first consumer to be free from defect in material and workmanship for a period of one year from date of purchase. (Please retain your sales slip for your records.) Any product or part thereof found to be defective within that period will be replaced without charge provided that: (1) the product was not misused; (2) no alterations or modifications were made; (3) its failure resulted from a defect in material or workmanship and not from normal wear expected in the use of the product; (4) the product or part is delivered, freight prepaid, to Graber Products. Manufactures only obligation shall be to replace such products or parts proved to be defective.

Parts List

Part#	Qty	Description
6003-20-A	1	Bike Trac Assembly
1001-81	2	5/16" Washer
1070-69	2	1" Slotted Pan Head Screw
6005-30	1	Wheel Hook Rubber Sleeve

6004 Model Only

Part#	Qty	Description
981	1	Locking Cable

Saris Cycling Group, Inc.
5253 Verona Road Madison, WI 53711
(800) 783-7257 www.saris.com

#12131B 05/05

CAMPUS EDGE APARTMENTS

1010 W Main St.
Whitewater, WI



IMAGE IS REPRESENTATIVE ONLY - SEE DOCUMENTS FOR ALL BUILDING INFORMATION

PROJECT PERSPECTIVE

Architecture :	Dimension IV - Madison Design Group 6515 Grand Teton Plaza, Suite 120, Madison, WI 53719 p: 608.829.4444 www.dimensionivmadison.com
General Contractor:	McGann Construction 3622 Lexington Ave. Madison WI 53538 p: 608.241.5585 www.mcgannconstruction
Civil Engineering:	Quam Engineering 4604 Siggelkow Road, Suite A McFarland, WI 53558 p: 608.838.7750 www.quamengineering.com
Structural Engineering:	Cold Spring Design 222 S Main St. Fort Atkinson WI 53538 p: 920.568.9530 www.coldspringdesign.net

PLAN COMMISSION
SUBMITTAL

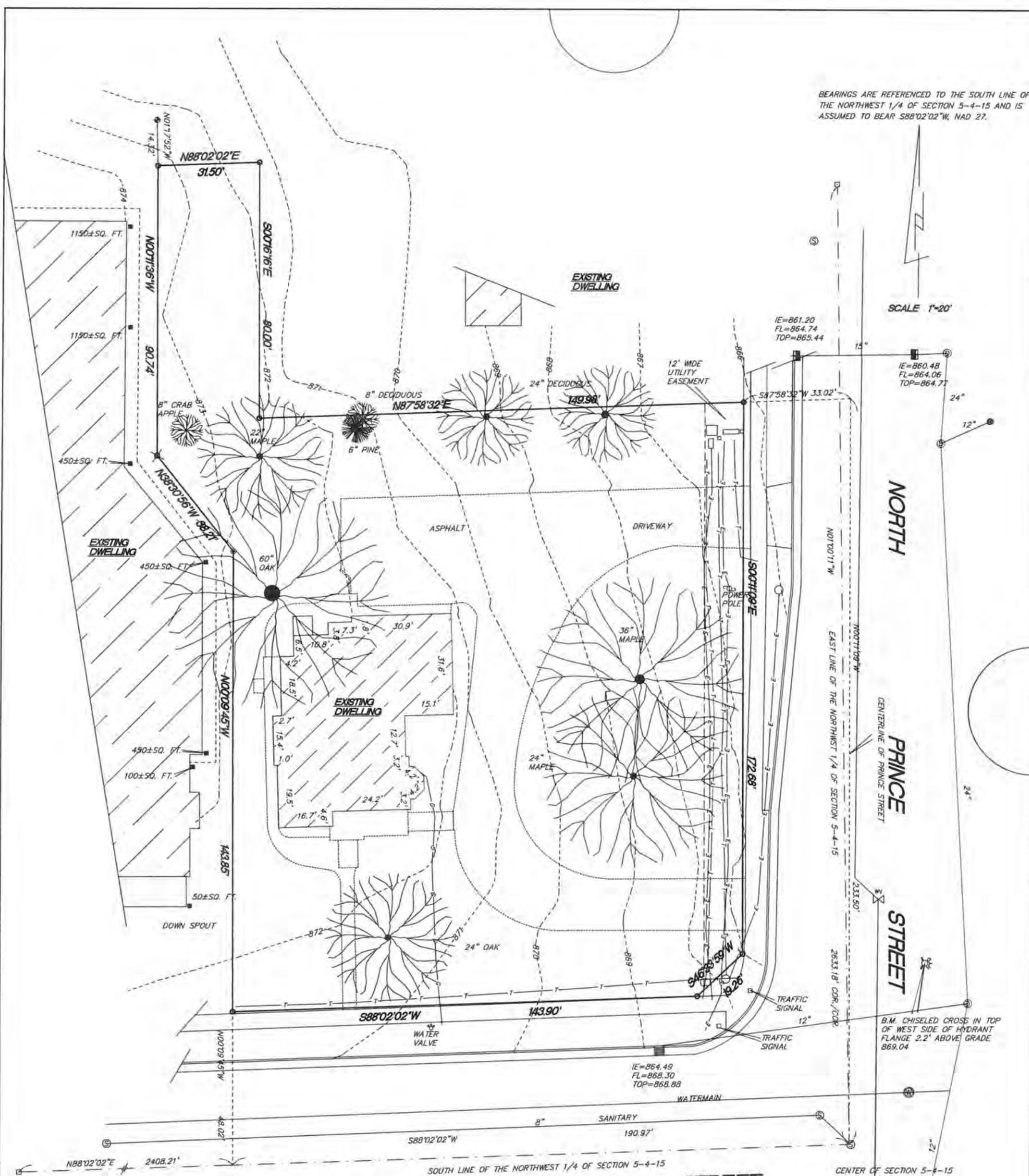
PROJECT # 14054

05/30/2014

GO.1 ₅₁

BEARINGS ARE REFERENCED TO THE SOUTH LINE OF THE NORTHWEST 1/4 OF SECTION 5-4-15 AND IS ASSUMED TO BEAR S88°02'02"W, NAD 27.

SCALE 1"=20'



SOUTHWEST CORNER OF THE NORTHWEST 1/4 OF SECTION 5-4-15

- FOUND 6" CONC. MON. W/BASS CAP
- ⊙ FOUND 6" CONC. MON. W/1/2" PIN
- FOUND 1" IRON PIPE
- ⊙ FOUND T BAR STAKE
- ⊙ FOUND 3/4" ROD
- () RECORDED AS DIMENSIONS
- EXISTING GAS LINE AS MARKED
- EXISTING ELECTRIC LINE AS MARKED
- EXISTING TELEPHONE LINE AS MARKED

I hereby certify that I have surveyed the above property and that the above map is a true representation thereof and shows the size and location of the property, its exterior boundaries, the location of all viable structures and dimensions of all principal buildings thereon, boundary fences, apparent easements, roadways and encroachments if any.

This survey is made for the use of the present owners of the property, and also those who purchase, mortgage or guarantee the title thereto within one year from date hereof.

THIS IS NOT AN ORIGINAL SURVEY UNLESS THE SEAL IS RED.

REV. 5/23/14
4/16/14
DATE

TEP
FIELD WORK BY

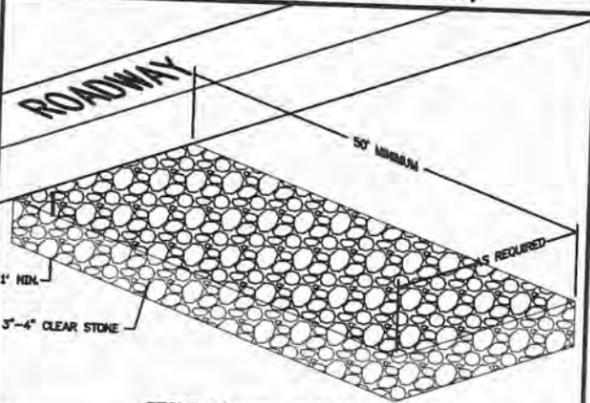
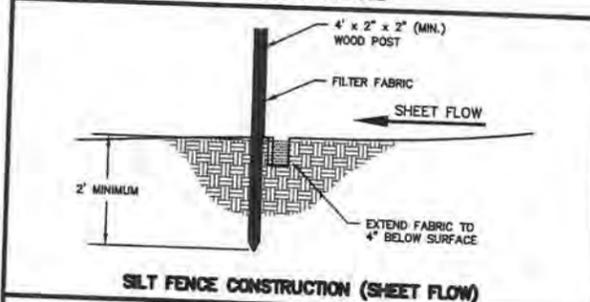
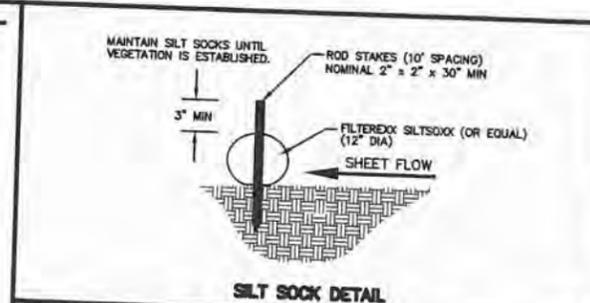
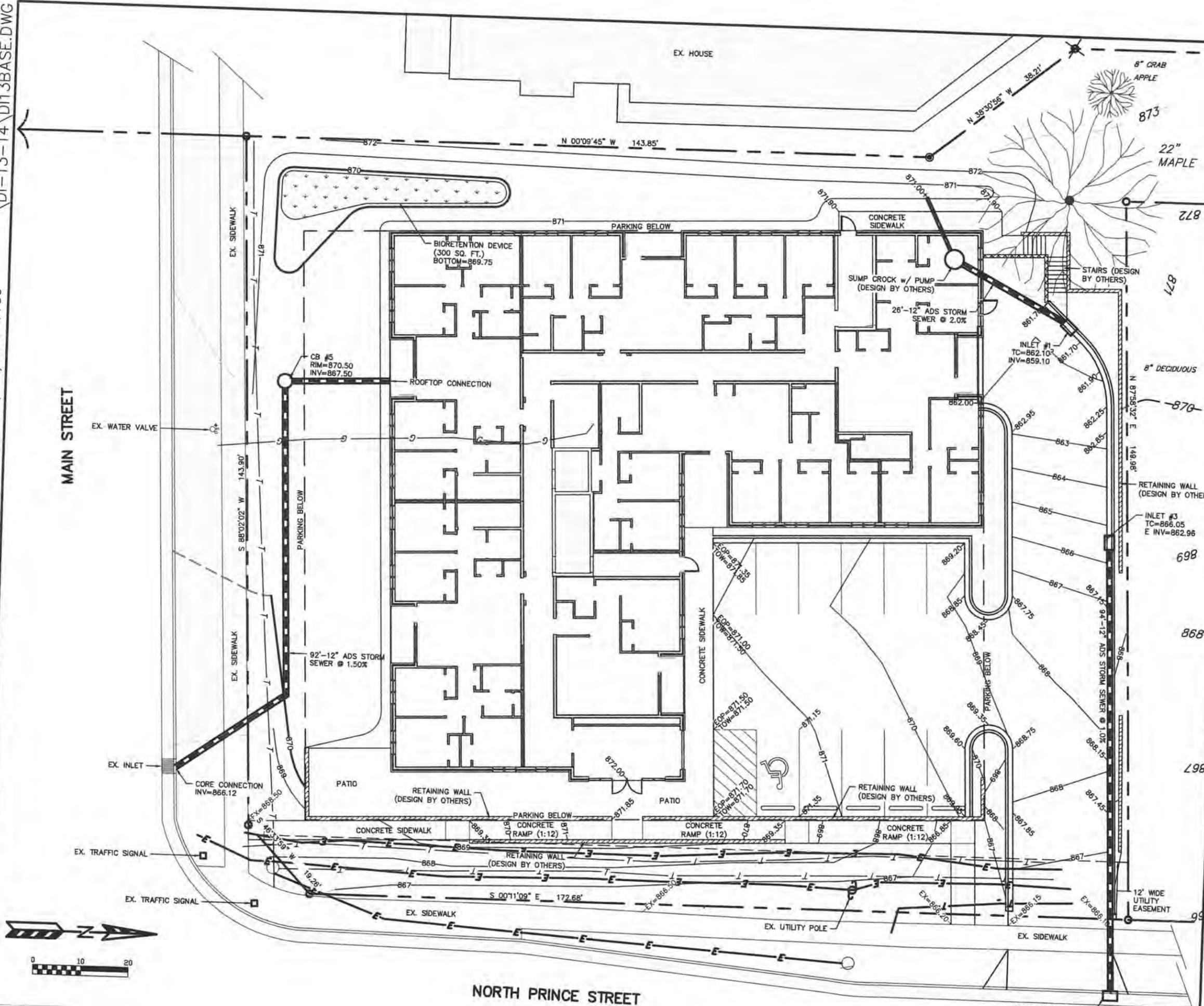
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14020
JOB NUMBER

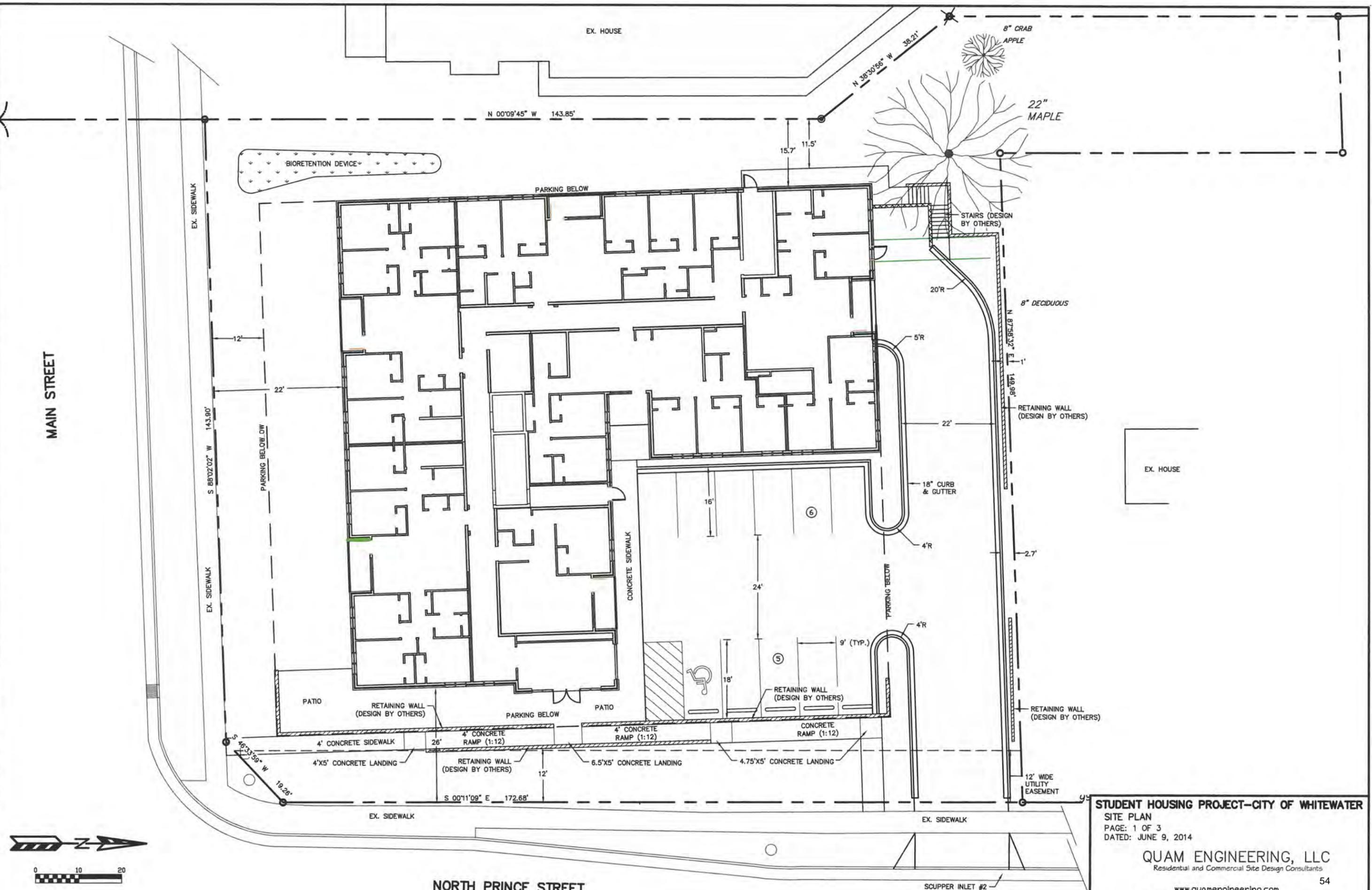
Kettle Moraine Surveying Inc.
P.O. Box 357
Eagle WI 53120
(262)594-3484
kettlemorainesurveying.com

IE=863.23
FL=862.67
TOP=868.27

IE=863.14
FL=867.22
TOP=867.82



NOTES:
 1) BIORETENTION PLANTINGS TO BE PLANTED AT ONE PLUG PER SQUARE FOOT. PLUGS TO BE PLANT STOCK NAMED IN THE MOST MEADOW RAIN GARDEN MIX FROM PRAIRIE NURSERY OR APPROVED EQUIVALENT. A MINIMUM OF 10 DIFFERENT PLANT STOCK NAMES TO BE PLANTED.
 2) ENGINEERED SOIL SHALL CONSIST OF 70% SILICA SAND AND 30% COMPOST W/ PH 5.5-6.5. COMPOST SHALL MEET WDR# SPECIFICATION 5100.
 3) TO PREVENT COMPACTION OF UNDERLYING SOILS, CONTRACTOR SHALL PROTECT AGAINST MACHINERY ENTERING OR COMPACTION THE RAIN GARDEN AREA.



MAIN STREET

NORTH PRINCE STREET



STUDENT HOUSING PROJECT-CITY OF WHITEWATER
 SITE PLAN
 PAGE: 1 OF 3
 DATED: JUNE 9, 2014

QUAM ENGINEERING, LLC
 Residential and Commercial Site Design Consultants

www.quamengineering.com
 4604 Siggelkow Road, Suite A - McFarland, Wisconsin 53558
 Phone (608) 838-7750 Fax (608) 838-7752

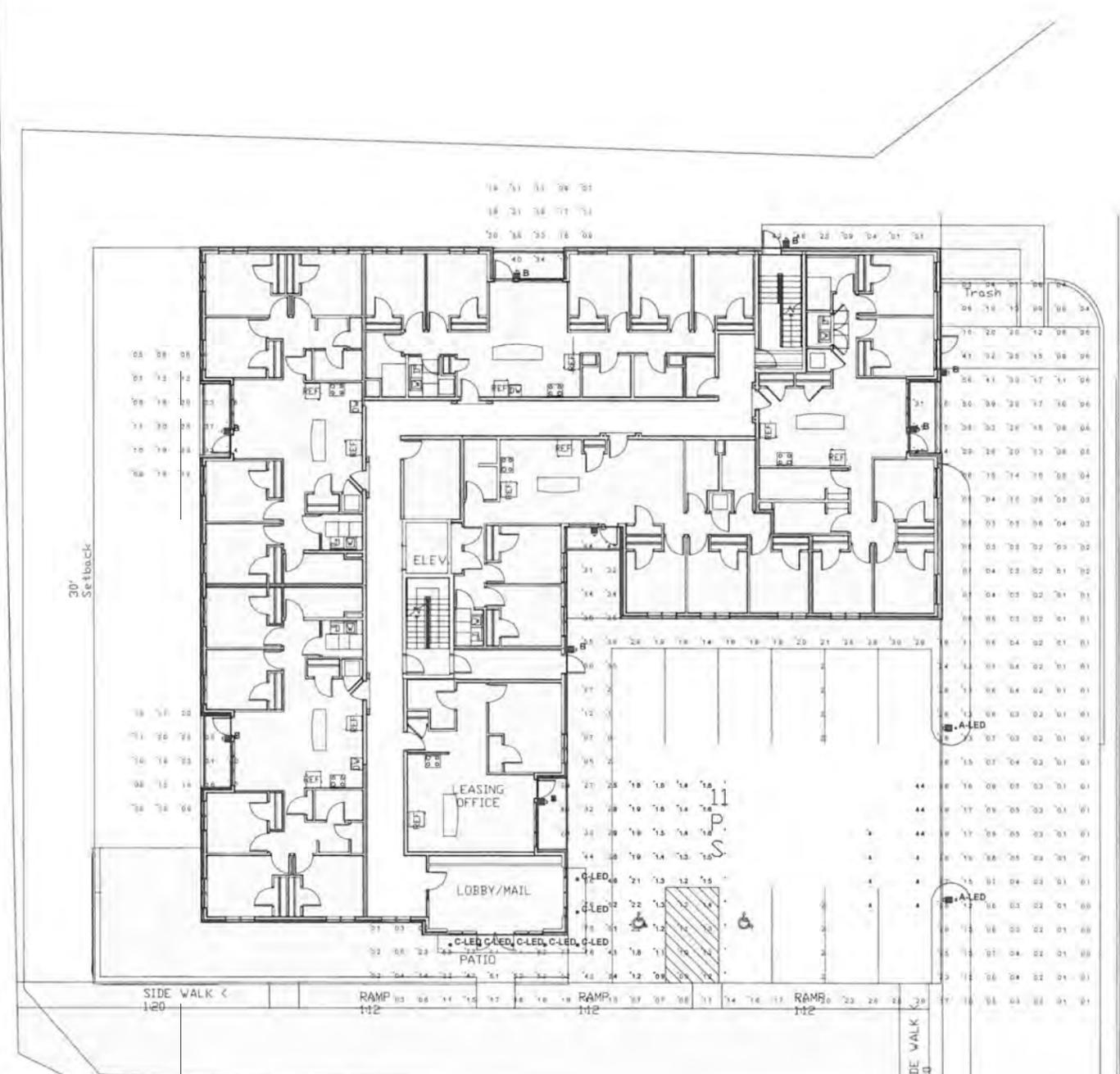
Designer _____

Date _____

Scale _____

Drawing No. _____

1 of 1

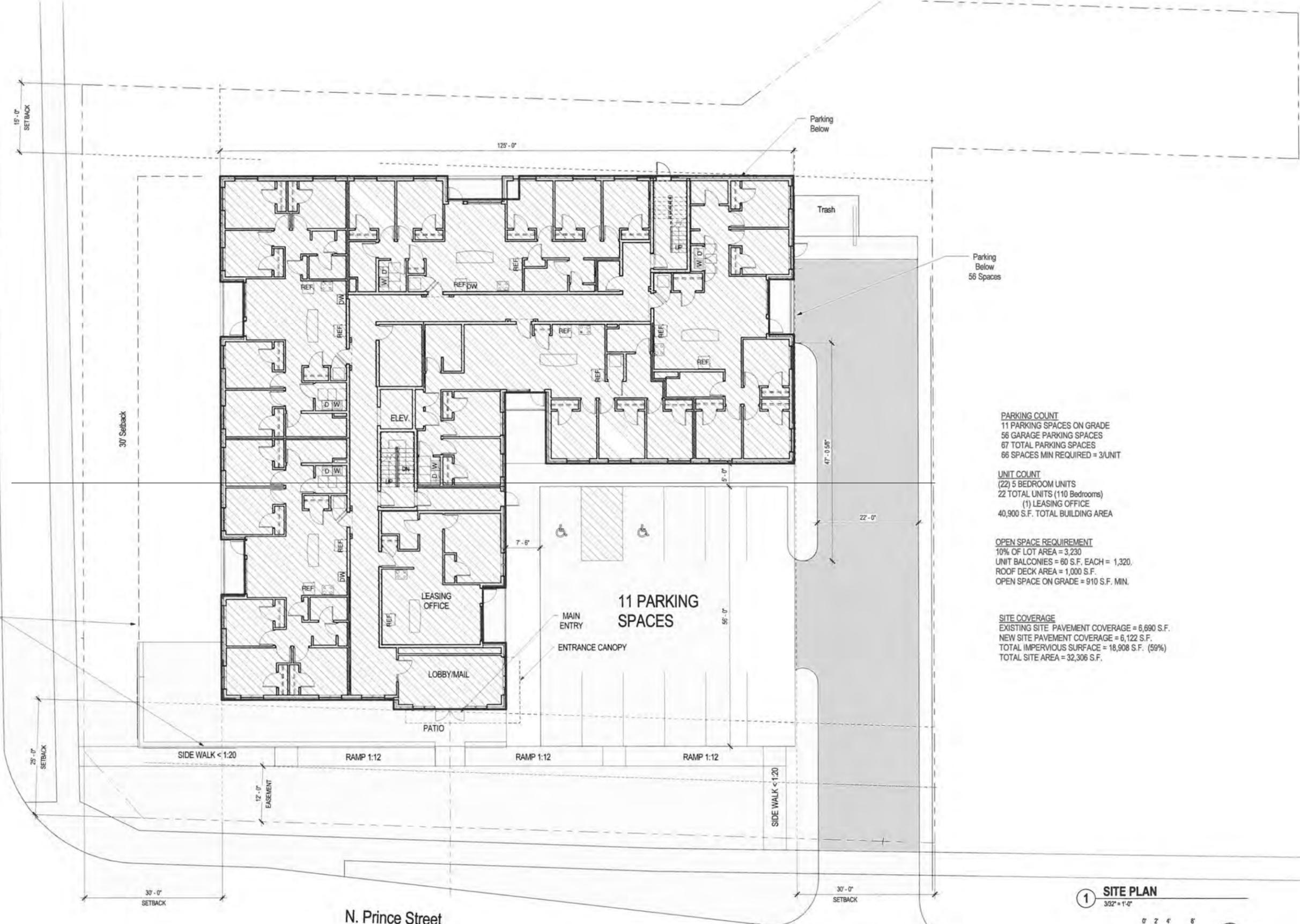


LUMINAIRE SCHEDULE									
Symbol	Label	Qty	Catalog Number	Description	Lamp	File	Lumens	LLF	Watts
■	A-LED	2	ALED3T78 - 20' POLE	CAST FINNED METAL HOUSING, 6 CIRCUIT BOARDS EACH WITH 1 LED, MOLDED PLASTIC REFLECTOR WITH SPECULAR FINISH AND 1 APERTURE PER LED, CLEAR FLAT GLASS LENS IN CAST WHITE PAINTED METAL LENS FRAME.	SIX WHITE MULTI-CHIP LIGHT EMITTING DIODES (LEDS), 2 LEDS TILTED 83-DEGREES FROM VERTICAL BASE-UP POSITION AND CANTED 75-DEGREES FROM STRAIGHT AHEAD, 2 LEDS TILTED 87-DEGREES FROM VERTICAL BASE-UP POSITION AND CANTED 84-DEGREES FROM STRAIGHT AHEAD, 2 LEDS TILTED 85-DEGREES FROM VERTICAL BASE-UP POSITION AND CANTED 40-DEGREES FROM STRAIGHT AHEAD.	ALED3T78.les	Absolute	1,000	78.4
■	B	0	TWR170M	DIE-CAST GENERAL PURPOSE WALLPACK WITH GLASS REFRACTOR	ONE 70-WATT CLEAR ED-17 METAL HALIDE	TWR170M.les	5500	0.70	95
●	C-LED	7	68PMW LED	8" LED RECESSED MODULE, 600 LUMENS, 3000K CCT	68PMW-LED.les		Absolute	1,000	0.3

STATISTICS						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Calc Zone #1		2.0 fc	8.4 fc	0.0 fc	N/A	N/A

Plan View
Scale 1" = 10'

Main Street



PARKING COUNT
 11 PARKING SPACES ON GRADE
 56 GARAGE PARKING SPACES
 67 TOTAL PARKING SPACES
 66 SPACES MIN REQUIRED = 3/UNIT

UNIT COUNT
 (22) 5 BEDROOM UNITS
 22 TOTAL UNITS (110 Bedrooms)
 (1) LEASING OFFICE
 40,900 S.F. TOTAL BUILDING AREA

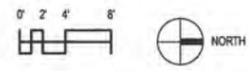
OPEN SPACE REQUIREMENT
 10% OF LOT AREA = 3,230
 UNIT BALCONIES = 60 S.F. EACH = 1,320
 ROOF DECK AREA = 1,000 S.F.
 OPEN SPACE ON GRADE = 910 S.F. MIN.

SITE COVERAGE
 EXISTING SITE PAVEMENT COVERAGE = 6,690 S.F.
 NEW SITE PAVEMENT COVERAGE = 6,122 S.F.
 TOTAL IMPERVIOUS SURFACE = 18,908 S.F. (59%)
 TOTAL SITE AREA = 32,306 S.F.

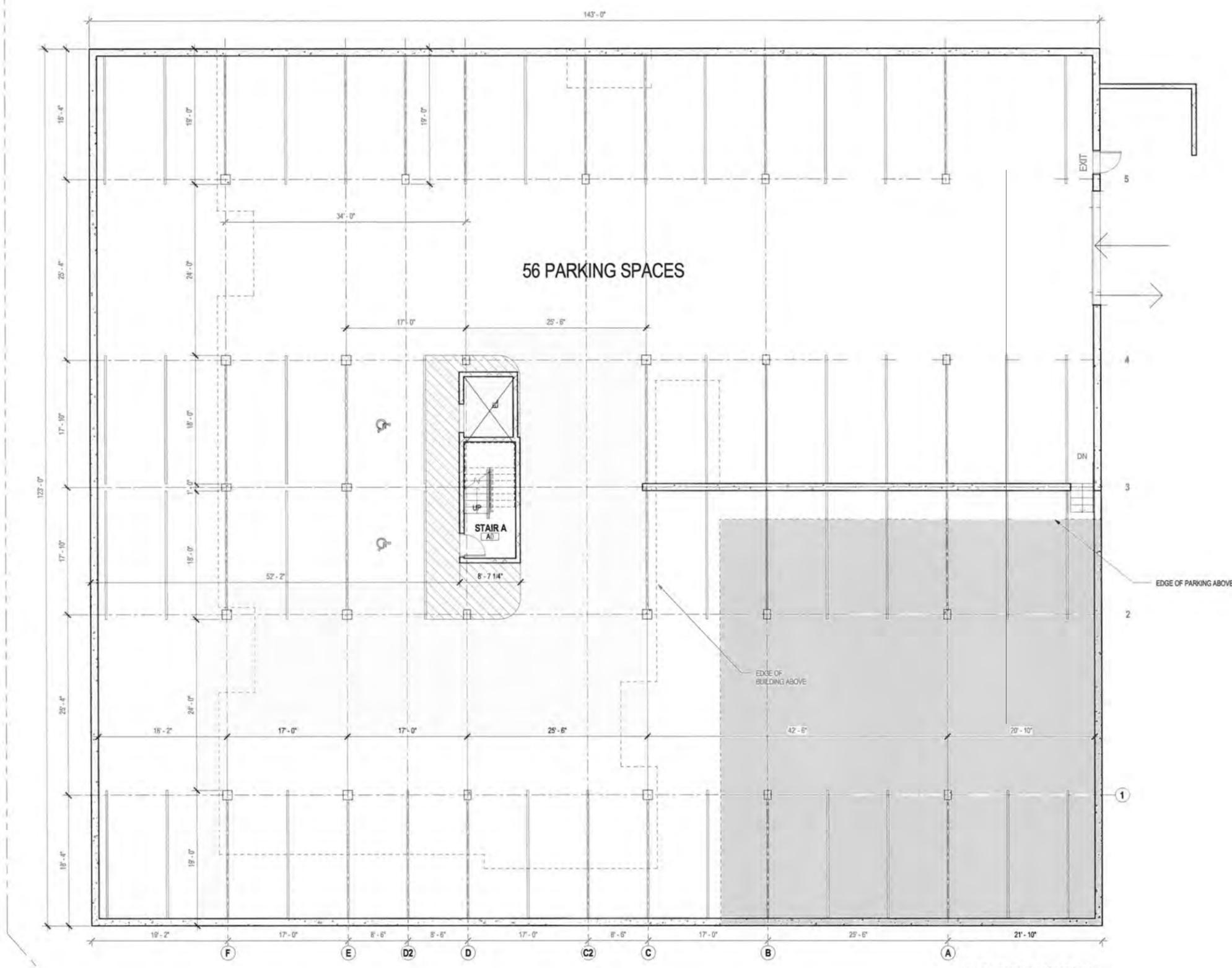
11 PARKING SPACES

N. Prince Street

1 SITE PLAN
3/32" = 1'-0"

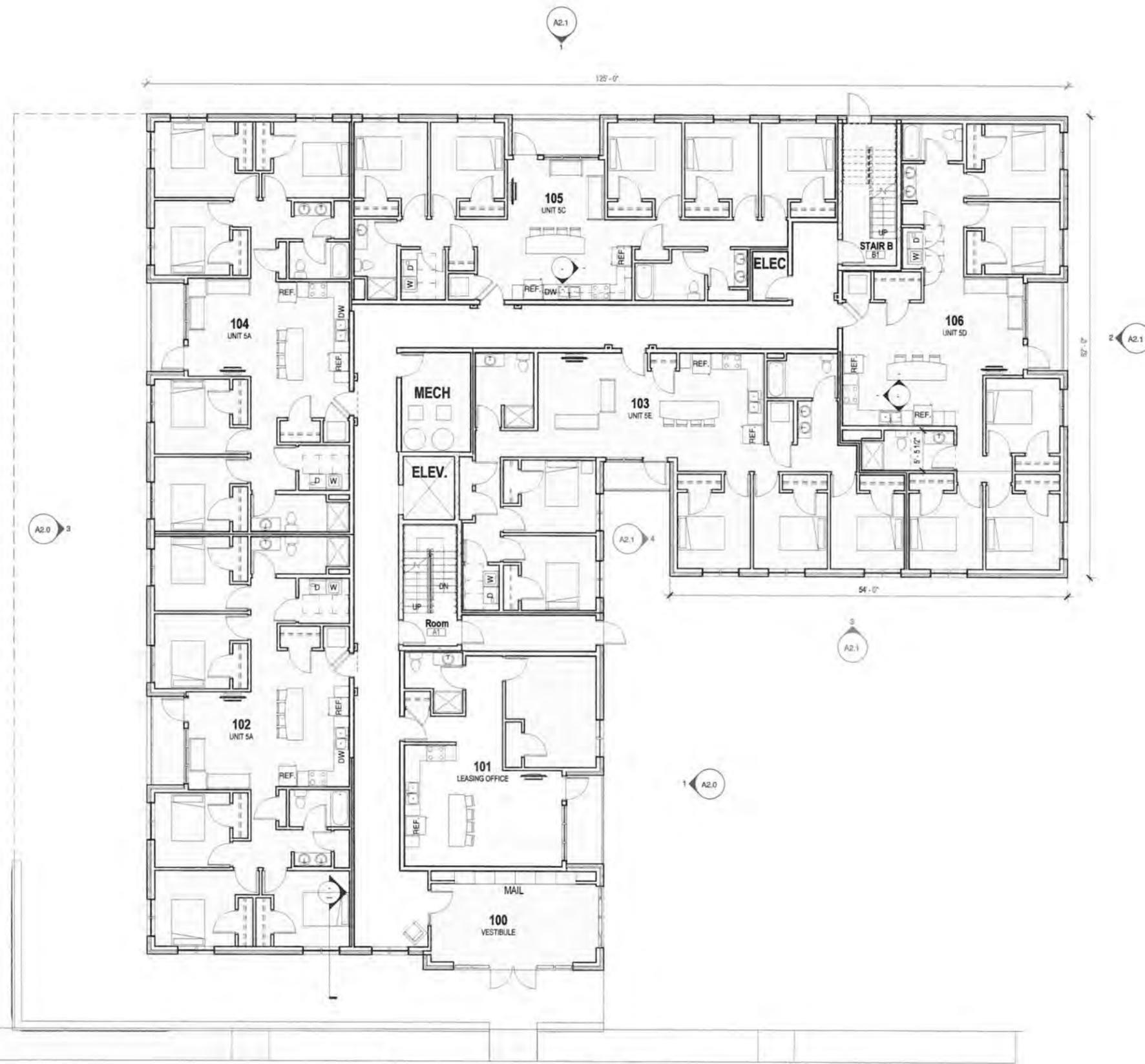


CAMPUS EDGE APARTMENTS



① **PARKING LEVEL**
 1/8" = 1'-0"
 0' 2' 4' 8'
 NORTH

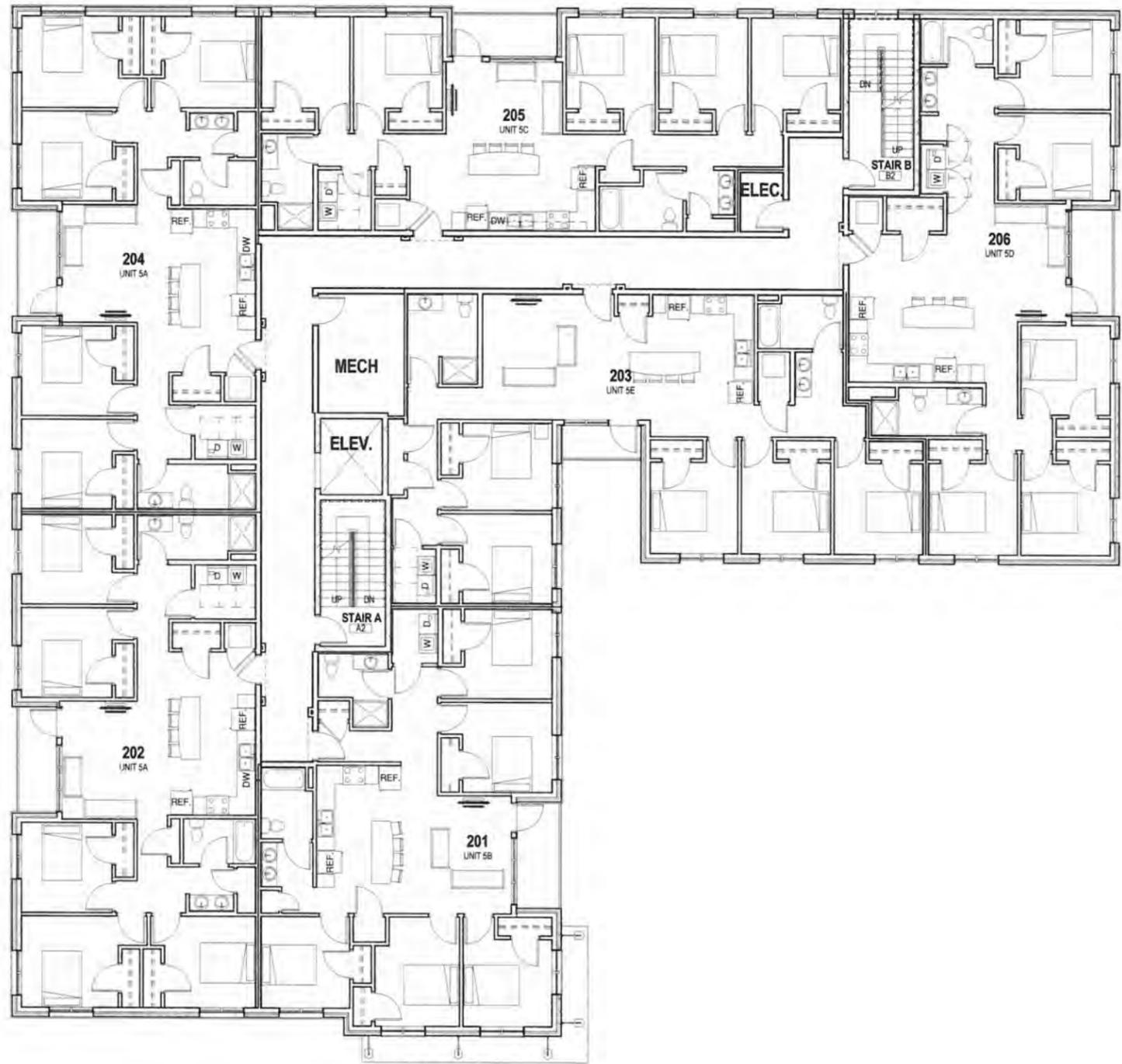
CAMPUS EDGE APARTMENTS



10,510S.F.
FIRST FLOOR AREA

1 FIRST FLOOR
1/8" = 1'-0"

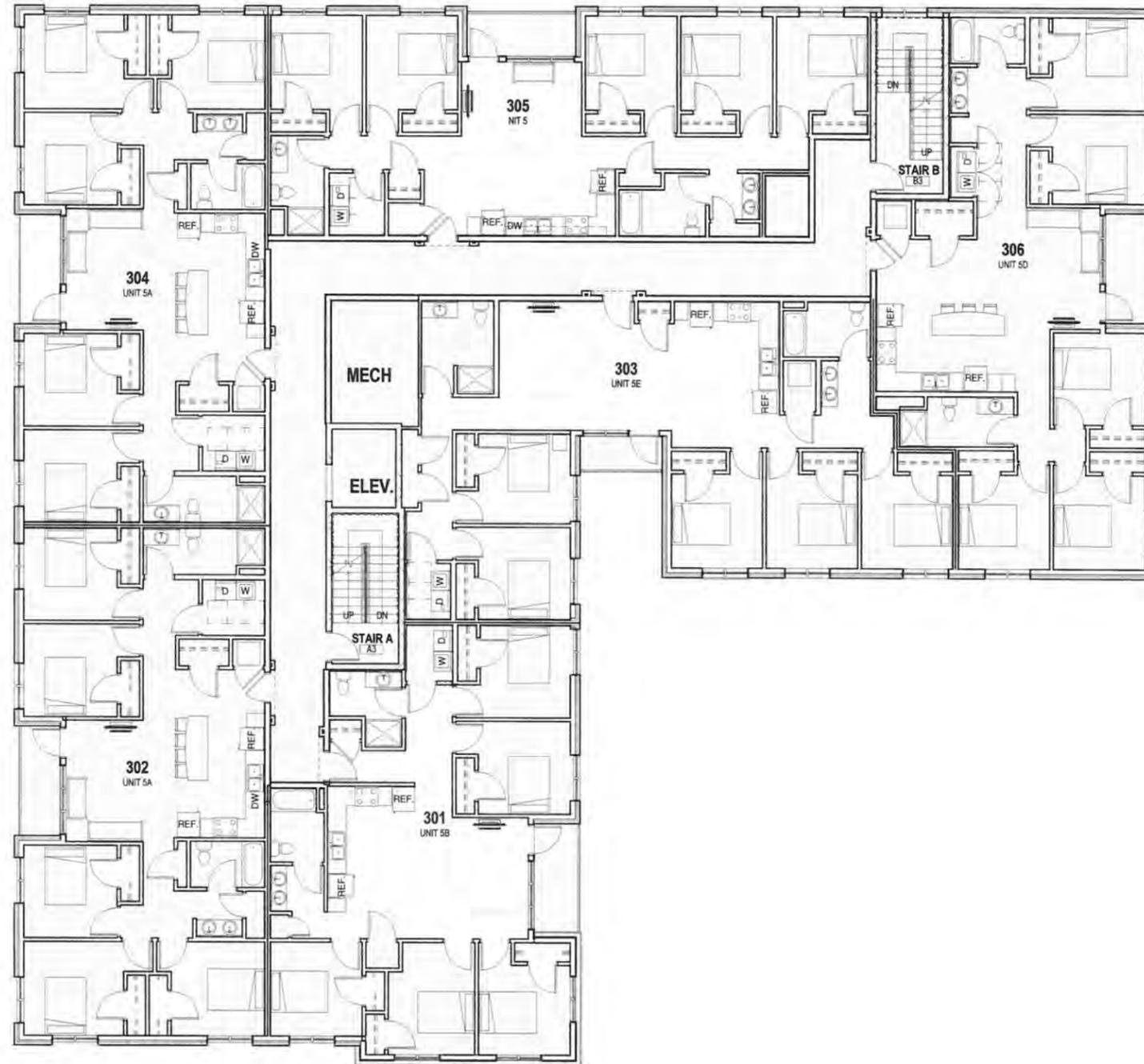
0 2 4 8 NORTH



10,517 S.F.
TYPICAL FLOOR AREA

1 SECOND FLOOR PLAN
1/8" = 1'-0"
0 2 4 8
NORTH

CAMPUS EDGE APARTMENTS

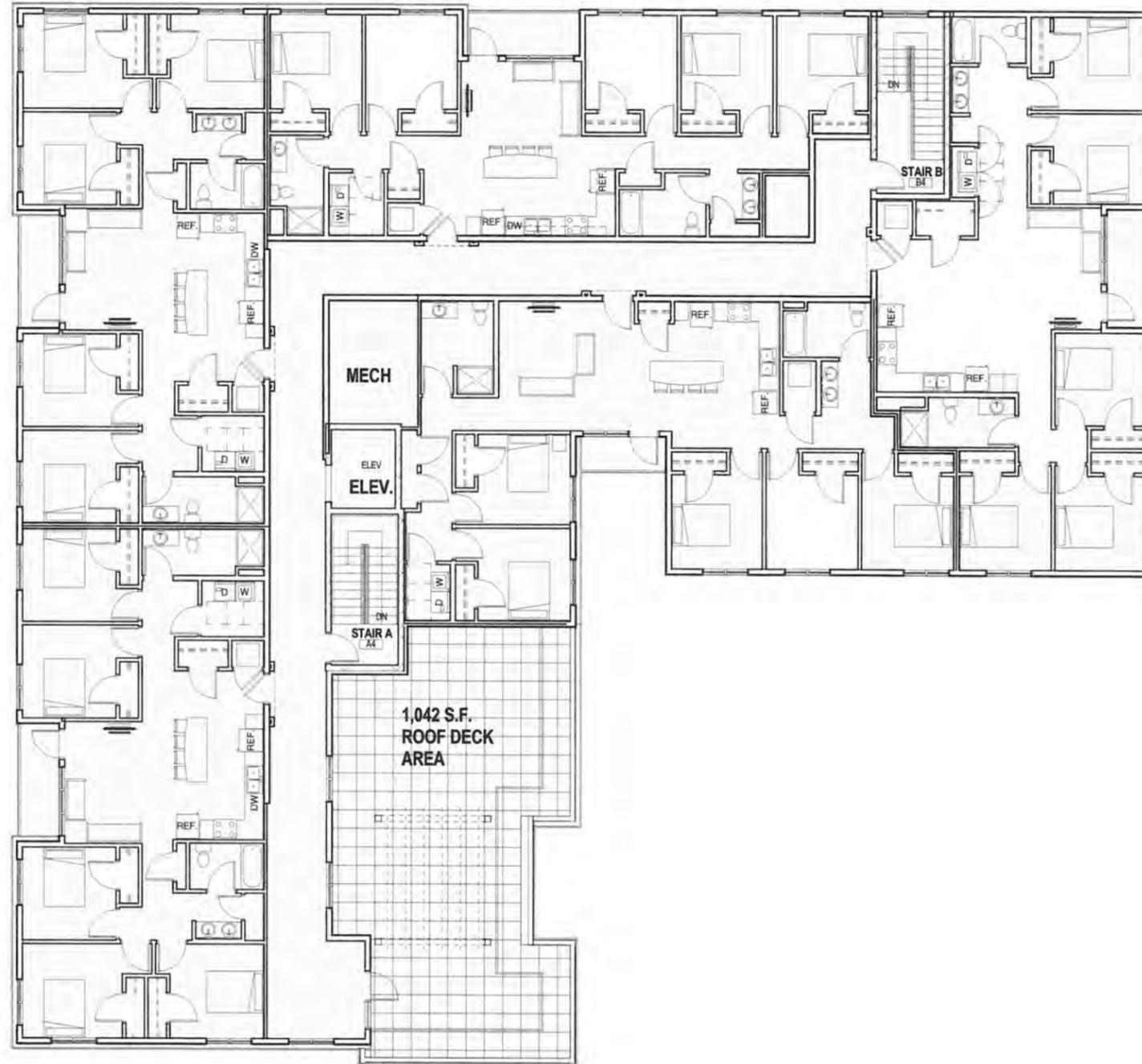


1 **THIRD FLOOR**
 1/8" = 1'-0"

0 2 4 8'  NORTH

CAMPUS EDGE APARTMENTS

1010 W Main St, Whitewater, WI



9,500 S.F.
FOURTH FLOOR AREA

① FOURTH FLOOR
1/8" = 1'-0"



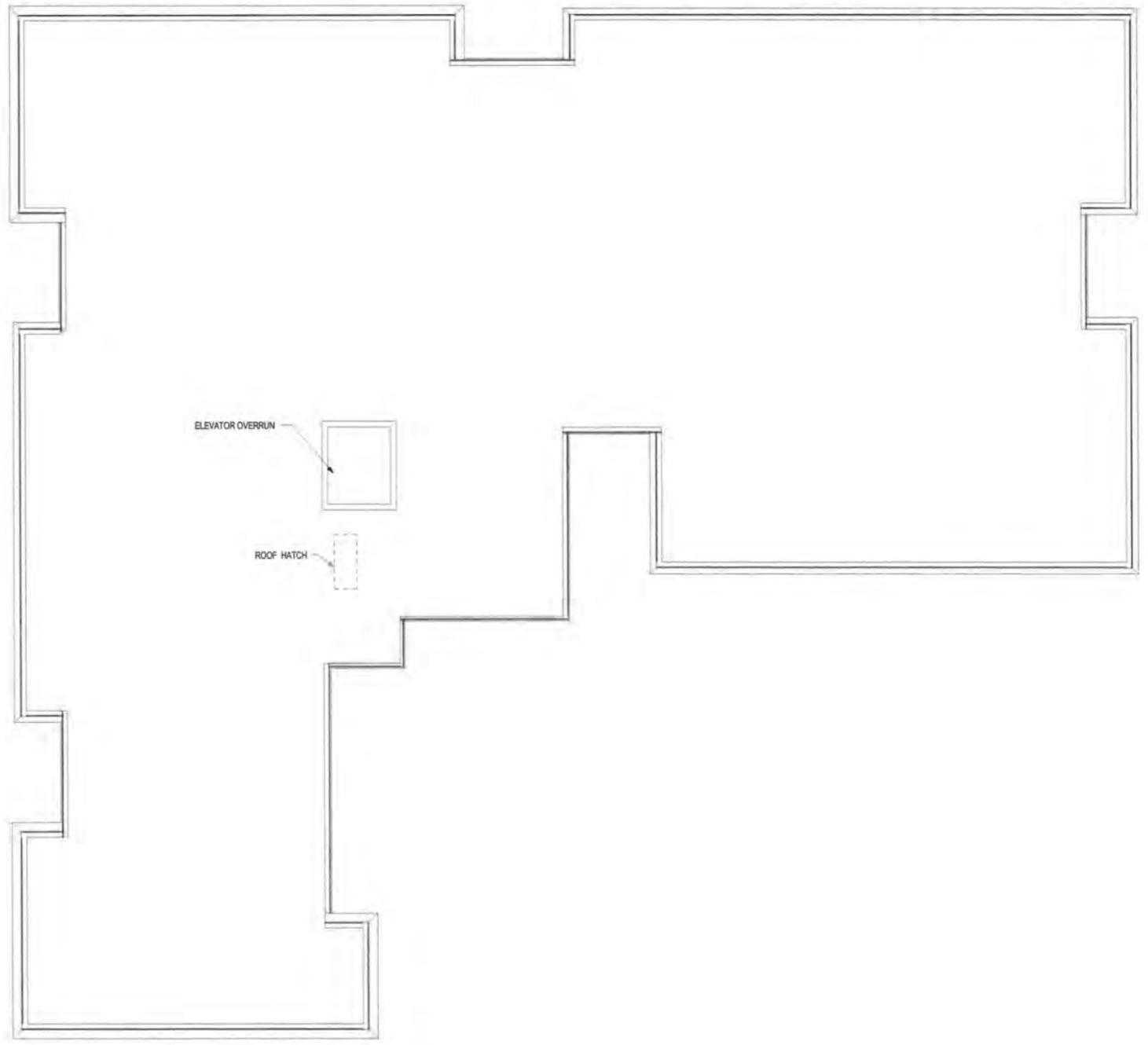
DIMENSION

Madison Design Group
architecture · engineering · interior design
6515 Grand Teton Plaza, Suite 120, Madison, Wisconsin 53719
p608.829.4444 f608.829.4445 dimension@madison.com

CAMPUS EDGE APARTMENTS

1010 W Main St. Whitewater, WI

62
FOURTH FLOOR PLAN
05/30/2014
14054



① **ROOF**
1/8" = 1'-0"

0' 2' 4' 8'

NORTH



3 SOUTH ELEVATION 1
1/8" = 1'-0"



2 EAST ELEVATION 1
1/8" = 1'-0"



1 NORTH ELEVATION 2
1/8" = 1'-0"



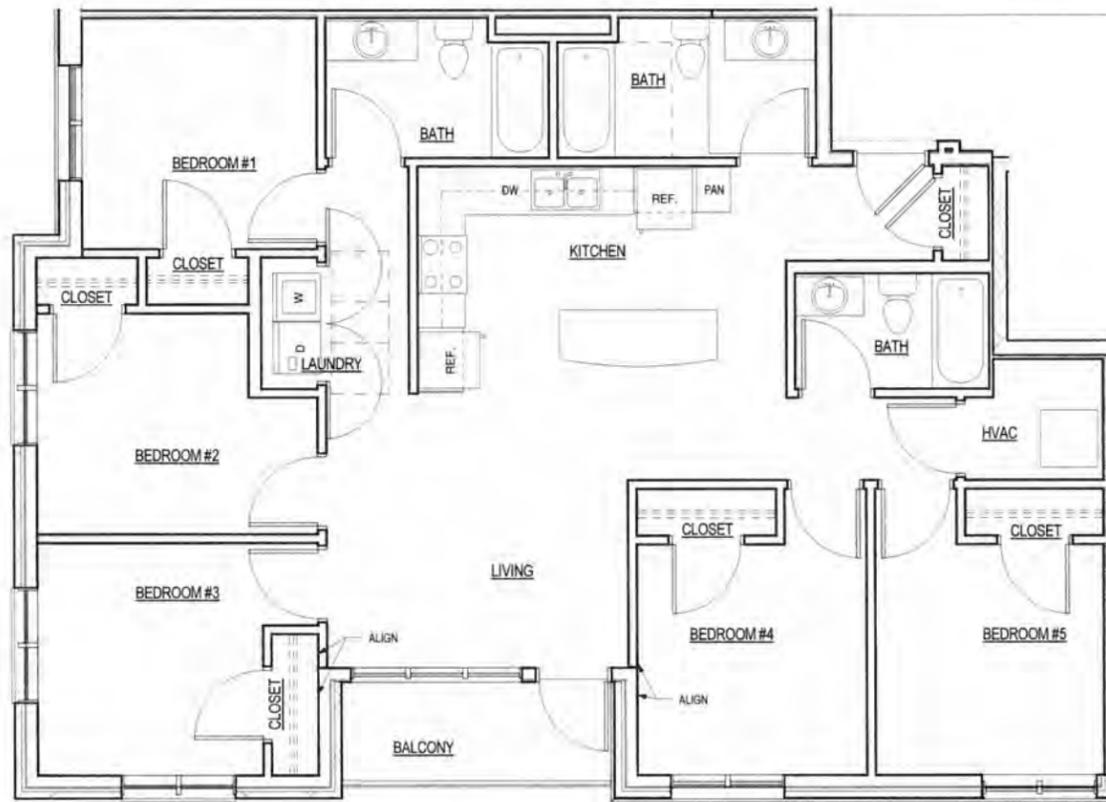
4 SOUTH ELEVATION 2
1/8" = 1'-0"

3 EAST ELEVATION 2
1/8" = 1'-0"

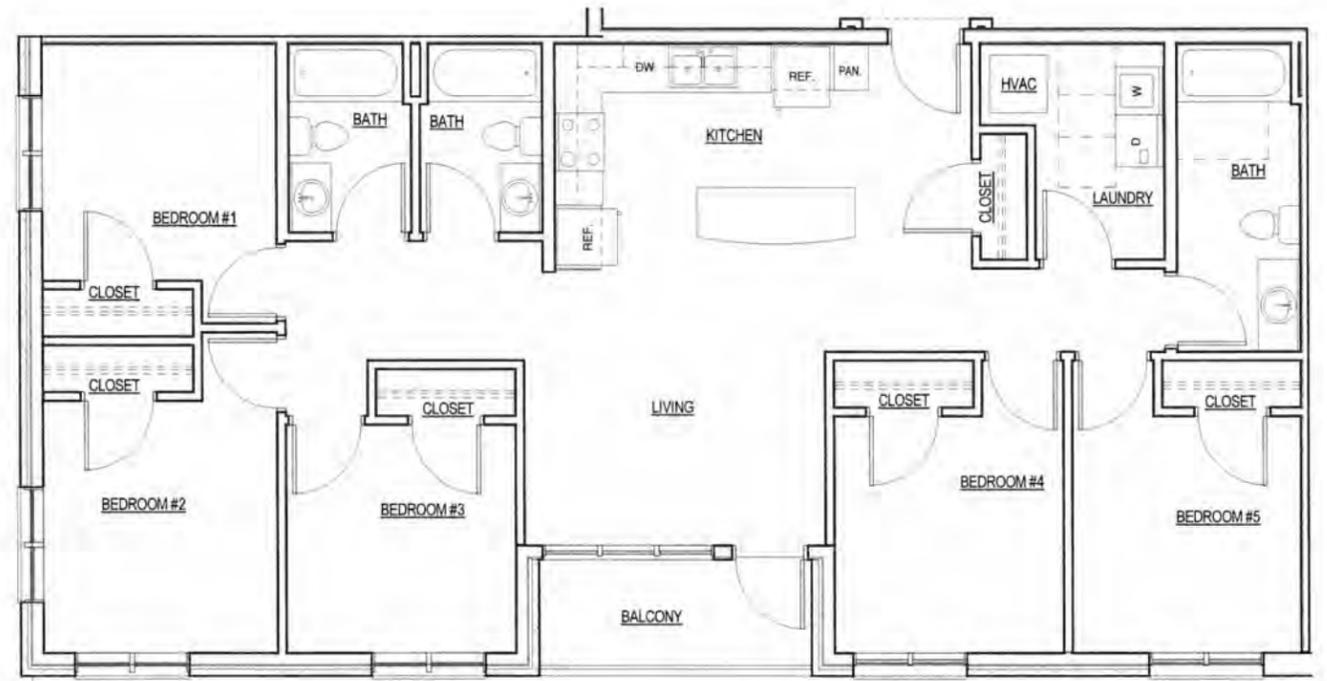
2 NORTH ELEVATION 1
1/8" = 1'-0"



1 WEST ELEVATION
1/8" = 1'-0"



2 **5B** 1,435 S.F.
1/4" = 1'-0"



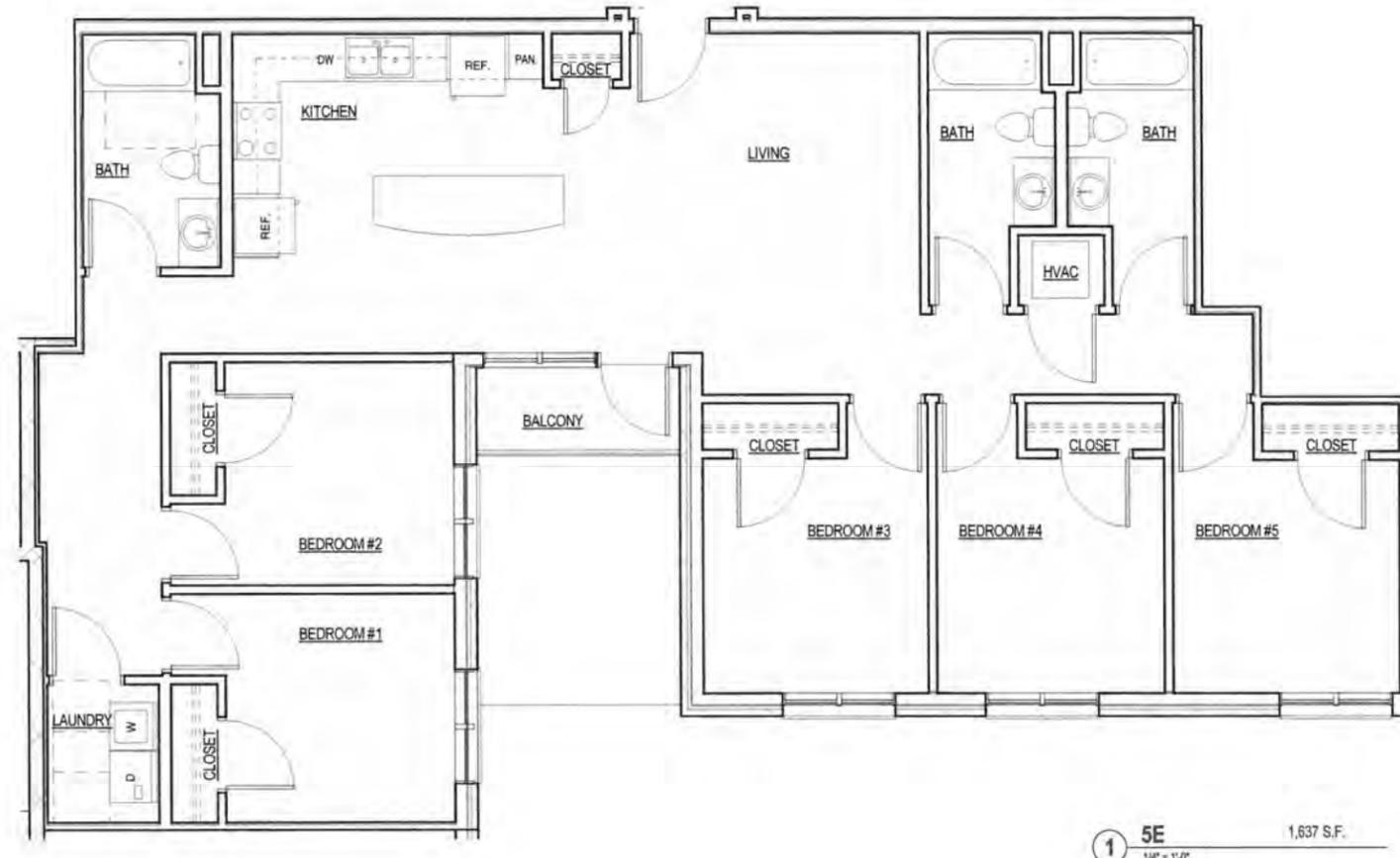
1 **5A** 1,502 S.F.
1/4" = 1'-0"



2 **5D** TYPE "A" ACCESSIBLE  1,535 S.F.
1/4" = 1'-0"



1 **5C** 1,485 S.F.
1/4" = 1'-0"



① 5E 1,637 S.F.
1/4" = 1'-0"



M E M O R A N D U M

To: City of Whitewater Plan and Architectural Review Commission
 From: Mike Slavney, FAICP, Consulting City Planner
 Date: 8 June 2014
 Re: **Item #7** Proposed Zoning Map Amendment to Impose the R-2A Residential Overlay District Zoning Classification per Section 19.19 at 727 W. Center Street (Tax ID# /CL 00027) for Anne and Ben McCready.

Summary of Request		
Requested Approvals:	Zoning Map Amendment to Add the R-2A Overlay District	
Location:	727 W. Center Street	
Current Land Use:	5-Bedroom Single Family Detached Dwelling Unit	
Proposed Land Use:	Same, but with up to 7 unrelated individuals (up from 3)	
Current Zoning:	R-2 One and Two Family Residential	
Proposed Zoning:	R-2A Overlay District over the Current R-2 Zoning District	
Comprehensive Plan's Future Land Use:	Central Area Neighborhood	
Surrounding <i>Zoning</i> and Current Land Uses:		
	North:	
	R-3 Single-Family	
West:	Subject Property	East:
R-2 Single-Family		R-2 Single-Family
	South:	
	R-2 Single-Family	

Description of the Proposal:

This proposal involves a request to amend the Zoning Map to add the R-2A Residential Overlay zoning district to the existing R-2 zoning district for a home at 727 W. Center Street.

The R-2A Residential Overlay district is established by Chapter 19.19 of the Zoning Ordinance. Adopting the R-2A Residential Overlay district enables the consideration of a Conditional Use Permit, which if approved, would increase the number of permitted unrelated individuals in a non-family household from three to seven. Occupancy by more than five unrelated individuals requires both a conditional use permit and documentation that the property meets the State of Wisconsin Rental Unit Efficiency Standards, which is further described in Subsection 19.19.030.

No other requirements of the existing R-2 Residential Zoning District are affected.

Current Zoning: R-2 One and Two Family Residence

Proposed Zoning: R-2A Overlay District

The Plan Commission holds the public hearing on a Zoning Map Amendment request, and forwards a recommendation to the Common Council.

PLANNER’S RECOMMENDATIONS:

The existing dwelling is a large home, with three bedrooms on the second floor, and two bedrooms on the first floor. There is a two-car garage at the south side of the property, which is connected to a paved driveway that is 33 feet wide and 21 feet deep. There is also a curb cut from the previous driveway, taking access to South Cottage Street.

I recommend that the Plan and Architectural Review Commission recommend approval of the proposed Zoning Map Amendment to add the R-2A overlay zoning district to the subject property, subject to the finding presented below.

SUGGESTED FINDING TO BE MADE BY THE PLAN COMMISSION

Zoning Map Amendments and other changes to the Zoning Ordinance are addressed by Chapter 19.69.

Subsection 19.69.010 enables the Plan Commission to review and recommend, and the City Council to consider, amendments to zoning district boundaries whenever the public necessity, general welfare or good zoning practice are accomplished.

I note that the subject property is within an area identified as potentially appropriate for the R-2A Overlay Zoning District. The size of the existing dwelling, and the fact that no exterior building modifications are being proposed, further indicates the suitability of this building for the proposed R-2A District.

I further note that granting this request for the subject property is consistent with the public necessity and general welfare of the community.

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Plan Commission of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, will consider a change of the District Zoning Map for the following parcel to enact an ordinance to impose the R-2A Residential Overlay District Zoning classification under Chapter 19.19 of the Zoning Ordinance of the City of Whitewater on the following area:

<u>Property Address:</u>	<u>Tax ID #:</u>	<u>Property Owner:</u>
727 W. Center Street	CL 00027	Benjamin McCready, Anne McCready

NOTICE IS FURTHER GIVEN that the Plan Commission of the City of Whitewater will hold a public hearing in the Whitewater Municipal Building Community Room, 312 W. Whitewater Street, on Monday, July 14, 2014, at 6:00 p.m. to hear any person for or against said change. Opinions for or against said change may also be filed in writing.

The proposal is on file in the office of the Zoning Administrator, 312 W. Whitewater Street, and may be viewed during office hours of 8:00 a.m. to 4:30 p.m. Monday through Friday.

Michele Smith, City Clerk

Dated: June 16, 2014

Publish: in "Whitewater Register"
on June 19, 2014, and June 26, 2014

City of Whitewater
Application for Amendment to Zoning District or Ordinance

IDENTIFICATION AND INFORMATION ON APPLICANT(S):

Applicant's Name: BENJAMIN & ANNE MCCREADY
Applicant's Address: 727 W. CENTER ST.
WHITewater Phone # 262 473 0922

Owner of Site, according to current property tax records (as of the date of the application):
BEN & ANNE MCCREADY

Street address of property: 727 W. CENTER ST.

Legal Description (Name of Subdivision, Block and Lot or other Legal Description):

Agent or Representative assisting in the Application (Engineer, Architect, Attorney, etc.)

Name of Individual: _____
Name of Firm: _____
Office Address: _____
Phone: _____

Name of Contractor: _____

Has either the applicant or the owner had any variances issued to them, on any property? YES NO
If YES, please indicate the type of variance issued and indicate whether conditions have been complied with.

EXISTING AND PROPOSED USES:

Current Zoning District or Ordinance to be Amended:
CURRENT - R2

Proposed Zoning District or Ordinance
R2-A OVERLAY

Zoning District in which property is located: R-2

Section of City Zoning Ordinance that identifies the proposed land use in the Zoning District in which the property is located: _____

PLANS TO ACCOMPANY APPLICATION

Applications for permits shall be accompanied by drawings of the proposed work, drawn to scale, showing, when necessary, floor plans, sections, elevations, structural details, computations and stress diagrams as the building official may require.

PLOT PLAN

When required by the building official, there shall be submitted a plot plan in a form and size designated by the building official for filing permanently with the permit record, drawn to scale, with all dimension figures, showing accurately the size and exact location of all proposed new construction and the relation to other existing or proposed buildings or structures on the same lot, and other buildings or structures on adjoining property within 15 feet of the property lines. In the case of demolition, the plot plan shall show the buildings or structures to be demolished and the buildings or structures on the same lot that are to remain.

STANDARDS

STANDARD	APPLICANT'S EXPLANATION
<p>A. The proposed amendment for future structure, addition, alteration or use will meet the minimum standards of this title for the district being proposed;</p>	<p align="center">YES</p>
<p>B. The proposed development will be consistent with the adopted city master plan;</p>	<p align="center"><u>YES!</u></p>
<p>C. The proposed development will be compatible with and preserve the important natural features of the site;</p>	<p align="center"><u>YES!</u></p>
<p>D. The proposed use will not create a nuisance for neighboring uses, or unduly reduce the values of an adjoining property;</p>	<p align="center">IT WILL NOT.</p>

STANDARD	APPLICANT'S EXPLANATION
<p>E. The proposed development will not create traffic circulation or parking problems;</p>	<p>IT WILL NOT.</p>
<p>F. The mass, volume, architectural features, materials and/or setback of proposed structures, additions or alterations will appear to be compatible with existing buildings in the immediate area;</p>	<p>YES.</p>
<p>G. Landmark structures on the National Register of Historic Places will be recognized as products of their own time. Alterations which have no historical basis will not be permitted;</p>	<p>NA</p>
<p>H. The proposed structure, addition or alteration will not substantially reduce the availability of sunlight or solar access on adjoining properties.</p>	<p>IT WILL NOT.</p>

CONDITIONS

The City of Whitewater Zoning Ordinance authorizes the Plan Commission to hold a public hearing and make recommendation to the City Council for the proposed changes (Section 19.69).


Applicant's Signature

6/11/14
Date

APPLICATION FEES:

Fee for Amendment to Zoning or Ordinance: \$200

Date Application Fee Received by City 6-11-14 Receipt No. 6.011217
Received by J. Wegner

TO BE COMPLETED BY CODE ENFORCEMENT/ZONING OFFICE:

Date notice sent to owners of record of opposite & abutting properties: 7-1-14
Date set for public review before Plan & Architectural Review Board: 7-14-14

ACTION TAKEN:

Public Hearing: _____ Recommendation _____ Not Recommended by Plan & Architectural Review Commission.

CONDITIONS PLACED UPON PERMIT BY PLAN AND ARCHITECTURAL REVIEW COMMISSION:

Signature of Plan Commission Chairman

Date

Tips for Minimizing Your Development Review Costs:

A Guide for Applicants

The City of Whitewater assigns its consultant costs associated with reviewing development proposals to the applicant requesting development approval. These costs can vary based on a number of factors. Many of these factors can at least be partially controlled by the applicant for development review. The City recognizes that we are in a time when the need to control costs is at the forefront of everyone's minds. The following guide is intended to assist applicants for City development approvals understand what they can do to manage and minimize the costs associated with review of their applications. The tips included in this guide will almost always result in a less costly and quicker review of an application.

Meet with Neighborhoods Services Department before submitting an application

If you are planning on submitting an application for development review, one of the first things you should do is have a discussion with the City's Neighborhood Services Department. This can be accomplished either by dropping by the Neighborhood Services Department counter at City Hall, or by making an appointment with the Neighborhood Services Director. Before you make significant investments in your project, the Department can help you understand the feasibility of your proposal, what City plans and ordinances will apply, what type of review process will be required, and how to prepare a complete application.

Submit a complete and thorough application

One of the most important things you can do to make your review process less costly to you is to submit a complete, thorough, and well-organized application in accordance with City ordinance requirements. The City has checklists to help you make sure your application is complete. To help you prepare an application that has the right level of detail and information, assume that the people reviewing the application have never seen your property before, have no prior understanding of what you are proposing, and don't necessarily understand the reasons for your request.

For more complex or technical types of projects, strongly consider working with an experienced professional to help prepare your plans

Experienced professional engineers, land planners, architects, surveyors and landscape architects should be quite familiar with standard development review processes and expectations. They are also generally capable of preparing high-quality plans that will ultimately require less time (i.e., less cost for you) for the City's planning and engineering consultants to review, saving you money in the long run. Any project that includes significant site grading, stormwater management, or utility work; significant landscaping; or significant building remodeling or expansion generally requires professionals in the associated fields to help out.

For simpler projects, submit thorough, legible, and accurate plans

For less complicated proposals, it is certainly acceptable to prepare plans yourself rather than paying to have them prepared by a professional. However, keep in mind that even though the project may be less complex, the City's staff and planning consultant still need to ensure that your proposal meets all City requirements. Therefore, such plans must be prepared with care. Regardless of the complexity, all site, building, and floor plans should:

1. Be drawn to a recognized scale and indicate what the scale is (e.g., 1 inch = 40 feet).
2. Include titles and dates on all submitted documents in case pieces of your application get separated.
3. Include clear and legible labels that identify streets, existing and proposed buildings, parking areas, and other site improvements.
4. Indicate what the property and improvements look like today versus what is being proposed for the future.
5. Accurately represent and label the dimensions of all lot lines, setbacks, pavement/parking areas, building heights, and any other pertinent project features.

6. Indicate the colors and materials of all existing and proposed site/building improvements. Including color photos with your application is one inexpensive and accurate way to show the current condition of the site. Color catalog pages or paint chips can be included to show the appearance of proposed signs, light fixtures, fences, retaining walls, landscaping features, building materials, or other similar improvements.

Submit your application well in advance of the Plan and Architectural Review Commission meeting

The City normally requires that a complete application be submitted four weeks in advance of the Commission meeting when it will be considered. For simple submittals not requiring a public hearing, this may be reduced to two weeks in advance. The further in advance you can submit your application, the better for you and everyone involved in reviewing the project. Additional review time may give the City's planning consultant and staff an opportunity to communicate with you about potential issues with your project or application and allow you time to efficiently address those issues before the Plan and Architectural Review Commission meeting. Be sure to provide reliable contact information on your application form and be available to respond to such questions or requests in a timely manner.

For more complex projects, submit your project for conceptual review

A conceptual review can be accomplished in several ways depending on the nature of your project and your desired outcomes.

1. Preliminary plans may be submitted to City staff and the planning consultant for a quick, informal review. This will allow you to gauge initial reactions to your proposal and help you identify key issues;
2. You may request a sit-down meeting with the Neighborhood Services Director and/or Planning consultant to review and more thoroughly discuss your proposal; and/or
3. You can ask to be placed on a Plan and Architectural Review Commission meeting agenda to present and discuss preliminary plans with the Commission and gauge its reaction before formally submitting your development review application.

Overall, conceptual reviews almost always save time, money, stress, and frustration in the long run for everyone involved. For this reason, the City will absorb up to \$200 in consultant review costs for conceptual review of each project.

Hold a neighborhood meeting for larger and potentially more controversial Projects

If you believe your project falls into one or both of these two categories (City staff can help you decide), one way to help the formal development review process go more smoothly is to host a meeting for the neighbors and any other interested members of the community. This would happen before any Plan and Architectural Review Commission meeting and often before you even submit a formal development review application.

A neighborhood meeting will give you an opportunity to describe your proposal, respond to questions and concerns, and generally address issues in an environment that is less formal and potentially less emotional than a Plan and Architectural Review Commission meeting. Neighborhood meetings can help you build support for your project, understand others' perspectives on your proposals, clarify misunderstandings, and modify the project and alleviate public concerns before the Plan and Architectural Review Commission meetings. Please notify the City Neighborhood Services Director of your neighborhood meeting date, time, and place; make sure all neighbors are fully aware (City staff can provide you a mailing list at no charge); and document the outcomes of the meeting to include with your application.

Typical City Planning Consultant Development Review Costs

The City often utilizes assistance from a planning consultant to analyze requests for land development approvals against City plans and ordinances and assist the City's Plan and Architectural Review Commission and City Council on decision making. Because it is the applicant who is generating the need for the service, the City's policy is to assign most consultant costs associated with such review to the applicant, as opposed to asking general taxpayer to cover these costs.

The development review costs provided below represent the planning consultant's range of costs associated with each particular type of development review. This usually involves some initial analysis of the application well before the public meeting date, communication with the applicant at that time if there are key issues to resolve before the meeting, further analysis and preparation of a written report the week before the meeting, meeting attendance, and sometimes minor follow-up after the meeting. Costs vary depending on a wide range of factors, including the type of application, completeness and clarity of the development application, the size and complexity of the proposed development, the degree of cooperation from the applicant for further information, and the level of community interest. The City has a guide called "Tips for Minimizing Your Development Review Costs" with information on how the applicant can help control costs.

Type of Development Review Being Requested	Planning Consultant Review Cost Range
Minor Site/Building Plan (e.g., minor addition to building, parking lot expansion, small apartment, downtown building alterations)	
When land use is a permitted use in the zoning district, and for minor downtown building alterations	Up to \$600
When use also requires a conditional use permit, and for major downtown building alterations	\$700 to \$1,500
Major Site/Building Plan (e.g., new gas station/convenience store, new restaurant, supermarket, larger apartments, industrial building)	
When land use is a permitted use in the zoning district	\$700 to \$2,000
When land use also requires a conditional use permit	\$1,600 to \$12,000
Conditional Use Permit with no Site Plan Review (e.g., home occupation, sale of liquor request, substitution of use in existing building)	\$up to \$600
Rezoning	
To a standard (not PCD) zoning district	\$400 to \$2,000
To Planned Community Development zoning district, assuming complete GDP & SIP application submitted at same time	\$2,100 to \$12,000
Land Division	
Certified Survey Map	Up to \$300
Preliminary Subdivision Plat	\$1,500 to \$3,000
Final Plat (does not include any development agreement time)	\$500 to \$1,500
Annexation	\$200 to \$400
Note on Potential Additional Review Costs: The City also retains a separate engineering consultant, who is typically involved in larger projects requiring stormwater management plans, major utility work, or complex parking or road access plans. Engineering costs are not included above, but will also be assigned to the development review applicant. The consultant planner and engineer closely coordinate their reviews to control costs.	

Cost Recovery Certificate and Agreement

The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, and recreation specialists) to assist in the City's review of an application for development review coming before the Plan and Architectural Review Commission, Board of Zoning Appeals, and/or Common Council. In fact, most applications require some level of review by the City's planning consultant. City of Whitewater staff shall retain sole discretion in determining when and to what extent it is necessary to involve a professional consultant in the review of an application.

The submittal of an application or petition for development review by an applicant shall be construed as an agreement to pay for such professional review services associated with the application or petition. The City may apply the charges for these services to the applicant and/or property owner in accordance with this agreement. The City may delay acceptance of an application or petition (considering it incomplete), or may delay final action or approval of the associated proposal, until the applicant pays such fees or the specified percentage thereof. Development review fees that are assigned to the applicant, but that are not actually paid, may then be imposed by the City as a special charge on the affected property.

Section A: Background Information

----- To be filled out by the Applicant/Property Owner -----

Applicant's Information:

Name of Applicant:

BEN & ANNE MCCREADY

Applicant's Mailing Address:

727 W. CENTER ST.

WHITEWATER

Applicant's Phone Number:

262 473 0922

Applicant's Email Address:

mccready@idcnet.com

Project Information:

Name/Description of Development:

Address of Development Site: 727 W. CENTER ST.

Tax Key Number(s) of Site:

Property Owner Information (if different from applicant):

Name of Property Owner:

Property Owner's Mailing Address:

Section B: Applicant/Property Owner Cost Obligations

----- To be filled out by the City's Neighborhood Services Director -----

Under this agreement, the applicant shall be responsible for the costs indicated below. In the event the applicant fails to pay such costs, the responsibility shall pass to the property owner, if different. Costs may exceed those agreed to herein only by mutual agreement of the applicant, property owner, and City. If and when the City believes that actual costs incurred will exceed those listed below, for reasons not anticipated at the time of application or under the control of the City administration or consultants, the Neighborhood Services Director or his agent shall notify the applicant and property owner for their approval to exceed such initially agreed costs. If the applicant and property owner do not approve such additional costs, the City may, as permitted by law, consider the application withdrawn and/or suspend or terminate further review and consideration of the development application. In such case, the applicant and property owner shall be responsible for all consultant costs incurred up until that time.

A. Application Fee.....\$ _____

B. Expected Planning Consultant Review Cost\$ _____

C. Total Cost Expected of Applicant (A+B)\$ _____

D. 25% of Total Cost, Due at Time of Application.....\$ _____

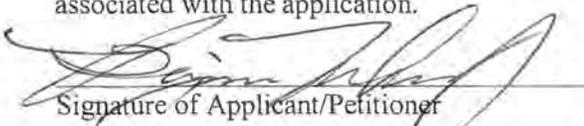
E. Project Likely to Incur Additional Engineering or Other Consultant Review Costs? < Yes < No

The balance of the applicant's costs, not due at time of application, shall be payable upon applicant receipt of one or more itemized invoices from the City. If the application fee plus actual planning and engineering consultant review costs end up being less than the 25% charged to the applicant at the time of application, the City shall refund the difference to the applicant.

Section C: Agreement Execution

----- To be filled out by the Applicant and Property Owner -----

The undersigned applicant and property owner agree to reimburse the City for all costs directly or indirectly associated with the consideration of the applicant's proposal as indicated in this agreement, with 25% of such costs payable at the time of application and the remainder of such costs payable upon receipt of one or more invoices from the City following the execution of development review services associated with the application.


Signature of Applicant/Petitioner

BENJAMIN MCCREADY
Printed Name of Applicant/Petitioner

6/11/14
Date of Signature

Signature of Property Owner (if different)

Printed Name of Property Owner (if different)

Date of Signature

M E M O R A N D U M

To: City of Whitewater Plan and Architectural Review Commission
 From: Mike Slavney, FAICP, Consulting City Planner
 Date: 8 June 2014
 Re: **Item #8** Proposed Conditional Use Permit to Enable Up to Seven Unrelated Persons in a Residence (per Section 19.19) at 727 W. Center Street (Tax ID# /CL 00027) for Anne and Ben McCready.

Summary of Request		
Requested Approvals:	Conditional Use to Enable Up to Seven Unrelated Residents	
Location:	727 W. Center Street	
Current Land Use:	5-Bedroom Single Family Detached Dwelling Unit	
Proposed Land Use:	7-Bedroom Single Family Detached Dwelling Unit, with up to 7 unrelated individuals	
Current Zoning:	R-2 One and Two Family Residential	
Proposed Zoning:	R-2A Overlay District over the Current R-2 Zoning District	
Comprehensive Plan's Future Land Use:	Central Area Neighborhood	
Surrounding Zoning and Current Land Uses:		
	North:	
	R-3 Single-Family	
West:	Subject Property	East:
R-2 Single-Family		R-2 Single-Family
	South:	
	R-2 Single-Family	

Description of the Proposal:

This proposal involves a request to approve a Conditional Use Permit to convert two large common rooms on the second floor to bedrooms, and to increase the number of permitted unrelated individuals in a non-family household from three to seven. Additional on-site parking spaces are also requested.

The existing dwelling is a large home with three bedrooms on the second floor, and two bedrooms on the first floor. There is a two-car garage at the south side of the property, which is connected to a paved driveway that is 33 feet wide and 21 feet deep. There is also a curb cut from the previous driveway, taking access from S. Cottage Street. The proposed modifications under the Conditional Use Permit include:

First Floor: Add a closet to each of the two bedrooms.

Second Floor: Convert the two large central rooms into two additional bedrooms and provide a closet for all five bedrooms on the second floor. Wall-off balconies on east and west sides of the floor plan.

Site Work: Allow for seven parking spaces in a combination acceptable to the Plan Commission.

In order to provide the proposed seven bedrooms with one parking space per bedroom, it is necessary to provide parking in the existing paved area and it is necessary to create a new parking area.

I have worked with the applicant to develop a site plan and seven legal parking spaces. There are several ways to park legally on the site. As this is a Conditional Use Permit, the Plan Commission can recommend that one or more of these options may be used.

There are three options for providing parking using the existing paved area taking access from S. Cottage Street:

Option 1, 3 parking spaces: Provide 3 parking spaces in the existing driveway, with no changes to the site or additional pavement modification.

Option 2, 5 parking spaces: In addition to Option 1, provide 2 (tandem) parking spaces in the existing garage.

Option 3, 4 parking spaces: Demolish the existing garage and expand the current driveway (widen from 24' to 33' and deepen from 21' feet to 33') to provide 4 parking spaces. The driveway will need to be flared so that the driveway opening does not exceed 24 feet in width at the right-of-way, and the driveway opening will need to be shifted a few feet to the north.

There are two options for providing parking by creating a new paved area taking access from W. Center Street:

Option A, 3 parking spaces: Provide 3 parking spaces in a new driveway (measuring 24' wide and 18' deep) in the front yard (on Center Street), on the northeast part of the lot.

Option B, 4 parking spaces: Provide 4 parking spaces in a new parking lot in the front yard (on Center Street), on the northeast part of the lot, measuring 33' wide and 33' deep. The driveway will need to be flared so that the driveway opening does not exceed 24 feet in width at the right-of-way.

I have determined that all of these options fit in their proposed locations and comply with all of the requirements of the zoning district.

The Plan Commission holds the public hearing on a Conditional Use Permit, and makes the final determination of approval, approval with conditions, or denial.

PLANNER’S RECOMMENDATIONS:

I recommend that the Plan and Architectural Review Commission recommend approval of the proposed Conditional Use Permit to Enable Up to Seven Unrelated Persons in a Residence at 727 W. Center Street; subject to the recommendations and findings and conditions presented below:

Suggested Conditions of Approval:

1. Provide for on-site parking as recommended by the Plan Commission. Specifically, the Plan Commission recommends the following arrangement of parking spaces:
 - a. On South Cottage Street: *(Plan Commission to select)*
 - b. On West Center Street: *(Plan Commission to select)*
2. Provide an Updated Site Plan that accurately depicts the following:
 - a. All property lines;
 - b. The building footprint;
 - c. The location of all current paved areas and accessory structures including the garage and deck; and
 - d. The location of all proposed paved areas and the delineation of parking spaces.
 - e. The Site Plan shall be subject to final approval by City Staff prior to the commencement of any site work.
3. Bring the buildings on the site into full conformance with the Building Code and the City’s Property Maintenance Code; and,
4. Any other conditions identified by City Staff or the Plan Commission.

Suggested Findings are presented on the following page.

SUGGESTED FINDINGS TO BE MADE BY THE PLAN COMMISSION

Conditional Use Permits are required to be reviewed in relation to a set of standard criteria presented in the Zoning Ordinance (Section 19.66.050).

Analysis of Proposed Conditional Use Permit for: 727 W. Center Street		
<i>Conditional Use Permit Review Standards per Section 19.66.050:</i>		
STANDARD	EVALUATION	COMMENTS
1. The establishment, maintenance, or operation of the conditional use will not create a nuisance for neighboring uses or substantially reduce the values of property.	Yes	The proposed land use is similar to surrounding land uses.
2. Adequate utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	Yes	The proposed parking areas meet the requirements of the zoning code. No changes are proposed to utilities, access roads, drainage, or landscaping.
3. The conditional use conforms to all applicable regulations of the district in which it is located, unless otherwise specifically exempted in this ordinance or through variance.	Yes	All regulations are complied with, and no exemptions or variances are being requested.
4. The conditional use conforms to the purpose and intent of the city master (comprehensive) plan.	Possibly	The Comprehensive Plan recommends the site for the preservation of single-family housing, but the Plan allows for other housing types as well.
5. The conditional use and structures are consistent with sound planning and zoning principles.	Yes	The project is consistent with the use and density requirements of the R-2A Overlay Zoning District and the Comprehensive Plan.

Google Maps

https://www.google.com/maps/@42.832744,-88.741418,3a,75y,85.14h,76.3t/data=!3m4!1e1!3m2!1s127E2K5z8VDAaOHFO9Vh_g!2e0

201-217 S Cottage St
Whitewater, WI 53190 – approximate address

NEW! Street View - Sep 2012

Hide imagery

Back to Map

Earth

180 S Franklin St

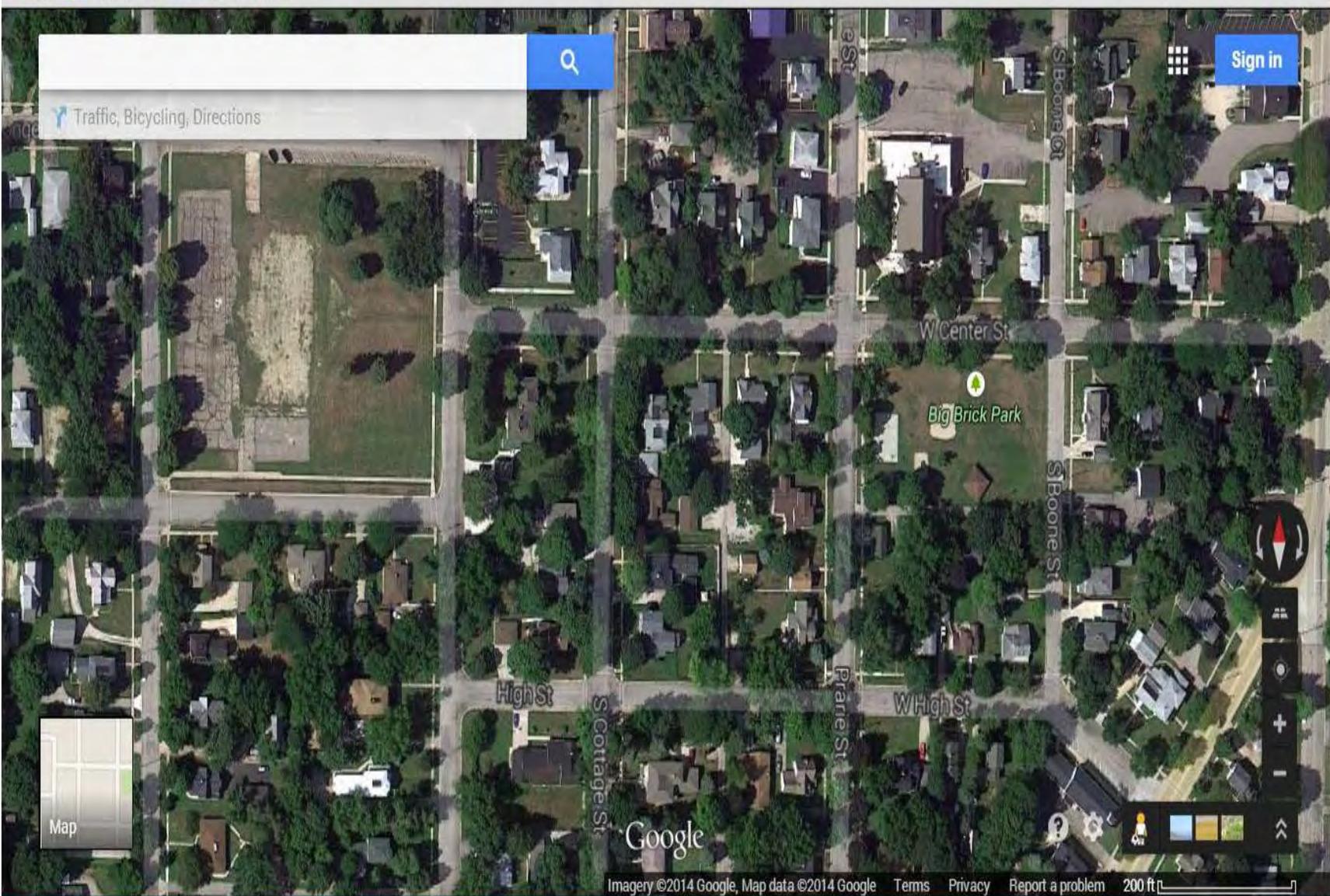
967 W Conger St

957 W Conger St

Image capture: Sep 2012 © 2014 Google Terms Privacy Report a problem

11:41 AM
6/17/2014

The image shows a Google Maps Street View interface. The main window displays a 360-degree panoramic view of a residential street. In the center, there is a two-car garage with a green roof and white double doors. To the left is a large, leafy tree, and to the right is a two-story house with brown siding and a porch. The address '201-217 S Cottage St' is displayed in a dark box at the top left. Below the main view is a navigation bar with a map inset on the left, a 'Back to Map' button, and several thumbnail images of other nearby locations. The bottom of the screen shows the Windows taskbar with various application icons and the system tray displaying the time and date.



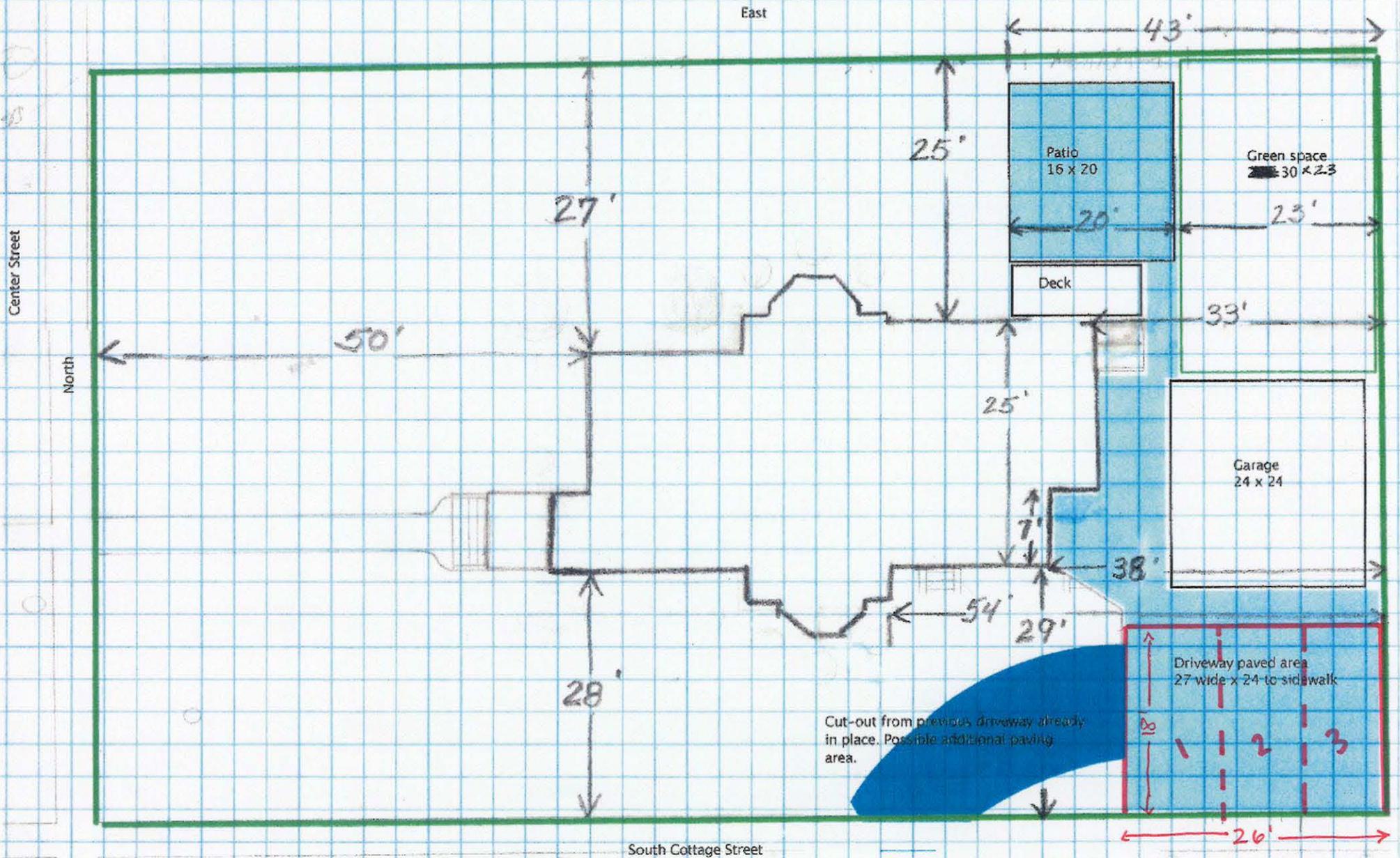
Scale: 1:3.3 feet

Lot size $76 \times 134 = 10,184$ square feet
(78 feet along south lot line)

Original house plan outlines
Lot line angles outward slightly to the back of the lot line

McCready House and Lot 727 W. Center St.

Option 1



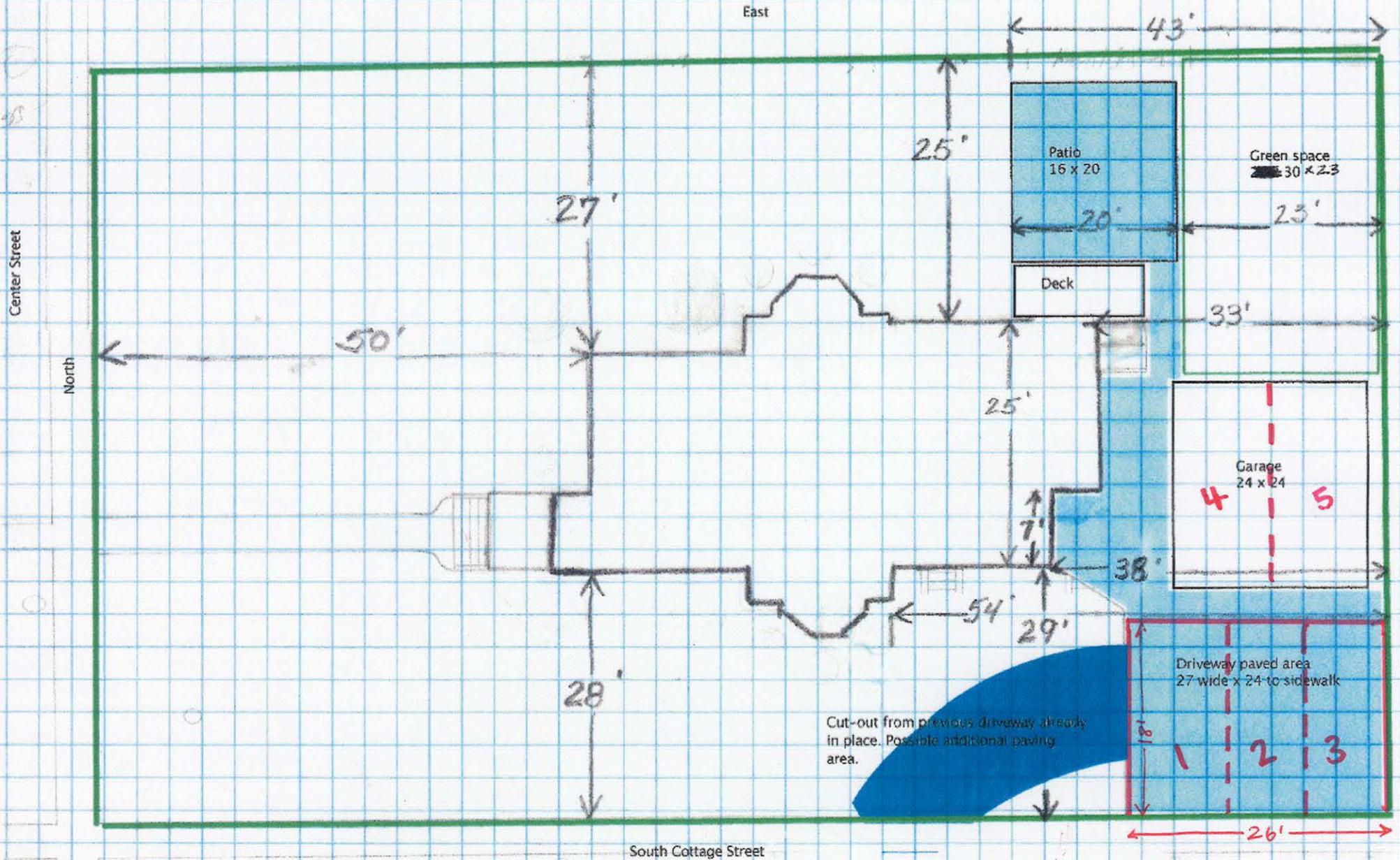
Scale: 1:3.3 feet

Lot size $76 \times 134 = 10,184$ square feet
(78 feet along south lot line)

Original house plan outlines
Lot line angles outward slightly to the back of the lot line

McCready House and Lot
727 W. Center St.

Option 2



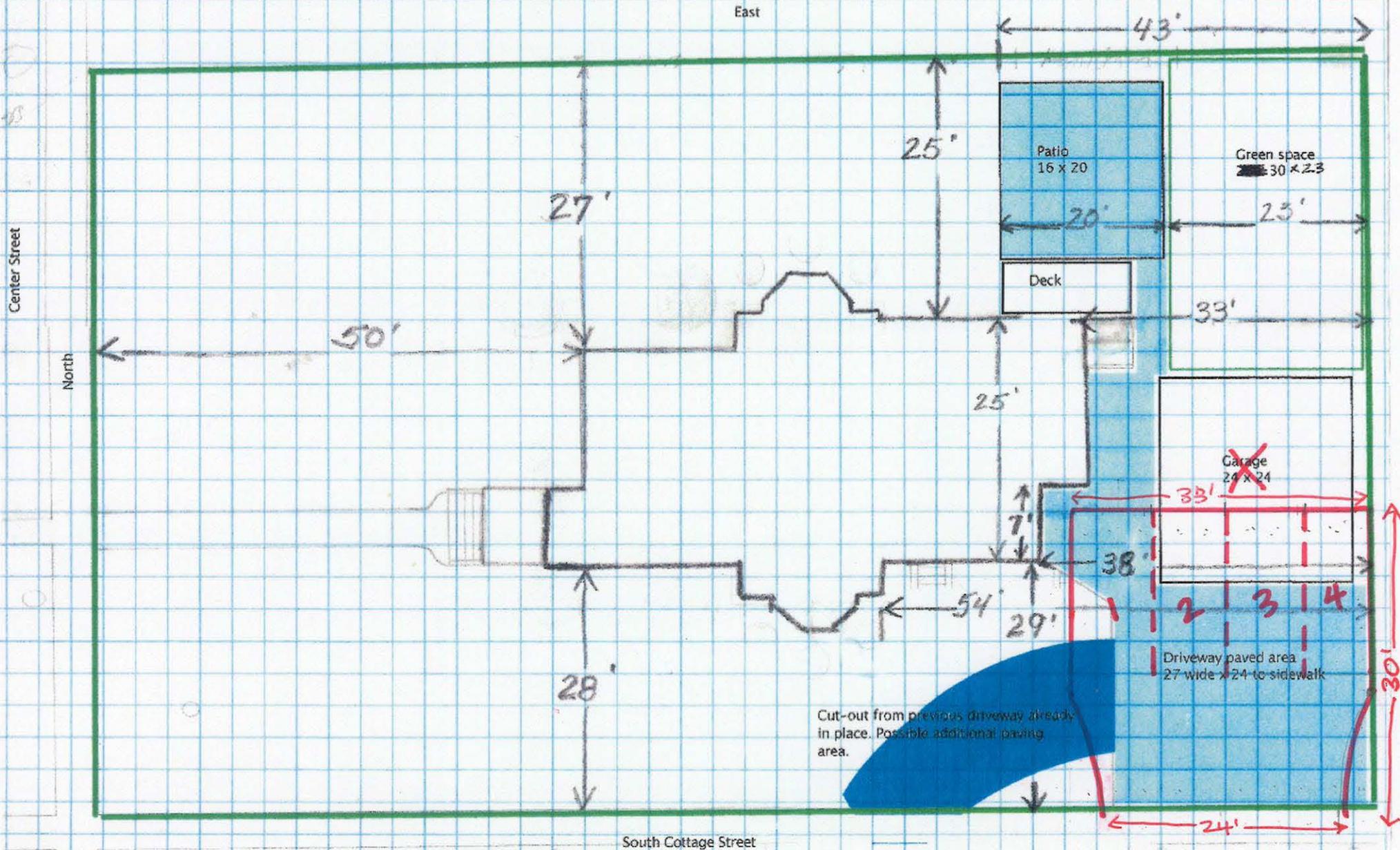
Scale: 1:3.3 feet

Lot size $76 \times 134 = 10,184$ square feet
(78 feet along south lot line)

Original house plan outlines
Lot line angles outward slightly to the back of the lot line

McCready House and Lot 727 W. Center St.

Option 3



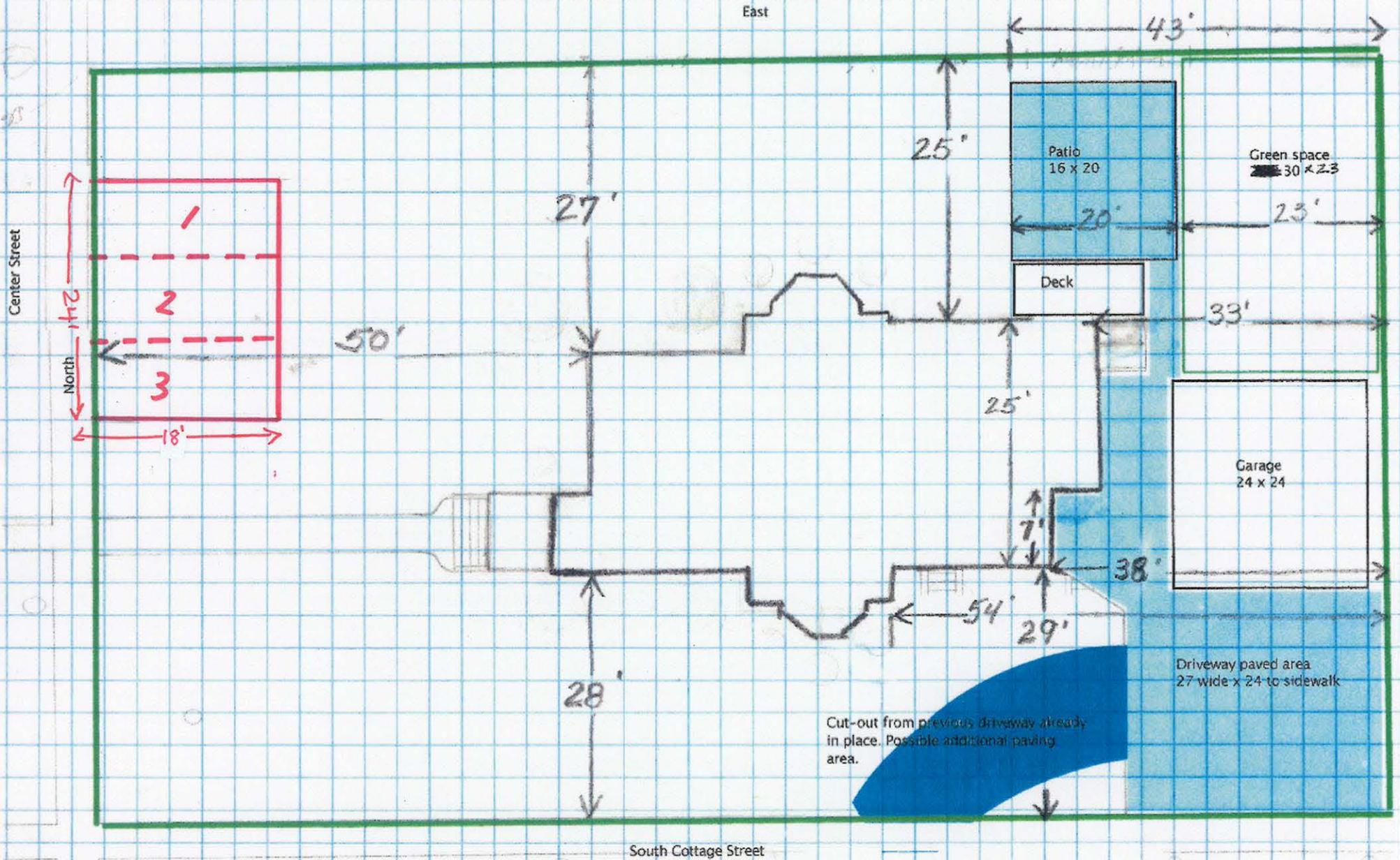
Scale: 1:3.3 feet

Lot size $76 \times 134 = 10,184$ square feet
(78 feet along south lot line)

Original house plan outlines
Lot line angles outward slightly to the back of the lot line

McCready House and Lot
727 W. Center St.

Option A



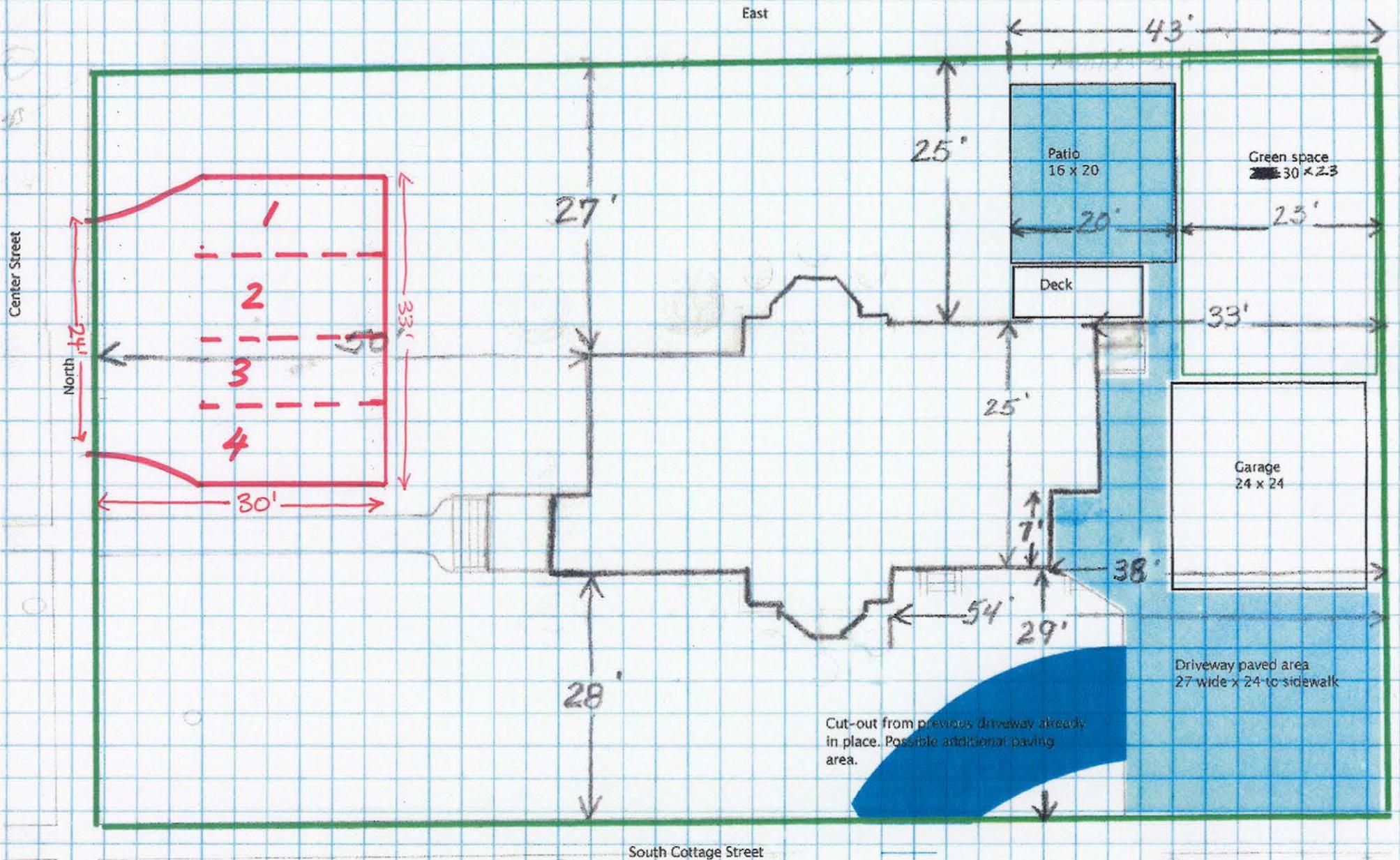
Scale: 1:3.3 feet

Lot size $76 \times 134 = 10,184$ square feet
(78 feet along south lot line)

Original house plan outlines
Lot line angles outward slightly to the back of the lot line

McCready House and Lot 727 W. Center St.

Option B



8



Neighborhood Services Department
*Planning, Zoning, Code Enforcement, GIS
 and Building Inspections*

www.whitewater-wi.gov
 Telephone: (262) 473-0540

NOTICE OF PUBLIC HEARING

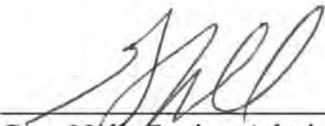
TO ALL INTERESTED PARTIES:

A meeting of the PLAN AND ARCHITECTURAL REVIEW COMMISSION of the City of Whitewater will be held at the Municipal Building, Community Room, located at 312 W. Whitewater Street on the 14th day of July 2014 at 6:00 p.m. to hold a public hearing for a Conditional Use Permit, in an R-2A Overlay Zoning District, to allow for 7 unrelated persons to live in the house located at 727 W. Center Street for Benjamin and Anne McCready.

The proposal is on file in the office of the Zoning Administrator at 312 W. Whitewater Street and is open to public inspection during office hours Monday through Friday, 8:00 a.m. to 4:30 p.m.

This meeting is open to the public. COMMENTS FOR, OR AGAINST THE PROPOSED PROJECT MAY BE SUBMITTED IN PERSON OR IN WRITING.

For information, call (262) 473-0540



 Greg Noll, Zoning Administrator

TaxKey	Owner1	Owner2	Address1	Address2	City	State	Zip
/A 55600001	KARL N OLSON	JANET E OLSON	651 DARCY LN		WHITEWATER	WI	53190-0000
/BIR 00001A	WHITON HIGHLAND RENTALS LLC		W9597 BREIDSAN HILL DR		WHITEWATER	WI	53190-0000
/CL 00010	FIRST UNITED METHODIST CHURCH		145 S. PRAIRIE ST		WHITEWATER	WI	53190-0000
/CL 00014	MAIN STREET WHITEWATER LLC		W9597 BREIDSAN HILLS DR		WHITEWATER	WI	53190-0000
/CL 00015	FRED M CERKONEY	SUSAN L CERKONEY	724 W. CENTER ST		WHITEWATER	WI	53190-0000
/CL 00015A	FRED M CERKONEY	SUSAN L CERKONEY	724 W CENTER ST		WHITEWATER	WI	53190-0000
/CL 00016	718 CENTER LLC		7330 E SCHMIDT RD		FORT ATKINSON	WI	53538-0000
/CL 00017	JAMES D UHRICH	BRADLEY D LOWREY	7330 E SCHMIDT RD		FORT ATKINSON	WI	53538-0000
/CL 00018	KACHEL 150 SOUTH PRAIRIE, LLC		PO BOX 239		WHITEWATER	WI	53190-0000
/CL 00019	DLK ENTERPRISES INC		PO BOX 239		WHITEWATER	WI	53190-0000
/CL 00020	DLK 136 SOUTH COTTAGE LLC		PO BOX 239		WHITEWATER	WI	53190-0000
/CL 00021	DLK 148 SOUTH COTTAGE LLC		PO BOX 239		WHITEWATER	WI	53190-0000
/CL 00022	DLK 158 SOUTH COTTAGE LLC		PO BOX 239		WHITEWATER	WI	53190-0000
/CL 00023	JAMES STEWART TRUST	CLAIRE SWART TRUST	745 W CENTER ST		WHITEWATER	WI	53190-0000
/CL 00024	LADWIG & VOS INC		140 LONGMEADOW DR		BURLINGTON	WI	53105-0000
/CL 00025	LADWIG & VOS INC		140 LONGMEADOW DR		BURLINGTON	WI	53105-0000
/CL 00026	THOMAS L DRUCKER	LIZABETH BRANDT	230 S COTTAGE ST		WHITEWATER	WI	53190-0000
/CL 00027	BENJAMIN MCCREADY	ANNE GRAY MCCREADY	727 W CENTER ST		WHITEWATER	WI	53190-0000
/CL 00027A	BRENDA J SCHUMACHER		719 W CENTER ST		WHITEWATER	WI	53190-0000
/CL 00028	TERRI JO BARRETT		217 S COTTAGE ST		WHITEWATER	WI	53190-0000
/CL 00029	MICHAEL P CIARDO	PATTI J CIARDO	221 S COTTAGE ST		WHITEWATER	WI	53190-0000
/CL 00030	ROBERT A JANKE		229 COTTAGE ST		WHITEWATER	WI	53190-0000
/CL 00031	LADWIG & VOS INC		140 LONGMEADOW DR		BURLINGTON	WI	53105-0000
/CL 00031A	RAYMOND L KRAMER		224 S PRAIRIE ST		WHITEWATER	WI	53190-0000
/CL 00032	D&R PARTNERSHIP LLC		PO BOX 266	W8619 WILLIS RAY RD	WHITEWATER	WI	53190-0000
/CL 00033	DONALD R GASTROW	DIANE K STREHLOW	2006 CATALINA PL		MARSHALLTOWN	IA	50158-0000
/CL 00034	CAMDEN MANAGEMENT LLC		408 PANTHER CT		WHITEWATER	WI	53190-0000
/CL 00035	JT SCHOOL DIST #1 CITY OF WHITEWATER		PO		WHITEWATER	WI	53190-0000
/CL 00036	KEVIN SPRY	JUDITH K SPRY	233 S PRAIRIE ST		WHITEWATER	WI	53190-0000
/CL 00063A	LINDGREN TRUST		245 S COTTAGE ST		WHITEWATER	WI	53190-0000
/CL 00067	KELLY M S STRAIT		244 S COTTAGE ST		WHITEWATER	WI	53190-0000
/WUP 00228	WARHAWK REAL ESTATE FOUNDATION		800 W MAIN ST		WHITEWATER	WI	53190-0000



Neighborhood Services Department
Planning, Zoning, GIS, Code Enforcement
and Building Inspections

www.whitewater-wi.gov
(262) 473-0143

CONDITIONAL USE PERMIT APPLICATION

Address of Property: 727 W. CENTER ST. WHITEWATER
Owner's Name: BEN & ANNE MCCREADY
Applicant's Name: SAME (BEN & ANNE)
Mailing Address: 727 W. CENTER ST.
Phone #: 262 473 0922 Email: mccready@idcnet.com
Legal Description (Name of Subdivision, Block and Lot of other Legal Descriptions): _____

Existing and Proposed Uses:

Current Use of Property: SINGLE FAMILY
Zoning District: R-2
Proposed Use: R-2A OVERLAY (7 OCCUPANTS)

NOTICE: The Plan Commission meetings are scheduled on the 2nd Monday of the month. All complete plans must be in by 4:00 p.m. four weeks prior to the meeting.

Conditions

The City of Whitewater Zoning Ordinance authorizes the Plan Commission to place conditions on approved conditional uses. "Conditions" such as landscaping, architectural design, type of construction, construction commencement and completion dates, sureties, lighting, fencing, plantation, deed restrictions, highway access restrictions, increased yards or parking requirements may be affected. "Conditional Uses" may be subject to time limits or requirements for periodic review by staff.

APPLICATION REQUIREMENTS

THE FOLLOWING INFORMATION MUST BE SUBMITTED IN ORDER TO CONSIDER THE APPLICATION COMPLETE:

1. Statement of use, including type of business with number of employees by shift.
2. Scaled plot plan with north arrow, showing proposed site and all site dimensions.
3. All buildings and structures: location, height, materials and building elevations.
4. Lighting plan: including location, height, type, orientation of all proposed outdoor lighting – both on poles and on buildings. Photometric plans may be required.
5. Elevation drawings or illustrations indicating the architectural treatment of all proposed buildings and structures.
6. Off-street parking: locations, layout, dimensions, circulation, landscaped areas, total number of stalls, elevation, curb and gutter.
7. Access: pedestrian, vehicular, service. Points of ingress and egress.
8. Loading: location, dimensions, number of spaces, internal circulation.
9. Landscaping: including location, size and type of all proposed planting materials.
10. Floor plans: of all proposed buildings and structures, including square footage.
11. Signage: location, height, dimensions, color, materials, lighting and copy area.
12. Grading /drainage plan of the proposed site.
13. Waste disposal facilities: storage facilities for the storage of trash and waste materials.
14. Outdoor storage, where permitted in the district: type, location, height of screening devices.

****Four (4) full size, Twenty (20) 11x17, and 1 Electronic Copy (include color where possible) site plan copies, drawn to scale and dimensioned.**

STANDARDS FOR REVIEW AND APPROVAL

The Plan and Architectural Commission shall use the following standards when reviewing applications for conditional uses. The applicant is required to fill out the following items and explain how the proposed conditional use will meet the standard for approval.

STANDARD	APPLICANT'S EXPLANATION
A. That the establishment, maintenance, or operation of the Conditional Use will not create a nuisance for neighboring uses or substantially reduce value of other property.	IT WILL NOT. IN FACT, IT WILL BE MORE IN KEEPING WITH THE NEIGHBORHOOD
B. That utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	ALREADY EXIST.
C. That the conditional use conforms to all applicable regulations of the district in which it is located, unless otherwise specifically exempted by this ordinance.	YES.
D. That the conditional use conforms to the purpose and intent of the city Master Plan.	<u>YES!</u>

**Refer to Chapter 19.66 of the City of Whitewater Municipal Code, entitled CONDITIONAL USES, for more information.

Applicant's Signature: 
 Printed: BEN MCCREEDY

Date: 6/11/14

TO BE COMPLETED BY THE NEIGHBORHOOD SERVICES DEPARTMENT

- 1) Application was filed and the paid fee at least four weeks prior to the meeting. **\$100.00 fee** filed on 6-11-14. Received by: J. Wegner Receipt #: 6.011217
- 2) Application is reviewed by staff members.
- 2) Class 1 Notice published in Official Newspaper on July 3, 2014.
- 3) Notices of the Public Hearing mailed to property owners on July 1, 2014
- 4) Plan Commission holds the PUBLIC HEARING on July 14, 2014. Public comments may also be submitted in person or in writing to City Staff.
- 5) At the conclusion of the Public Hearing, the Plan Commission will make a decision.

ACTION TAKEN:

Condition Use Permit: Granted _____ Not Granted _____ By the Plan and Architectural Review Commission

CONDITIONS PLACED UPON PERMIT BY PLAN AND ARCHITECTURAL REVIEW COMMISSION:

Signature of Plan Commission Chairperson

Date

Tips for Minimizing Your Development Review Costs: A Guide for Applicants

The City of Whitewater assigns its consultant costs associated with reviewing development proposals to the applicant requesting development approval. These costs can vary based on a number of factors. Many of these factors can at least be partially controlled by the applicant for development review. The City recognizes that we are in a time when the need to control costs is at the forefront of everyone's minds. The following guide is intended to assist applicants for City development approvals to understand what they can do to manage and minimize the costs associated with review of their applications. The tips included in this guide will almost always result in a less costly and quicker review of an application.

Meet with Neighborhoods Services Department before submitting an application

If you are planning on submitting an application for development review, one of the first things you should do is have a discussion with the City's Neighborhood Services Department. This can be accomplished either by dropping by the Neighborhood Services Department counter at City Hall, or by making an appointment with the Neighborhood Services Manager / City Planner. Before you make significant investments in your project, the Department can help you understand the feasibility of your proposal, what City plans and ordinances will apply, what type of review process will be required, and how to prepare a complete application.

Submit a complete and thorough application

One of the most important things you can do to make your review process less costly to you is to submit a complete, thorough, and well-organized application in accordance with City ordinance requirements. The City has checklists to help you make sure your application is complete. To help you prepare an application that has the right level of detail and information, assume that the people reviewing the application have never seen your property before, have no prior understanding of what you are proposing, and don't necessarily understand the reasons for your request.

For more complex or technical types of projects, strongly consider working with an experienced professional to help prepare your plans

Experienced professional engineers, land planners, architects, surveyors and landscape architects should be quite familiar with standard development review processes and expectations. They are also generally capable of preparing high-quality plans that will ultimately require less time (i.e., less cost for you) for the City's planning and engineering consultants to review, saving you money in the long run. Any project that includes significant site grading, stormwater management, or utility work; significant landscaping; or significant building remodeling or expansion generally requires professionals in the associated fields to help out.

For simpler projects, submit thorough, legible, and accurate plans

For less complicated proposals, it is certainly acceptable to prepare plans yourself rather than paying to have them prepared by a professional. However, keep in mind that even though the project may be less complex, the City's staff and consultants still need to ensure that your proposal meets all City requirements. Therefore, such plans must be prepared with care. Regardless of the complexity, all site, building, and floor plans should:

1. Be drawn to a recognized scale and indicate what the scale is (e.g., 1 inch = 40 feet).
2. Include titles and dates on all submitted documents in case pieces of your application get separated.
3. Include clear and legible labels that identify streets, existing and proposed buildings, parking areas, and other site improvements.
4. Indicate what the property and improvements look like today versus what is being proposed for the future.
5. Accurately represent and label the dimensions of all lot lines, setbacks, pavement/parking areas, building heights, and any other pertinent project features.
6. Indicate the colors and materials of all existing and proposed site/building improvements.
7. Including color photos with your application is one inexpensive and accurate way to show the current condition of the site. Color catalog pages or paint chips can be included to show the appearance of proposed signs, light fixtures, fences, retaining walls, landscaping features, building materials, or other similar improvements.

Submit your application well in advance of the Plan and Architectural Review Commission meeting

The City normally requires that a complete application be submitted four weeks in advance of the Commission meeting when it will be considered. The further in advance you can submit your application, the better for you and everyone involved in reviewing the project. Additional review time may give the City's consultant staff and staff an opportunity to communicate with you about potential issues with your project or application and allow you time to efficiently address those issues before the Plan and Architectural Review Commission meeting. Be sure to provide reliable contact information on your application form and be available to respond to such questions or requests in a timely manner.

For more complex projects, submit your project for conceptual review

A conceptual review can be accomplished in several ways depending on the nature of your project and your desired outcomes.

1. Preliminary plans may be submitted to City staff and/or planning consultant for a quick, informal review. This will allow you to gauge initial reactions to your proposal and help you identify key issues;
2. You may request a sit-down meeting with the Neighborhood Services Manager/ City Planner to review and more thoroughly discuss your proposal; and/or

3. You can ask to be placed on a Plan and Architectural Review Commission meeting agenda to present and discuss preliminary plans with the Commission and gauge its reaction before formally submitting your development review application.

Overall, conceptual reviews almost always save time, money, stress, and frustration in the long run for everyone involved. For this reason, the City will absorb up to \$200 in consultant review costs for conceptual review of each project.

Hold a neighborhood meeting for larger and potentially more controversial Projects

If you believe your project falls into one or both of these two categories (City staff can help you decide), one way to help the formal development review process go more smoothly is to host a meeting for the neighbors and any other interested members of the community. This would happen before any Plan and Architectural Review Commission meeting and often before you even submit a formal development review application.

A neighborhood meeting will give you an opportunity to describe your proposal, respond to questions and concerns, and generally address issues in an environment that is less formal and potentially less emotional than a Plan and Architectural Review Commission meeting. Neighborhood meetings can help you build support for your project, understand others' perspectives on your proposals, clarify misunderstandings, and modify the project and alleviate public concerns before the Plan and Architectural Review Commission meetings. Please notify the Neighborhood Services Manager / City Planner of your neighborhood meeting date, time, and place; make sure all neighbors are fully aware (City staff can provide you a mailing list at no charge); and document the outcomes of the meeting to include with your application.

Typical City Planning Consultant Development Review Costs

The City often utilizes assistance from a planning consultant to analyze requests for land development approvals against City plans and ordinances and assist the City's Plan and Architectural Review Commission and City Council on decision making. Because it is the applicant who is generating the need for the service, the City's policy is to assign most consultant costs associated with such review to the applicant, as opposed to asking the general taxpayer to cover these costs.

The development review costs provided below represent the planning consultant's range of costs associated with each particular type of development review. This usually involves some initial analysis of the application well before the public meeting date, communication with the applicant at that time if there are key issues to resolve before the meeting, further analysis and preparation of a written report the week before the meeting, meeting attendance, and sometimes minor follow-up after the meeting. Costs vary depending on a wide range of factors, including the type of application, completeness and clarity of the development application, the size and complexity of the proposed development, the degree of cooperation from the applicant for further information, and the level of community interest. The City has a guide called "Tips for Minimizing Your Development Review Costs" with information on how the applicant can help control costs.

Type of Development Review Being Requested	Planning Consultant Review Cost Range
Minor Site/Building Plan (e.g., minor addition to building, parking lot expansion, small apartment, downtown building alterations)	
When land use is a permitted use in the zoning district, and for minor downtown building alterations	Up to \$600
When use also requires a conditional use permit, and for major downtown building alterations	\$700 to \$1,500
Major Site/Building Plan (e.g., new gas station/convenience store, new restaurant, supermarket, larger apartments, industrial building)	
When land use is a permitted use in the zoning district	\$700 to \$2,000
When land use also requires a conditional use permit	\$1,600 to \$12,000
Conditional Use Permit with no Site Plan Review (e.g., home occupation, sale of liquor request, substitution of use in existing building)	Up to \$600
Rezoning	
To a standard (not PCD) zoning district	\$400 to \$2,000
To Planned Community Development zoning district, assuming complete GDP & SIP application submitted at same time	\$2,100 to \$12,000
Land Division	
Certified Survey Map	Up to \$300
Preliminary Subdivision Plat	\$1,500 to \$3,000
Final Plat (does not include any development agreement time)	\$500 to \$1,500
Annexation	\$200 to \$400

****Note:** The City also retains a separate engineering consultant, who is typically involved in larger projects requiring stormwater management plans, major utility work, or complex parking or road access plans. Engineering costs are not included above, but will also be assigned to the development review applicant. The consultant planner and engineer closely coordinate their reviews to control costs.

Cost Recovery Certificate and Agreement

The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, and recreation specialists) to assist in the City's review of an application for development review coming before the Plan and Architectural Review Commission, Board of Zoning Appeals, and/or Common Council. In fact, most applications require some level of review by the City's planning consultant. City of Whitewater staff shall retain sole discretion in determining when and to what extent it is necessary to involve a professional consultant in the review of an application.

The submittal of an application or petition for development review by an applicant shall be construed as an agreement to pay for such professional review services associated with the application or petition. The City may apply the charges for these services to the applicant and/or property owner in accordance with this agreement. The City may delay acceptance of an application or petition (considering it incomplete), or may delay final action or approval of the associated proposal, until the applicant pays such fees or the specified percentage thereof. Development review fees that are assigned to the applicant, but that are not actually paid, may then be imposed by the City as a special charge on the affected property.

Section A: Background Information

----- To be filled out by the Applicant/Property Owner -----

Name of Applicant: BEN & ANNE MCCREADY

Applicant's Mailing Address: 727 W. CENTER ST.
WHITEWATER WI 53190

Applicant's Phone Number: 262 473 0922

Applicant's Email Address: mccready@idcnet.com

Project Information:

Name/Description of Development: _____

Address of Development Site: _____

Tax Key Number(s) of Site: _____

Property Owner Information (if different from applicant):

Name of Property Owner: _____

Property Owner's Mailing Address: _____

Section B: Applicant/Property Owner Cost Obligations

----- To be filled out by the Neighborhood Services Department -----

Under this agreement, the applicant shall be responsible for the costs indicated below. In the event the applicant fails to pay such costs, the responsibility shall pass to the property owner, if different. Costs may exceed those agreed to herein only by mutual agreement of the applicant, property owner, and City. If and when the City believes that actual costs incurred will exceed those listed below, for reasons not anticipated at the time of application or under the control of the City administration or consultants, the Neighborhood Services Director or his agent shall notify the applicant and property owner for their approval to exceed such initially agreed costs. If the applicant and property owner do not approve such additional costs, the City may, as permitted by law, consider the application withdrawn and/or suspend or terminate further review and consideration of the development application. In such case, the applicant and property owner shall be responsible for all consultant costs incurred up until that time.

- A. Application Fee.....\$ _____
- B. Expected Planning Consultant Review Cost\$ _____
- C. Total Cost Expected of Applicant (A+B)\$ _____
- D. 25% of Total Cost, Due at Time of Application.....\$ _____

E. Project Likely to Incur Additional Engineering or Other Consultant Review Costs? < Yes < No

The balance of the applicant's costs, not due at time of application, shall be payable upon applicant receipt of one or more itemized invoices from the City. If the application fee plus actual planning and engineering consultant review costs end up being less than the 25% charged to the applicant at the time of application, the City shall refund the difference to the applicant.

Section C: Agreement Execution

----- To be filled out by the Applicant and Property Owner -----

The undersigned applicant and property owner agree to reimburse the City for all costs directly or indirectly associated with the consideration of the applicant's proposal as indicated in this agreement, with 25% of such costs payable at the time of application and the remainder of such costs payable upon receipt of one or more invoices from the City following the execution of development review services associated with the application.


Signature of Applicant/Petitioner

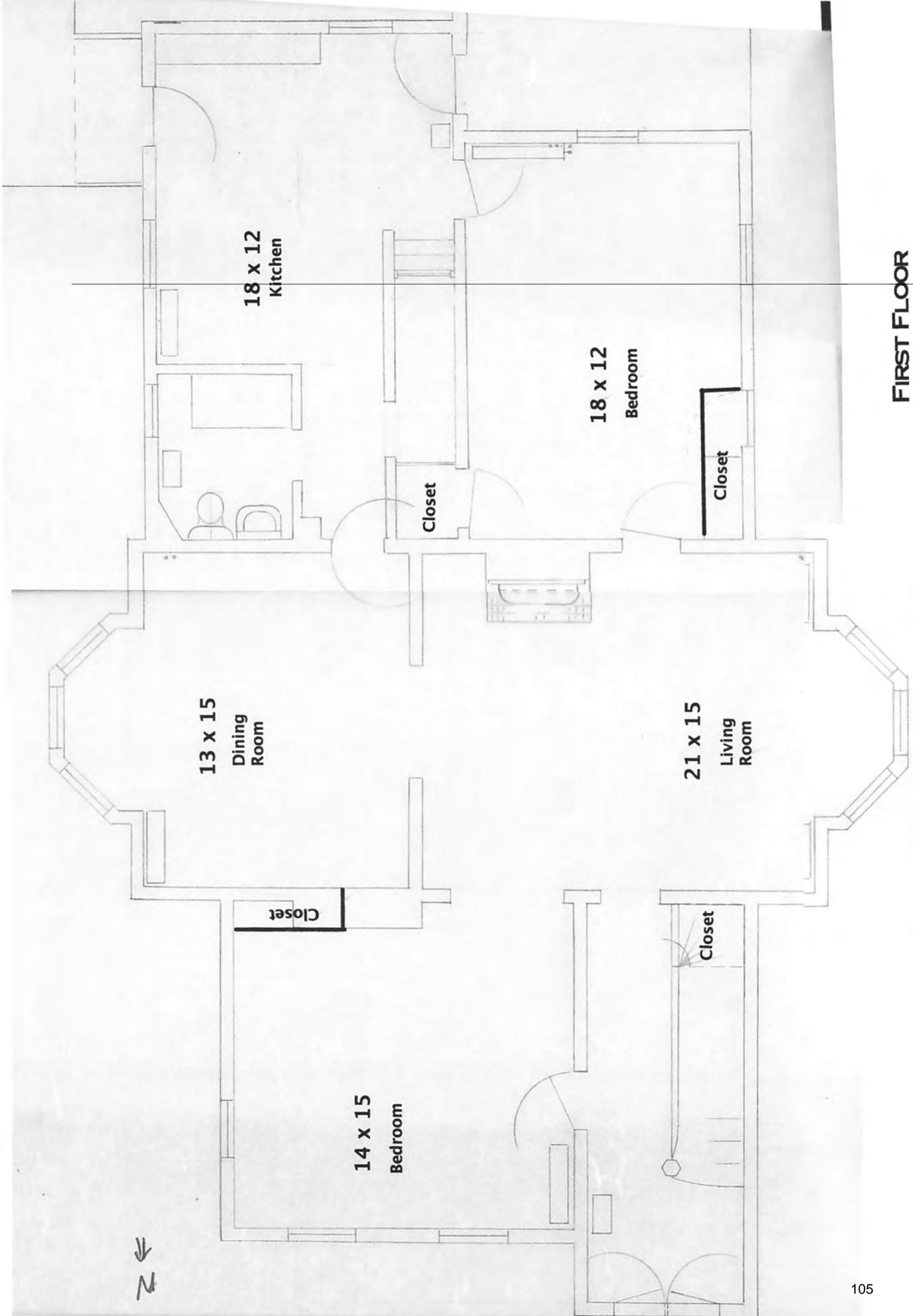
BENJAMIN MCCREEDY
Printed Name of Applicant/Petitioner

6/11/14
Date of Signature

Signature of Property Owner (if different)

Printed Name of Property Owner (if different)

Date of Signature



18 x 12
Kitchen

18 x 12
Bedroom

Closet

Closet

13 x 15
Dining
Room

21 x 15
Living
Room

Closet

14 x 15
Bedroom

Closet

FIRST FLOOR
727 W. CENTER ST.





**SECOND FLOOR
727 W. CENTER ST.**

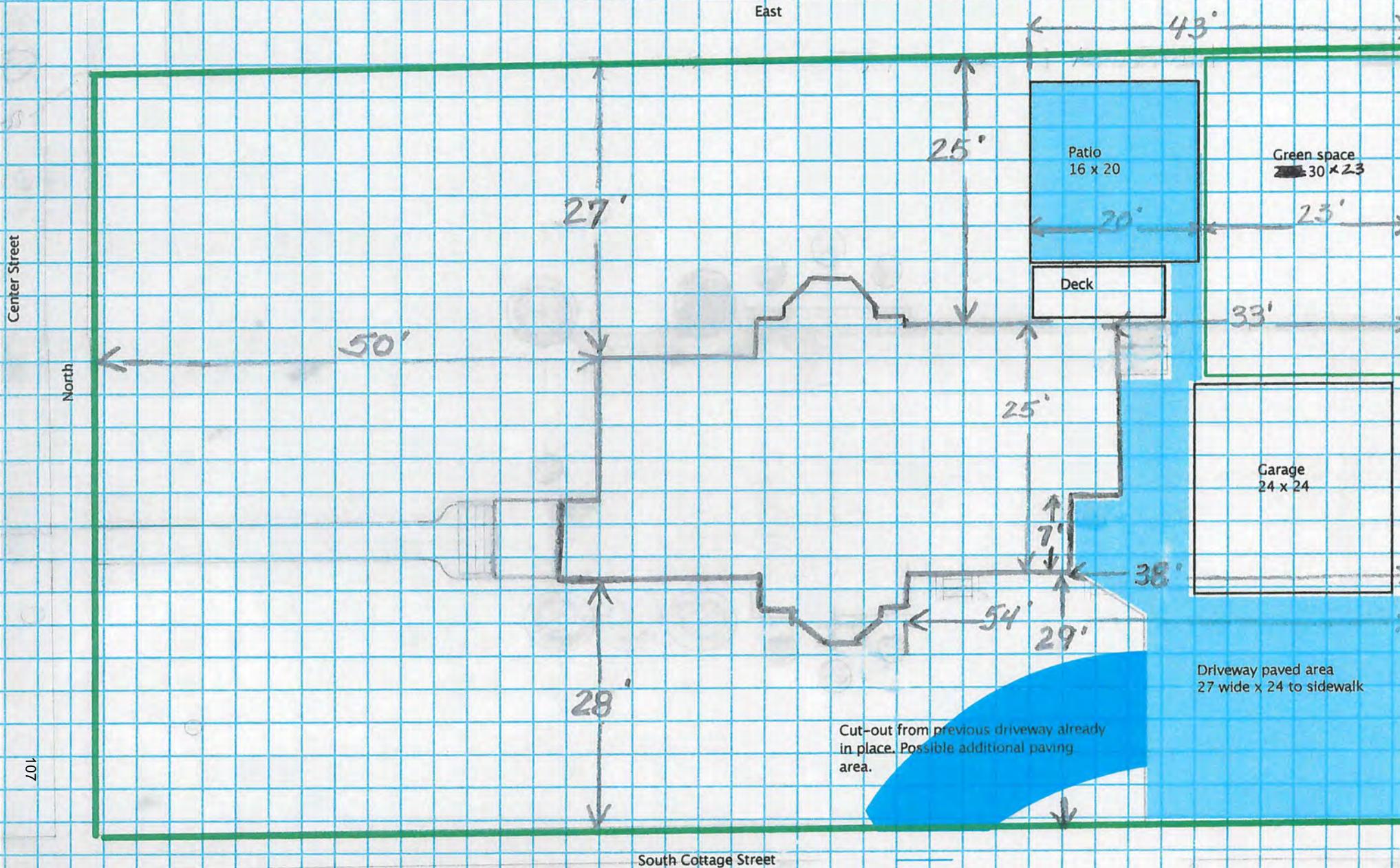
Scale: 1:3.3 feet

Lot size 76 x 134 = 10,184 square feet
(78 feet along south lot line)

Original house plan outlines

Lot line angles outward slightly to the back of the lot line

McCready House and Lot 727 W. Center St.



MEMORANDUM

To: City of Whitewater Plan and Architectural Review Commission
From: Mike Slavney, FAICP, Consulting City Planner
Date: 8 July 2014
Re: **Item #9** Conditional Use Permit Amendment at 523 N. Tratt Street

Description of the Proposal:

On September 9, 2013, the Plan Commission reviewed and recommended the approval of a conditional use permit to build a two-story duplex on a vacant lot located at 523 North Tratt Street. This request was approved by the Common Council. The Statement of Use dated June 16, 2014, provided by the applicant, explains the project well. The application includes updated to-scale floor plans, updated building elevations, an updated site plan, as well as the originally approved site plan.

The applicant seeks to change the design of the duplex from a two-story building to a split-level ranch style building.

PLANNER'S RECOMMENDATIONS:

The proposed site plan has been reviewed and recommended for approval by City Staff.

I recommend that the Plan and Architectural Review Commission recommend approval of the proposed site plan.



Neighborhood Services Department
*Planning, Zoning, Code Enforcement, GIS
and Building Inspections*

www.whitewater-wi.gov
Telephone: (262) 473-0540

NOTICE OF PUBLIC HEARING

TO ALL INTERESTED PARTIES:

A meeting of the PLAN AND ARCHITECTURAL REVIEW COMMISSION of the City of Whitewater will be held at the Municipal Building, Community Room, located at 312 W. Whitewater Street on the 14th day of July 2014 at 6:00 p.m. to hold a public hearing for an amendment to the Conditional Use Permit to change from a two story building to a split level ranch style (side by side duplex) to be located at 523 N. Tratt Street for Arthur Stritzel.

The proposal is on file in the office of the Zoning Administrator at 312 W. Whitewater Street and is open to public inspection during office hours Monday through Friday, 8:00 a.m. to 4:30 p.m.

This meeting is open to the public. COMMENTS FOR, OR AGAINST THE PROPOSED PROJECT MAY BE SUBMITTED IN PERSON OR IN WRITING.

For information, call (262) 473-0540



Greg Noll, Zoning Administrator

523 N. Tratt St

Duplicate Property Owner

TAXKEY	OWNER	2ND OWNER	ADDRESS1	CITY	STATE	ZIP
05-15-32-33-007	ARKI TRATT LLC		W396 S3675 HARDSCRABBLE RD	DOUSMAN	WI	53118
05-15-32-33-018	ARTHUR W STRITZEL	KIRSTEN W STRITZEL	W396 S3675 HARDSCRABBLE RD	DOUSMAN	WI	53118
05-15-32-33-009	ST JOHNS EV LUTHERAN CHURCH		120 S CHURCH ST	WHITEWATER	WI	53190
05-15-32-34-029	RUSSELL R WALTON	KIMBERLY A WALTON	1005 W MAIN ST SUITE C	WHITEWATER	WI	53190
05-15-32-33-008	CARL KIENBAUM		P O BOX 276	WHITEWATER	WI	53190
05-15-32-34-000	KENNETH J FOUCAULT	BARBARA E FOUCAULT	500 N WALTON DR	WHITEWATER	WI	53190
05-15-32-34-002	MARLENE STRAIT		514 N WALTON DR	WHITEWATER	WI	53190
05-15-32-34-001	CITY OF WHITEWATER					
05-15-32-34-003	TIM A NELSON	MARY K NELSON	524 N WALTON DR	WHITEWATER	WI	53190
05-15-32-34-004	SCOTT G EHLERT	CINDY L EHLERT	291 S COBURN LANE	WHITEWATER	WI	53190
05-15-32-34-006	SCOTT G EHLERT	CINDY L EHLERT	291 S COBURN LANE	WHITEWATER	WI	53190
05-15-32-34-028	SCOTT G EHLERT	CINDY L EHLERT	291 S COBURN LANE	WHITEWATER	WI	53190
05-15-32-34-005	NCENTERPRISES LLC		W10412 HUBBLETON RD	WATERLOO	WI	53594-9663
05-15-32-33-006	FREDRICK E HUFFMAN	SUSAN J HUFFMAN	N142 CTH N	WHITEWATER	WI	53190
05-15-32-33-004	GAYLE M MERCER		N148 CTH N	WHITEWATER	WI	53190
05-15-32-33-003	CARL KIENBAUM TRUST		P O BOX 276	WHITEWATER	WI	53190
05-15-32-33-014	RUSSELL R WALTON		1005 W MAIN ST SUITE C	WHITEWATER	WI	53190
05-15-32-33-011	DLK ENTERPRISES INC		P O BOX 239	WHITEWATER	WI	53190
05-15-32-34-007	THOMAS J STONEQUIST	KATHARINE L STONEQUIST	P O BOX 54	WHITEWATER	WI	53190
05-15-32-33-010	THOMAS J CROMOS	MARY OLSON	N149 CTH N	WHITEWATER	WI	53190
05-15-32-34-023	KEVIN M KEATING		561 N WALTON DR	WHITEWATER	WI	53190
05-15-32-34-024	FELIPE PALOMEC	EBERARDO PALOMEC	549 N WALTON DR	WHITEWATER	WI	53190
05-15-32-34-025	WAYNE G LUEBKE	DAWN R LUEBKE	539 N WALTON DR	WHITEWATER	WI	53190
05-15-32-34-026	EUNICE M LEHNER		529 N WALTON DR	WHITEWATER	WI	53190
05-15-32-34-027	NANCY S DADE		519 N WALTON DR	WHITEWATER	WI	53190
05-15-32-34-030	BOARD OF REGENTS	STATE UNIVERSITIES	142 E GILMAN ST	MADISON	WI	53703
05-15-32-34-034	BOARD OF REGENTS	STATE UNIVERSITIES	142 E GILMAN ST	MADISON	WI	53703
05-15-32-34-035	BOARD OF REGENTS	STATE UNIVERSITIES	142 E GILMAN ST	MADISON	WI	53703
WUP 00153	JOHN KENT JR		458 N TRATT ST	WHITEWATER	WI	53190
WUP 00153A	KIENBAUM FAMILY TRUST		318 S JANESVILLE ST	WHITEWATER	WI	53190



Neighborhood Services Department
Planning, Zoning, GIS, Code Enforcement
and Building Inspections

www.whitewater-wi.gov
(262) 473-0143

CONDITIONAL USE PERMIT APPLICATION

Address of Property: 523 N. Tratt Street
Owner's Name: Arthur W. Stritzel
Applicant's Name: Arthur W. Stritzel
Mailing Address: W396 S3675 Handscrabble Rd.
Phone #: 262-719-3191 Email: astritzel1@gmail.com

Legal Description (Name of Subdivision, Block and Lot of other Legal Descriptions): Lot 1, CSM
(ID # 05-15-32-33-018) 5445-30-053, Doc 1317257,
Also Exmt in Doc 1333664.

Existing and Proposed Uses:

Current Use of Property: ~~one + two family~~ Vacant Lot
Zoning District: R-2 One + Two Family Residence District
Proposed Use: New 2 Family Duplex

NOTICE: The Plan Commission meetings are scheduled on the 2nd Monday of the month. All complete plans must be in by 4:00 p.m. four weeks prior to the meeting.

Conditions

The City of Whitewater Zoning Ordinance authorizes the Plan Commission to place conditions on approved conditional uses. "Conditions" such as landscaping, architectural design, type of construction, construction commencement and completion dates, sureties, lighting, fencing, plantation, deed restrictions, highway access restrictions, increased yards or parking requirements may be affected. "Conditional Uses" may be subject to time limits or requirements for periodic review by staff.

APPLICATION REQUIREMENTS

THE FOLLOWING INFORMATION MUST BE SUBMITTED IN ORDER TO CONSIDER THE APPLICATION COMPLETE:

1. Statement of use, including type of business with number of employees by shift.
2. Scaled plot plan with north arrow, showing proposed site and all site dimensions.
3. All buildings and structures: location, height, materials and building elevations.
4. Lighting plan: including location, height, type, orientation of all proposed outdoor lighting – both on poles and on buildings. Photometric plans may be required.
5. Elevation drawings or illustrations indicating the architectural treatment of all proposed buildings and structures.
6. Off-street parking: locations, layout, dimensions, circulation, landscaped areas, total number of stalls, elevation, curb and gutter.
7. Access: pedestrian, vehicular, service. Points of ingress and egress.
8. Loading: location, dimensions, number of spaces, internal circulation.
9. Landscaping: including location, size and type of all proposed planting materials.
10. Floor plans: of all proposed buildings and structures, including square footage.
11. Signage: location, height, dimensions, color, materials, lighting and copy area.
12. Grading /drainage plan of the proposed site.
13. Waste disposal facilities: storage facilities for the storage of trash and waste materials.
14. Outdoor storage, where permitted in the district: type, location, height of screening devices.

****Four (4) full size, Twenty (20) 11x17, and 1 Electronic Copy (include color where possible) site plan copies, drawn to scale and dimensioned.**

#100-

STANDARDS FOR REVIEW AND APPROVAL

The Plan and Architectural Commission shall use the following standards when reviewing applications for conditional uses. The applicant is required to fill out the following items and explain how the proposed conditional use will meet the standard for approval.

STANDARD	APPLICANT'S EXPLANATION
A. That the establishment, maintenance, or operation of the Conditional Use will not create a nuisance for neighboring uses or substantially reduce value of other property.	This project will increase the value of this property & neighborhood...
B. That utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	Yes! "see plans" Grading details
C. That the conditional use conforms to all applicable regulations of the district in which it is located, unless otherwise specifically exempted by this ordinance.	yes; conforms to R-2 zoning requirements
D. That the conditional use conforms to the purpose and intent of the city Master Plan.	yes! in fact the master plan is to have higher densities.

**Refer to Chapter 19.66 of the City of Whitewater Municipal Code, entitled CONDITIONAL USES, for more information.

Applicant's Signature:  Date: 6-16-2014
 Printed: Arthur W. Stritzel

TO BE COMPLETED BY THE NEIGHBORHOOD SERVICES DEPARTMENT

- 1) Application was filed and the paid fee at least four weeks prior to the meeting. **\$100.00 fee** filed on 6-16-14. Received by: J. Wegren Receipt #: 6.011238
- 2) Application is reviewed by staff members.
- 2) Class 1 Notice published in Official Newspaper on 7-3-14.
- 3) Notices of the Public Hearing mailed to property owners on 7-1-14.
- 4) Plan Commission holds the PUBLIC HEARING on 7-14-14. Public comments may also be submitted in person or in writing to City Staff.
- 5) At the conclusion of the Public Hearing, the Plan Commission will make a decision.

ACTION TAKEN:

Condition Use Permit: Granted _____ Not Granted _____ By the Plan and Architectural Review Commission

CONDITIONS PLACED UPON PERMIT BY PLAN AND ARCHITECTURAL REVIEW COMMISSION:

Signature of Plan Commission Chairperson

Date

Tips for Minimizing Your Development Review Costs: A Guide for Applicants

The City of Whitewater assigns its consultant costs associated with reviewing development proposals to the applicant requesting development approval. These costs can vary based on a number of factors. Many of these factors can at least be partially controlled by the applicant for development review. The City recognizes that we are in a time when the need to control costs is at the forefront of everyone's minds. The following guide is intended to assist applicants for City development approvals to understand what they can do to manage and minimize the costs associated with review of their applications. The tips included in this guide will almost always result in a less costly and quicker review of an application.

Meet with Neighborhoods Services Department before submitting an application

If you are planning on submitting an application for development review, one of the first things you should do is have a discussion with the City's Neighborhood Services Department. This can be accomplished either by dropping by the Neighborhood Services Department counter at City Hall, or by making an appointment with the Neighborhood Services Manager / City Planner. Before you make significant investments in your project, the Department can help you understand the feasibility of your proposal, what City plans and ordinances will apply, what type of review process will be required, and how to prepare a complete application.

Submit a complete and thorough application

One of the most important things you can do to make your review process less costly to you is to submit a complete, thorough, and well-organized application in accordance with City ordinance requirements. The City has checklists to help you make sure your application is complete. To help you prepare an application that has the right level of detail and information, assume that the people reviewing the application have never seen your property before, have no prior understanding of what you are proposing, and don't necessarily understand the reasons for your request.

For more complex or technical types of projects, strongly consider working with an experienced professional to help prepare your plans

Experienced professional engineers, land planners, architects, surveyors and landscape architects should be quite familiar with standard development review processes and expectations. They are also generally capable of preparing high-quality plans that will ultimately require less time (i.e., less cost for you) for the City's planning and engineering consultants to review, saving you money in the long run. Any project that includes significant site grading, stormwater management, or utility work; significant landscaping; or significant building remodeling or expansion generally requires professionals in the associated fields to help out.

For simpler projects, submit thorough, legible, and accurate plans

For less complicated proposals, it is certainly acceptable to prepare plans yourself rather than paying to have them prepared by a professional. However, keep in mind that even though the project may be less complex, the City's staff and consultants still need to ensure that your proposal meets all City requirements. Therefore, such plans must be prepared with care. Regardless of the complexity, all site, building, and floor plans should:

1. Be drawn to a recognized scale and indicate what the scale is (e.g., 1 inch = 40 feet).
2. Include titles and dates on all submitted documents in case pieces of your application get separated.
3. Include clear and legible labels that identify streets, existing and proposed buildings, parking areas, and other site improvements.
4. Indicate what the property and improvements look like today versus what is being proposed for the future.
5. Accurately represent and label the dimensions of all lot lines, setbacks, pavement/parking areas, building heights, and any other pertinent project features.
6. Indicate the colors and materials of all existing and proposed site/building improvements.
7. Including color photos with your application is one inexpensive and accurate way to show the current condition of the site. Color catalog pages or paint chips can be included to show the appearance of proposed signs, light fixtures, fences, retaining walls, landscaping features, building materials, or other similar improvements.

Submit your application well in advance of the Plan and Architectural Review Commission meeting

The City normally requires that a complete application be submitted four weeks in advance of the Commission meeting when it will be considered. The further in advance you can submit your application, the better for you and everyone involved in reviewing the project. Additional review time may give the City's consultant staff and staff an opportunity to communicate with you about potential issues with your project or application and allow you time to efficiently address those issues before the Plan and Architectural Review Commission meeting. Be sure to provide reliable contact information on your application form and be available to respond to such questions or requests in a timely manner.

For more complex projects, submit your project for conceptual review

A conceptual review can be accomplished in several ways depending on the nature of your project and your desired outcomes.

1. Preliminary plans may be submitted to City staff and/or planning consultant for a quick, informal review. This will allow you to gauge initial reactions to your proposal and help you identify key issues;
2. You may request a sit-down meeting with the Neighborhood Services Manager/ City Planner to review and more thoroughly discuss your proposal; and/or

3. You can ask to be placed on a Plan and Architectural Review Commission meeting agenda to present and discuss preliminary plans with the Commission and gauge its reaction before formally submitting your development review application.

Overall, conceptual reviews almost always save time, money, stress, and frustration in the long run for everyone involved. For this reason, the City will absorb up to \$200 in consultant review costs for conceptual review of each project.

Hold a neighborhood meeting for larger and potentially more controversial Projects

If you believe your project falls into one or both of these two categories (City staff can help you decide), one way to help the formal development review process go more smoothly is to host a meeting for the neighbors and any other interested members of the community. This would happen before any Plan and Architectural Review Commission meeting and often before you even submit a formal development review application.

A neighborhood meeting will give you an opportunity to describe your proposal, respond to questions and concerns, and generally address issues in an environment that is less formal and potentially less emotional than a Plan and Architectural Review Commission meeting. Neighborhood meetings can help you build support for your project, understand others' perspectives on your proposals, clarify misunderstandings, and modify the project and alleviate public concerns before the Plan and Architectural Review Commission meetings. Please notify the Neighborhood Services Manager / City Planner of your neighborhood meeting date, time, and place; make sure all neighbors are fully aware (City staff can provide you a mailing list at no charge); and document the outcomes of the meeting to include with your application.

Typical City Planning Consultant Development Review Costs

The City often utilizes assistance from a planning consultant to analyze requests for land development approvals against City plans and ordinances and assist the City's Plan and Architectural Review Commission and City Council on decision making. Because it is the applicant who is generating the need for the service, the City's policy is to assign most consultant costs associated with such review to the applicant, as opposed to asking the general taxpayer to cover these costs.

The development review costs provided below represent the planning consultant's range of costs associated with each particular type of development review. This usually involves some initial analysis of the application well before the public meeting date, communication with the applicant at that time if there are key issues to resolve before the meeting, further analysis and preparation of a written report the week before the meeting, meeting attendance, and sometimes minor follow-up after the meeting. Costs vary depending on a wide range of factors, including the type of application, completeness and clarity of the development application, the size and complexity of the proposed development, the degree of cooperation from the applicant for further information, and the level of community interest. The City has a guide called "Tips for Minimizing Your Development Review Costs" with information on how the applicant can help control costs.

Type of Development Review Being Requested	Planning Consultant Review Cost Range
Minor Site/Building Plan (e.g., minor addition to building, parking lot expansion, small apartment, downtown building alterations)	
When land use is a permitted use in the zoning district, and for minor downtown building alterations	Up to \$600
When use also requires a conditional use permit, and for major downtown building alterations	\$700 to \$1,500
Major Site/Building Plan (e.g., new gas station/convenience store, new restaurant, supermarket, larger apartments, industrial building)	
When land use is a permitted use in the zoning district	\$700 to \$2,000
When land use also requires a conditional use permit	\$1,600 to \$12,000
Conditional Use Permit with no Site Plan Review (e.g., home occupation, sale of liquor request, substitution of use in existing building)	Up to \$600
Rezoning	
To a standard (not PCD) zoning district	\$400 to \$2,000
To Planned Community Development zoning district, assuming complete GDP & SIP application submitted at same time	\$2,100 to \$12,000
Land Division	
Certified Survey Map	Up to \$300
Preliminary Subdivision Plat	\$1,500 to \$3,000
Final Plat (does not include any development agreement time)	\$500 to \$1,500
Annexation	\$200 to \$400

****Note:** The City also retains a separate engineering consultant, who is typically involved in larger projects requiring stormwater management plans, major utility work, or complex parking or road access plans. Engineering costs are not included above, but will also be assigned to the development review applicant. The consultant planner and engineer closely coordinate their reviews to control costs.

Cost Recovery Certificate and Agreement

The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, and recreation specialists) to assist in the City's review of an application for development review coming before the Plan and Architectural Review Commission, Board of Zoning Appeals, and/or Common Council. In fact, most applications require some level of review by the City's planning consultant. City of Whitewater staff shall retain sole discretion in determining when and to what extent it is necessary to involve a professional consultant in the review of an application.

The submittal of an application or petition for development review by an applicant shall be construed as an agreement to pay for such professional review services associated with the application or petition. The City may apply the charges for these services to the applicant and/or property owner in accordance with this agreement. The City may delay acceptance of an application or petition (considering it incomplete), or may delay final action or approval of the associated proposal, until the applicant pays such fees or the specified percentage thereof. Development review fees that are assigned to the applicant, but that are not actually paid, may then be imposed by the City as a special charge on the affected property.

Section A: Background Information

----- To be filled out by the Applicant/Property Owner -----

Name of Applicant: Arthur W. Stritzel

Applicant's Mailing Address: W396 53675 Hardscrabble Rd.
Dousman, WI 53118

Applicant's Phone Number: 262-719-3191

Applicant's Email Address: astritzel1@gmail.com

Project Information:

Name/Description of Development: ID# 05-15-32-33-018

Address of Development Site: 523 N. Tratt Street

Tax Key Number(s) of Site: _____

Property Owner Information (if different from applicant):

Name of Property Owner: same as above

Property Owner's Mailing Address: same as above

Section B: Applicant/Property Owner Cost Obligations

----- To be filled out by the Neighborhood Services Department -----

Under this agreement, the applicant shall be responsible for the costs indicated below. In the event the applicant fails to pay such costs, the responsibility shall pass to the property owner, if different. Costs may exceed those agreed to herein only by mutual agreement of the applicant, property owner, and City. If and when the City believes that actual costs incurred will exceed those listed below, for reasons not anticipated at the time of application or under the control of the City administration or consultants, the Neighborhood Services Director or his agent shall notify the applicant and property owner for their approval to exceed such initially agreed costs. If the applicant and property owner do not approve such additional costs, the City may, as permitted by law, consider the application withdrawn and/or suspend or terminate further review and consideration of the development application. In such case, the applicant and property owner shall be responsible for all consultant costs incurred up until that time.

- A. Application Fee.....\$ _____
- B. Expected Planning Consultant Review Cost\$ _____
- C. Total Cost Expected of Applicant (A+B)\$ _____
- D. 25% of Total Cost, Due at Time of Application.....\$ _____

E. Project Likely to Incur Additional Engineering or Other Consultant Review Costs? < Yes < No

The balance of the applicant’s costs, not due at time of application, shall be payable upon applicant receipt of one or more itemized invoices from the City. If the application fee plus actual planning and engineering consultant review costs end up being less than the 25% charged to the applicant at the time of application, the City shall refund the difference to the applicant.

Section C: Agreement Execution

----- To be filled out by the Applicant and Property Owner -----

The undersigned applicant and property owner agree to reimburse the City for all costs directly or indirectly associated with the consideration of the applicant’s proposal as indicated in this agreement, with 25% of such costs payable at the time of application and the remainder of such costs payable upon receipt of one or more invoices from the City following the execution of development review services associated with the application.



Signature of Applicant/Petitioner

Arthur W. Stritzel

Printed Name of Applicant/Petitioner

June 16, 2014

Date of Signature

Signature of Property Owner (if different)

Printed Name of Property Owner (if different)

Date of Signature

Arthur & Kirsten Stritzel
W396 S3675 Hardscrabble Road
Dousman, WI 53118
Cell 262-719-3191

STATEMENT of USE
"CONDITIONAL USE PERMIT"
June 16, 2014.

Dear Planning Commission,

We are proposing to change the look of our duplex at (523 North Tratt Street, Whitewater, WI.) from a two story building to a split level ranch style. The "Conditional Use" permit was passed on September 9, 2013, but after reviewing the topo lines & finish grading plans, we would like to make the necessary changes. The second floor bed rooms & bath room will be moved into the lower level with the main level staying the same. There will be full size windows to accept egress codes in each of the bed rooms.

Currently the lot is vacant & filled with over 35 wonderful pine trees, 2 living elm trees, 6 black walnut trees, 1 box elder and a large assortment of hedge row plantings. By positioning the building just so, we will be able to save over 90% of the trees on this lot. When completed, this duplex will raise the value of this property immensely.

The proposed duplex will be a side by side unit in a one story split level ranch building. "See Plans." Each unit will have 3 bed rooms with full size windows & 1 bath on the lower level. Each unit will have a kitchen, living room, dining room, laundry & bath room on the main floor. The building will be build using 2x6 exterior walls w/ R-19 insulation. The roof system will have trusses using energy star heel heights & R-50 blown in insulation. The color scheme of the exterior will fit right in with the existing neighborhood duplexes and houses. ("Sandstone" will be the color for the siding, "Snow White" will be the color for the trim around the windows, soffets and fascia, and then to accent the roof we are using "Weather Wood" dimensional asphalt shingles.)

The gas, electric & city water connections will be bought in from the street and buried right up to the building. There will be separate gas, electrical & water meters for each unit. The sewer laterals will exit the building at the south east corner. Each unit will be using a sealed "Environmental 1" 2hp pump grinder/lift station. This grinder/lift system will pump the waste under ground and connect to the existing private sanitary sewer pipe via the private sanitary sewer easement. Each unit will have their own set of totters to use for garbage pick up. There will be a space provided for the totters to sit at the back of the building.

There will be parking for 6 vehicles at the rear of the building. The driveway from the street to the parking spaces will be 18' wide. This will give enough room for cars to pass one another for exiting & entering at the same time. The yard is already filled w/ mature trees. We will have lawn grass seeding throughout the yard. Five 4' tall Arborvitae bushes will be planted in front of the electrical & gas meters with two large Weigelas bushes on either side. Weigela bushes will be planted on the outer sides of both front door entrances. There will be a total of 75 square feet of Hosta plantings. Four 4' Arborvitae bushes will be planted in the back of the building to box out the totters. (See spec. sheet) Last but not least, the building will have the proper slope/drainage away from itself. The surface water will drain naturally around the building towards the North & rear of the lot as it does now.

Thank you for your time,

Sincerely yours,

Arthur W. Stritzel



Neighborhood Services Department
Planning, Zoning, Code Enforcement, GIS
and Building Inspections

www.whitewater-wi.gov
Telephone: (262) 473-0540

CONDITIONAL USE PERMIT

Plan Commission Meeting Date: September 9, 2013
Property Owner: Arthur Stritzel/Kirsten Stritzel
Applicant: Arthur Stritzel
Property ID Number: 05-15-32-33-018
Property Address: 523 N. Tratt Street
Whitewater, WI 53190

REGARDING: An approval of a conditional use permit (CUP) for the construction of a duplex at 523 N. Tratt Street.

Approved subject to the following conditions:

1. Must follow all City and State ordinances.
2. Private interceptor approval must be obtained from the State.
3. The applicant must follow all applicable City Engineer requirements.
4. The applicant must follow the State Plumbing Code for cleanout requirements. Contact Tim Reel, Wastewater Superintendent, regarding additional cleanout requirements and Greg Noll, Building Inspector, prior to installation.
5. A joint maintenance agreement for the private sewer shall be signed by the owners of both lots and shall be recorded.
6. If sanitary sewer becomes available on the Tratt Street side of Lot 1 at some future date, the property owner would be required to connect to it at no cost to the City.
7. The applicant must establish the parking lot in accordance with the submitted plans, comments in the staff report and City Code. This includes grading and surfacing of the lot to be dust-free. Hard surface shall be installed no later than August 1, 2014.
8. The applicant shall install a six foot opaque fence along the north property line of his property from the face of the house to the rear property line.

SHEET INDEX

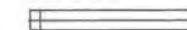
- A-1 SITE PLAN
- A-2 FLOOR PLANS
- A-3 EXTERIOR ELEVATIONS
- A-4 BUILDING SECTION
KITCHEN CABINET ELEVS.
- A-4 BUILDING SECTION
KITCHEN CABINET ELEVS.
- EL-1 ELECTRICAL PLANS



SWEET DESIGN
JOAN M. SWEET
ARCHITECT

1435 STONEFIELD COUN
WALKESSHA, WISCONSIN
53186

(262) 896-0388



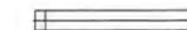
PROJECT:

NEW
DUPLEX
FOR

Arthur Stritze
ARKI LLC

N. Tratt St.
City of
Whitewater
Wisconsin

SITE
PLANS

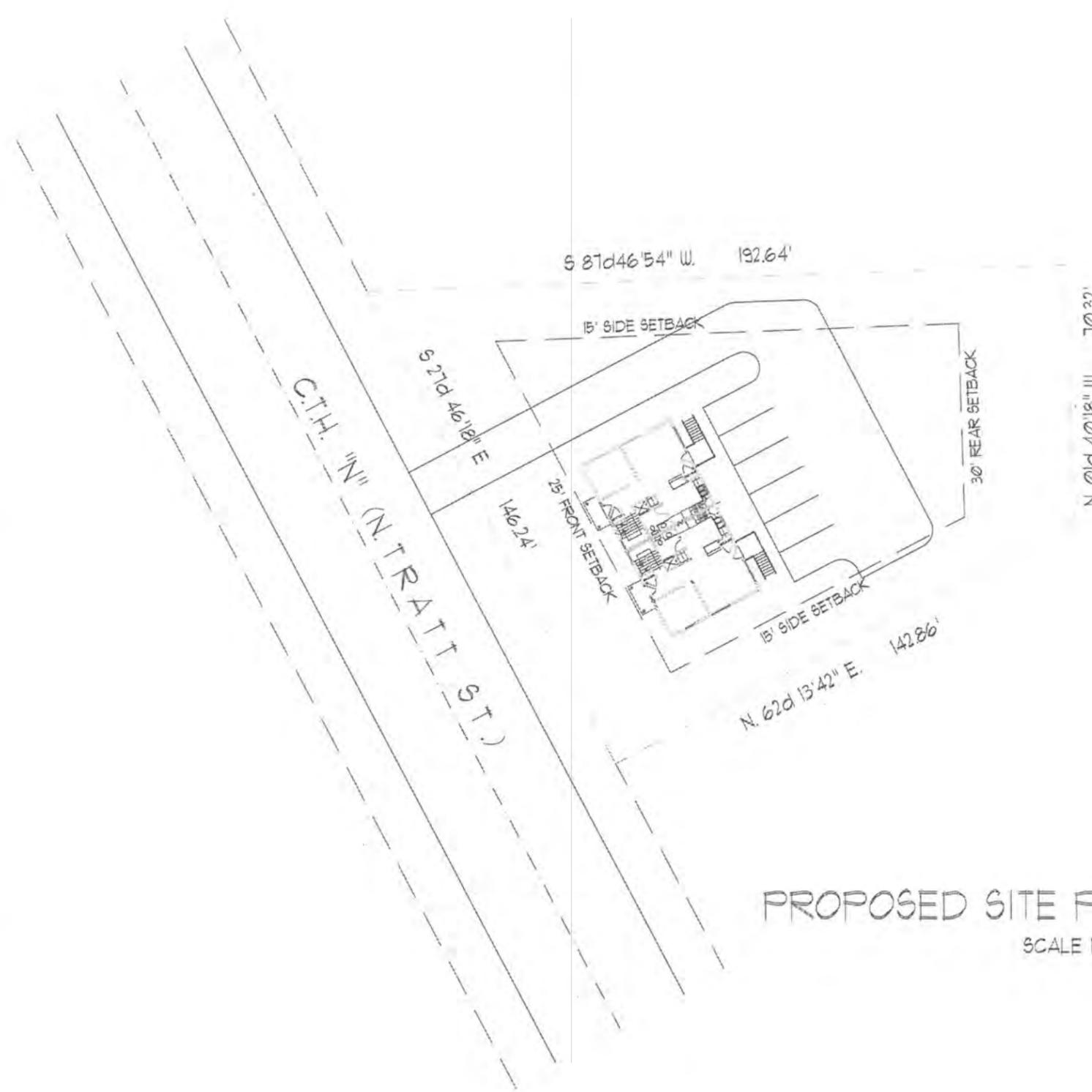


DATE:
03/05/14



EL-1

A-1



PROPOSED SITE PLAN
SCALE 1/16"=1'-0"



SWEET DESIGN
JOAN M. SWEET
ARCHITECT

1435 STONEFIELD COURT
WAUKESHA, WISCONSIN
53186

(262) 296-0388

PROJECT:

NEW
DUPLEX
FOR

Arthur Stritzel
ARKI LLC

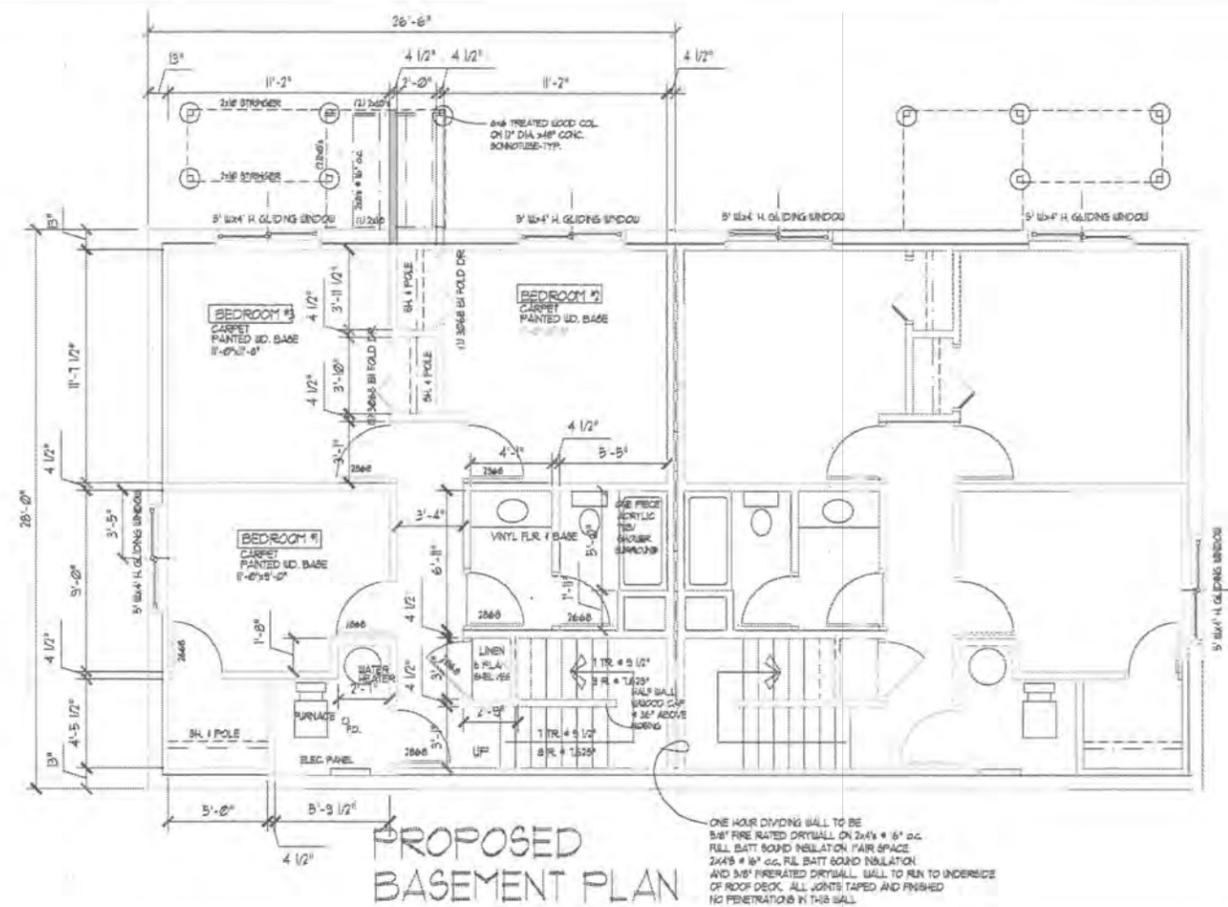
N. Tratt St.
City of
Whitewater
Wisconsin

FLOOR PLAN

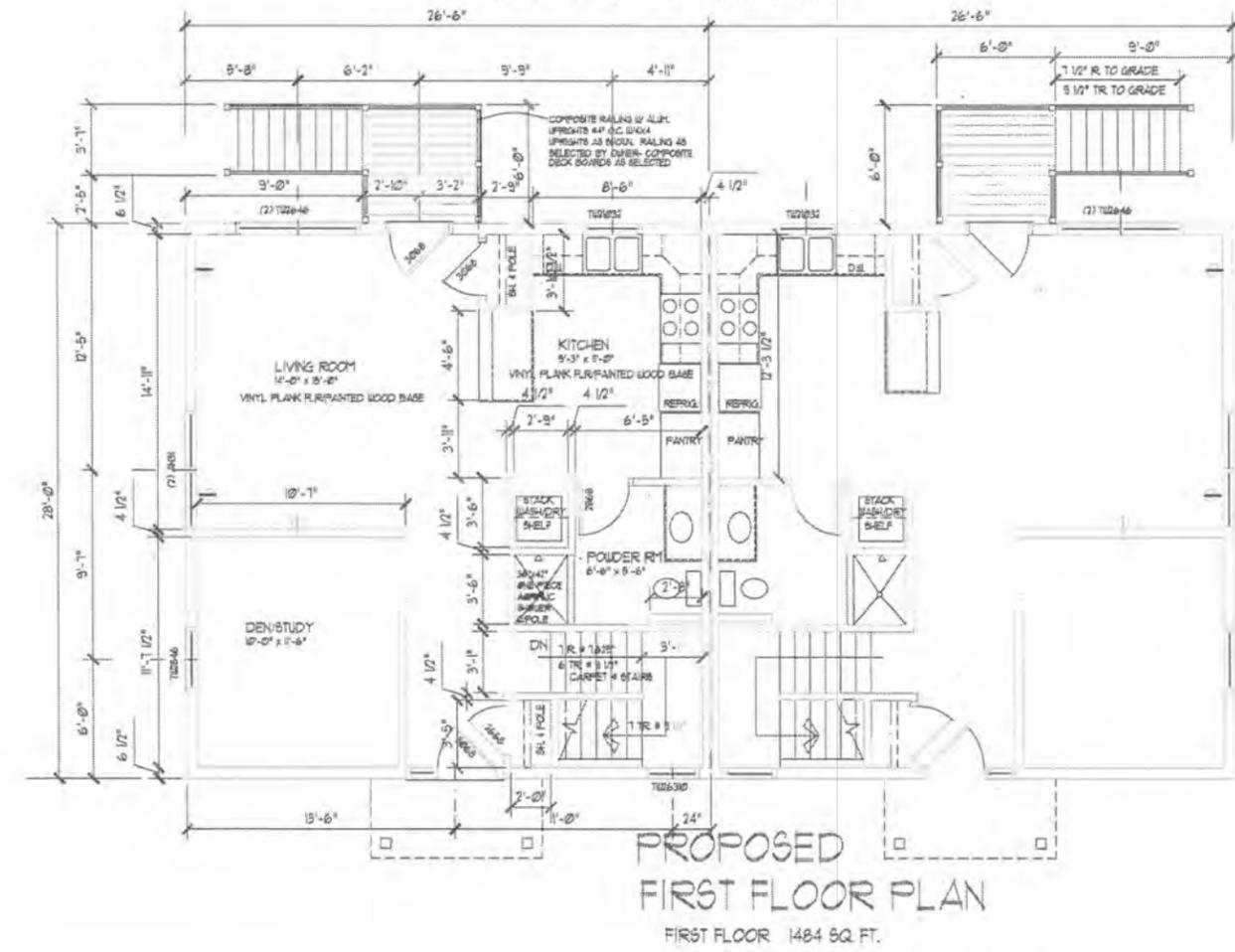
DATE:
03/05/14

SHEET NO.

A-2



- NOTES**
- ALL WORK TO CONFORM TO WISCONSIN UNIFORM DWELLING CODE AND ALL PREVAILING LOCAL CODES.
 - TYPICAL EXTERIOR WALL TO BE 2 x 6 @ 16" O.C. W/ FULL BATT INSULATION, 1/2" GYP. BOARD INTERIOR SIDE, VAPOR BARRIER, 1/2" OSB, EXT. SHEATHING, TYVEK BUILDING WRAP AND 5" EXP. HORIZ. DOUBLE DUTCH LAF VINYL SIDING
 - TYPICAL INTERIOR WALL TO BE 2 x 4 @ 16" O.C. WITH 1/2" GYP. BOARD BOTH SIDES (5/8" W.R. GYP. BRD. AT ALL WET AREAS) TREATED NAILERS WHEREVER WOOD IS IN CONTACT WITH CONCRETE
 - HOLD ALL DRYWALL 1" ABOVE FINISHED CONCRETE
 - ALL CLOSETS TO HAVE CLOSET SYSTEM FURNISHED & INSTALLED BY CONTRACTOR. CLOSET SYSTEM TO BE EQUAL TO CLOSET MAID. ALLOWANCE TO ALLOW FOR DOUBLE POLE IN PART OF CLOSET AND SINGLE POLE WITH SHELF ABOVE. - PROVIDE ADEQUATE BLOCKING IN WALL FOR SUPPORT
 - ALL WINDOWS NOTED ARE ANDERSEN NUMBERS ACTUAL WINDOWS TO BE VINYL SINGLE HUNG WINDOWS HIGH PERFORMANCE GLASS, DRYWALL RETURNS @ HEAD & JAMBS. LAMINATE SILL
 - PROVIDE ALLOWANCES TO FURNISH & INSTALL ALL PLUMBING FIXTURES, CABINETS, & LIGHT FIXTURES.
 - ALL INTERIOR DOORS TO BE 6 PANEL DURO CORE MASONITE DOORS, PAINTED SIZE AS SHOWN ON DRAWING. CASING AS SELECTED BY OWNER PAINTED
 - (2) 2 x 8 HEADERS ABOVE ALL WINDOWS EXCEPT WHERE NOTED DIFFERENTLY



PROPOSED
FIRST FLOOR PLAN
FIRST FLOOR 1484 SQ. FT.



SWEET DESIGNS
 JOAN M. SWE
 ARCHITECT

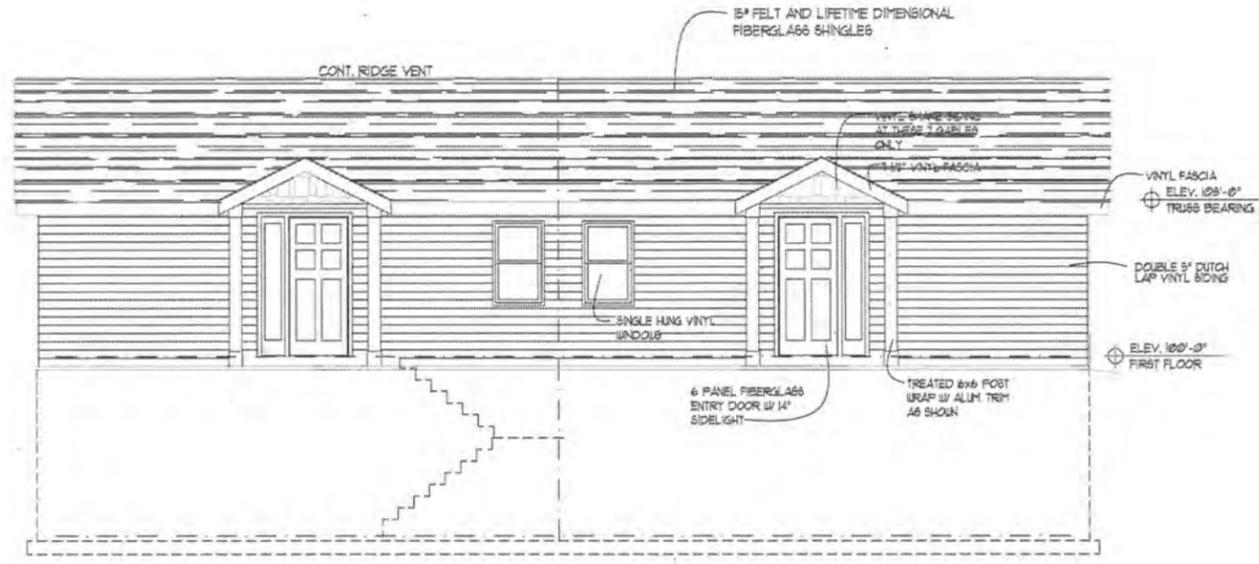
1435 STONEFIELD CC
 WALKERSHA, WISCONSIN
 53186
 (262) 896-0388

PROJECT:

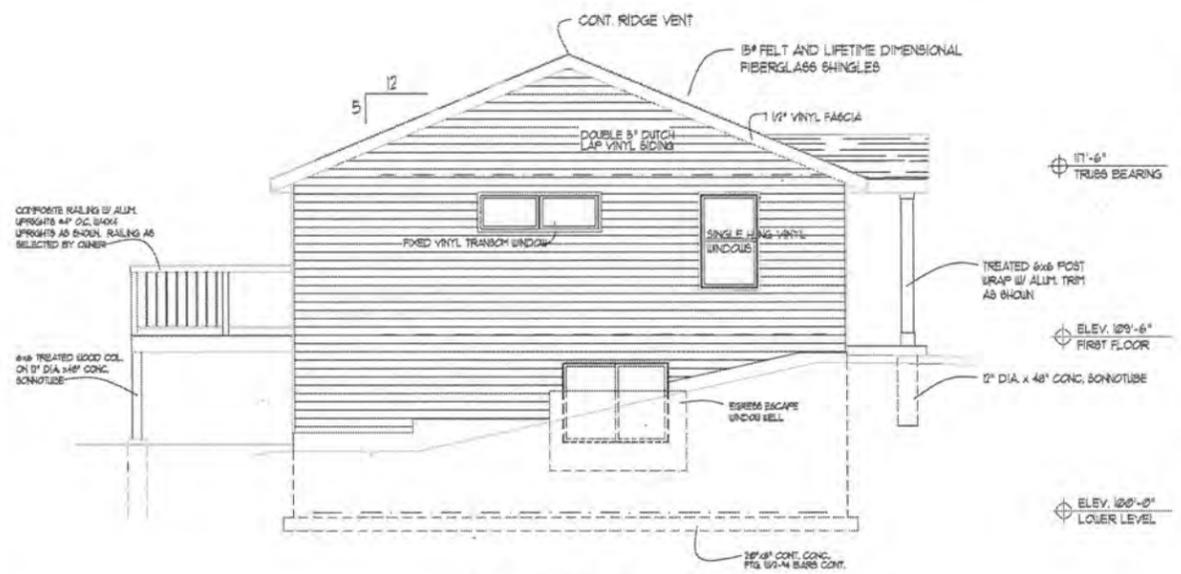
NEW
 DUPLEX
 FOR

Arthur Stritzel
 ARKI LLC

N. Tratt St.
 City of
 Whitewater
 Wisconsin



WEST ELEVATION/STREET SIDE
 SCALE 1/4" = 1'-0"



SIDE ELEVATION
 SCALE 1/4" = 1'-0"



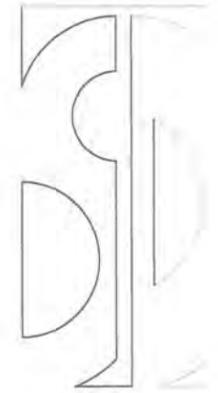
EAST ELEVATION/PARKING SIDE
 SCALE 1/4" = 1'-0"

EXTERIOR
 ELEVATIONS

DATE:
 03/05/14

SHEET NO.

A-3



SWEET DESIGN
 JOAN M. SWEET
 ARCHITECT

1435 STONEFIELD COURT
 WALKESHA, WISCONSIN
 53186

(262) 896-0386

PROJECT:

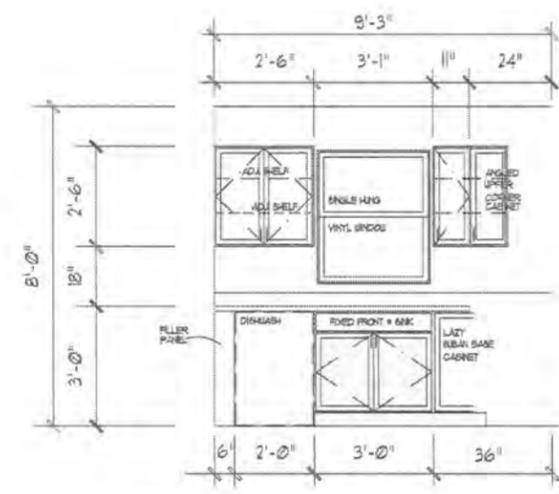
NEW
 DUPLEX
 FOR
 Arthur Stritzel
 ARKI LLC

N. Tratt St.
 City of
 Whitewater
 Wisconsin

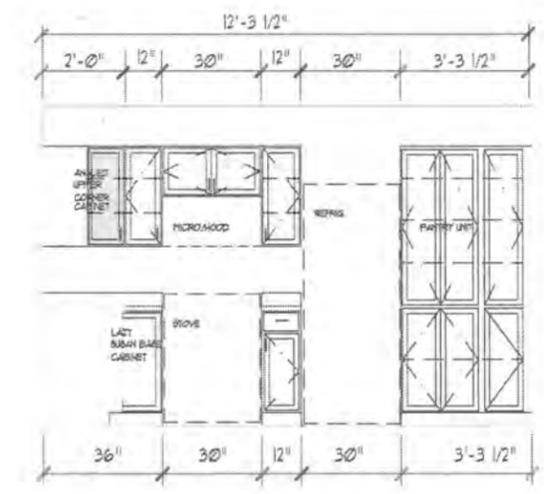
SECTION
 DATE:
 03/05/14

SHEET NO.

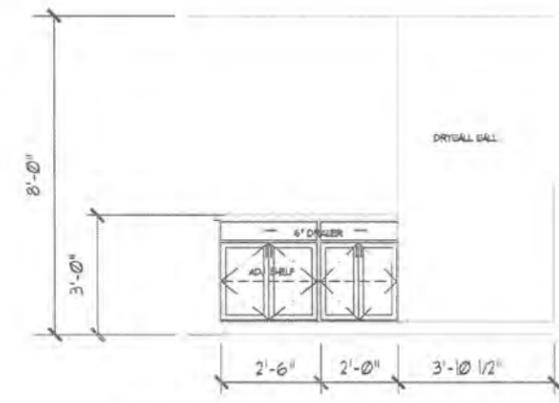
A-4



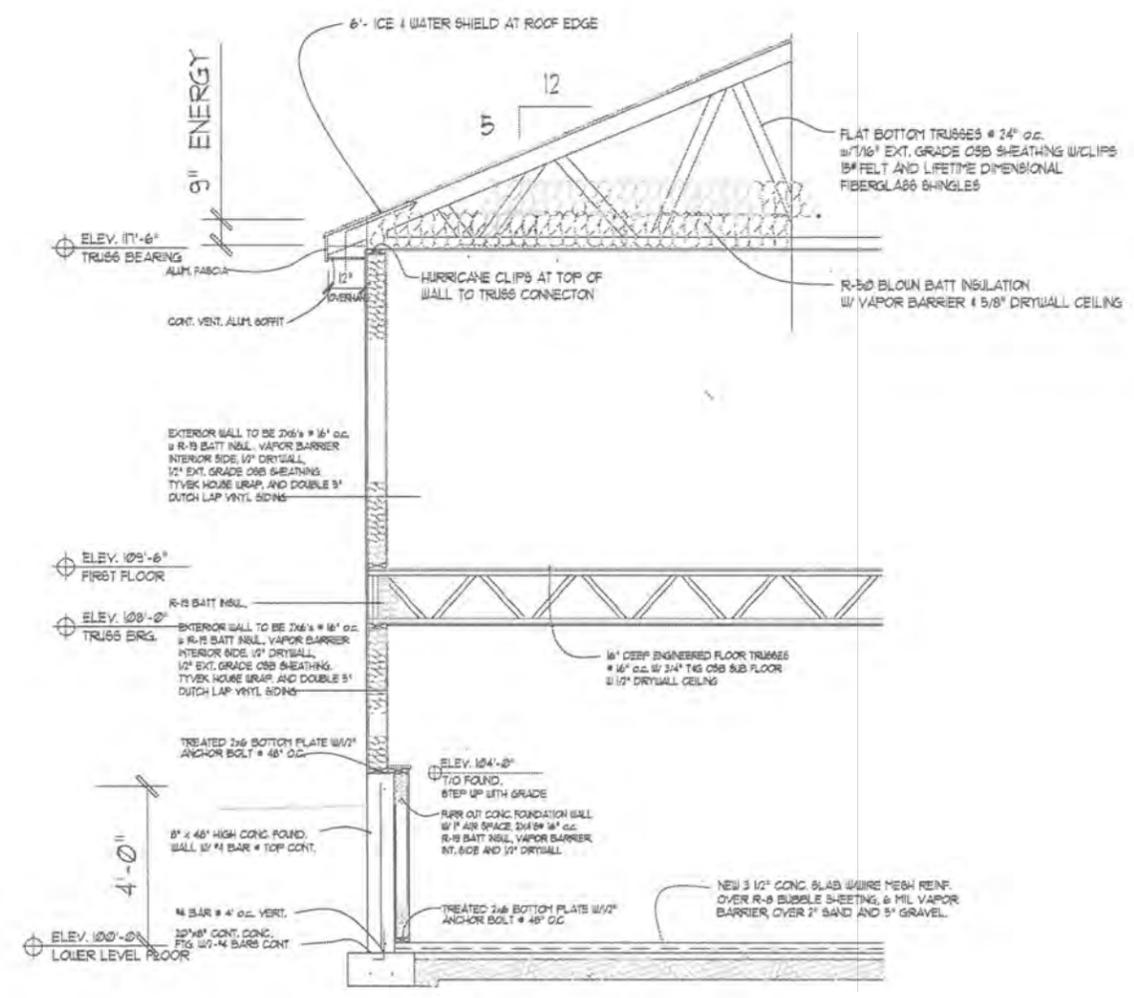
2 CABINET ELEV.
 A4



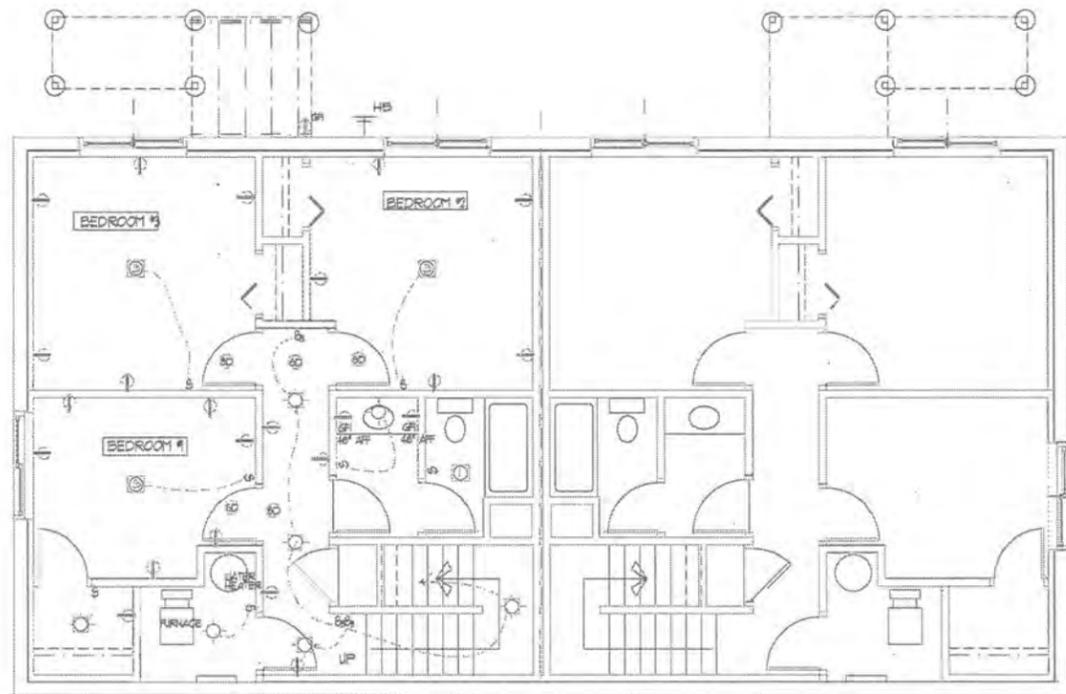
3 CABINET ELEV.
 A4



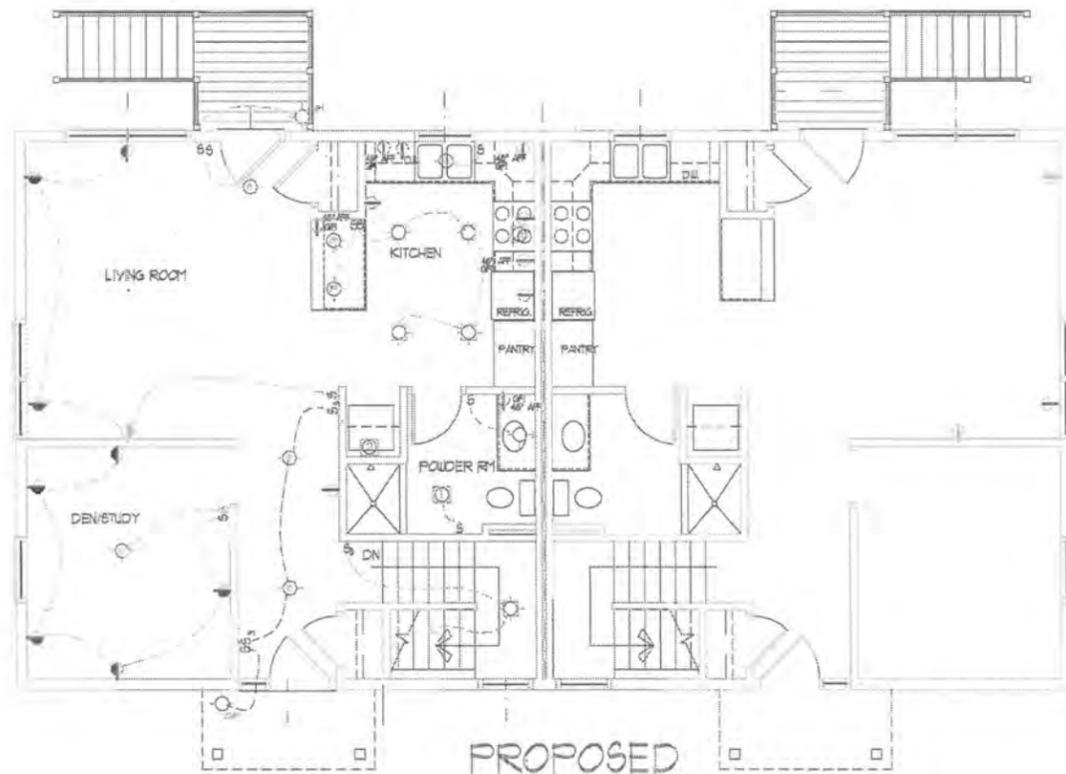
4 CABINET ELEV.
 A4



1 BUILDING SECTION
 A4 @ MAIN HOUSE



PROPOSED
BASEMENT PLAN

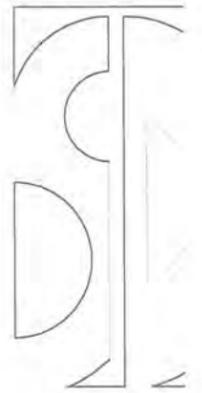


PROPOSED
FIRST FLOOR PLAN

ELECTRICAL SYMBOLS

VERIFY LOCATION OF ALL FIXTURES WITH OWNER AFTER FRAMING IS ROUGHED IN

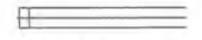
- ⊖ DUPLEX OUTLET
- ⊖ DUPLEX OUTLET - BOTTOM HALF SWITCHED
- ⊖ DUPLEX OUTLET WITH GROUND FAULT INTERRUPTOR
- ⊙ PENDANT MOUNTED LIGHT FIXTURE
- ⊙ SURFACE MOUNTED LIGHT FIXTURE
- ⊙ 5" RECESSED INCANDESCENT LIGHT FIXTURE
- ⊙ 5" RECESSED INCANDESCENT LIGHT FIXTURE WITH DIMMER
- ⊙ 5" RECESSED INCANDESCENT LIGHT FIXTURE W/LENS COVER
- ⊙ WALL MOUNTED EXTERIOR LIGHT FIXTURE
- ⊙ INTERIOR LIGHT SCENCE
- ⊙ BARE BULB LIGHT FIXTURE
- ⊕ DUPLEX FLOOR OUTLET - VERIFY LOCATION W/OWNER
- ⊕ CABLE TV OUTLET - VERIFY LOCATION WITH OWNER
- ⊕ TELEPHONE JACK - VERIFY LOCATION WITH OWNER
- ⊕ SMOKE DETECTOR
- ⊕ COMBO EXHAUST FAN/RECESSED LIGHT
- ⊕ OUTLET FOR DRYER/WASHER STACKABLE
- ⊕ CEILING FAN WITH LIGHT
- ⊕ OUTLET FOR EXHAUST FAN OVER STOVE
- ⊕ GARAGE DOOR OPENER - PROVIDE POWER TO THIS LOCATION
- ⊕ HOSE BIB



SWEET DESIGN
JOAN M. SWE
ARCHITECT

1435 STONEFIELD CO.
WAUKESHA, WISCONSIN
53186

(262) 896-0388



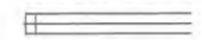
PROJECT:

NEW
DUPLEX
FOR

Arthur Stritze
ARKI LLC

N. Tratt St.
City of
Whitewater
Wisconsin

ELECTRICAL
FLOOR PLAN

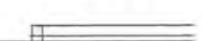


DATE:
03/05/14



SHEET NO.

EL-1

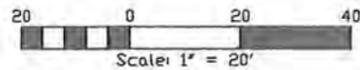


Description: **Site Plan**
 Lot 1, Certified Survey Map No. 5445, recorded as Document No. 1317257 in Volume 30, pages 53-56 on September 13, 2012, in the Office of the Register of Deeds, Jefferson County, being a part of the Southwest Quarter of the Southwest Quarter of Section 32, Township 5 North, Range 15 East, City of Whitewater, Jefferson County, Wisconsin.

- NOTES:
- bearings are referred to the Certified Survey Map No. 5445.
 - Residence is staked on actual foundation wall corners, dimensions are to outside of foundation wall.
 - Benchmark datum is reference to Sanitary Sewer Rim elevations of the City of Whitewater.
 - Proposed Yard grade = 862.4

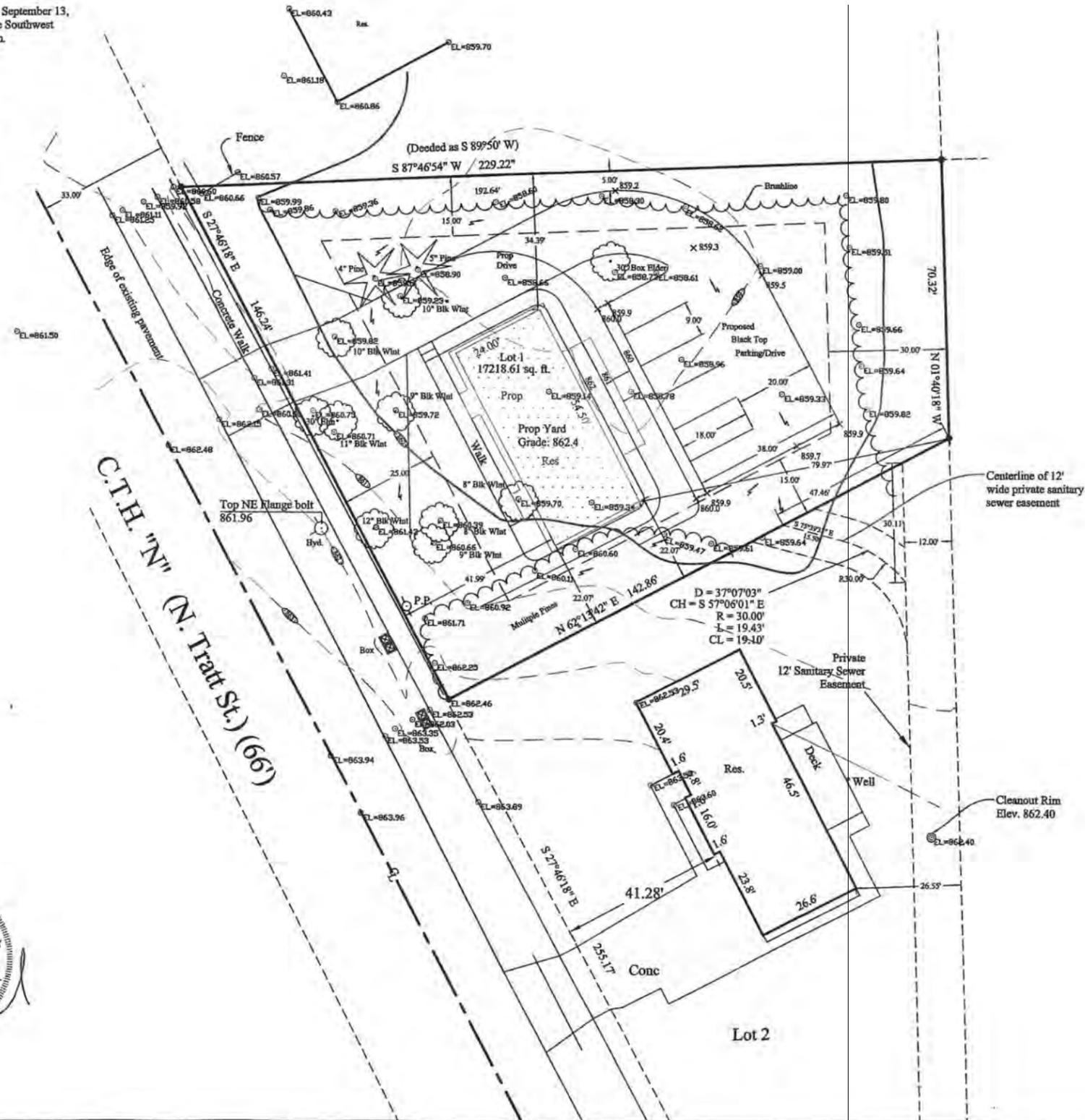
Prepared for:
 Arthur and Kirsten Stritzel
 W396 S3675 Hardscrabble
 Dousman, WI 53118

Prepared by:
 Hilmer & Associates LLC
 Paul J. Hilmer, RLS
 W217 Vista Drive
 Oconomowoc, WI 53066
 (262) 567-5893



- Legend:
- indicates 1" iron pipe found.
 - indicates 1.315"OD x 18" iron pipe set.
 - ☒ indicates concrete monument found.
 - EL=862.48 indicates existing grade.
 - x 860.0 indicates spot grade
 - 860.0 indicates proposed grade

*Revised 8/23/13 showing dimensions for revised private sanitary sewer easement.



M E M O R A N D U M

To: City of Whitewater Plan and Architectural Review Commission

From: Mike Slavney, FAICP, Consulting City Planner

Date: 8 July 2014

Re: **Item #10** Proposed Conditional Use Permit for a “Class B” Beer and Liquor License, to Serve Beer and Liquor by the Bottle or Glass, at 180 W. Main Street for owners Andy Marzahl and Terry Stritzel (Rosa’s Pizza)

Summary of Request		
Requested Approvals:	Conditional Use Permit for a Class B beer and liquor license	
Location:	180 W. Main Street	
Current Land Use:	Restaurant	
Proposed Land Use:	Restaurant with Class B service	
Current Zoning:	B-2 Central Business	
Proposed Zoning:	No change.	
Comprehensive Plan’s Future Land Use:	Central Business	
Surrounding Zoning and Current Land Uses:		
	North:	
	R-2 Single Family Home	
West:	Subject Property	East:
B-2 Reflections of the Past		B-2 Slammin Ink Tattoo
	South:	
	B-2 Campaign Office/For Lease	

Description of the Proposal:

This proposal is for a Conditional Use Permit for a Class B beer and liquor license. No changes are proposed to the building or site plan.

The hours of operation are proposed to continue to be 11:00 a.m. to midnight Sunday through Wednesday and 11:00 a.m. to 3:00 a.m. Thursday through Saturday. Beer will be served daily until midnight.

A maximum capacity has not been provided by the applicant.

A mix of ground floor businesses and primarily upper-story office or residential uses are in the vicinity.

Density and Intensity

The B-2 Central Business zoning district allows intensive development. The proposed project complies with all intensity requirements.

All building coverage and lot coverage requirements are also complied with.

Lot Requirements

No changes are proposed to the subject property boundaries. All lot requirements are met.

Building Setbacks and Height

All building setback and height requirements are met.

Building Exterior

No changes are proposed to the building exterior.

Vehicle Access, Circulation and Parking

The B-2 District does not require on-site parking.

Landscaping

Landscaping is not required in the B-2 zoning district.

Exterior Lighting

No additional exterior lighting has been proposed.

Utilities

No information has been provided about changes to site utilities. The applicant intends to begin with serving beer in bottles and eventually transition to a tap station.

Stormwater Management

No changes are proposed that would impact stormwater management.

PLANNER'S RECOMMENDATIONS:

I recommend the Plan and Architectural Review Commission grant *conditional approval* for the requested Conditional Use Permit for the Class B Beer and Liquor License at Rosa's Pizza at 180 W. Main Street, subject to findings on the following page, and subject to the following conditions of approval:

1. Operations shall comply with all City requirements.
2. The applicant must secure a Class B Beer and Liquor License from the Common Council.
3. Any other requirements identified by the Plan Commission

SUGGESTED FINDINGS TO BE MADE BY THE PLAN COMMISSION

Conditional Use Permits are required to be reviewed in relation to a set of standard criteria presented in the Zoning Ordinance (Section 19.66.050). See the following page for suggested findings:

Analysis of Proposed Conditional Use Permit for: 180 W. Main Street

Conditional Use Permit Review Standards per Section 19.66.050:

STANDARD	EVALUATION	COMMENTS
1. The establishment, maintenance, or operation of the conditional use will not create a nuisance for neighboring uses or substantially reduce the values of property.	Possibly	Beer will not be served after midnight.
2. Adequate utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	Yes	All regulations are complied with.
3. The conditional use conforms to all applicable regulations of the district in which it is located, unless otherwise specifically exempted in this ordinance or through variance.	Yes	All regulations are complied with.
4. The conditional use conforms to the purpose and intent of the city master (comprehensive) plan.	Yes	The Comprehensive Plan recommends the site for downtown mixed use development.
5. The conditional use and structures are consistent with sound planning and zoning principles.	Yes	The project is consistent with the use requirements of the B-2 District and the Comprehensive Plan.



Neighborhood Services Department
*Planning, Zoning, Code Enforcement, GIS
and Building Inspections*

www.whitewater-wi.gov
Telephone: (262) 473-0540

NOTICE OF PUBLIC HEARING

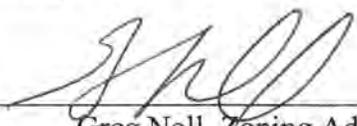
TO ALL INTERESTED PARTIES:

A meeting of the PLAN AND ARCHITECTURAL REVIEW COMMISSION of the City of Whitewater will be held at the Municipal Building, Community Room, located at 312 W. Whitewater Street on the 14th day of July 2014 at 6:00 p.m. for a public hearing for consideration of a Conditional Use Permit (tavern and other places selling alcohol by the drink) for Andrew Marzahl (Agent) to serve beer at 180 W. Main Street (for a Class "B" Beer License) at Rosa's Pizza.

The proposal is on file in the office of the Zoning Administrator at 312 W. Whitewater Street and is open to public inspection during office hours Monday through Friday, 8:00 a.m. to 4:30 p.m.

This meeting is open to the public. COMMENTS FOR, OR AGAINST THE PROPOSED PROJECT MAY BE SUBMITTED IN PERSON OR IN WRITING.

For information, call (262) 473-0540



Greg Noll, Zoning Administrator

TaxKey	Owner1	Owner2	Address1	Address2	City	State	Zip
/OT 00007	WOKES LLC		146 W MAIN ST		WHITEWATER	WI	53190-0000
/OT 00008	JOSE J BARAJAS	JUANA BARAJAS	409 BUCKINGHAM BLVD		WHITEWATER	WI	53190-0000
/OT 00009	MARY E KETTERHAGEN	KETTERHAGEN TRUST	1631 PEARSON CT		WHITEWATER	WI	53190-0000
/OT 00010	KETTERHAGEN TRUST		1631 PEARSON CT		WHITEWATER	WI	53190-0000
/OT 00011	KETTERHAGEN TRUST		1631 PEARSON COURT		WHITEWATER	WI	53190-0000
/OT 00012	KETTERHAGEN TRUST		1631 PEARSON CT		WHITEWATER	WI	53190-0000
/OT 00013	CITY OF WHITEWATER		312 W WHITEWATER ST		WHITEWATER	WI	
/OT 00013A	LAND & WATER INVESTMENTS LLC		503 CENTER ST		LAKE GENEVA	WI	53147-0000
/OT 00014	FIRST & MAIN OF WHITEWATER LLC		599 S FRANKLIN ST		WHITEWATER	WI	53190-0000
/OT 00017	HICKS SURVIVORS TRUST		N7934 HWY 89		WHITEWATER	WI	53190-0000
/OT 00018	KJN DEVELOPMENT LLC		W316S2920 ROBERTS RD		WAUKESHA	WI	53188-0000
/OT 00019	KJN DEVELOPMENT LLC		W316S2920 ROBERTS RD		WAUKESHA	WI	53188-0000
/OT 00020	TERRENCE L STRITZEL		W5524 TRI COUNTY RD.		WHITEWATER	WI	53190-0000
/OT 00021	DAVID E SAALSAA		184 W MAIN ST #3		WHITEWATER	WI	53190-0000
/OT 00022	RODERICK O DALEE	MARY M DALEE	PO BOX 660		WHITEWATER	WI	53190-0000
/OT 00023	CITY OF WHITEWATER		312 W WHITEWATER ST		WHITEWATER	WI	
/OT 00024	CITY OF WHITEWATER		312 W WHITEWATER ST		WHITEWATER	WI	
/OT 00026	ROBERT A SWEET		N7598 LARRY'S RD		WHITEWATER	WI	53190-0000
/OT 00027	LIVING WORD FELLOWSHIP OF WHITEWATER INC		212 W MAIN ST		WHITEWATER	WI	53190-0000
/OT 00028	CITY OF WHITEWATER		312 W WHITEWATER ST		WHITEWATER	WI	
/OT 00053	FIRST CITIZENS STATE BANK		207 W. MAIN ST		WHITEWATER	WI	53190-0000
/OT 00053A	FIRST CITIZENS STATE BANK		207 W. MAIN ST		WHITEWATER	WI	53190-0000
/OT 00054	FIRST CITIZENS STATE BANK		207 W. MAIN ST		WHITEWATER	WI	53190-0000
/OT 00059	FIRST CITIZENS STATE BANK OF WHITEWATER		TAX DEPT	MC2408 200 E RANDOLPH DR	CHICAGO	IL	60607-0000
/OT 00060	FIRST CITIZENS STATE BANK		207 W. MAIN ST		WHITEWATER	WI	53190-0000
/OT 00061	FIRST CITIZENS STATE BANK		P. O. BOX 177		WHITEWATER	WI	53190-0000
/OT 00062	DONALD E LIGGETT TRUST		P. O. BOX 223061		PRINCEVILLE	HI	96722-0000
/OT 00065	TRIPLE J PROPERTIES LLC		W335 S2539 MORRIS RD		DOUSMAN	WI	53118-0000
/OT 00067	DIANE L TRAMPE		138 CENTER ST		WHITEWATER	WI	53190-0000
/OT 00068	FIRE STATION 1 LLC		138 W CENTER ST		WHITEWATER	WI	53190-0000
/OT 00069	CHERYL A BRESNAHAN	MICHAEL J BRESNAHAN JR	117 S. SECOND ST		WHITEWATER	WI	53190-0000
/OT 00070	BLGL LLC		1691 MOUND VIEW PL		WHITEWATER	WI	53190-0000
/OT 00071	TRIPLE J PROPERTIES LLC		W335 S2539 MORRIS RD		DOUSMAN	WI	53118-0000
/OT 00072	JORGE ISLAS MARTINEZ		565 S FRANKLIN ST		WHITEWATER	WI	53190-0000
/OT 00073	KJN DEVELOPMENT LLC		W316 W2920 ROBERTS RD		WAUKESHA	WI	53186-0000
/OT 00074	MARK O BERGEY	JEAN BERGEY	173 W. MAIN ST		WHITEWATER	WI	53190-0000
/OT 00075	DLK ENTERPRISES INC		P. O. BOX 239		WHITEWATER	WI	53190-0000
/OT 00078	RUSSELL R WALTON	KIM A WALTON	1005 W MAIN ST	SUITE C	WHITEWATER	WI	53190-0000
/OT 00079	LAKEVIEW CENTER LLC		147 W MAIN ST		WHITEWATER	WI	53190-0000
/OT 00080	AUREL BEZAT	DANIELA BEZAT	149 W. MAIN ST		WHITEWATER	WI	53190-1903
/OT 00081	TRIPLE J PROPERTIES LLC		543 A J ALLEN CIRCLE		WALES	WI	53183-0000
/OT 00082	TRIPLE J PROPERTIES LLC		543 A J ALLEN CIRCLE		WALES	WI	53183-0000
/OT 00083	TRIPLE J PROPERTIES LLC		543 AJ ALLEN CIRCLE		WALES	WI	53183-0000
/OT 00084	BULLDOG INVESTMENTS LLC		N6927 GREENLEAF COURT		ELKHORN	WI	53121-0000

/OT 00131	RODRIGUEZ PROPERTIES II LLC		N9707 N MCCORD RD	WHITEWATER	WI	53190-0000
/OT 00133	RODRIGUEZ PROPERTIES II LLC		N9707 N MCCORD RD	WHITEWATER	WI	53190-0000
/OT 00134	WAYNE A QUASS	MAUREEN C QUASS	972 W PECK ST	WHITEWATER	WI	53190-0000
/OT 00135	WILLIAM V OSBORNE II	REBECCA P ANDERSON	12648 GLACIAL CREST DR	WHITEWATER	WI	53190-0000
/OT 00136	EDWARD W HAMILTON	ROXANNE A HAMILTON	PO BOX 736	WHITEWATER	WI	53190-0000
/OT 00137	EDWARD W HAMILTON	ROXANNE HAMILTON	PO BOX 736	WHITEWATER	WI	53190-0000
/OT 00138	TRIPLE J PROPERTIES LLC		W335 S2539 MORRIS RD	DOUSMAN	WI	53118-0000
/OT 00139	TRIPLE J PROPERTIES LLC		W335 S2539 MORRIS RD	DOUSMAN	WI	53118-0000
/WSS 00001	ANTHONY M LOMBARDO	JANET M LOMBARDO	1180 THORNDALE LN	LAKE ZURICH	IL	60047-0000
/WSS 00002	DONNA JOANNE HENRY		347 S. JANESVILLE ST	WHITEWATER	WI	53190-0000
/WSS 00003	EDWARD J CONNELL		208 W. NORTH ST	WHITEWATER	WI	53190-0000
/WSS 00004	DALE R WOLF		1645 W. WILDWOOD DR	WHITEWATER	WI	53190-0000
/WSS 00006	STEVEN C SPEAR		577 EHLERT CT	WHITEWATER	WI	53190-0000
/WSS 00010	CITY OF WHITEWATER		312 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/WUP 00067	D&L TRIEBOLD TRUST		N7618 ENGEL RD	WHITEWATER	WI	53190-0000
/WUP 00068	MEISNER ENTERPRISES LLC		N7547 W LAKESHORE DR	WHITEWATER	WI	53190-0000



CONDITIONAL USE PERMIT APPLICATION

Address of Property: 180 W. Main St.
Owner's Name: Terry Stritzel
Applicant's Name: Andrew Marzahl, Rosa's Pizza
Mailing Address: 180 W. Main St.
Phone #: 262 472 9857 Email: andy.marzahl@hotmail.com
Legal Description (Name of Subdivision, Block and Lot of other Legal Descriptions):
Sts Rosas Inc.

Existing and Proposed Uses:

Current Use of Property: Restaurant
Zoning District: B-2
Proposed Use: Class "B" Beer License

NOTICE: The Plan Commission meetings are scheduled on the 2nd Monday of the month. All complete plans must be in by 4:00 p.m. four weeks prior to the meeting.

Conditions

The City of Whitewater Zoning Ordinance authorizes the Plan Commission to place conditions on approved conditional uses. "Conditions" such as landscaping, architectural design, type of construction, construction commencement and completion dates, sureties, lighting, fencing, plantation, deed restrictions, highway access restrictions, increased yards or parking requirements may be affected. "Conditional Uses" may be subject to time limits or requirements for periodic review by staff.

APPLICATION REQUIREMENTS

THE FOLLOWING INFORMATION MUST BE SUBMITTED IN ORDER TO CONSIDER THE APPLICATION COMPLETE:

1. Statement of use, including type of business with number of employees by shift.
2. Scaled plot plan with north arrow, showing proposed site and all site dimensions.
3. All buildings and structures: location, height, materials and building elevations.
4. Lighting plan: including location, height, type, orientation of all proposed outdoor lighting – both on poles and on buildings. Photometric plans may be required.
5. Elevation drawings or illustrations indicating the architectural treatment of all proposed buildings and structures.
6. Off-street parking: locations, layout, dimensions, circulation, landscaped areas, total number of stalls, elevation, curb and gutter.
7. Access: pedestrian, vehicular, service. Points of ingress and egress.
8. Loading: location, dimensions, number of spaces, internal circulation.
9. Landscaping: including location, size and type of all proposed planting materials.
10. Floor plans: of all proposed buildings and structures, including square footage.
11. Signage: location, height, dimensions, color, materials, lighting and copy area.
12. Grading /drainage plan of the proposed site.
13. Waste disposal facilities: storage facilities for the storage of trash and waste materials.
14. Outdoor storage, where permitted in the district: type, location, height of screening devices.

****Four (4) full size, Twenty (20) 11x17, and 1 Electronic Copy (include color where possible) site plan copies, drawn to scale and dimensioned.**

STANDARDS FOR REVIEW AND APPROVAL

The Plan and Architectural Commission shall use the following standards when reviewing applications for conditional uses. The applicant is required to fill out the following items and explain how the proposed conditional use will meet the standard for approval.

STANDARD	APPLICANT'S EXPLANATION
A. That the establishment, maintenance, or operation of the Conditional Use will not create a nuisance for neighboring uses or substantially reduce value of other property.	Rosa's Pizza will continue normal business while enhancing dining experience with proposed use.
B. That utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	Proposed use will not change current use.
C. That the conditional use conforms to all applicable regulations of the district in which it is located, unless otherwise specifically exempted by this ordinance.	Proposed use conforms to all applicable regulations.
D. That the conditional use conforms to the purpose and intent of the city Master Plan.	Proposed use conforms to the purpose and intent of the city Master Plan.

**Refer to Chapter 19.66 of the City of Whitewater Municipal Code, entitled CONDITIONAL USES, for more information.

Applicant's Signature: Andrew Marzahl
 Printed: Andrew Marzahl

Date: 6-11-14

TO BE COMPLETED BY THE NEIGHBORHOOD SERVICES DEPARTMENT

- 1) Application was filed and the paid fee at least four weeks prior to the meeting. **\$100.00 fee** filed on 6-11-14. Received by: J. Wegner Receipt #: 6. 011222
- 2) Application is reviewed by staff members.
- 2) Class 1 Notice published in Official Newspaper on July 3, 2014.
- 3) Notices of the Public Hearing mailed to property owners on July 1, 2014
- 4) Plan Commission holds the PUBLIC HEARING on July 14, 2014. Public comments may also be submitted in person or in writing to City Staff.
- 5) At the conclusion of the Public Hearing, the Plan Commission will make a decision.

ACTION TAKEN:

Condition Use Permit: Granted _____ Not Granted _____ By the Plan and Architectural Review Commission

CONDITIONS PLACED UPON PERMIT BY PLAN AND ARCHITECTURAL REVIEW COMMISSION:

Signature of Plan Commission Chairperson

Date

Tips for Minimizing Your Development Review Costs: A Guide for

Applicants

The City of Whitewater assigns its consultant costs associated with reviewing development proposals to the applicant requesting development approval. These costs can vary based on a number of factors. Many of these factors can at least be partially controlled by the applicant for development review. The City recognizes that we are in a time when the need to control costs is at the forefront of everyone's minds. The following guide is intended to assist applicants for City development approvals to understand what they can do to manage and minimize the costs associated with review of their applications. The tips included in this guide will almost always result in a less costly and quicker review of an application.

Meet with Neighborhoods Services Department before submitting an application

If you are planning on submitting an application for development review, one of the first things you should do is have a discussion with the City's Neighborhood Services Department. This can be accomplished either by dropping by the Neighborhood Services Department counter at City Hall, or by making an appointment with the Neighborhood Services Manager / City Planner. Before you make significant investments in your project, the Department can help you understand the feasibility of your proposal, what City plans and ordinances will apply, what type of review process will be required, and how to prepare a complete application.

Submit a complete and thorough application

One of the most important things you can do to make your review process less costly to you is to submit a complete, thorough, and well-organized application in accordance with City ordinance requirements. The City has checklists to help you make sure your application is complete. To help you prepare an application that has the right level of detail and information, assume that the people reviewing the application have never seen your property before, have no prior understanding of what you are proposing, and don't necessarily understand the reasons for your request.

For more complex or technical types of projects, strongly consider working with an experienced professional to help prepare your plans

Experienced professional engineers, land planners, architects, surveyors and landscape architects should be quite familiar with standard development review processes and expectations. They are also generally capable of preparing high-quality plans that will ultimately require less time (i.e., less cost for you) for the City's planning and engineering consultants to review, saving you money in the long run. Any project that includes significant site grading, stormwater management, or utility work; significant landscaping; or significant building remodeling or expansion generally requires professionals in the associated fields to help out.

For simpler projects, submit thorough, legible, and accurate plans

For less complicated proposals, it is certainly acceptable to prepare plans yourself rather than paying to have them prepared by a professional. However, keep in mind that even though the project may be less complex, the City's staff and consultants still need to ensure that your proposal meets all City requirements. Therefore, such plans must be prepared with care. Regardless of the complexity, all site, building, and floor plans should:

1. Be drawn to a recognized scale and indicate what the scale is (e.g., 1 inch = 40 feet).
2. Include titles and dates on all submitted documents in case pieces of your application get separated.
3. Include clear and legible labels that identify streets, existing and proposed buildings, parking areas, and other site improvements.
4. Indicate what the property and improvements look like today versus what is being proposed for the future.
5. Accurately represent and label the dimensions of all lot lines, setbacks, pavement/parking areas, building heights, and any other pertinent project features.
6. Indicate the colors and materials of all existing and proposed site/building improvements.
7. Including color photos with your application is one inexpensive and accurate way to show the current condition of the site. Color catalog pages or paint chips can be included to show the appearance of proposed signs, light fixtures, fences, retaining walls, landscaping features, building materials, or other similar improvements.

Submit your application well in advance of the Plan and Architectural Review Commission meeting

The City normally requires that a complete application be submitted four weeks in advance of the Commission meeting when it will be considered. The further in advance you can submit your application, the better for you and everyone involved in reviewing the project. Additional review time may give the City's consultant staff and staff an opportunity to communicate with you about potential issues with your project or application and allow you time to efficiently address those issues before the Plan and Architectural Review Commission meeting. Be sure to provide reliable contact information on your application form and be available to respond to such questions or requests in a timely manner.

For more complex projects, submit your project for conceptual review

A conceptual review can be accomplished in several ways depending on the nature of your project and your desired outcomes.

1. Preliminary plans may be submitted to City staff and/or planning consultant for a quick, informal review. This will allow you to gauge initial reactions to your proposal and help you identify key issues;
2. You may request a sit-down meeting with the Neighborhood Services Manager/ City Planner to review and more thoroughly discuss your proposal; and/or

3. You can ask to be placed on a Plan and Architectural Review Commission meeting agenda to present and discuss preliminary plans with the Commission and gauge its reaction before formally submitting your development review application.

Overall, conceptual reviews almost always save time, money, stress, and frustration in the long run for everyone involved. For this reason, the City will absorb up to \$200 in consultant review costs for conceptual review of each project.

Hold a neighborhood meeting for larger and potentially more controversial Projects

If you believe your project falls into one or both of these two categories (City staff can help you decide), one way to help the formal development review process go more smoothly is to host a meeting for the neighbors and any other interested members of the community. This would happen before any Plan and Architectural Review Commission meeting and often before you even submit a formal development review application.

A neighborhood meeting will give you an opportunity to describe your proposal, respond to questions and concerns, and generally address issues in an environment that is less formal and potentially less emotional than a Plan and Architectural Review Commission meeting. Neighborhood meetings can help you build support for your project, understand others' perspectives on your proposals, clarify misunderstandings, and modify the project and alleviate public concerns before the Plan and Architectural Review Commission meetings. Please notify the Neighborhood Services Manager / City Planner of your neighborhood meeting date, time, and place; make sure all neighbors are fully aware (City staff can provide you a mailing list at no charge); and document the outcomes of the meeting to include with your application.

Typical City Planning Consultant Development Review Costs

The City often utilizes assistance from a planning consultant to analyze requests for land development approvals against City plans and ordinances and assist the City's Plan and Architectural Review Commission and City Council on decision making. Because it is the applicant who is generating the need for the service, the City's policy is to assign most consultant costs associated with such review to the applicant, as opposed to asking the general taxpayer to cover these costs.

The development review costs provided below represent the planning consultant's range of costs associated with each particular type of development review. This usually involves some initial analysis of the application well before the public meeting date, communication with the applicant at that time if there are key issues to resolve before the meeting, further analysis and preparation of a written report the week before the meeting, meeting attendance, and sometimes minor follow-up after the meeting. Costs vary depending on a wide range of factors, including the type of application, completeness and clarity of the development application, the size and complexity of the proposed development, the degree of cooperation from the applicant for further information, and the level of community interest. The City has a guide called "Tips for Minimizing Your Development Review Costs" with information on how the applicant can help control costs.

Type of Development Review Being Requested	Planning Consultant Review Cost Range
Minor Site/Building Plan (e.g., minor addition to building, parking lot expansion, small apartment, downtown building alterations)	
When land use is a permitted use in the zoning district, and for minor downtown building alterations	Up to \$600
When use also requires a conditional use permit, and for major downtown building alterations	\$700 to \$1,500
Major Site/Building Plan (e.g., new gas station/convenience store, new restaurant, supermarket, larger apartments, industrial building)	
When land use is a permitted use in the zoning district	\$700 to \$2,000
When land use also requires a conditional use permit	\$1,600 to \$12,000
Conditional Use Permit with no Site Plan Review (e.g., home occupation, sale of liquor request, substitution of use in existing building)	\$up to \$600
Rezoning	
To a standard (not PCD) zoning district	\$400 to \$2,000
To Planned Community Development zoning district, assuming complete GDP & SIP application submitted at same time	\$2,100 to \$12,000
Land Division	
Certified Survey Map	Up to \$300
Preliminary Subdivision Plat	\$1,500 to \$3,000
Final Plat (does not include any development agreement time)	\$500 to \$1,500
Annexation	\$200 to \$400

****Note:** The City also retains a separate engineering consultant, who is typically involved in larger projects requiring stormwater management plans, major utility work, or complex parking or road access plans. Engineering costs are not included above, but will also be assigned to the development review applicant. The consultant planner and engineer closely coordinate their reviews to control costs.

Cost Recovery Certificate and Agreement

The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, and recreation specialists) to assist in the City's review of an application for development review coming before the Plan and Architectural Review Commission, Board of Zoning Appeals, and/or Common Council. In fact, most applications require some level of review by the City's planning consultant. City of Whitewater staff shall retain sole discretion in determining when and to what extent it is necessary to involve a professional consultant in the review of an application.

The submittal of an application or petition for development review by an applicant shall be construed as an agreement to pay for such professional review services associated with the application or petition. The City may apply the charges for these services to the applicant and/or property owner in accordance with this agreement. The City may delay acceptance of an application or petition (considering it incomplete), or may delay final action or approval of the associated proposal, until the applicant pays such fees or the specified percentage thereof. Development review fees that are assigned to the applicant, but that are not actually paid, may then be imposed by the City as a special charge on the affected property.

Section A: Background Information

----- To be filled out by the Applicant/Property Owner -----

Name of Applicant: Andrew Marzahl

Applicant's Mailing Address: N348 Twinkling Star Rd
Whitewater, WI 53190

Applicant's Phone Number: 262-215-7447

Applicant's Email Address: andy.marzahl@hotmail.com

Project Information:

Name/Description of Development: Class "B" Beer license

Address of Development Site: 180 W. Main St.

Tax Key Number(s) of Site: _____

Property Owner Information (if different from applicant):

Name of Property Owner: Terry Stritzel

Property Owner's Mailing Address: W5524 Tri County Rd
Whitewater, WI 53190

Section B: Applicant/Property Owner Cost Obligations

----- To be filled out by the Neighborhood Services Department -----

Under this agreement, the applicant shall be responsible for the costs indicated below. In the event the applicant fails to pay such costs, the responsibility shall pass to the property owner, if different. Costs may exceed those agreed to herein only by mutual agreement of the applicant, property owner, and City. If and when the City believes that actual costs incurred will exceed those listed below, for reasons not anticipated at the time of application or under the control of the City administration or consultants, the Neighborhood Services Director or his agent shall notify the applicant and property owner for their approval to exceed such initially agreed costs. If the applicant and property owner do not approve such additional costs, the City may, as permitted by law, consider the application withdrawn and/or suspend or terminate further review and consideration of the development application. In such case, the applicant and property owner shall be responsible for all consultant costs incurred up until that time.

- A. Application Fee.....\$ _____
- B. Expected Planning Consultant Review Cost\$ _____
- C. Total Cost Expected of Applicant (A+B)\$ _____
- D. 25% of Total Cost, Due at Time of Application.....\$ _____
- E. Project Likely to Incur Additional Engineering or Other Consultant Review Costs? < Yes < No

The balance of the applicant's costs, not due at time of application, shall be payable upon applicant receipt of one or more itemized invoices from the City. If the application fee plus actual planning and engineering consultant review costs end up being less than the 25% charged to the applicant at the time of application, the City shall refund the difference to the applicant.

Section C: Agreement Execution

----- To be filled out by the Applicant and Property Owner -----

The undersigned applicant and property owner agree to reimburse the City for all costs directly or indirectly associated with the consideration of the applicant's proposal as indicated in this agreement, with 25% of such costs payable at the time of application and the remainder of such costs payable upon receipt of one or more invoices from the City following the execution of development review services associated with the application.

Andrew Morzahl
 Signature of Applicant/Petitioner

Andrew Morzahl
 Printed Name of Applicant/Petitioner

6-11-14
 Date of Signature

Terry Stritzel X
 Signature of Property Owner (if different)

Terry Stritzel X
 Printed Name of Property Owner (if different)

6-11-14 X
 Date of Signature

Conditional Use Permit Application

Rosa's Pizza, 180 W. Main Street in downtown Whitewater is submitting a conditional use permit application in pursuit of a class "B" beer license. Established in 1996, Rosa's has been consistently serving delicious food to the students and citizens of Whitewater. In an attempt to create a more all-around satisfying experience and increase revenue, offering beer along with great pizza will be a great stride in achieving those goals.

In the early stages of this plan, we will offer a selection of bottled beer. In later stages, we will look to acquire a tap station to offer pitchers and pints.

Rosa's currently employs 16 people, including both owners Sean Stemper and Andrew Marzahl. All employees will be required to complete the responsible server/seller training course and obtain a beverage operator's license before they are responsible for serving customers. Andrew has completed the training course to begin with and will start enrolling employees after conditional use permit is accepted. Rosa's will look to hire 2-4 additional employees once the license is obtained.

Hours of operation will continue to be 11am-12am Sunday thru Wednesday and 11am-3am Thursday thru Saturday. We will offer beer from 11am-12am daily. On Thursday thru Saturday nights we will continue our normal operations from 12am-3am without offering beer.

Equipment and storage for the beer is readily available. Our basement has a large area for storage and is locked. As well as two extra storage rooms behind the kitchen that have locks. We also have refrigerated display units in store that have locks as well. In the floor plans included, the area for the refrigerated display is noted. The dining area and kitchen is also included to give the board a visual layout of our restaurant.

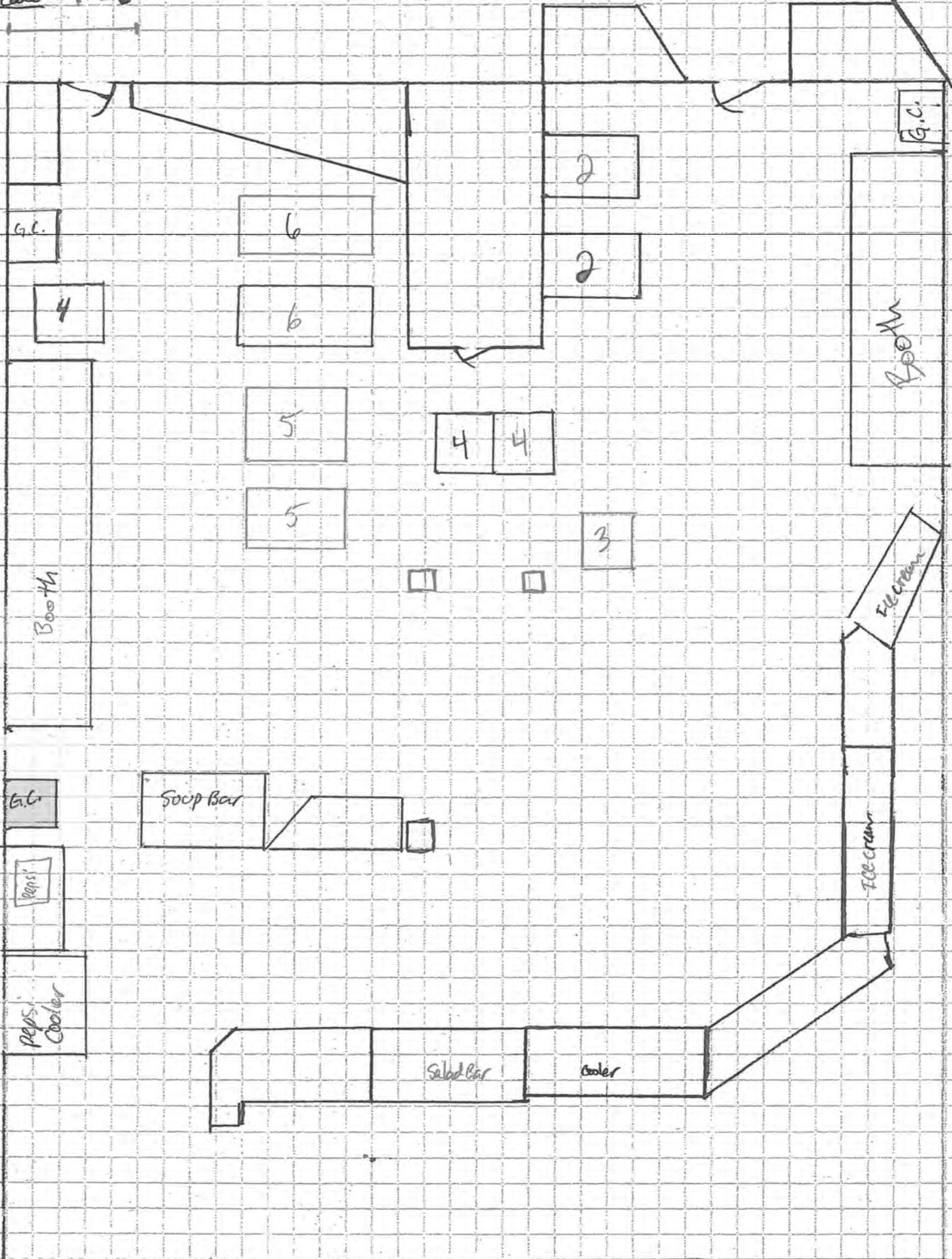
Being open late nights, we are very experienced in dealing with over served and intoxicated customers who come in for food. We will be focused not to contribute to this type of behavior and that is why we will not serve after midnight. Our target customers will be during dinner time to enjoy with food and also during sporting events which they can watch on our newly installed tvs.

The vision for Rosa's Pizza is to be a destination for pizza lovers from all surrounding areas. We have established the beginning of that vision but we see large growth potential. This is a minor, yet key, step in our continued growth and we see this as mutually benefitting Rosa's and the community of Whitewater.

Layout - As we have it now.

Template 1 - w/ Salad Bar as we have it now

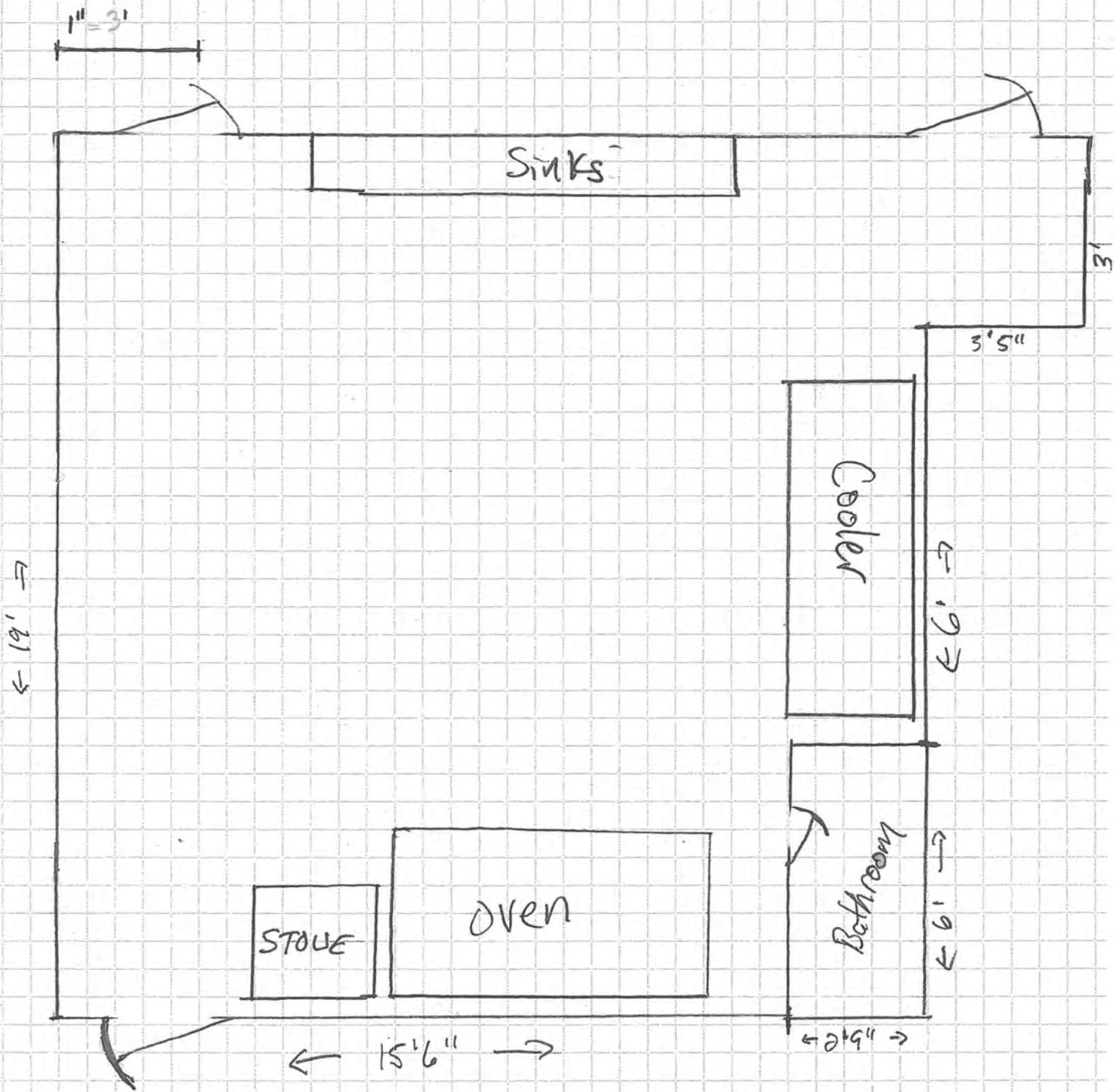
Scale - 1" = 6'



↓ Kitchen

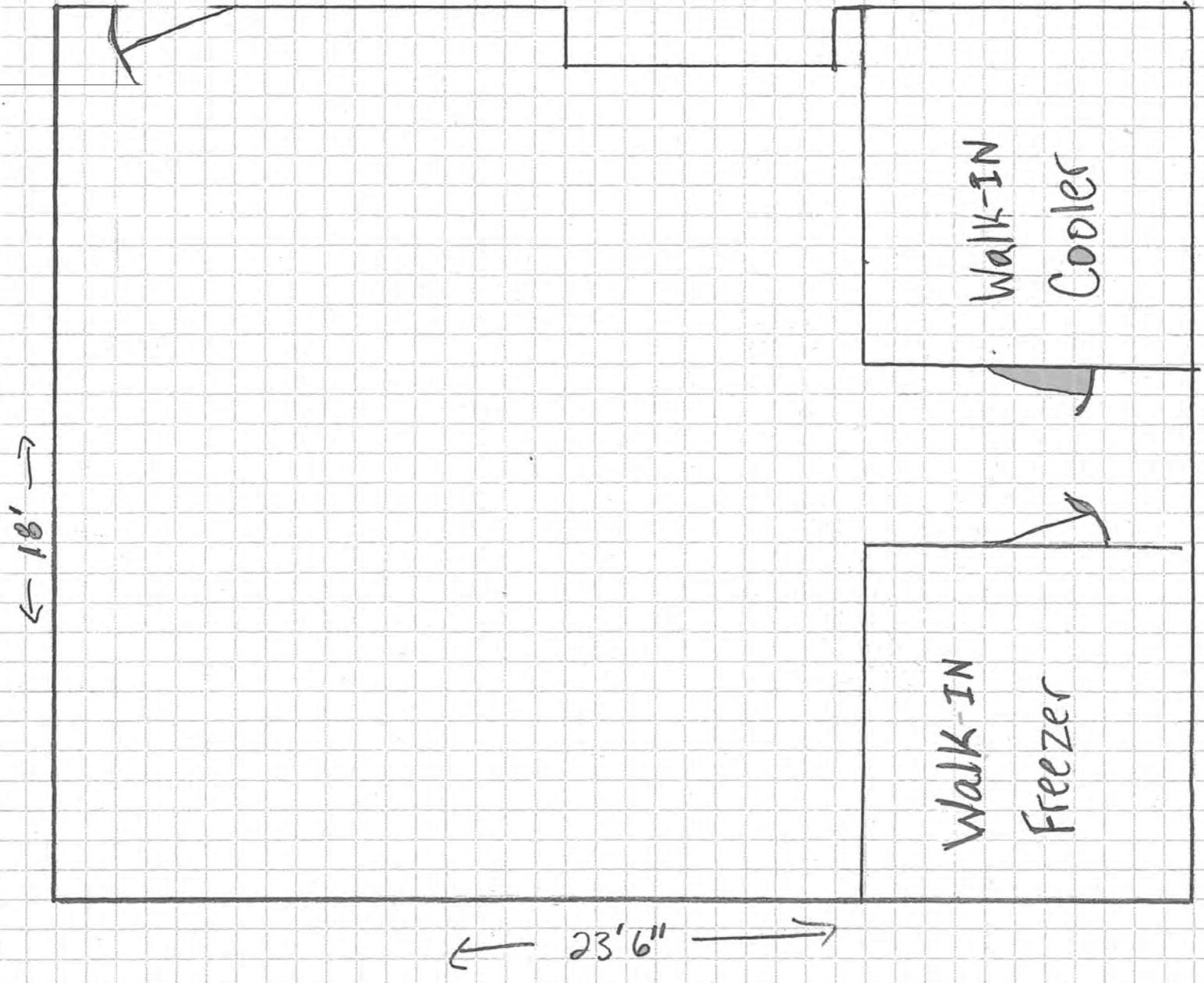
Template

Kitchen 147



Kitchen

1" = 3"



M E M O R A N D U M

To: City of Whitewater Plan and Architectural Review Commission
 From: Mike Slavney, FAICP, Consulting City Planner
 Date: 8 June 2014
 Re: **Item #11** Proposed Conditional Use Permit to Permit a Restaurant at 1170 W. Main Street for Clara Rocha (Karina's Mexican Restaurant)

Summary of Request		
Requested Approvals:	Conditional Use Permit allow for a restaurant	
Location:	1170 W. Main Street	
Current Land Use:	Pharmacy (vacant)	
Proposed Land Use:	Restaurant	
Current Zoning:	B-1 Community Business	
Proposed Zoning:	No change.	
Comprehensive Plan's Future Land Use:	Community Business	
Surrounding <i>Zoning</i> and Current Land Uses:		
	North:	
	<i>B-1</i> KC Computers	
West:	Subject Property	East:
<i>B-1</i> BP		<i>B-1</i> Subway
	South:	
	<i>B-1</i> McCullough's Prescriptions and Gifts	

Description of the Proposal:

This proposal involves converting a former pharmacy into a restaurant.

A total of 67 seats will be provided, and the maximum permitted capacity is 70.

No information has been provided about proposed hours of operation

Auto-oriented commercial uses are located in the vicinity of the subject property.

There are no proposed changes to the site plan, building exterior, or exterior lighting. The proposed project complies with all of the requirements of the B-1 Community Business zoning district.

PLANNER'S RECOMMENDATIONS:

I recommend the Plan and Architectural Review Commission grant *conditional approval* for the requested Conditional Use Permit to change the use of the subject property to a restaurant at 1170 W. Main Street, subject to findings on the following page, and subject to the following conditions of approval:

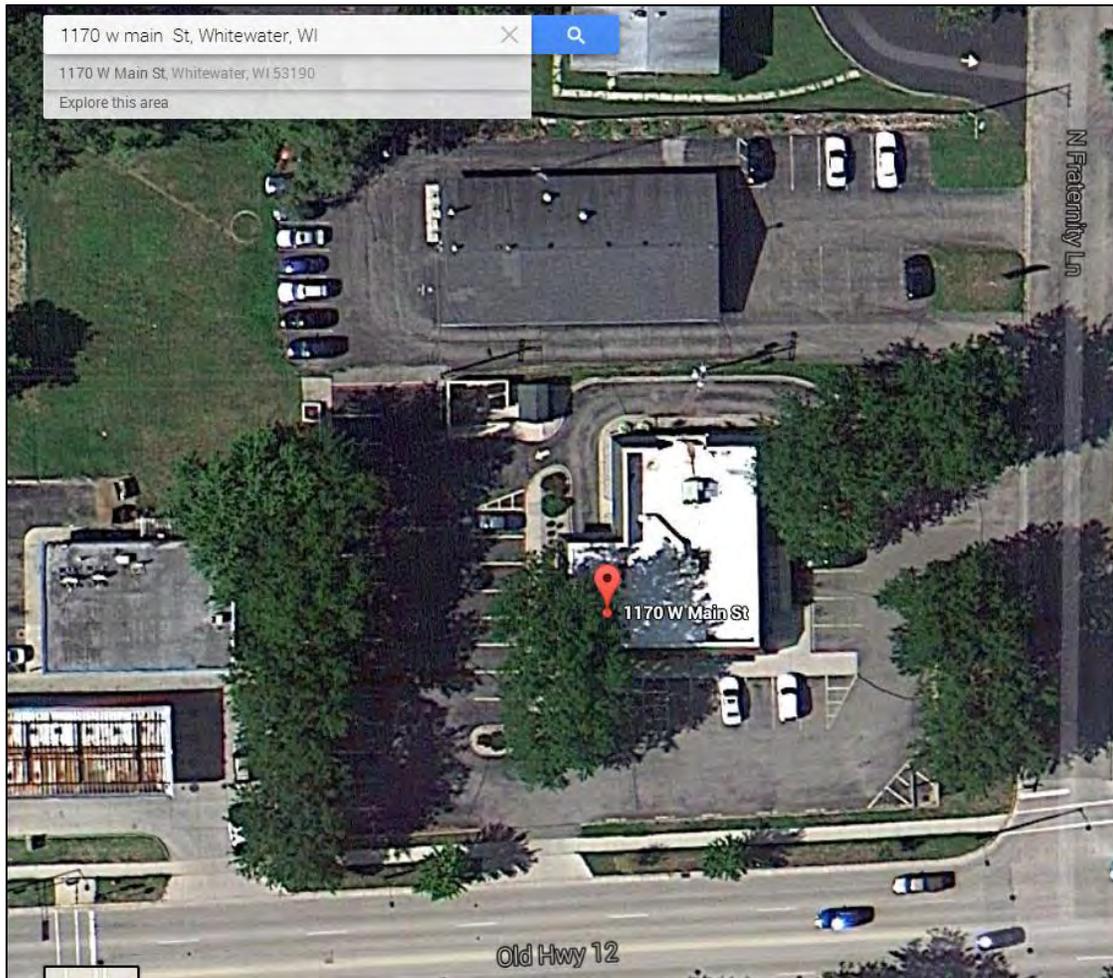
1. No modifications may be made to the site. The applicant shall submit a statement affirming that no changes will be made to the existing site plan, drive-through window, traffic flow, exterior lighting, or building exterior. This statement must be signed by both the applicant and the property owner.
2. If there are any changes planned for the existing site plan, drive-through window, traffic flow, exterior lighting, or building exterior, the applicant will need to provide a Site Plan showing all current and proposed structures, all current and proposed impervious surfaces, and all property lines.
 - a. The Site Plan shall be subject to approval by the City Building Administrator, City Engineer and City Planner;
 - b. All development shall be consistent with the approved Site Plan, and shall be completed, inspected and approved by appropriate City Staff prior to building occupancy.
3. Establish maximum hours of operation, as approved by the Plan Commission
4. Any other conditions identified by the Plan Commission.

Suggested Findings are presented on the following page.

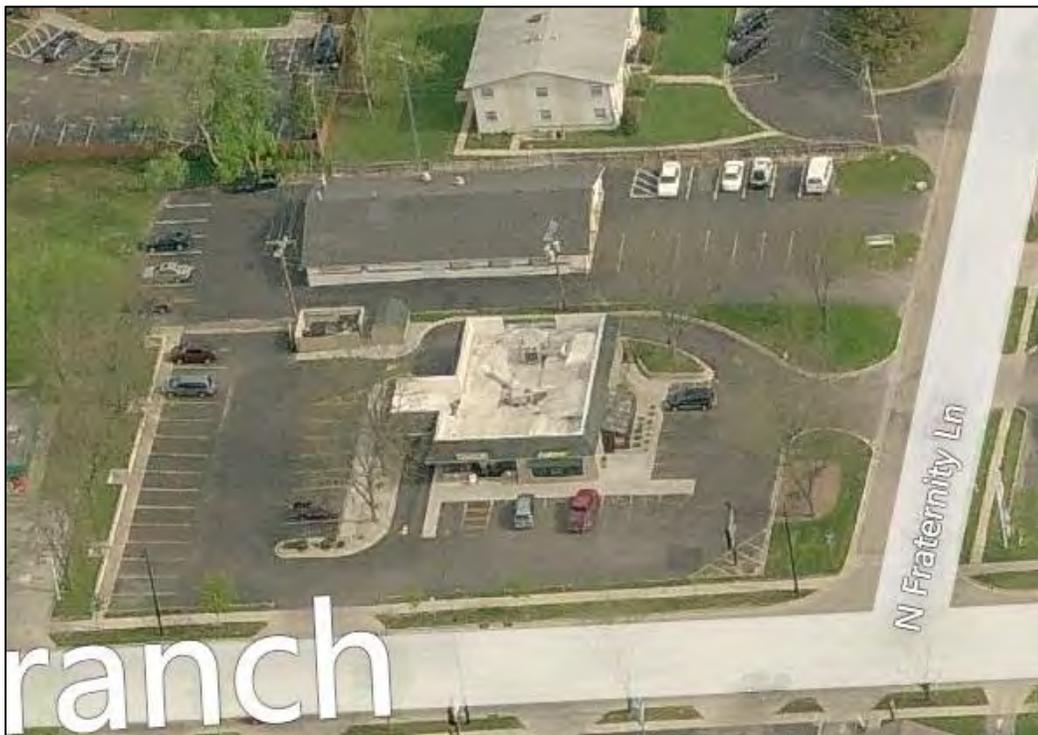
SUGGESTED FINDINGS TO BE MADE BY THE PLAN COMMISSION

Conditional Use Permits are required to be reviewed in relation to a set of standard criteria presented in the Zoning Ordinance (Section 19.66.050). See the following page for suggested findings:

Analysis of Proposed Conditional Use Permit for: 1170 W. Main Street		
<i>Conditional Use Permit Review Standards per Section 19.66.050:</i>		
STANDARD	EVALUATION	COMMENTS
1. The establishment, maintenance, or operation of the conditional use will not create a nuisance for neighboring uses or substantially reduce the values of property.	Yes	The proposed restaurant is located in a commercial area and is adjacent to another restaurant use.
2. Adequate utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	Yes	No change are proposed to the site.
3. The conditional use conforms to all applicable regulations of the district in which it is located, unless otherwise specifically exempted in this ordinance or through variance.	Yes	All regulations are complied with.
4. The conditional use conforms to the purpose and intent of the city master (comprehensive) plan.	Yes	The Comprehensive Plan recommends the site for commercial and office uses.
5. The conditional use and structures are consistent with sound planning and zoning principles.	Yes	The project is consistent with the use and density requirements of the B-1 District and the Comprehensive Plan.

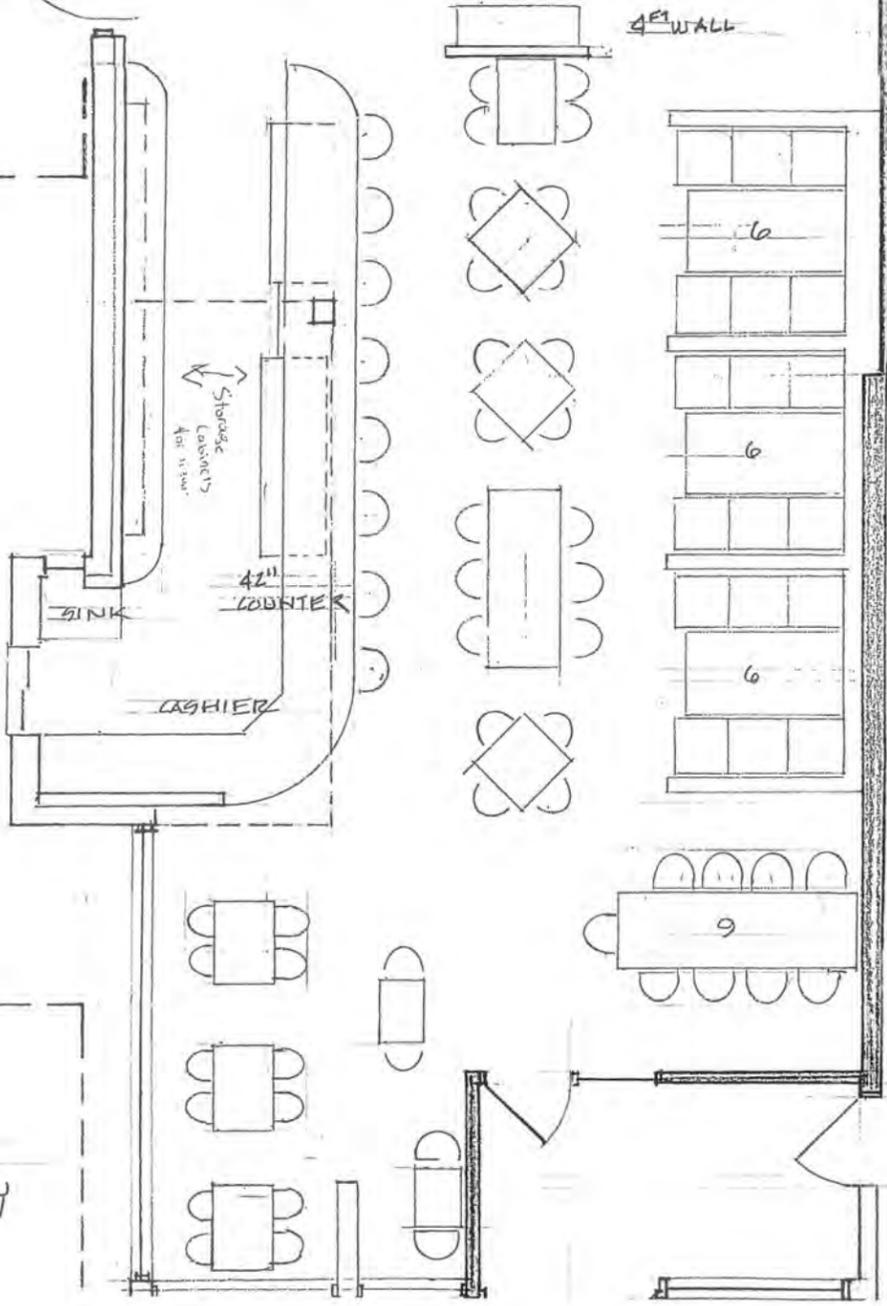
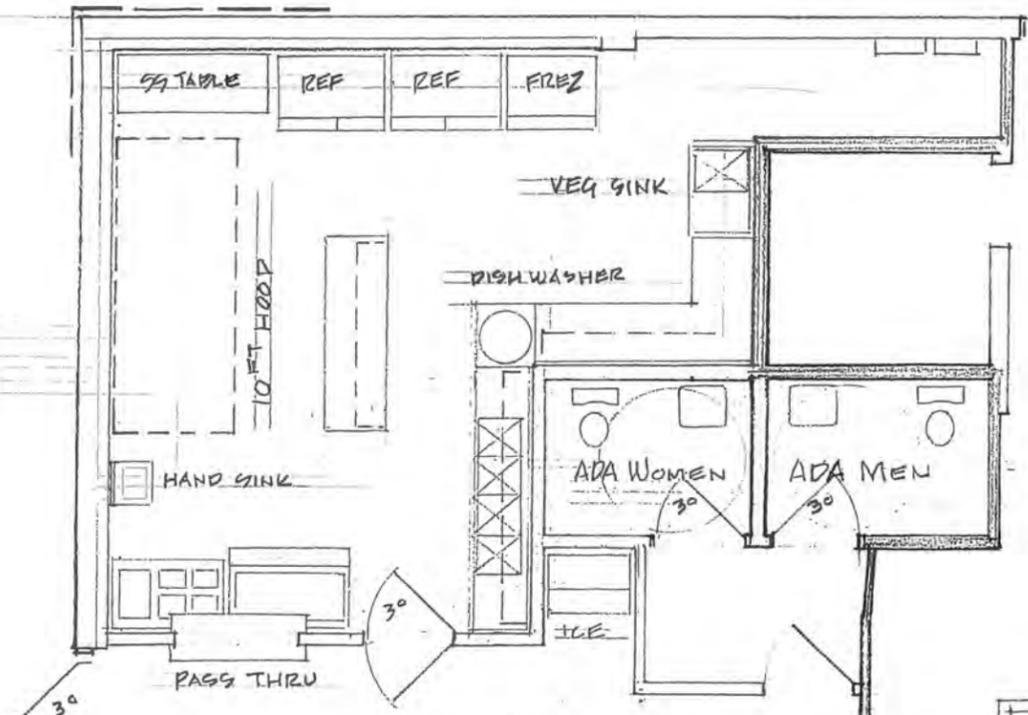


1170 W. Main Street - Google Maps



1170 W. Main Street - Bing Maps

NOTE
SEE 1/2" PLAN
FOR KITCHEN



TOTAL SEATING
67 TO OCCUPANCY