



CITY OF WHITEWATER PLAN AND ARCHITECTURAL REVIEW
COMMISSION

Agenda

September 14, 2015

City of Whitewater Municipal Building
312 W. Whitewater St., Whitewater, Wisconsin
6:30 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 8, 2015, July 13, 2015 and August 10, 2015.
4.	Hold a public hearing for consideration of a conditional use permit (tavern and other places selling alcohol by the drink) for Gus' Pizza Palace LLC., George Christon, (Agent), to serve beer and wine by the bottle or glass at 135-139 W. Main Street (for a Class "B" Beer License and a Class "C" Wine License).
5.	Hold a public hearing for consideration of an amendment to the Conditional Use Permit for minor changes to the Specific Implementation Plan for Fairhaven Corporation/Prairie Village Development at Burr Oak Trail/ County U and Fremont Street.
6.	Hold a public hearing for consideration of a Conditional Use Permit for an addition to the building at 617 E. Milwaukee Street ("Beer Here") for John Cordio.
7.	Hold a public hearing for consideration and recommendation to the City Council concerning amendments to Chapter 19.19 R-2A Residential Increased Occupancy Overlay Zoning District in the Zoning Ordinance of the City of Whitewater to provide that when bedrooms are being added as part of an internal remodeling or external addition, common space (square footage excluding basements, bedrooms, bathrooms, halls, and closets) must exceed 75 square feet per allowed unrelated resident.
8.	Continue the public hearing for consideration of a Conditional Use Permit, in an R-2A Overlay Zoning District, to allow for 6 unrelated persons to live in the house located at 531 W. Center Street for RLA Properties LLC. (Randall Aschbrenner). (The current property owners are Gordon and Jill Backman.)
9.	Continue the public hearing and make recommendation to the City Council for consideration of a change in 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 for 228 S. Church Street, (Tax ID# OT 00116) for Randall Aschbrenner. (The owner of the property is Clarence J. Koslowski.)

10.	Continue the public hearing for consideration of a Conditional Use Permit, in an R-2A Overlay Zoning District, to allow for 6 unrelated persons to live in the house located at 228 S. Church Street for RLA Properties LLC. (Randall Aschbrenner). (The current property owner is Clarence J. Koslowski.)
11.	Information Items: a. Possible future agenda items. b. Next regular Plan Commission Meeting – October 12, 2015
12.	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

CITY OF WHITEWATER
PLAN AND ARCHITECTURAL REVIEW COMMISSION
Whitewater Municipal Building Community Room
June 8, 2015

ABSTRACTS/SYNOPSIS OF THE ESSENTIAL ELEMENTS OF THE OFFICIAL ACTIONS OF THE PLAN AND ARCHITECTURAL REVIEW COMMISSION

Call to order and roll call.

Vice-Chairperson Binnie called the meeting of the Plan and Architectural Review Commission to order at 6:30 p.m.

Present: Lynn Binnie, Sherry Stanek, Tom Hinspater, Jon Tanis (Alternate), Harry Devitt (Alternate). Absent: Greg Meyer, Daniel Comfort, Kristine Zaballos, Bruce Parker. Others: Wallace McDonell (City Attorney), Chris Munz-Pritchard (City Planner).

Election of Chairperson, Vice-Chairperson, Plan Commission Representative to the Community Development Authority, Plan Commission Representative to the Urban Forestry Commission and Plan Commission Representative to the Technology Park Architectural Review Committee. City Planner Chris Munz-Pritchard asked for nominations for Chairperson.

Election results are:

Greg Meyer - Chairperson
Lynn Binnie - Vice-Chairperson
Tom Hinspater - CDA
Sherry Stanek - Urban Forestry

Hearing of Citizen Comments. There were no comments.

Approval of the Plan Commission Minutes. Moved by Sherry Stanek and seconded by Jon Tanis to approve the Plan Commission minutes of May 11, 2015. Aye: Stanek, Tanis, Binnie, Devitt, Hinspater. Motion approved.

Public hearing for a Conditional Use permit (tavern and other places selling alcohol by the drink) for Taco Fresco Garret Witterholt, LLC., Amador Cortez, (Agent), to serve wine by the bottle or glass at 175 W. Main Street (for a Class “C” Wine License). Vice-Chairperson Binnie opened the public hearing.

City Planner Chris Munz-Pritchard explained that this proposal is to amend the current Conditional Use Permit to serve beer (a Class “B” Beer) to include serving wine (for a Class “C” Wine License) by the Bottle or Glass in addition to expanding the licensed area into the sidewalk café area, at 175 W Main Street for Taco Fresco Garret Witterholt, LLC.

The site has been a restaurant. No changes are proposed to the existing site plan, traffic flow, exterior lighting, or building exterior. No information about hours of operation or maximum capacity have been provided by the applicant.

The restaurant is located on the first floor of 175 W Main Street. The buildings in the vicinity are a mix of ground floor businesses and primarily upper-story office or residential uses.

There was no public comment. Vice-Chairperson Binnie closed the public hearing.

Moved by Jon Tanis and seconded by Sherry Stanek to approve the conditional use permit to serve wine and to expand the licensed area into the sidewalk café area at 175 W. Main Street and to recommend to the City Council to approve the change in the license. Aye: Tanis, Stanek, Binnie, Hinspater, & Devitt. No: None. Motion approved.

Public hearing for a Conditional Use permit to allow for a seasonal outdoor café and drive thru at 1170 W. Main Street for Clara Rocha/Karina's Mexican Restaurant.

Vice-Chairperson Binnie opened the public hearing.

City Planner Chris Munz-Pritchard explained that this proposal involves converting the drive through area to a seasonal outdoor café during the summer/warm months. The area would then be converted back to a drive thru area during the winter/cold months (19.27.030). This maximizes the space to the full potential.

Public Comment: Eric Kiernan of KC Computers requested that the Restaurant add additional lighting on the back of the building by the drive through area.

Vice-Chairperson Binnie closed the public hearing.

Plan Commission members commented: Sherry Stanek inspected the site to get a better understanding of the layout. She felt it would be an asset to the community.

Moved by Stanek and seconded by Tanis to approve the conditional use permit to allow for a seasonal outdoor café and drive through at 1170 W. Main Street subject to the City Planner conditions. (See attached Conditional Use Permit.) Aye: Stanek, Tanis, Binnie, Hinspater, & Devitt. No: None. Motion approved.

Public hearing for an amendment to the existing Conditional Use permit to allow for the sale of alcoholic beverages by the glass (tavern and other places selling alcohol by the drink) to expand into the seasonal outdoor café area at 1170 W. Main Street for Clara Rocha/Karina's Mexican Restaurant (a Class "B" Beer and Liquor License). Vice-Chairperson Binnie opened the public hearing.

City Planner Chris Munz-Pritchard explained that the amendment to the Conditional Use Permit to expand the service of alcohol by the glass into the seasonal outdoor café ("Class B" Beer and Liquor License) is subject to the City Planner recommended conditions and pending licensing board approvals.

The spokesperson for Karina's indicated that there would be no music outdoors. The Plan Commission asked about maximum hours of operation. The applicant offered a closing time of midnight.

Moved by Stanek and seconded by Tanis to approve the conditional use permit, subject to the City Planner recommendations, to allow for the sale of alcoholic beverages by the glass (tavern and other places selling alcohol by the drink) to expand into the seasonal outdoor café area at 1170 W. Main Street for Clara Rocha/Karina's Mexican Restaurant (a Class "B" Beer and Liquor License). The Plan Commission accepted the applicants' stipulation that alcohol will not be served in the outdoor café after midnight. (See attached Conditional Use Permit.) Aye: Stanek, Tanis, Binnie, Hinspater, & Devitt. No: None. Motion approved.

Public hearing for a change in the District Zoning Map 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 for the property located at 604 W. High Street (tax parcel # /CL 00039) for Joa Cain, Frances Cain and Janeen Cain. Vice-Chairperson Binnie opened the public hearing for the change in the District Zoning Map and for the Conditional Use (the following item) requesting up to four unrelated persons in the residence at 604 W. High Street.

Public hearing for a Conditional Use permit in an R-2A Residential Overlay Zoning District, to allow for 4 unrelated persons to live in the house located at 604 W. High Street for Joa Cain, Francis Cain and Janeen Cain.

City Planner Chris Munz-Pritchard explained Item # 7 & 8 Proposed Zoning Map Amendment to Impose the R-2A Residential Overlay District Zoning and to enable up to four (4) unrelated persons in a residence per Chapter 19.19 at 604 W. High Street (tax parcel # /CL 00039) for Joa Cain, Francis Cain and Janeen Cain.

The existing dwelling is a single (one) family residence. 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 and to approve a Conditional Use Permit to increase the number of permitted unrelated individuals residing in a non-family household from three (3) to four (4).

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 residing in a non-family household from three (3) to four (4). The applicant is requesting that the first floor dining room be converted into a bedroom. The converted bedroom must meet all the codes of a bedroom. A permit also must be obtained to convert the dining room to a bedroom.

Public comment: Richard Helmick stated that the applicant lists the room in question as a "den", and that is not true. Since 1977, he has been inside this property on a number of occasions while owned by three different owners and the room in question has always been a dining room, never a den. A current description of the room as listed on the Zillow web site for its most recent sale describes the room as a den. Richard states that he was present at a number of zoning rewrites and believes that the intent of the R2-A is to utilize existing rooms not to convert dining rooms into bedrooms.

Vice-Chairperson Binnie closed the public hearing.

Plan Commission members commented that the intent of the R-2A and concerning increasing occupancy is not clear in the ordinance. While the Plan Commission has allowed larger homes to convert areas to bedrooms in the past, the size and type of this home causes hesitation to approve the home for the Conditional Use Permit.

Moved (reluctantly) by Tanis and seconded by Binnie to recommend to the City Council to approve the change in the District Zoning Map to impose the R-2A Residential Overlay Zoning District. Aye: Tanis, Binnie, Hinspater, & Devitt. No: Stanek. Motion approved.

Moved (reluctantly) by Tanis and seconded by Binnie to approve the conditional use permit to allow for 4 unrelated persons to live in the house located at 604 W. High Street subject to the City Planner's conditions and City Council granting the change in the District Zoning Map to impose the R-2A Residential Overlay Zoning District. (See attached Conditional Use Permit.) Aye: Tanis, Binnie, Hinspater, & Devitt. No: Stanek. Motion approved.

Information Items:

- a. Plan Commission was shown the plans for the ramp renovation at the Armory.
- b. Next regular Plan Commission Meeting – July 13, 2015.

Moved by Stanek and seconded by Tanis to adjourn. The motion was approved by unanimous voice vote. The meeting adjourned at approximately 8:15 p.m.

Vice-Chairperson Lynn Binnie

CITY OF WHITEWATER
PLAN AND ARCHITECTURAL REVIEW COMMISSION
Whitewater Municipal Building Community Room
July 13, 2015

**ABSTRACTS/SYNOPSIS OF THE ESSENTIAL ELEMENTS OF THE OFFICIAL
ACTIONS OF THE PLAN AND ARCHITECTURAL REVIEW COMMISSION**

Call to order and roll call.

Chairperson Meyer called the meeting of the Plan and Architectural Review Commission to order at 6:30 p.m.

Present: Greg Meyer, Bruce Parker, Lynn Binnie, Sherry Stanek, Daniel Comfort, Kristine Zaballos, Tom Hinspater, (John Tanis – Alternate, present but could not vote- full board).
Absent: None. Others: Wallace McDonell (City Attorney), Chris Munz-Pritchard (City Planner).

Appointment of Plan Commission Representative to the Community Development

Authority. Chairperson Meyer explained that Tom Hinspater decided to step down in order to give Bruce Parker the chance to see some projects to fruition that were started while he was on the CDA Board. Meyer asked for nominations. Moved by Binnie and seconded by Hinspater to nominate Bruce Parker. There were no other nominations. Motion was approved by unanimous voice vote.

Hearing of Citizen Comments. There were no comments.

Approval of the Plan Commission Minutes. The minutes of June 8, 2015 were not available for review.

Review proposed 2 lot certified survey map on vacant land south of W. Main Street east of the Taco Bell property (for a proposed dental building) for Summit Dental/Steve Rohrscheib. City Planner Chris Munz-Pritchard explained that the action item on this proposal is the certified survey map. The Planner recommends that the lots share driveway easements. Brian Pollard, builder of the development, was present to represent the applicants for this proposal.

Brian Pollard explained that there are two buildable sites. Their proposal is for a 3200 sq. ft. dentist facility which will have 18 to 20 employees. The site plan shows a shared driveway and 42 to 43 parking stalls. There are no areas to be dedicated to the public.

Plan Commission Member Parker asked about the traffic study for that area and the driveway easement. City Planner Munz-Pritchard stated that the traffic study was in its final stages. She also stated that the driveway was preliminarily okay.

Brian Pollard stated that they had no problem with the easement at the rear of the property. The easement could stay there. The Dental office has no use for the easement to the back area. They wanted their access from W. Main Street.

There was no public comment.

Moved by Binnie and seconded by Parker to approve the two lot certified survey map for land south of W. Main Street and east of 1535 W. Main Street. Aye: Binnie, Parker, Hinspater, Stanek, Comfort, Zaballos, Meyer. No: None. Motion approved.

Review and make recommendation to the City Council for the proposed new chapter for the City of Whitewater Municipal Code, Chapter 5.19 Parklet Café permit. Plan

Commission Member Zaballos stated that she would abstain from this vote as she is on the Downtown Whitewater Board which has already approved of the ordinance.

City Planner Chris Munz-Pritchard explained the proposed ordinance with a power point presentation. The purpose for this ordinance is to establish a procedure for a conditional use to establish parklets. Some of the points she highlighted in the power point included: the difference between a parklet café and a parklet. A parklet café is a private seating area associated with a nearby establishment. A parklet is a public park area for all to use.

The process would be to fill out an application form, same as a sidewalk café application. The proposed amount of insurance was increased from the original proposal due to the structure being within the street right-of-way. Engineering drawings (to scale) would be required to make sure the structure is level and structurally sound. Pictures of seating etc. would need to be provided, similar to the sidewalk café requirements. Before the permit is issued the Fire Department and Building Inspector will need to review the proposal.

The standards would require: a 2 foot buffer around the parklet area; must be 5 feet away from a hydrant; cannot block ingress or egress; cannot be attached to light poles; accessories shall not hang over into street or traffic; area must be clean and sanitary; no food preparation to be done in the parklet; parklets are only allowed from April 1 to October 31 which coincides with the snow and parking requirements. Parklets must leave a 4 foot clearance for pedestrians and be ADA compliant. Parklets will be restricted to the B-2 (Central Business) Zoning District. The parklets are expected to be used primarily in areas where the sidewalks are very narrow. They will utilize approximately two parking stalls, a minimum of one parking stall. The parklet cafe must be in front of the applicant's business. The parklets will need to be built in order to have water drainage under the platform. The decking must be flush with the curb. The outside railings must be able to withstand 200 pounds of pressure. Any parklet café close to an intersection would need to have the 15 foot vision triangle. Any parklet café to utilize over 2 parking stalls would require a conditional use permit and Plan Commission approval.

Parklets are now being tested in La Crosse. Plan Commission Member Parker stated that Milwaukee has them. The application will be the same as the sidewalk café application.

Plan Commission members voiced concerns of: a maximum size for a parklet; any umbrellas need to be fastened down so they do not become an obstruction to traffic; smoking in the parklet

café?; Should put in the ordinance who is going to do the enforcement during which times for alcohol, sidewalk blockage with chairs, benches etc.

City Attorney McDonell will check into the State smoking regulations to see if it is legal to regulate smoking in a parklet café.

Dave Saalsaa stated that a parklet café is to encourage people to come downtown, create an atmosphere to find a different sense of space. This is a good way to make the downtown friendly to patrons and to those in wheel chairs. It is good for business.

Tami Brodnicki, Downtown Whitewater Director, stated that they do about 100 clean ups in a year. She also suggested that, once the City Attorney researches the smoking regulations, consideration be made for allowing smoking in a private parklet café versus a public parklet.

Moved by Comfort and seconded by Stanek to recommend to the City Council to approve the proposed Chapter 5.19 Parklet Café permit with changes discussed and additional minor grammatical changes. Aye: Comfort, Stanek, Binnie, Parker, Hinspater, Meyer. No: None. Abstain: Zaballos. Motion approved.

Public hearing for the purpose of reviewing and making recommendations to the Common Council concerning proposed amendments to Title 19, the Zoning Ordinance of the City of Whitewater. Chairperson Meyer opened the public hearing.

City Planner Chris Munz-Pritchard explained that the first step would be the parking changes. Two things happened. We updated Chapter 19.51 and the zoning districts with those changes and we also clarified language and added examples and charts. Munz-Pritchard went through her power point highlighting the important changes. Included were definitions of parking spaces and driveways; for Walworth Ave. and Ventura Lane where the back yard is also a street yard, fencing and accessory structures would be allowed by conditional use; lot coverage over a certain percentage will require engineering; language was clarified and examples added to the R-3 & R-3A Zoning Districts; usable open space was clarified; language in the B-1 Zoning District for residential was clarified; driveway access, surfacing and maintenance; number of parking stalls required, etc.

There was concern in the R-2A when converting existing homes and the number of bedrooms. City Attorney McDonell stated that it was a work in progress. A Councilmember asked for comment on a revision to the R-2A which came up after the 604 W. High Street request. Any proposed ordinance change will come back to the Plan Commission for a public hearing.

Plan Commission members voiced concerns of: the percentages of impervious surface requirements; ever expanding gravel parking areas; driving across lawn area to access parking area, it is not permissible to drive across the lawn.

Approximately 8:25 p.m. Plan Commission Member Comfort left the meeting. Plan Commission Alternate Member Tanis could vote on this item.

During the discussion, Plan Commission Members suggested adding to 19.09.453 Through lots “fences and accessory structures in a rear street yard by conditional use”. (City Attorney McDonell stated that this may need to be added in other areas of Chapter 19.) 19.15.090 Park fees, Parks and Recreation Board establish fee (there is a policy for establishing the park fee) and make recommendation to the City Council (the main purpose of the change in the ordinance is to remove the dollar amount so the ordinance does not have to go to the City Council every time there is a change in the park fee). Another change would be to the R-1X for the maximum lot coverage to be changed back to 20 per cent. The calculations for 19.21.040 lot area are to be corrected. 19.27.030 Conditional uses Q4c. Change percentage for residential units to occupy no more than (from 50 per cent to 40 per cent) of the first floor in a B-1 Zoning District. 19.51.050D.2. Sale or change of use of property to require hard surfacing – City Attorney McDonell was going to check into the State legislation to see if this would be permissible for a sale of property. 19.51.130 Number of parking stalls – a maximum number should be set for residential areas R-2, R-2A and R-3. Also, this ordinance should reference the ordinance that prohibits operation of a vehicle in an area not designated for vehicle use and that it is not permissible.

Chairperson Meyer closed the public hearing.

Moved by Tanis and seconded by Stanek to recommend the proposed amendments to Title 19, the Zoning Ordinance of the City of Whitewater with the changes discussed at this meeting. Aye: Tanis, Stanek, Parker, Hinspater, Binnie, Meyer. No: None. Motion approved.

Conceptual review for a conditional use permit to allow for a duplex on a newly created lot in an R-3A University Density Overlay Zoning District located off of S. Boone Court for Robert E. Freiermuth. This item was pulled from the agenda by the applicant prior to the meeting.

Information Items:

Next regular Plan Commission Meeting – August 10, 2015.

Moved by Zaballos and seconded by Tanis to adjourn. The motion was approved by unanimous voice vote. The meeting adjourned at approximately 8:30 p.m.

Chairperson Greg Meyer

CITY OF WHITEWATER
PLAN AND ARCHITECTURAL REVIEW COMMISSION
Whitewater Municipal Building Community Room
August 10, 2015

**ABSTRACTS/SYNOPSIS OF THE ESSENTIAL ELEMENTS OF THE OFFICIAL
ACTIONS OF THE PLAN AND ARCHITECTURAL REVIEW COMMISSION**

Call to order and roll call.

Chairperson Meyer called the meeting of the Plan and Architectural Review Commission to order at 6:30 p.m.

Present: Greg Meyer, Bruce Parker, Lynn Binnie, Tom Hinspater, Daniel Comfort, Kristine Zaballos, John Tanis (Alternate). Absent: Sherry Stanek. Others: Wallace McDonell (City Attorney), Chris Munz-Pritchard (City Planner).

Hearing of Citizen Comments. There were no comments.

Approval of the Plan Commission Minutes. The minutes of June 8, 2015 and July 13, 2015 were postponed to be reviewed at the September meeting.

Review extra-territorial 2 lot certified survey map at 10438 N. County Line Road for Robert E. Walenton and Barbara E. Walenton. City Planner Chris Munz-Pritchard explained that this extra-territorial certified survey map is for land located in Rock County, Town of Lima. She recommended approval with Rock County requirements.

Mark Moritz, Surveyor representing the property owners, stated that the property owners own both lots. Lima Township requires that a lot line adjustment be done by a certified survey map. The drainage ditch is to be attached to the parcel that has the drainage tile. In the event that a lot is sold, the drainage tile and the ditch are not separated.

Moved by Binnie and seconded by Parker to approve the extra-territorial 2 lot certified survey map at 10438 N. County Line Road for Robert E. Walenton and Barbara E. Walenton with the City Planner's conditions. 1. The applicant shall meet all conditions set by Rock County and the Town of Lima for final approval. 2. The Final CSM shall be reviewed by City Staff and recorded with Rock County. Aye: Binnie, Parker, Hinspater, Comfort, Zaballos, Tanis, Meyer. No: None. Motion Approved.

Public hearing for a Conditional Use Permit (tavern and other places selling alcohol by the drink) for Spaiu LLC. (Bajram Spahijoski, Agent) to serve beer and liquor at 162 W. Main Street (for a "Class B" Beer and Liquor License) at Fratelli's. (This would also include the sidewalk café area.) Chairperson Meyer opened the public hearing.

City Planner Chris Munz-Pritchard explained that this is a transfer of the "Class B" Beer and Liquor License. There is no change in the area and the sidewalk café area is included.

Plan Commission members voiced concerns of: maximum hours of operation; keeping the sidewalk area clear of snow and debris at the close of each business day.

Bajram “Bennie” Spahijoski stated that the restaurant hours are until 10:00 p.m. When the restaurant closes, the sidewalk café will be closed.

Chairperson Meyer closed the public comment.

City Attorney McDonell stated that Plan Commission should go with the standard closing time for hours of operation.

Moved by Binnie and seconded by Zaballos to approve the conditional use permit to serve alcohol by the drink subject to the City Planner conditions and with the added clarification #4 maximum sidewalk café hours of operation will go by what is allowed by the sidewalk café permit & #5 keeping the sidewalk area clear of snow and debris at the close of each business day (See attached conditional use permit.) Aye: Binnie, Zaballos, Parker, Hinspater, Comfort, Tanis, Meyer. No: None. Motion approved.

Review proposed certified survey map to divide three lots into four lots to build a new duplex on the 4th lot and review the proposed site plan at 527, 531-533, and 601,603 W. Main Street for Robert E. Freiermuth. City Planner Chris Munz-Pritchard explained that on April 13, 2015 the Commission recommended to the Common council to rezone the property to R-3A Overlay Zoning. One of the stipulations of that approval was to have any proposal for that area to come back to the Plan Commission for review. At this meeting the applicant was looking for approval of the certified survey map and to look over his proposal and give preliminary approval for the proposed duplex. Each unit of the duplex has 5 bedrooms, 2 bathrooms, living area and kitchen. Munz-Pritchard wants the stormwater to be 100% okay. The stormwater approval will be necessary prior to starting construction. There will need to be an easement showing what parking spots go to each building. There will need to be the required usable open space. The landscaping plan will be sent to the Urban Forestry Committee to review.

Chairperson Meyer opened the public comment.

Bob Freiermuth explained the report on stormwater management for this proposal was done by his engineer SEH out of Brookfield. Freiermuth will be providing 2 catch basins on site.

Plan Commission members voiced concerns of: traffic patterns, being able to drive from Main Street through the parking area to Boone Court; all traffic should come and go from Main Street or from Boone Court.

City Planner Munz-Pritchard was not in favor of closing off access from one street or the other and suggested that because of the narrowness of the driveway, it should be labeled one way. Bob Freiermuth explained that he has not had a problem with the traffic and does not see it as being a problem. He could put speed bumps in. When asked about removing the driveway between the parking areas, he stated that he did not want to give up anything. It is easier for the flow of traffic to have the access on the property. It is also helpful for him when doing his

maintenance work for the properties. At a future date, he could put in parking stops or a locked gate.

Kori Oberle, resident of Boone Street, wanted to encourage the Plan Commission to look at the impact of the traffic. She has concerns of public safety with the Bethel houses across Center Street from Big Brick Park, two churches that have programs on days other than Sunday that use the park, and with the alley way next to the park. The police reports have many incidences with vehicles which do not stop at the stop signs at the intersections with W. Center Street. She requested that the Plan Commission look at the big picture when looking at individual projects. Kori Oberle stated that with this project, 531 W. Center Street and 604 W. High Street, there would be an additional 2 dozen vehicles in this area. She felt that a traffic study should be done for the area and consideration be made for traffic control at intersections.

Chairperson Meyer closed the public comment.

Plan Commission Member Parker requested that the connecting drive be reduced to 12 feet instead of 30 feet. There should also be no parking in that area. Parker also suggested that item 2.b. of the Planner recommendations be changed to require the hard surfacing prior to occupancy.

City Planner Chris Munz-Pritchard stated that they could do 12 feet but leave leeway for turning radius. She also stated that the Plan Commission could make a suggestion for a traffic study for the Center Street and Boone Court area. This was a valid point and it would be good to have on record. In the R-3A Overlay District, this proposal is a permitted use. Munz-Pritchard would like to see everything (including hard surfacing) done prior to occupancy, or at least a date set for completion. If the project is not done, the property owner will be fined. She also stated that area has drainage issues. If the City Engineer, Strand and Associates, does not approve, the project cannot be done.

Moved by Binnie and seconded by Tanis to approve the certified survey map with the recommendations of the City Planner, adding to 2b. "before occupancy" at the end of the sentence for surfacing the parking area; and adding "6. Owner agrees to implement traffic calming measures in case of cut through issues between Main Street and Boone Court; and "7. Applicant to work with the City Planner to narrow the section above the lettering "proposed Lot 4" on the site plan to approximately 12 feet based on traffic recommendations.; "8. Plan Commission recommends after the project is completed, that the City Council consider a traffic study in the area. (See attached Review Approval) Aye: Binnie, Tanis, Zaballos, Parker, Hinspater, Comfort, Meyer. No: None. Motion approved.

Plan Commission Member Zaballos stated that the traffic study should not to be done in the summer.

City Planner Munz-Pritchard stated that it needs to be done in the next few years.

Public hearing and make recommendation to the City Council for consideration of a change in 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 for 531 W. Center Street, (Tax ID# CL 00040) for Randall Aschbrenner. (The owners of the property are Gordon and Jill Backman.)

Public hearing for a Conditional Use Permit, in an R-2A Overlay Zoning District, to allow for 6 unrelated persons to live in the house located at 531 W. Center Street for RLA Properites LLC. (Randall Aschbrenner). (The current property owners are Gordon and Jill Backman).

Chairperson Meyer opened the public hearing for both the consideration of the R-2A Overlay Zoning and consideration of the Conditional Use for 6 unrelated persons to live in the house at 531 W. Center St.

City Planner Chris Munz-Pritchard explained that this is a single family home with 6 bedrooms and 2 baths. Her recommendations included that the parking requirements need to be met; the Wisconsin Rental Weatherization Certification needs to be met; and the owner must pull a building permit with verification of the floor plan and existing number of bedrooms (inspection to be done by the building inspector).

Richard Helmick voiced his concern of the parking. It appears that the parking takes up more than 40% of the rear yard area. Munz-Pritchard explained that it must be under 40% impervious for the whole lot. Helmick is also concerned about the parking having the 3 foot setback requirement from the property line; and with the whole area being accepted by the Plan Commission and the City Council as a high density area, the infrastructure for the area must also be considered. There have been a series of near misses with the traffic on W. Center Street and children and church groups etc. that use the park space. The City should look at a wide scope when the traffic study is done.

City Attorney McDonell explained that definition wise, the 40% includes the building. There is no additional building being built, so it will be considered an existing non-conforming use. Plan Commission can consider even if the proposal is over 40%.

Randall Aschbrenner explained that the lot would be 38% impervious surface. He would be removing the single car garage and widening the concrete area for parking. He wants to make the angle parking as tight as possible. Aschbrenner stated that the whole area needs traffic revisions. He wants Plan Commission input on the impervious surface. When asked how many bedrooms were in the house, Aschbrenner stated there were 6 bedrooms and a third floor that could be another whole apartment. He said he wasn't touching anything on the inside at all. He would be closing off the third floor so the tenants would not be able to use it.

Chairperson Meyer closed the public comment.

Plan Commission Member Parker voiced his concerns about the plans, no site measurements, room divisions, entrances & exits. He stated the old assessor cards sometimes have floor plans in them. He was also concerned about the green space.

City Planner Munz-Pritchard stated that she would pull the assessor cards for information when these R-2A Overlay Zoning requests come in.

Randall Aschbrenner stated that he could flip the parking area around so it was close to the house and have more green space toward the property line. He would like to keep the project moving forward. Everything is time sensitive. He will already have to sit on the property for 9 months before he will be able to rent.

Plan Commission members wanted the plans to be revised including a floor plan and a site plan showing the parking.

City Attorney McDonell stated that the Plan Commission can require the plans to come back to the Plan Commission or allow the City Planner to review and approve.

Plan Commission Member Binnie stated that if we make the recommendation for the zoning, it has to go to Council for two readings, the second which would be the day after the September Plan Commission meeting.

Moved by Binnie and seconded by Parker to make recommendation to the City Council to grant the R-2A Overlay Zoning to the property at 531 W. Center Street; and the applicant would come back for the September Plan Commission meeting to continue the public hearing for the consideration of the Conditional Use Permit to allow 6 unrelated persons to live in the house at 531 W. Center Street. He will come back with a site plan including parking and floor plans with more detail. Aye: Binnie, Parker, Zaballos, Hinspater, Comfort, Tanis, Meyer. No: None. Motion approved.

Public hearing and make recommendation to the City Council for consideration of a change in 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 for 228 S. Church Street, (Tax ID# CL 00116) for Randall Aschbrenner. (The owner of the property is Clarence J. Koslowski.)

Public hearing for a Conditional Use Permit, in an R-2A Overlay Zoning District, to allow for 6 unrelated persons to live in the house located at 228 S. Church Street for RLA Properites LLC. (Randall Aschbrenner). (The current property owner is Clarence J. Koslowski.)

Chairperson Meyer opened the public hearing for both the consideration of the R-2A Overlay Zoning and consideration of the Conditional Use for 6 unrelated persons to live in the house at 228 S. Church St.

City Planner Chris Munz-Pritchard explained she would like to change her recommendation to include improved plans. This is a single family home that needs upgrades. The rear addition will be removed. Her recommendations included that the parking requirements need to be met; the Wisconsin Rental Weatherization Certification needs to be met; an inspection by the City Building Inspector must be done to verify the existing 6 bedrooms; and the owner must pull a

building permit with verification of the floor plan and existing number of bedrooms prior to doing any work.

Randall Aschbrenner explained that both properties would need the Wisconsin Rental Weatherization Certificate because they would be non-owner occupied. When asked how many bedrooms the home has, Aschbrenner stated that currently there are five bedrooms, but there is room for a sixth bedroom upstairs. At one time this was considered a duplex. Randall said he wanted to maximize the property, but he was willing to move forward as a 5 bedroom. He cannot back out of his offer if he is approved for 5 unrelated persons, but he wants approval for 6 unrelated persons.

City Planner Munz-Pritchard stated that if a home has been used as a single family home for one year, it cannot go back to being a duplex.

Daniel Richardson, 445 W. Center Street, stated that they bought their property with the understanding that it was surrounded by single family residences. He felt that every time a house in the area goes up for sale, it is not in the spirit of the zoning ordinance of the City of Whitewater to change the zoning so there can be more students living in the homes.

Chairperson Meyer closed the public comment.

Plan Commission members voiced concerns of: the driveway of the property is located at the intersection of Franklin and Janesville Streets; need decent set of plans; there are 5 existing bedrooms and the request is for 6 unrelated persons to live there; postponing the public hearings.

City Attorney McDonell recommended that the Plan Commission get an agreement from the applicant to postpone, unless he wants a decision right now. An immediate decision may not be in the applicant's best interest. Plan Commission could postpone with certain requirements to be brought back for action at the next meeting.

When asked if he was in agreement to postpone, Randall Aschbrenner stated that he did not want to postpone. He wants to make sure he is moving forward. He will follow any recommendations.

City Attorney McDonell stated that the Plan Commission has the authority to postpone even if Mr. Aschbrenner does not agree to it.

The Plan Commission would like an existing floor plan and a floor plan showing any proposed remodeling. They would also like a site plan and parking plan showing the new parking arrangement.

Moved by Parker and seconded by Comfort to postpone these items (9 & 10) until the next Plan Commission meeting on September 14, 2015. The public hearings for both the rezone and the conditional use permit will remain open for that meeting. Aye: Parker, Comfort, Binnie, Hinspater, Zaballos, Meyer, Tanis. No: None. Motion approved.

Information Items:

- a. Possible future agenda items.

Councilman Chris Grady had submitted some proposed changes to Chapter 19.19 R-2A Overlay Zoning to the Council. They suggested a couple changes and have sent it to the Plan Commission to hold the public hearing and make a recommendation.

Application submittals for the September meeting are due on Friday.

- b. Next regular Plan Commission Meeting – September 14, 2015.

Moved by Comfort and seconded by Zaballos to adjourn. The motion was approved by unanimous voice vote. The meeting adjourned at approximately 8:30 p.m.

Chairperson Greg Meyer

DRAFT



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

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

NOTICE OF PUBLIC HEARING

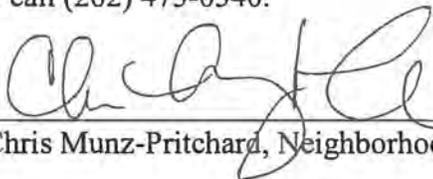
TO ALL INTERESTED PARTIES:

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 September 2015 at 6:30 p.m. to hold a public hearing for consideration of a Conditional Use Permit (tavern and other places selling alcohol by the drink) for Gus' Pizza Palace LLC., George Christon, (Agent), to serve beer and wine by the bottle or glass at 135-139 W. Main Street (for a Class "B" Beer License and a Class "C" Wine License).

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.


 Chris Munz-Pritchard, Neighborhood Services Director/City Planner

TaxKey	Owner1	Owner2	Address1	City	State	Zip
/A 29600002	CITY OF WHITEWATER 'PUMP HOUSE'		312 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/OT 00001	R&B BRASS RAIL CORP		130 W MAIN ST	WHITEWATER	WI	53190-0000
/OT 00002	CBP PROPERTIES LLC		417 N FREMONT ST	WHITEWATER	WI	53190-0000
/OT 00003	WATSON & SCHARINE		136 W MAIN ST	WHITEWATER	WI	53190-0000
/OT 00003A	KETTERHAGEN TRUST		1631 PEARSON CT	WHITEWATER	WI	53190-0000
/OT 00004	ILMI SHABANI	ANIFE SHABANI	140 W MAIN ST	WHITEWATER	WI	53190-0000
/OT 00006	MIKRNA LLC	C/O AROPA DESIGNS	144 W MAIN ST	WHITEWATER	WI	53190-0000
/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 00013	CITY OF WHITEWATER		312 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/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 00024	CITY OF WHITEWATER		312 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/OT 00062	DONALD E LIGGETT TRUST		PO BOX 223061	PRINCEVILLE	HI	96722-0000
/OT 00075	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	53190-0000
/OT 00076	141 W MAIN STREET BUILDING LLC		N1103 PECHOUS LN	WHITEWATER	WI	53190-1655
/OT 00077	TRIPLE J PROPERTIES LLC		W335 S2539 MORRIS RD	DOUSMAN	WI	53118-0000
/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 CIR	WALES	WI	53183-0000
/OT 00082	TRIPLE J PROPERTIES LLC		543 A J ALLEN CIR	WALES	WI	53183-0000
/OT 00083	TRIPLE J PROPERTIES LLC		543 AJ ALLEN CIR	WALES	WI	53183-0000
/OT 00084	BULLDOG INVESTMENTS LLC		109 S FIRST ST	WHITEWATER	WI	53190-0000
/OT 00085	GKC RENTALS-WHITEWATER LLC		W7723 HACKETT RD	WHITEWATER	WI	53190-0000
/OT 00086	GKC RENTALS-WHITEWATER LLC		W7723 HACKETT RD	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
/OT 00140	CITY OF WHITEWATER		312 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/OT 00141	WISCONSIN DAIRY SUPPLY CO TAX COMMISSIONER C.M.ST.P. & P. RR CO.		PO BOX 239	WHITEWATER	WI	53190-0000
/OT 00141A	CITY OF WHITEWATER		312 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/OT 00142	WISCONSIN DAIRY SUPPLY CO TAX COMMISSIONER C.M.ST.P. & P. RR CO.		PO BOX 239	WHITEWATER	WI	53190-0000
/TR 00001	CITY OF WHITEWATER		312 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/TR 00002	CITY OF WHITEWATER		312 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/TR 00003	CITY OF WHITEWATER		312 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/TR 00004	CC PROPERTY DEVELOPMENT LLC		111 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/TR 00005	CC PROPERTY DEVELOPMENT LLC		111 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/TR 00006	CC PROPERTY DEVELOPMENT LLC		111 W WHITEWATER ST	WHITEWATER	WI	53190-0000

/TR 00006A	CC PROPERTY DEVELOPMENT LLC	111 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/TR 00008	WISCONSIN DAIRY SUPPLY CO TAX COMMISSIONER C.M.ST.P.& P. RR CO.	PO BOX 239	WHITEWATER	WI	53190-0000
/TR 00009	WISCONSIN DAIRY SUPPLY CO TAX COMMISSIONER C.M.ST.P.& P. RR CO.	PO BOX 239	WHITEWATER	WI	53190-0000
/WUP 00255	R&B BRASS RAIL CORP	130 W MAIN ST	WHITEWATER	WI	53190-0000
/WUP 00256	CITY OF WHITEWATER	312 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/WUP 00257	CITY OF WHITEWATER	312 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/WUP 00257A	DONNA JOANNE HENRY	347 S JANESVILLE ST	WHITEWATER	WI	53190-0000
/WUP 00257B	CITY OF WHITEWATER 'PUMP HOUSE'	312 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/WUP 00258	LAKELAND PROPERTY MANAGEMENT	W312 S9003 MOCCASIN TR	MUKWONAGO	WI	53149-0000
/WUP 00261	CITY OF WHITEWATER	312 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/WUP 00321	STATE OF WISCONSIN DEPT OF TRANSPORTATION		MADISON	WI	53702-0000



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: 139 W. Main - WHITEWATER, WI
Owner's Name: GEORGE + KNEON CHRISTON
Applicant's Name: GEORGE CHRISTON
Mailing Address: W 7723 HACKETT ROAD, WHITEWATER
Phone #: 262-473-8187 Email: GKCRENTALS@YAHOO.COM
Legal Description (Name of Subdivision, Block and Lot of other Legal Descriptions):
Gus' Pizza Palace

Existing and Proposed Uses:

Current Use of Property: RESTAURANT
Zoning District: B-2
Proposed Use: SERVING BEER/WINE @ TABLES

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.

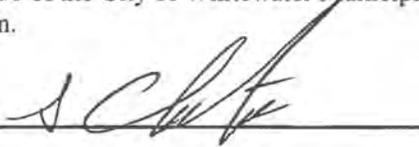
****Four (4) full size, Twenty (20) 11x17, and 1 Electronic Copy (include color where possible) site plan copies, drawn to scale and dimensioned.**

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.	NO
B. That utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	ALL PROVIDED
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.	YES.

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

Applicant's Signature: 

Date: 8/31/2015

Printed: GEORGE CHRISTON

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 8-31-15. Received by: Jwegner Receipt #: 6.012127
- 2) Application is reviewed by staff members.
- 2) Class 1 Notice published in Official Newspaper on 9-3-15.
- 3) Notices of the Public Hearing mailed to property owners on 9-1-15.
- 4) Plan Commission holds the PUBLIC HEARING on 9-14-15. 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

20
1

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: GEORGE CHRISTON

Applicant's Mailing Address: W7723 HACKETT ROAD
WHITEWATER, WI 53190

Applicant's Phone Number: 262-473-8187

Applicant's Email Address: GRC RENTALS@YAHOO.COM

Project Information:

Name/Description of Development: GUS' RELOCATION

Address of Development Site: 139 W. MAIN ST. WHITEWATER

Tax Key Number(s) of Site: OT 85 + 86

Property Owner Information (if different from applicant):

Name of Property Owner: GEORGE + KAYON CHRISTON

Property Owner's Mailing Address: W7723 HACKETT ROAD
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.



Signature of Applicant/Petitioner

GEORGE CHRISTON

Printed Name of Applicant/Petitioner

8/31/2015

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: Christine Munz-Pritchard, City Planner
 Date: September 14th 2015
 Re: **Item # 5** Proposed change to the original Planned Development (PD) located at Burr Oak Trail / County Road U and Fremont Rd for Fairhaven Corporation / Prairie Village Development.

Summary of Request		
Requested Approvals:	Proposed change to the original Planned Development (PD).	
Location:	Burr Oak Trail / County Road U and Fremont Rd	
Current Land Use:	Residential	
Proposed Land Use:	Same	
Current Zoning:	Planned Development (PD)	
Proposed Zoning:	Planned Development (PD)	
Comprehensive Plan's Future Land Use:	Two-Family / Townhouse Residential	
Surrounding <i>Zoning</i> and Current Land Uses:		
Northwest:	Town of Cold Springs	Northeast:
Town of Cold Springs		Town of Cold Springs
	Planned Development (PD)	
Southwest:	<i>I</i> Institutional	Southeast:
<i>I</i> Institutional		<i>AT</i> Agricultural Transition

Description of the Proposal:

This is a request to vary from the proposed Planned Development (PD) approved in 2007. The new changes will include a grounds building located in the south area of the overall site plan. The addition of the grounds building will cause the 4 duplexes (southern) to shift to the North to accommodate the additional room needed for the grounds building. At the North end of the PD a Community Center is being proposed in conjunction with an outdoor activity space and 52 parking spaces. The use of the property will not change significantly. The proposed changes to the PD are compatible with the original intent of the development. Prior to construction, engineering must be approved and building permits will be required. This Conditional Use Permit will grant the approval for these above listed changes from the Planned Development (PD) approved in 2007.

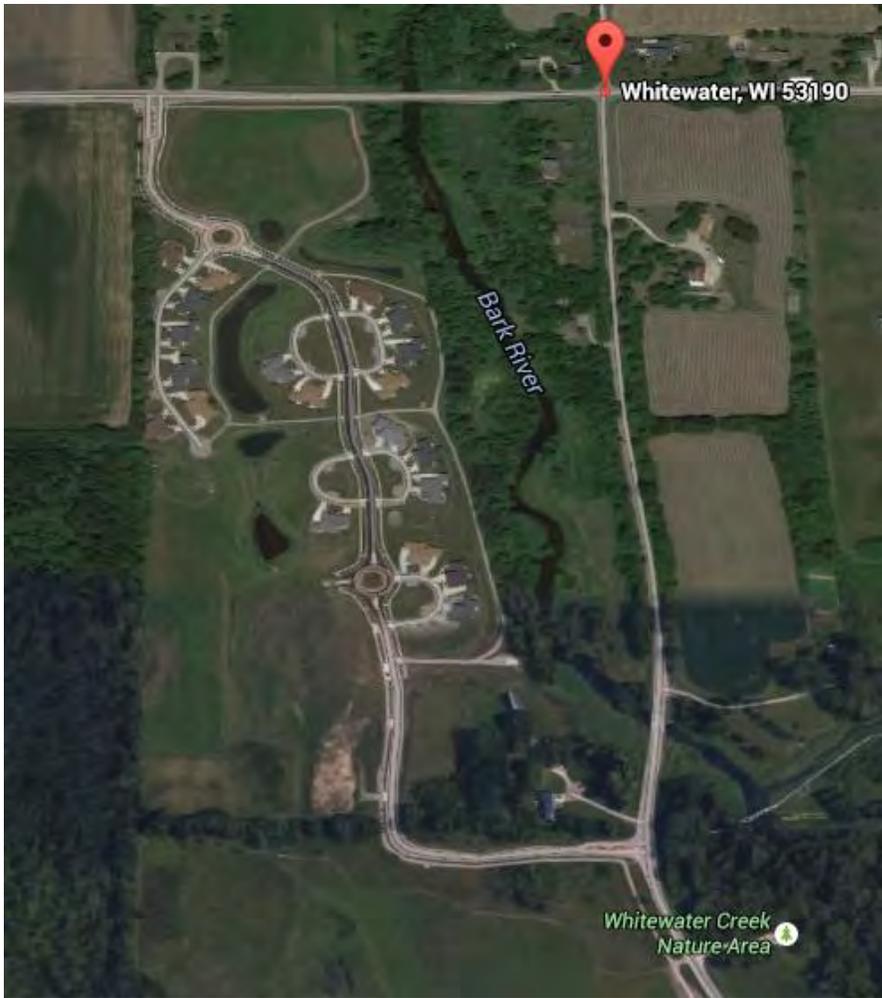
PLANNER'S RECOMMENDATIONS:

I recommend that the Plan and Architectural Review Commission recommend approval of the proposed request to vary from the proposed Planned Development (PD) approved in 2007, subject to the finding presented below.

SUGGESTED FINDING TO BE MADE BY THE PLAN COMMISSION

1. Any utilities location outside of the road way need to have easements added.
2. The Grounds Building and Community Center must follow the same architectural integrity and landscaping as the Planned Development (PD) approved in 2007.
3. The lot line on the Westerly edge of the property will need to be moved to accommodate future buildings on N. Acorn Ridge.
4. Any other conditions identified by City Staff or the Plan Commission.

Analysis of Proposed Conditional Use Permit for: Burr Oak Trail / County Road U and Fremont Rd		
<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 use of this property will not change significantly. Prairie Village has been developing for 8 years.
2. Adequate utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	Yes	Plans are not yet developed but must comply with the City and State Requirements.
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	The proposed changes to the PD hold true to the overall intent of the project.
4. The conditional use conforms to the purpose and intent of the city master (comprehensive) plan.	Yes	The proposal does not change the use of the property.
5. The conditional use and structures are consistent with sound planning and zoning principles.	Yes	The project is consistent with the PD requirements 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 September 2015 at 6:30 p.m. to hold a public hearing for consideration of an amendment to the Conditional Use Permit for minor changes to the Specific Implementation Plan for Fairhaven Corporation/Prairie Village Development at Burr Oak Trail/County U and Fremont Street.

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.



 Chris Munz-Pritchard, Neighborhood Services Director/City Planner

TaxKey	Owner1	Owner2	Address1	City	State	Zip
05-15-29-44-002	CHRISTOPHER A LANGE		W4108 COUNTY ROAD U	WHITEWATER	WI	53190-0000
05-15-29-44-003	SHARON L MAKURAT	CAMILLE R MAKURAT	W4109 COUNTY ROAD U	WHITEWATER	WI	53190-0000
05-15-32-12-002	FAIRHAVEN		435 W STARIN ROAD	WHITEWATER	WI	53190-0000
05-15-32-14-000	FAIRHAVEN		435 W STARIN ROAD	WHITEWATER	WI	53190-0000
05-15-32-14-001	PRESQUE ISLE PROPERTIES		P O BOX 209	WHITEWATER	WI	53190-0000
05-15-32-41-000	BOARD OF REGENTS	PLANNING DEPT	800 W MAIN ST	WHITEWATER	WI	53190-0000
05-15-32-42-000	BOARD OF REGENTS	PLANNING DEPT	800 W MAIN ST	WHITEWATER	WI	53190-0000
05-15-32-13-000	BOARD OF REGENTS	PLANNING DEPT	800 W MAIN ST	WHITEWATER	WI	53190-0000
05-15-32-14-003	BOARD OF REGENTS	PLANNING DEPT	800 W MAIN ST	WHITEWATER	WI	53190-0000
05-15-33-32-001	BOARD OF REGENTS	PLANNING DEPT	800 W MAIN ST	WHITEWATER	WI	53190-0000
05-15-33-32-002	CITY OF WHITEWATER					
05-15-32-11-004	CITY OF WHITEWATER					
05-15-32-11-003	WILLIAM F GMUA	LYNETTE I GMUR	W463 FREMONT RD	WHITEWATER	WI	53190-0000
05-15-32-11-002	SHANE L HACKNEY	AMY L HACKNEY	N477 FREMONT RD	WHITEWATER	WI	53190-0000
05-15-32-11-001	DAVID M NEHLSN	LINDA D NEHLSN	N425 FREMONT RD	WHITEWATER	WI	53190-0000
05-15-32-14-002	DAVID M NEHLSN	LINDA D NEHLSN	N425 FREMONT RD	WHITEWATER	WI	53190-0000
05-15-33-22-001	GEORGE R WALTON TRUST		1005 W MAIN ST SUITE C	WHITEWATER	WI	53190-0000
05-15-33-22-002	GERALD R THAYER	BARBARA TURNER	9321 OAKWOOD DR	WHITEWATER	WI	53190-0000
05-15-33-23-001	GERALD R THAYER	KATHLEEN M THAYER	9321 OAKWOOD DR	WHITEWATER	WI	53190-0000
05-15-33-23-000	LSP-WHITEWATER LP		111 COUNTY ROAD U	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: Burr Oak Trail/County U and Fremont

Owner's Name: Fairhaven Corporation/Prairie Village Development

Applicant's Name: Paul Kuenning

Mailing Address: 435 W. Starin Road Whitewater, WI 53190

Phone #: 262-473-2140 Email: kuenningp@fairhaven.org

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

This site is part of the East 1/2 of the Northwest 1/4 and part of the North 1/2 of the Southeast 1/4 all being part of section 32, Township 5 North, Range 15 East, City of Whitewater, Jefferson County, Wisconsin

Existing and Proposed Uses:

Current Use of Property: 2 family residences, a community building and public and private trail system

Zoning District: PD

Proposed Use: Same, but requesting approval of minor changes to the S.I.P

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.**

PRAIRIE VILLAGE BY FAIRHAVEN
Request for minor changes to SIP

Statement of Use: Continuation of the original intent of the development – a community for persons age 55+ with quality two-family residences and appropriate amenities. The requested changes to the SIP are: change in location of the proposed Community Center, addition of a Maintenance Building, and adjusting the location of several homes and adding one unit.

Scaled plot plan, all buildings and structures: See attachments.

Lighting plan: To the extent possible, will be similar to the lighting already used in the project. No residences will be affected by the lighting.

Off-street parking: The Maintenance Building will require very limited parking, much of which will be located inside the building. The Community Center is anticipated to include parking for approximately 40 cars. Parking for the residences will be the same as for the current residences, which includes garages.

Access: Vehicles will access both the Maintenance Building and the Community Center from Burr Oak Trail. A sidewalk will be provided to the Community Center.

Loading: Very little heavy truck traffic would be anticipated.

Landscaping: Yet to be developed, but will comply with City landscaping guidelines and be reviewed by the Urban Forestry Commission.

Floor plans: Yet to be developed. Maintenance Building is expected to be approx. 3,000 to 6,000 square feet with optional lower level for storage. Community Center is anticipated to be in the range of 3,000 to 6,000 square feet.

Signage: No signage for the Maintenance Building. Community Center will probably have nothing more than a directional sign at Burr Oak Trail.

Grading/Drainage plan of the proposed site: Yet to be developed. A detention pond already exists in proximity to the proposed Community Center location.

Waste disposal facilities: Any dumpsters will be properly screened.

Outdoor storage: For the Maintenance Building, little outdoor storage is anticipated except for relatively small quantities of materials such as salt/sand. None is anticipated for the Community Center.

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.	Use of the property will not change significantly. Prairie Village has been developed for 8 years and is an asset to the neighborhood.
B. That utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	Plans are yet to be fully developed but wil comply with city requirements.
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 changes to the PD are compatible with the original intent of the development.
D. That the conditional use conforms to the purpose and intent of the city Master Plan.	Continues the PD usedin the Master Plan.

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

Applicant's Signature: 

Date: 8/10/15

Printed: Paul J. Kuenning, Executive Director

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 8-11-15. Received by: J. Wegner Receipt #: 6. 012072
- 2) Application is reviewed by staff members.
- 2) Class 1 Notice published in Official Newspaper on 9-3-15.
- 3) Notices of the Public Hearing mailed to property owners on 9-1-15.
- 4) Plan Commission holds the PUBLIC HEARING on 9-14-15. 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: Paul Kuenning, Executive Director

Applicant's Mailing Address: 435 W. Starin Road
Whitewater, WI 53190

Applicant's Phone Number: 262-473-2140

Applicant's Email Address: kuenningp@fairhaven.org

Project Information:

Name/Description of Development: Fairhaven Corporation/Prairie Village Development

Address of Development Site: County U and Fremont

Tax Key Number(s) of Site: 292-0001-90000, 292-0515-3214-000, 292-0002-50001

Property Owner Information (if different from applicant):

Name of Property Owner: Fairhaven Corporation

Property Owner's Mailing Address: 435 W. Starin Road
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.....\$ 100.00
- 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

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

Paul J. Kuenning, Executive Director

Printed Name of Applicant/Petitioner

8/10/15

Date of Signature

Signature of Property Owner (if different)

Printed Name of Property Owner (if different)

Date of Signature

10



SITE PLAN

1" = 200'

- BUILT
- IN PROCESS
- UNDER DEVELOPMENT
- OPEN



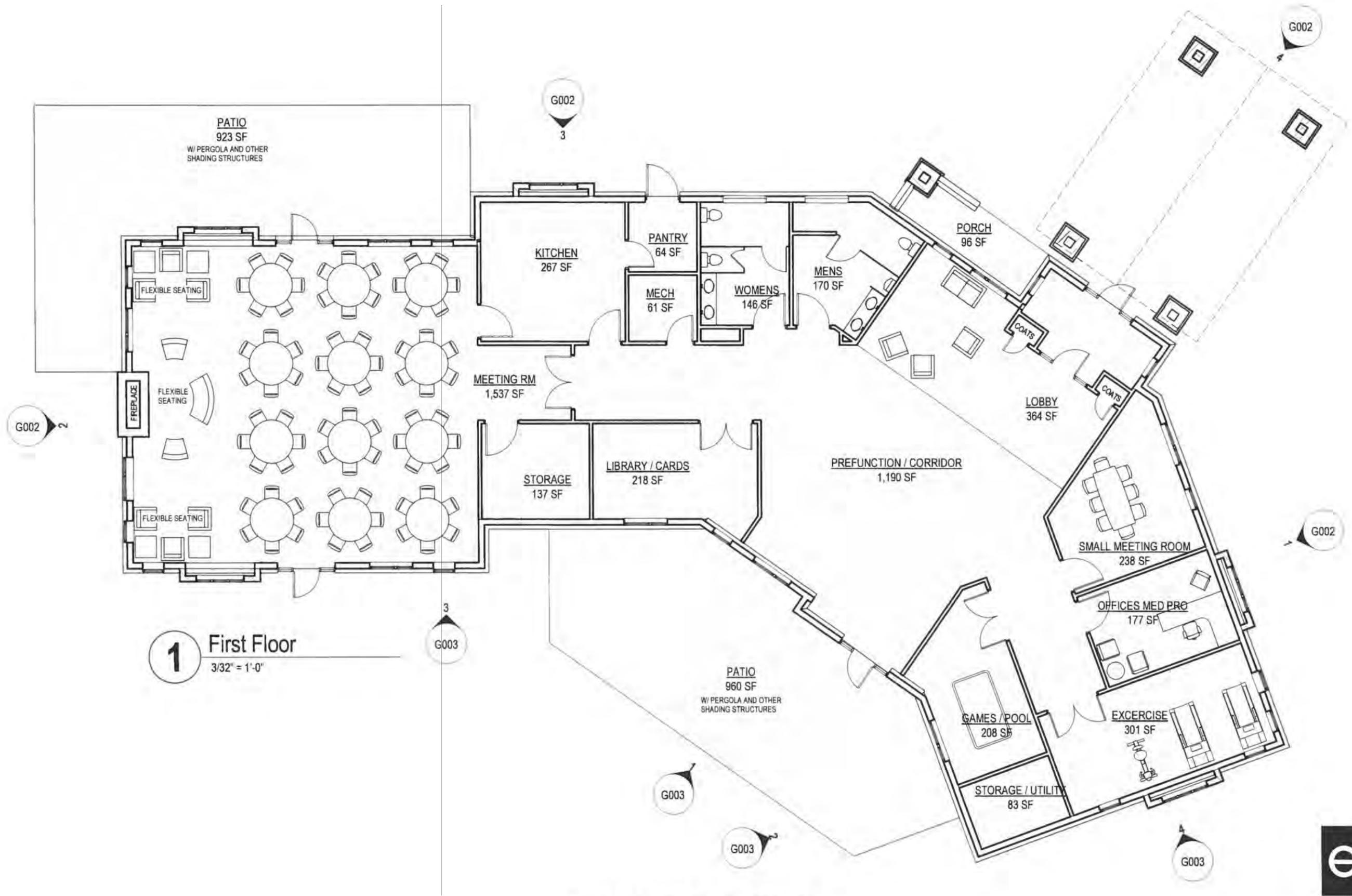
PRAIRIE VILLAGE

SITE PLAN



eppstein uhen : architects

08/07/2015 13187
© Epps Uhen Architects, Inc.



COMMUNITY CENTER
FLOOR PLAN



epstein uhen : architects

06/08/15 13187

© Epstein Uhen Architects, Inc.



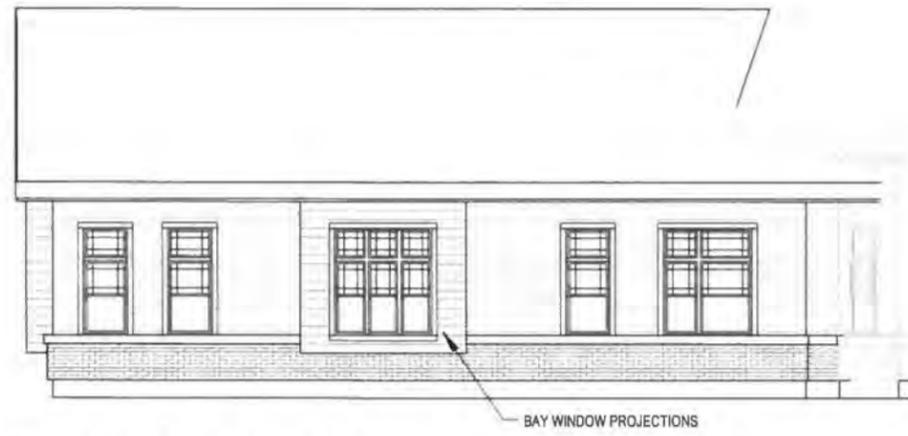
DESIGN ELEMENTS INCORPORATED INTO COMMUNITY CENTER DESIGN:

- NESTED GABLES
- STEPPED BACK GABLE
- WINDOW PROJECTION
- TAPERED COLUMNS
- GABLE WOOD BRACKETS
- WINDOW MUTTON DETAILS
- FRONT PORCH

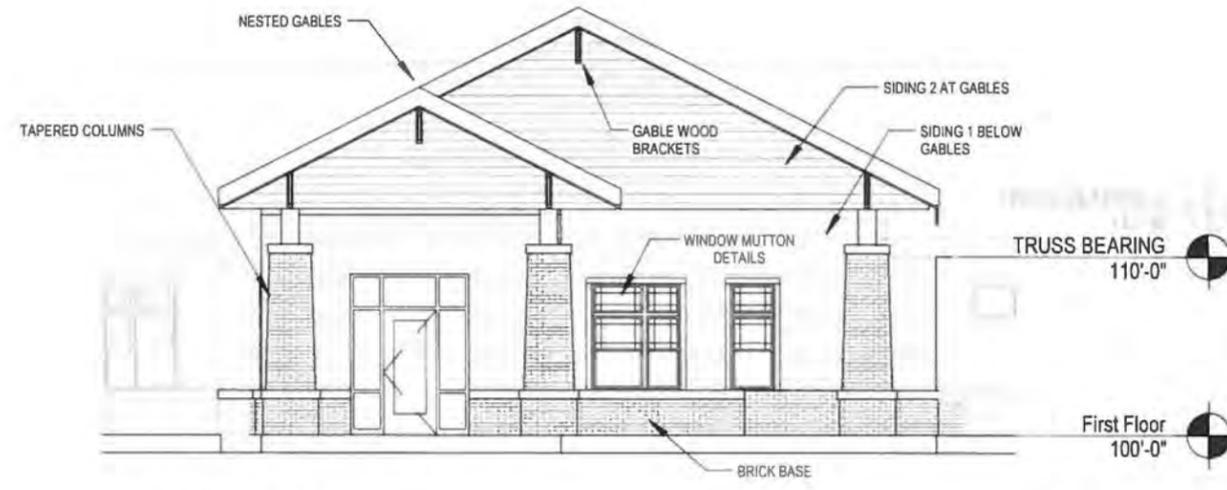
ADDITIONAL FEATURES:

-WINDOW, CLERESTORY, AND ROOF ORIENTATED TO MINIMIZE SOLAR GAINS (HEAT ENERGY) IN THE BUILDING, WHILE PROVIDING INDIRECT NATURE LIGHT TO LARGE MEETING ROOM, LOBBY, AND CORRIDORS. ROOF OVERHANGS ARE DESIGNED TO BLOCK HOT SUMMER SUN AND ALLOW THE WINTER SUN TO SHINE IN TO HELP HEAT THE SPACE.





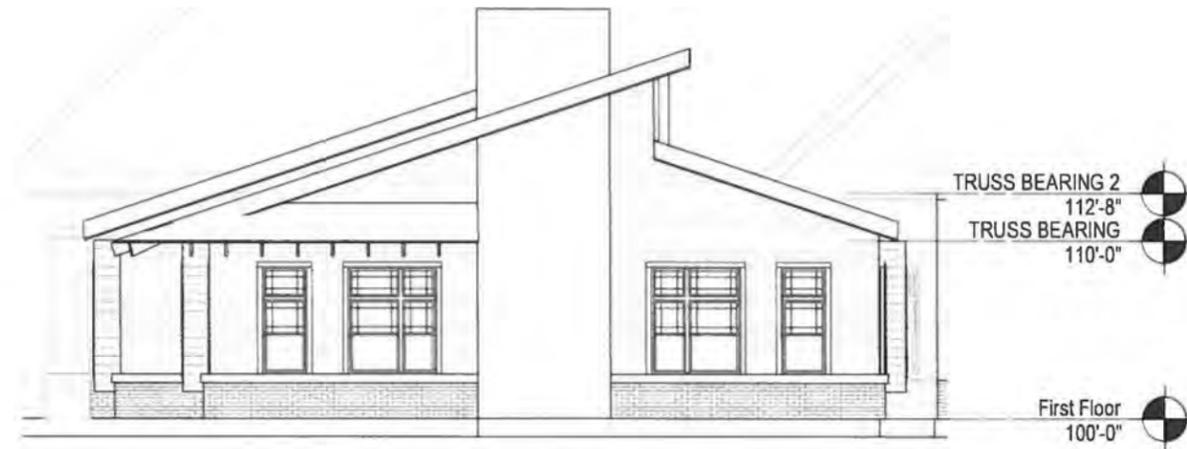
1 NORTHWEST
1" = 10'-0"



4 WEST
1" = 10'-0"



3 SOUTHWEST
1" = 10'-0"



2 SOUTHEAST
1" = 10'-0"

COMMUNITY CENTER
ELEVATIONS



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53



3 NORTHEAST 2
1" = 10'-0"



1 EAST
1" = 10'-0"



2 SOUTHEAST 1
1" = 10'-0"



4 NORTHEAST 1
1" = 10'-0"

COMMUNITY CENTER

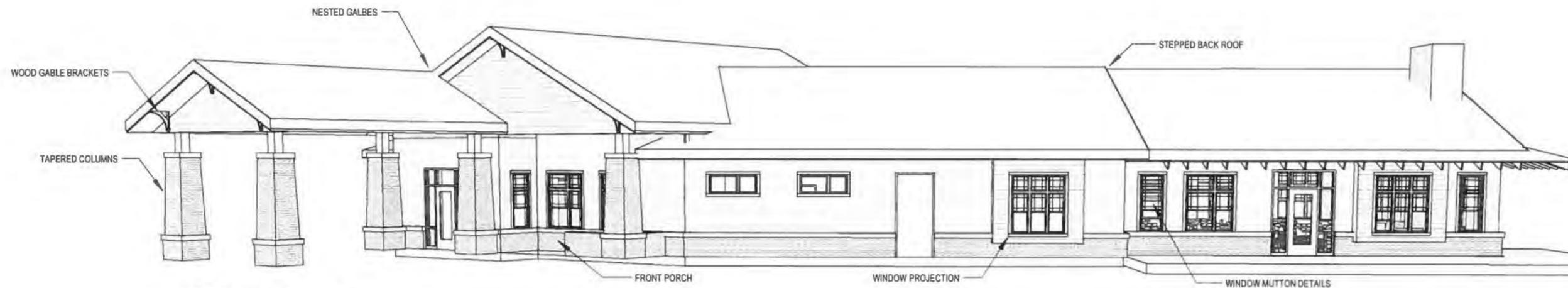
ELEVATIONS



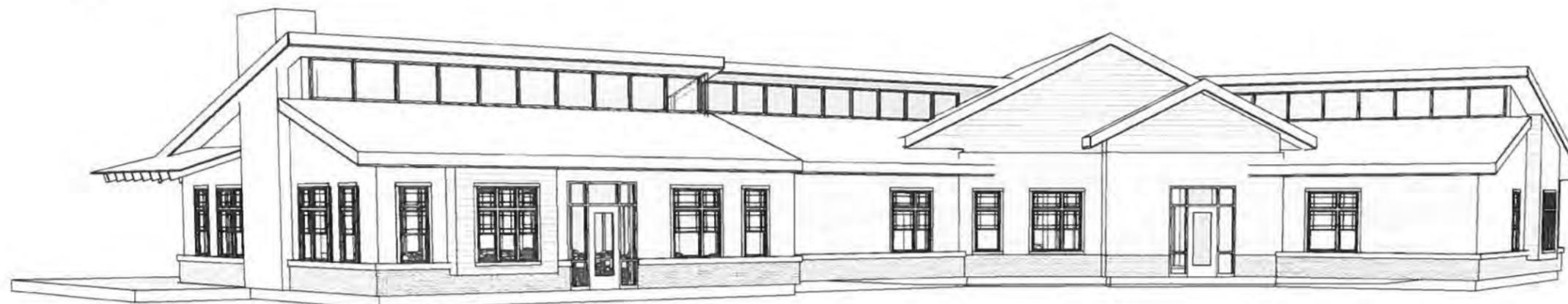
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08/06/15 13187

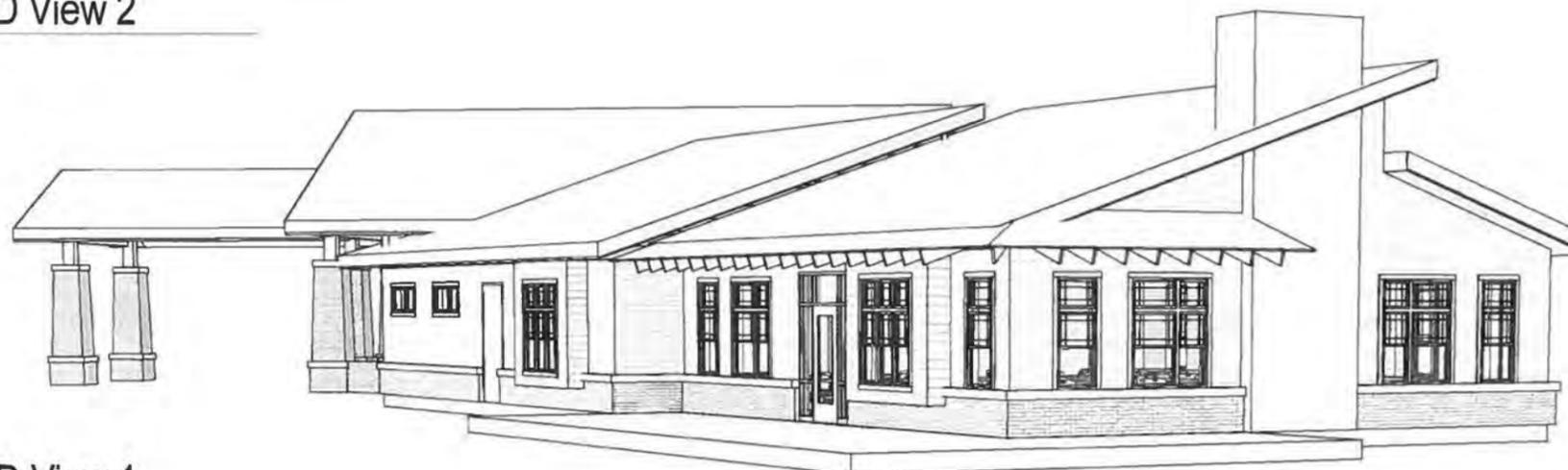
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54



3 3D View 3



2 3D View 2



1 3D View 1

COMMUNITY CENTER

3D VIEWS



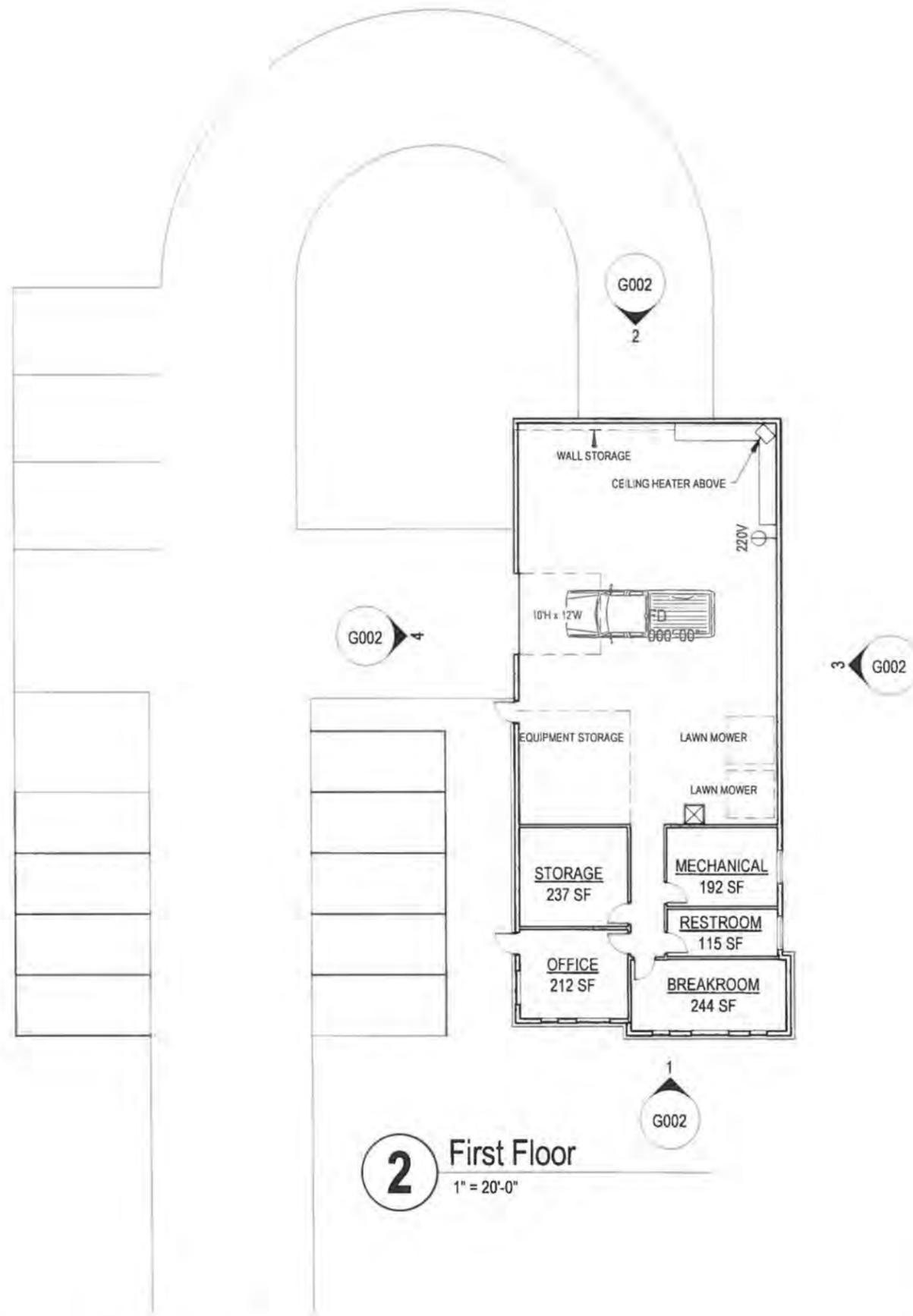
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1 Lower Level
1" = 20'-0"



2 First Floor
1" = 20'-0"

BUILDING AND GROUNDS

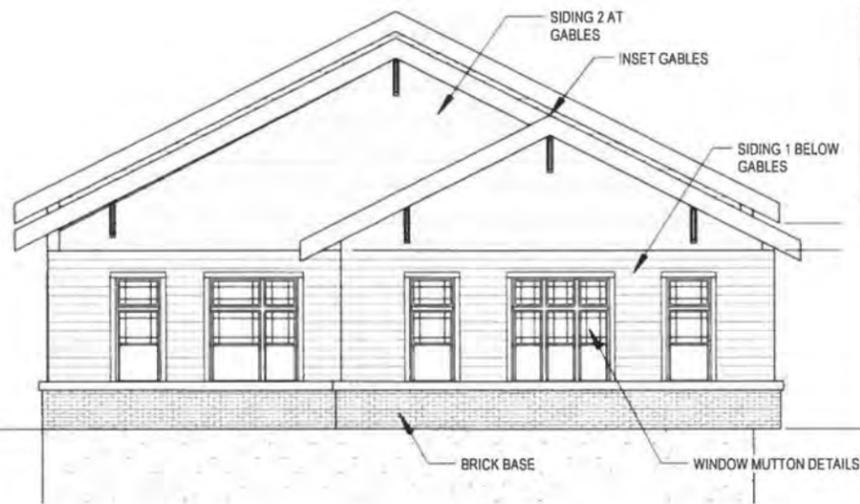
FLOOR PLAN



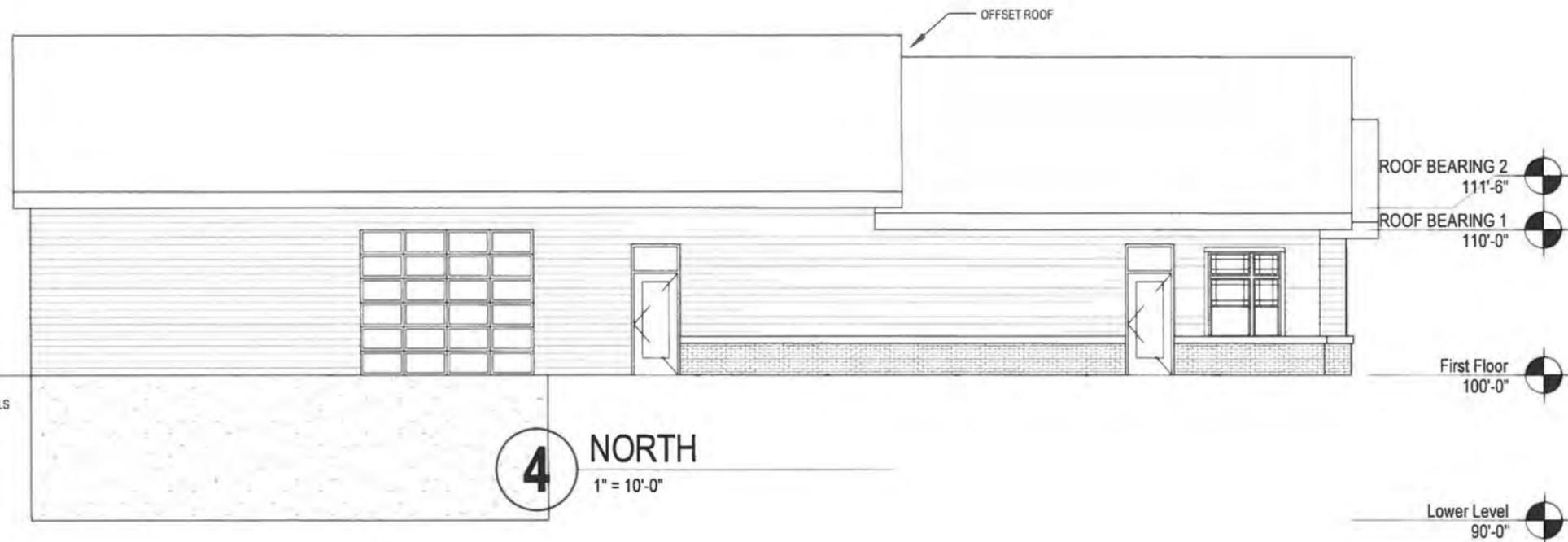
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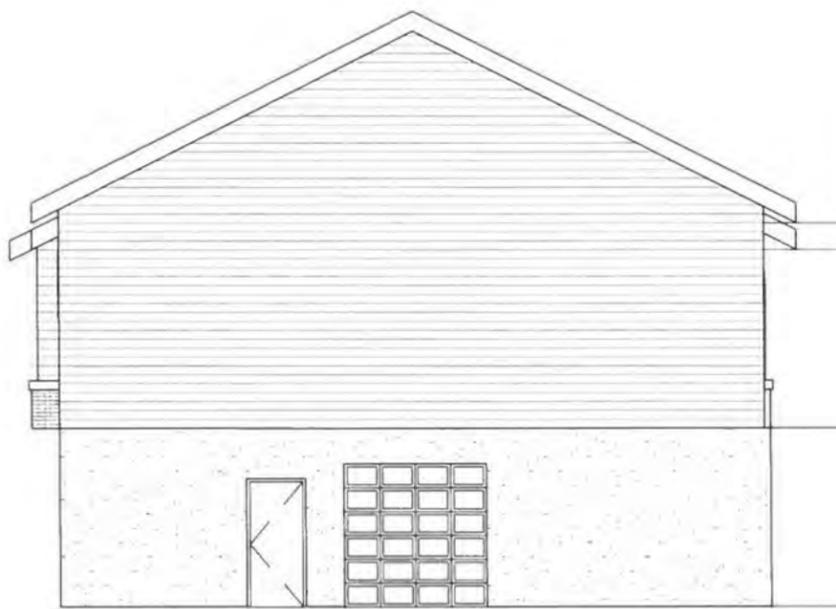
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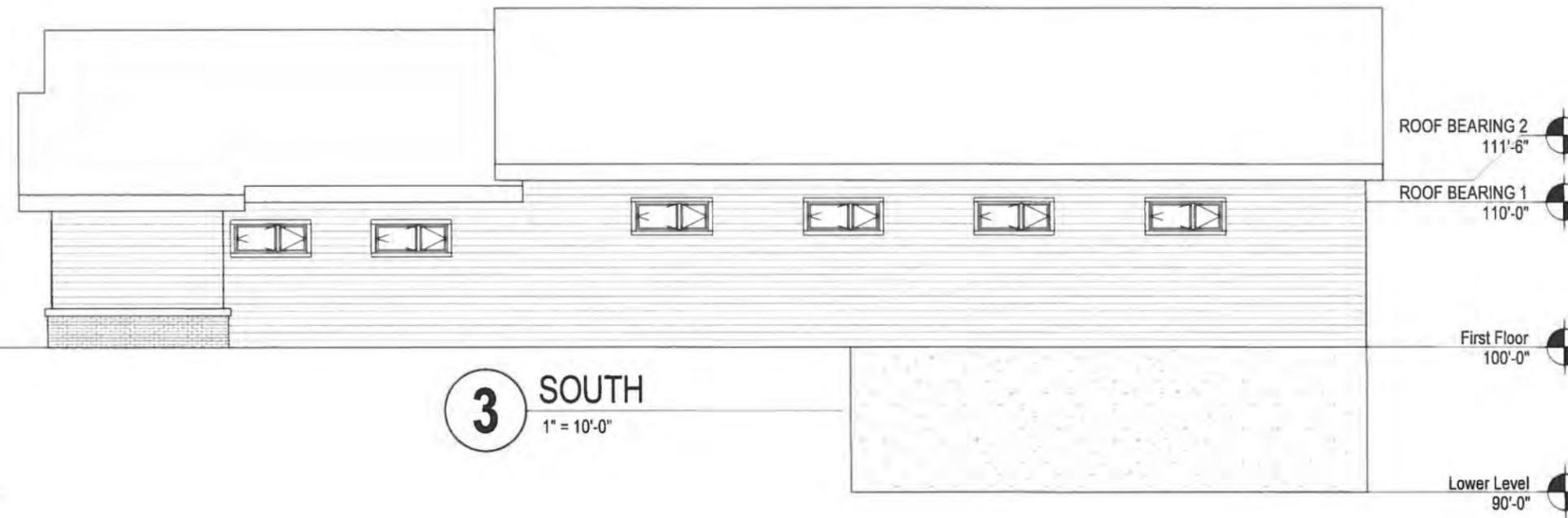
1 EAST
1" = 10'-0"



4 NORTH
1" = 10'-0"



2 WEST
1" = 10'-0"



3 SOUTH
1" = 10'-0"

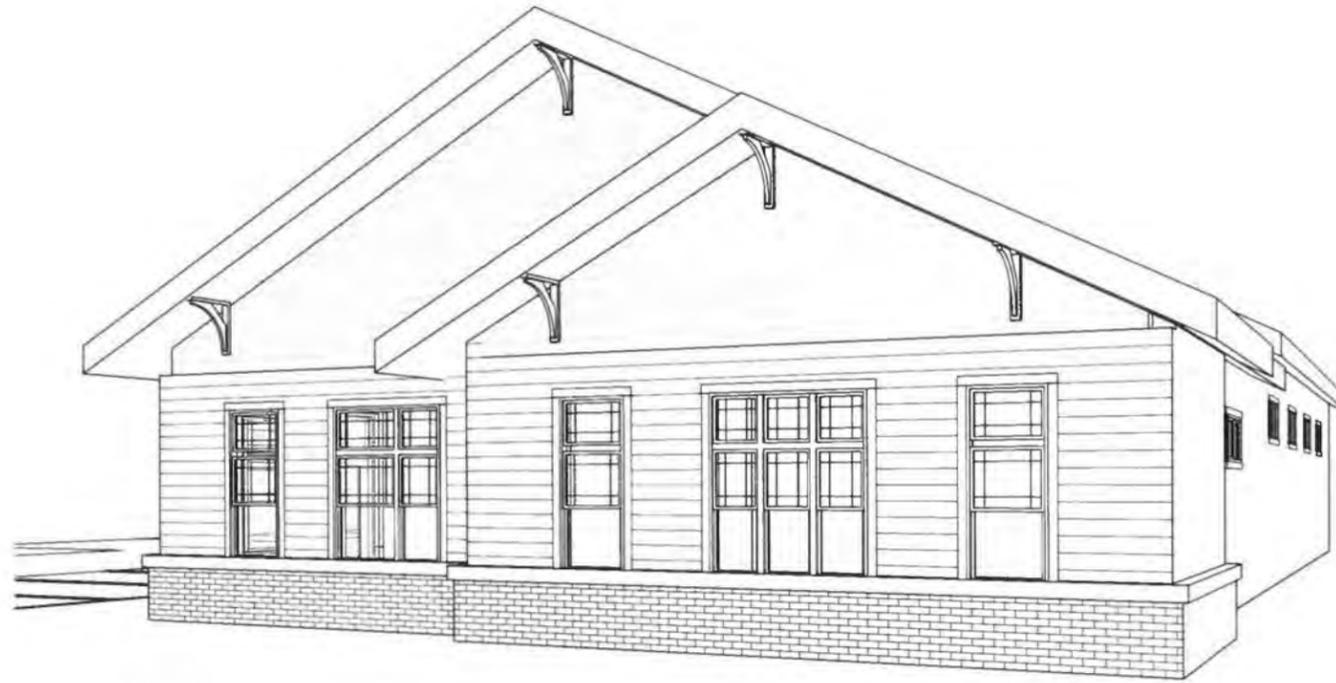
BUILDING AND GROUNDS
ELEVATIONS



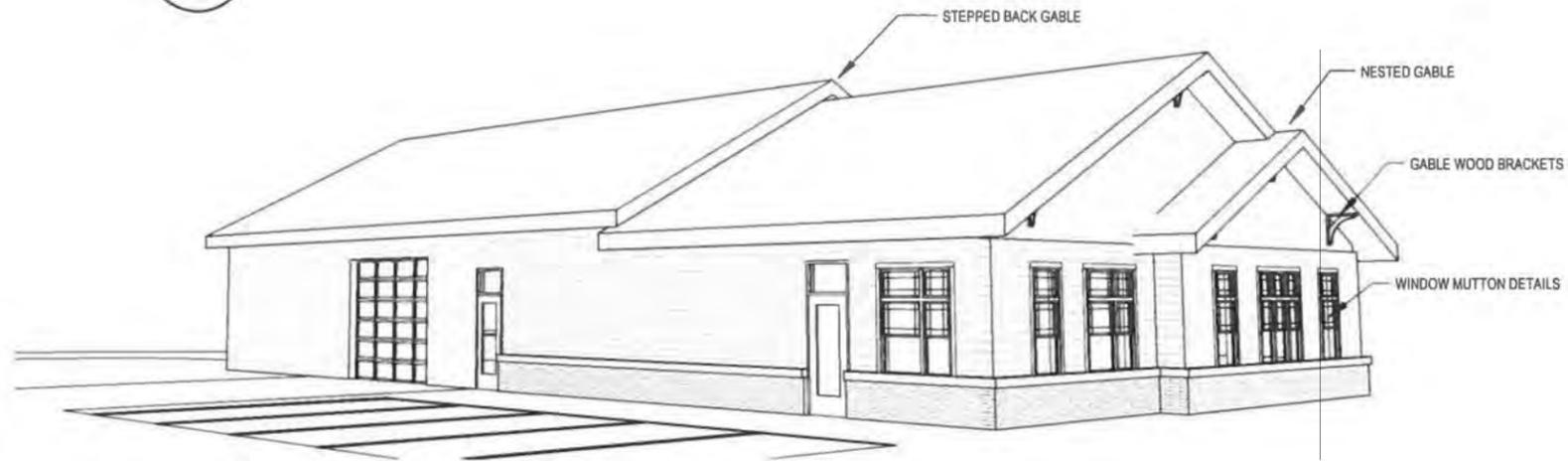
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1 3D View 1



2 3D View 2

BUILDING AND GROUNDS

3D VIEWS



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M E M O R A N D U M

To: City of Whitewater Plan and Architectural Review Commission

From: Christine Munz-Pritchard, City Planner

Date: September 14th 2015

Re: **Item # 5** Proposed expansion of the building per Section 19.06.180 – Average Street Yards at 617 E Milwaukee Street, Tax ID # / A288100002, for Beer Here.

Summary of Request		
Requested Approvals:	Property Addition	
Location:	617 E Milwaukee Street	
Current Land Use:	<i>Tavern</i>	
Proposed Land Use:	Same	
Current Zoning:	<i>B-3 Highway Commercial and Light Industrial District</i>	
Proposed Zoning:	Same	
Comprehensive Plan's Future Land Use:	Highway Commercial	
Surrounding <i>Zoning</i> and Current Land Uses:		
Northwest:		Northeast:
<i>B-3 Highway Commercial and Light Industrial District</i>	<i>B-3 Highway Commercial and Light Industrial District</i>	<i>B-3 Highway Commercial and Light Industrial District</i>
	Subject Property	
Southwest:		Southeast:
<i>B-3 Highway Commercial and Light Industrial District</i>	<i>B-3 Highway Commercial and Light Industrial District</i>	<i>B-3 Highway Commercial and Light Industrial District</i>

Description of the Proposal:

The existing dwelling is a single story Tavern located at 617 E Milwaukee Street. The proposal is to expand the building to the west. Any extension or enlargement of a nonconforming structure is subject to review and approval of the plan and architectural review commission in accordance with Chapter 19.63.

The building is a nonconforming structure that sits approximately 20 (+/-) feet back on a 30 foot building set back. The building was legally established prior to the effective date of the building setback. The new addition would have a building set back of 23(+/-) feet. The expansion of the building with the addition will fit with the characteristic of this neighborhood (Section 19.06.180 – Average Street Yards).

PLANNER’S RECOMMENDATIONS:

I recommend that the Plan and Architectural Review Commission recommend approval of the proposed expansion of the building per Section 19.06.180 – Average Street Yards at 617 E Milwaukee Street, Tax ID # / A288100002, for Beer Here subject to the finding presented below.

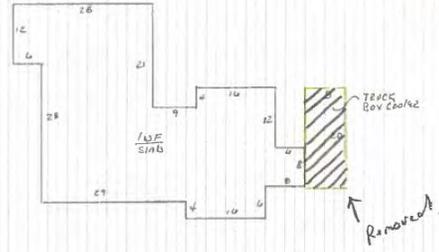
SUGGESTED FINDING TO BE MADE BY THE PLAN COMMISSION

1. Parking must have 1 stall for each 200 square feet of primary floor area (19.51.130).
2. Any other conditions identified by City Staff or the Plan Commission.

Analysis of Proposed Conditional Use Permit for: 617 E Milwaukee Street

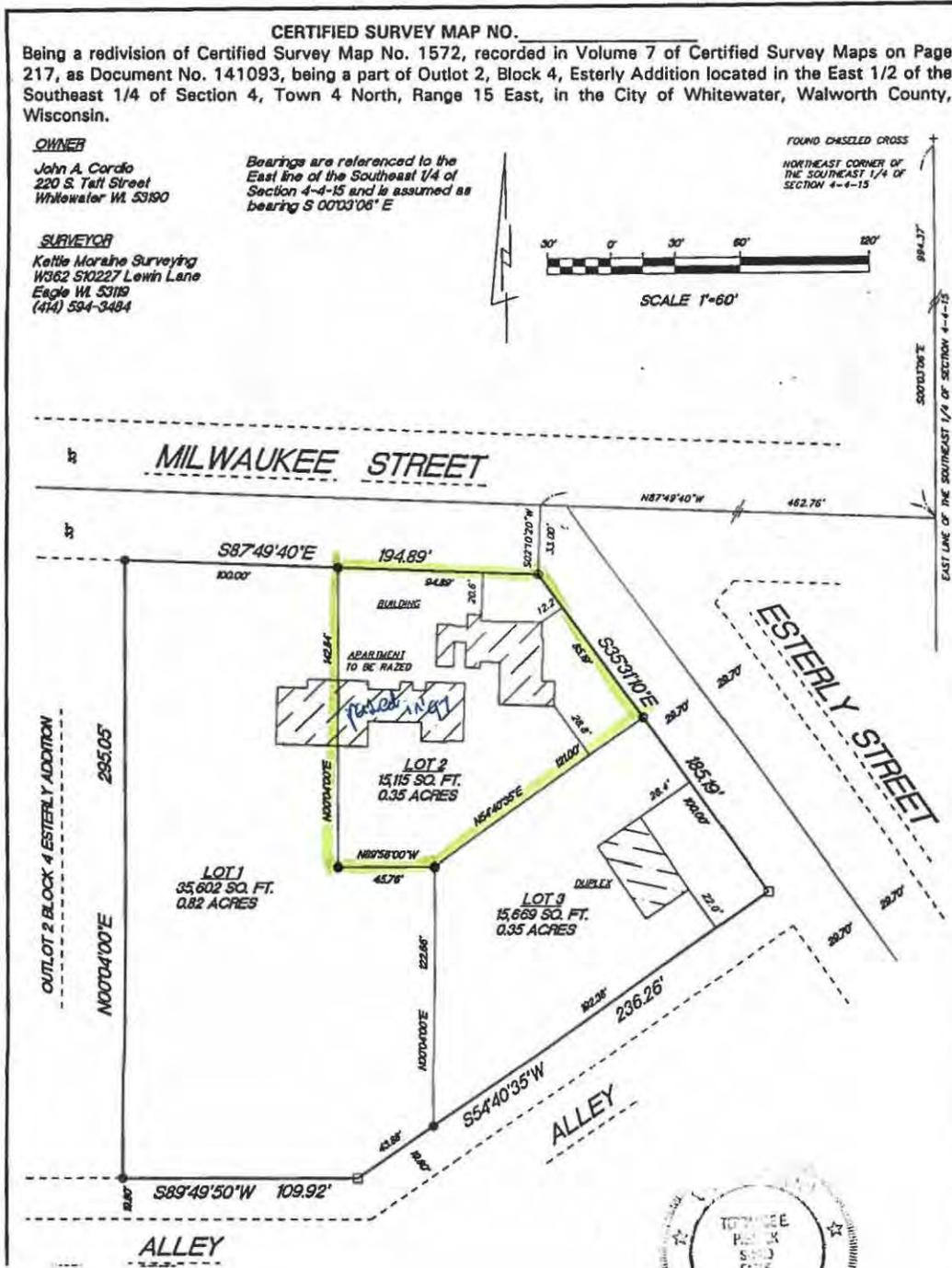
Conditional Use Permit Review Standards per Section 19.66.050:

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.	Yes	This project is an expansion of an existing use.
2. Adequate utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	Yes	All utilities are adequate.
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	The expansion of the building with the addition will fit with the characteristic of this neighborhood (Section 19.06.180 – Average Street Yards).
4. The conditional use conforms to the purpose and intent of the city master (comprehensive) plan.	Yes	The proposal does not change the property use.
5. The conditional use and structures are consistent with sound planning and zoning principles.	Yes	This fits with the characteristic of this neighborhood

A-28810000Z	Date 2/11/98	
Address 617 E MILWAUKEE ST		
<p style="text-align: center;">Improvement Sketch</p>  <p style="text-align: center;">\$ 1597 w/out cooler</p>		<p style="text-align: center;">Land Sketch</p>
1997 Land Split		

Whitwater
copy

former H-1
A-15



BEER HERE SETBACK COMPARISON

E. Milwaukee Street



**Jimmy's Classic Italian
Beef**
535 E. Milwaukee Street
13' ± setback



Fero's Auto Repair
601 E. Milwaukee Street
100' ± setback



Chuck's Body Art
545 E. Milwaukee Street
27' ± setback



Beer Here
617 E. Milwaukee Street
23' ± setback



Acorn Beverage / Rick's Eastside Pub
561 E. Milwaukee Street
70' ± setback



Frawley Oil Company
204 S. Newcomb Street
20' ± setback





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

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

NOTICE OF PUBLIC HEARING

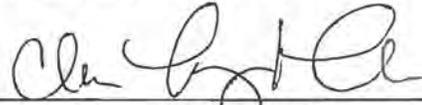
TO ALL INTERESTED PARTIES:

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 September 2015 at 6:30 p.m. to hold a public hearing for consideration of a Conditional Use Permit for an addition to the building at 617 E. Milwaukee Street (“Beer Here”) for John Cordio.

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.



Chris Munz-Pritchard, Neighborhood Services Director/City Planner

TaxKey	Owner1	Owner2	Address1	City	State	Zip
/A127400001	FRAWLEY ENTERPRISES WHITEWATER		PO BOX 630	WHITEWATER	WI	53190-0000
/A127400002	PATRICK M FLEMING		PO BOX 215	WHITEWATER	WI	53190-0000
/A288100001	DENNIS C FERRO	JUDY A FERRO	429 S PRINCE ST	WHITEWATER	WI	53190-0000
/A288100002	JOHN A CORDIO		2701 N SCHARINE RD	WHITEWATER	WI	53190-3606
/A288100003	WILDA HOLDINGS LLC		N6333 CTY RD F	OCONOMOWOC	WI	53066-0000
/A423100001	FRAWLEY ENTERPRISES WHITEWATER		PO BOX 630	WHITEWATER	WI	53190-0000
/ES 00009	BONITA J VEIUM		233 S ESTERLY ST	WHITEWATER	WI	53190-0000
/ES 00009A	FRAWLEY ENTERPRISES WHITEWATER		PO BOX 630	WHITEWATER	WI	53190-0000
/ES 00017	DAVE W REYNOLDS	KARI A REYNOLDS	N386 COLD SPRING RD	WHITEWATER	WI	53190-2836
/ES 00018	FRANK CORDIO JR		222 S ESTERLY ST	WHITEWATER	WI	53190-0000
/ES 00018A	FRANK CORDIO		222 ESTERLY ST	WHITEWATER	WI	53190-0000
/ES 00019	RUSSELL G ASBURY JR	SANDRA K ASBURY	638 E CLAY ST	WHITEWATER	WI	53190-0000
/ES 00022	A J TANIS		1232 W WALWORTH AVE	WHITEWATER	WI	53190-0000
/ES 00023	ALLAN T STARK	SHERYL A STARK	578 E CLAY ST	WHITEWATER	WI	53190-0000
/ES 00024	K4A INVESTMENTS LLC		N8717 CLOVERLEAF LN	WHITEWATER	WI	53190-0000
/ES 00024A	K4A INVESTMENTS LLC		N8717 CLOVERLEAF LN	WHITEWATER	WI	53190-0000
/ES 00024B	K4A INVESTMENTS LLC		N8717 CLOVERLEAF LN	WHITEWATER	WI	53190-0000
/ES 00035A	HARTMANN ENTERPRISES LLC		336 INDIAN MOUND PKWY	WHITEWATER	WI	53190-0000
/ES 00036A	GARY MICKELSON		545 E MILWAUKEE ST	WHITEWATER	WI	53190-0000
/WUP 00321A	STATE OF WISCONSIN DEPT OF TRANSPORTATION			MADISON	WI	53702-0000



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: 617 E. MILWAUKEE STREET

Owner's Name: JOHN CORDIO

Applicant's Name: _____

Mailing Address: 2701 N. SCHARINE ROAD

Phone #: 262-473-4220 Email: johncordio@yahoo.com

Legal Description (Name of Subdivision, Block and Lot of other Legal Descriptions): LOT 2 CERTIFIED SURVEY NO. 2881 AS RECORDED IN VOL. 15 OF C.S. ON PAGE 86 W.C.R. LOCATED IN S 1/2 SE 1/4 SEC 4 T4N R15E 1511 S SQ FT CITY OF WHITEWATER OMTS/ A1572-1 +/A 1572-2

Existing and Proposed Uses:

Current Use of Property: TAVERN

Zoning District: B-3

Proposed Use: TAVERN

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.

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: John Cordio

Applicant's Mailing Address: 2701 N. SCHARINE RD
WHITewater, WI 53190

Applicant's Phone Number: 262 473 9831

Applicant's Email Address: john.cordio@yahoo.com

Project Information:

Name/Description of Development: BEER HERE

Address of Development Site: 617 E MILW ST

Tax Key Number(s) of Site: _____

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 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

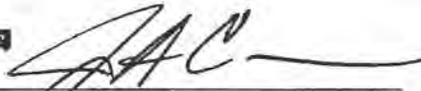
The balance of the applicant's costs, not due at time of application, shall be payable upon applicant receipt of one or more itemized invoices from the City. If the application fee plus actual planning and engineering consultant review costs end up being less than the 25% charged to the applicant at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

Sign Here



Signature of Applicant/Petitioner

John A. Cordio

Printed Name of Applicant/Petitioner

Sign Here

8/11/15

Date of Signature

Sign Here

Signature of Property Owner (if different)

Printed Name of Property Owner (if different)

Sign Here

Date of Signature

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.

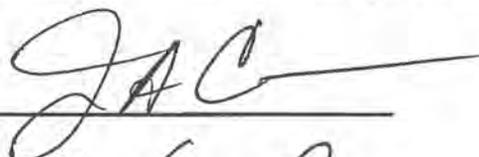
****Four (4) full size, Twenty (20) 11x17, and 1 Electronic Copy (include color where possible) site plan copies, drawn to scale and dimensioned.**

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.	The expansion of the building will make it more in character with those surrounding it. No adverse effects to the neighbors.
B. That utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	Yes.
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.	Yes.

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

Applicant's Signature: 

Date: 8-11-15

Printed: John A Cordia

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 8-11-15. Received by: J. Wegner Receipt #: 6.012060
- 2) Application is reviewed by staff members.
- 2) Class 1 Notice published in Official Newspaper on 9-3-15.
- 3) Notices of the Public Hearing mailed to property owners on 9-1-15.
- 4) Plan Commission holds the PUBLIC HEARING on 9-14-15. 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:

Sign Here

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.

BEER HERE

617 East Milwaukee Street
Whitewater, WI

VERIFY ALL CONDITIONS AND DIMENSIONS ON THE JOB AND NOTIFY THE DESIGN ALLIANCE ARCHITECTS, INC. OF ANY DISCREPANCIES PRIOR TO START.

DRAWING INDEX:

SP-1	SITE PLAN, DRAWING INDEX
S-1	FOUNDATION PLAN
A-1	FLOOR PLAN
A-2	DETAILS
A-3	GENERAL NOTES

PROJECT DESCRIPTION:

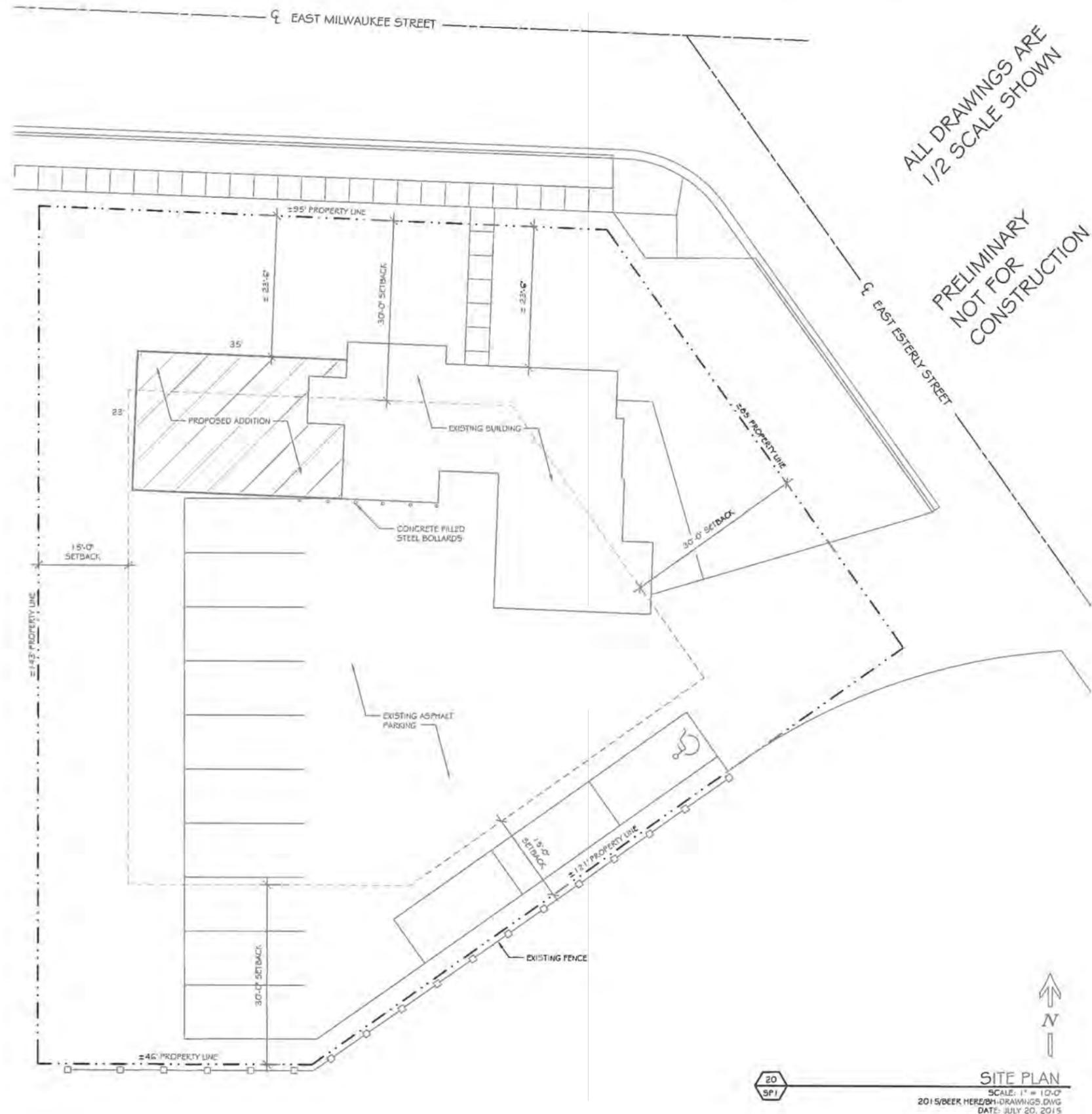
SINGLE-STORY ADDITION TO EXISTING TAVERN. PROPOSED ADDITION TO ALLOW FOR EXPANDED SEATING AND COOKING / GRILLING AREA.

BUILDING INFORMATION:

CONSTRUCTION TYPE:	TYPE
EX'G MAIN FLOOR:	1,537 S.F.
ADDITION:	805 S.F.
TOTAL BUILDING:	2,342 S.F.
NO. OF FLOORS:	1
OCCUPANCY GROUP:	X
SPRINKLERED:	X
SOIL BEARING:	3,000 psf VERIFIED

SITE INFORMATION:

SITE ZONING:	B-3
SITE AREA:	15,115 S.F. (0.35 ACRE)
EX'G BUILDING FOOTPRINT:	1,537 S.F.
ADDITION FOOTPRINT:	762 S.F.
TOTAL BUILDING FOOTPRINT:	2,299 S.F. (15.2%)
PARKING AREA:	6,185 S.F. (41.0%)
SIDEWALK AREA:	1,170 S.F. (7.7%)
GREEN SPACE AREA:	5,461 S.F. (36.1%)



ALL DRAWINGS ARE
1/2 SCALE SHOWN

PRELIMINARY
NOT FOR
CONSTRUCTION

Design Alliance Architects, Inc.
1003 Madison Avenue
Fort Atkinson, WI
(920) 565-3404
FAX (920) 566-7058

BEER HERE
617 Milwaukee Street
Whitewater, WI

DRAWING NAMES

SITE PLAN
DRAWING INDEX

REVISIONS

PROJECT DATA

DATE: 7/30/2015
DRAWN BY: CL
CHECKED BY: P.W.

SHEET NO.

SP-1

20
SP1

SITE PLAN

SCALE: 1" = 10'-0"
2015/BEER HERE/01-DRAWING25.DWG
DATE: JULY 20, 2015



NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City of Whitewater Plan and Architectural Review Commission will conduct a public hearing for the purpose of reviewing and making recommendations to the Common Council concerning amendments to Chapter 19.19 R-2A Residential Increased Occupancy Overlay Zoning District in the Zoning Ordinance of the City of Whitewater to provide that when bedrooms are being added as part of an internal remodeling or external addition, common space (square footage excluding basements, bedrooms, bathrooms, halls, and closets) must exceed 75 square feet per allowed unrelated resident.

The proposed ordinance is on file in the office of the City Clerk and the document is open to public inspection during office hours Monday through Friday, 8:00 a.m. to 4:30 p.m.

NOTICE IS FURTHER GIVEN that the Plan and Architectural Review Commission of the City of Whitewater will hold the above-referenced public hearing at the Municipal Building Community Room, 312 West Whitewater Street, Whitewater, Wisconsin on Monday, September 14, 2015, at 6:30 p.m., to hear any person wishing to comment on the proposed ordinance. Written comments will also be received.

Dated: August 25, 2015.

Publish: August 27, 2015 and September 3, 2015 (two times).

Michele Smith, City Clerk

**AN ORDINANCE AMENDING CHAPTER 19.19 R-2 RESIDENTIAL
INCREASED OCCUPANCY 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 Section 19.19.010 is hereby amended to read as follows:

19.19.010 Purpose and intent.

The purpose and intent of the residential occupancy overlay district is to allow increased occupancy in a focused area near campus where housing structures can accommodate higher occupancy, while still providing quality housing for tenants.

Section 2. Whitewater Municipal Code Section 19.19.030 is hereby amended to read as follows:

19.19.030 Residential occupancy overlay district permitted and conditional uses.

Three (3) unrelated occupants are a permitted use in the R-2A overlay district with no conditional use permit required. A conditional use permit is required for four (4) or five (5) unrelated individuals. The conditional use permit shall take into consideration, among other issues, the size of the building and the original character of the building. When bedrooms are being added as part of an internal remodeling or external addition, common space (square footage excluding basements, bedrooms, bathrooms, halls, and closets) must exceed 75 square feet per allowed unrelated resident. Occupancy by more than five (5) unrelated individuals requires both a conditional use permit and one of the following:

- A. Proof that within 2 years of the granting of the zoning permit request a certification, that the property meets the requirements of the Wisconsin Rental Unit Efficiency Standards (Wis. Stat. §101.122), has been recorded (The Wisconsin Rental Weatherization Program), or
- B. Filing with the City a sworn statement by a state-certified rental weatherization inspector that the property meets the State of Wisconsin Rental Unit Efficiency Standards.

Ordinance introduced by Councilmember _____, who moved its adoption.

Seconded by Councilmember _____.

AYES:

NOES:

Cameron Clapper, City Manager

ABSENT:

Michele R. Smith, City Clerk

ADOPTED:

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Ordinance introduced by Councilmember _____, who moved its adoption.

Seconded by Councilmember _____.

AYES:

NOES:

ABSENT:

ADOPTED:

Cameron Clapper, City Manager

Michele R. Smith, City Clerk



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

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

NOTICE OF CONTINUANCE OF PUBLIC HEARING

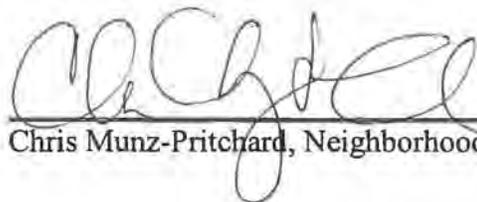
TO ALL INTERESTED PARTIES:

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 September 2015 at 6:30 p.m. to hold a public hearing for a Conditional Use Permit, in an R-2A Overlay Zoning District, to allow for 6 unrelated persons to live in the house located at 531 W. Center Street for RLA Properties LLC. (Randall Aschbrenner). (The current property owners are Gordon J. Backman and Jill A. Backman.)

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


Chris Munz-Pritchard, Neighborhood Services Director/City Planner

TaxKey	Owner1	Owner2	Address1	City	State	Zip
/CL 00001	STEPHEN L NASS		N8330 JACKSON RD	WHITEWATER	WI	53190-0000
/CL 00002	KACHEL 514 WEST CENTER LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/CL 00003	KACHEL 518 WEST CENTER LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/CL 00004	CS WHITEWATER RENTALS LLC		505 MEADOWVIEW LN	JOHNSON CREEK	WI	53038-0000
/CL 00005A	WHITEWATER DEVELOPMENT LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/CL 00006	MAIN STREET WHITEWATER LLC		PO BOX 126	WHITEWATER	WI	53190-0000
/CL 00006A	DLK 532 WEST CENTER LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/CL 00007	KACHEL 524 WEST CENTER LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/CL 00010	FIRST UNITED METHODIST CHURCH		145 S. PRAIRIE ST	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 00037	JEREMY J BLOCK	BILLIE JO BLOCK	620 HIGH ST	WHITEWATER	WI	53190-0000
/CL 00038	RAYMOND STRITZEL TRUST		530 S JANESVILLE AVE	WHITEWATER	WI	53190-0000
/CL 00039	FRANCIS CAIN	JANEEN CAIN, et al.	815 RIVERVIEW RD	PLYMOUTH	WI	53073-0000
/CL 00040	GORDON J BACKMAN	JILL A BACKMAN	531 W CENTER ST	WHITEWATER	WI	53190-0000
/CL 00041	523 WEST CENTER LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/CL 00042	KACHEL 210 SOUTH BOONE LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/CL 00043	LADWIG & VOS INC		140 LONGMEADOW DR	BURLINGTON	WI	53105-0000
/CL 00044	RICHARD R HELMICK		227 S BOONE ST	WHITEWATER	WI	53190-0000
/CL 00045	RODRIGUEZ PROPERTIES LLC		N9707 N MCCORD RD	WHITEWATER	WI	53190-0000
/CL 00046	LADWIG & VOS INC		140 LONGMEADOW DR	BURLINGTON	WI	53105-2325
/CL 00047	KACHEL 214 SOUTH JANESVILLE LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/CL 00048	KACHEL 218 SOUTH FRANKLIN LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/CL 00049	KACHEL 210 SOUTH FRANKLIN LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/CL 00052	SANTOS J BARAJAS		615 HIGH ST	WHITEWATER	WI	53190-0000
/CL 00053	DONNA J HENRY		347 S JANESVILLE ST	WHITEWATER	WI	53190-0000
/CL 00054	WHITEWATER BIBLE CHURCH		511 W HIGH ST	WHITEWATER	WI	53190-0000
/WS 00002	CERANSKE PROPERTY MANAGEMENT		N9503 WOODWARD RD	WHITEWATER	WI	53190-0000
/WUP 00248	DLK 152 SOUTH FRANKLIN LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/WUP 00248A	KACHEL 518 WEST CENTER LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/WUP 00248B	KACHEL 200 SOUTH FRANKLIN LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/WUP 00249	KACHEL 200 SOUTH FRANKLIN LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/WUP 00250	KACHEL TRUST		250-3 INDIAN MOUND PKWY	WHITEWATER	WI	53190-0000
	RANDALL ASCHBRENNER		P O BOX 511	MCFARLAND	WI	53558-0000

City of Whitewater
Combined Application for
Amendment to Zoning Map and Conditional Use Permit for
R-2A Overlay District and 4 or More Unrelated Occupants

NOTICE: The Plan Commission meetings are scheduled at 7:00 on the 2nd Monday of the month. All complete application materials must be submitted to the City Clerk by 4:00 p.m. four weeks prior to the meeting.

APPLICANT AND SUBJECT PROPERTY INFORMATION

Applicant's Name: Randall Aschbrenner

Mailing Address: PO Box 511 McFarland, WI 53558

Phone #: 608-843-0606 Email: raschbrenner21@gmail.com

Address of Subject Property: 531 W- Center St.

Owner of Subject Property (according to property tax records on date of application):

Gordon + Jillian Backman

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

Lot 1 BIK 22 EXC S 19' W 8.25' Lot 2 EXC S 19' BIK 22
Chapman + Ludingtons ADD to City of Whitewater

Agent or Representative (Planner, Engineer, Architect, Attorney, etc.):

Name of Individual: RANDALL Aschbrenner

Name of Firm: RLA Properties LLC

Office Address: PO Box 511 McFarland, WI 53558

Phone #: 608-843-0606 Email: raschbrenner21@gmail.com

Name of Contractor: RLA Construction & Dev. LLC

Variations:

Has either the applicant or the owner had any variations issued on the subject property?

NO

YES _____ Date: _____

Description of Variance(s):

EXISTING ZONING AND LAND USE

Current Use of Subject Property (be specific):

Single Family Home

Future Land Use Designation (as depicted in the Comprehensive Plan on Future Land Use Map #5 on page 103 of the Feb.2, 2010 Comprehensive Plan, Amended Oct. 5, 2010):

R2A Single Family rental w/ 6 unrelated

Current Zoning District(s) of Subject Property (cite zoning district(s) shown on Zoning Map):

R-2

REQUESTED LAND USE, ZONING and CONDITIONAL USE

Proposed Land Use of Property including Number of Occupants and Bedrooms (be specific):

R2A Singlefamily 6 Bedrooms 1.5 Baths, 6 unrelated Occupants

Requested Zoning District(s) including Overlay District(s) (see attached R-2A Overlay District Map):

Zoning District requested: R2A

Overlay District requested: R2A

Conditional Use requested: _____

STANDARDS FOR REVIEW AND APPROVAL

The Plan and Architectural Review Commission will use the standards listed in Table 1 (for Zoning Map Amendments) and Table 2 (for Conditional Use Permits) on the following pages, when reviewing applications for zoning amendments and conditional uses.

The Applicant is required to demonstrate how the proposed Zoning Map Amendment and Conditional Use Permit for the subject property will meet the standards for approval by filling in each box with a specific explanation of how each standard will be met.

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.

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).

Table 1: STANDARDS FOR ZONING MAP AMENDMENT REVIEW AND APPROVAL

STANDARD	APPLICANT'S EXPLANATION of HOW THIS REQUEST MEETS THE STANDARD ("Yes" is not a sufficient answer)
The proposed amendment for future structure, addition, alteration or use will meet the minimum standards of this title for the district being proposed;	Current structure Building envelope will remain unchanged. Parking requirements and impervious surface will be met.
The proposed development will be consistent with the adopted city Comprehensive Plan;	Yes. Consistent w/ city CPlan.
The proposed development will be compatible with and preserve the important natural features of the site;	Structure shell will remain consistent with neighborhood.
The proposed use will not create a nuisance for neighboring uses, or unduly reduce the values of an adjoining property;	Drastic upgrades will exceed neighborhood expectations.
The proposed development will not create traffic circulation or parking problems;	None.
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;	Same as above.
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;	N/A
The proposed structure, addition or alteration will not substantially reduce the availability of sunlight or solar access on adjoining properties.	None. Some pruning needed.

Table 2: STANDARDS FOR CONDITIONAL USE REVIEW AND APPROVAL

STANDARD From Section 19.66.050	APPLICANT'S EXPLANATION of HOW THIS REQUEST MEETS THE STANDARD ("Yes" is not a sufficient answer)
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.	None.
That utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	N/A N/A
That the conditional use conforms to all applicable regulations of the district in which it is located, unless otherwise specifically exempted by this ordinance.	N/A
That the conditional use conforms to the purpose and intent of the city Comprehensive Plan.	Yes.
The conditional use and structure are consistent with sound planning and zoning principles.	Yes. structure will remain un changed.

**Refer to Chapter 19.66.050 of the City of Whitewater Municipal Code, entitled CONDITIONAL USES, for more information.

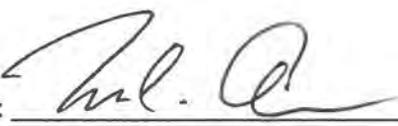
RECORD OF APPLICATION FEES FOR
ZONING MAP APPROVALS AND CONDITIONAL USE PERMITS

To be completed by Neighborhood Services Department:

Fee for Amendment to Zoning Map: \$200.00	
Date Application Fee Received by City <u>7-13-15</u>	Receipt No. <u>6.012022</u>
Received by <u>J. Wegner</u>	

To be completed by Neighborhood Services Department:

Fee for Conditional Use Permit: \$100.00	
Date Application Fee Received by City <u>7-13-15</u>	Receipt No. <u>6.012022</u>
Received by <u>J. Wegner</u>	

Applicant Signature:  Date: 7/10/15

Print Name: Randall Aschbrenner

Applicant Signature: _____ Date: _____

Print Name: _____

RECORD OF ZONING MAP AMENDMENT ACTION TAKEN

By Plan and Architectural Review Commission:

Date noticesenttoowners of record of opposite & abutting properties: 7-28-15

Date of conceptpresentation (optional) to Plan & Architectural Review Board: _____

Date of publichearing for Zoning Map Amendment: 8-10-15

Date set for consideration/action by Common Council: _____

Plan & Architectural Review Commission decision on Zoning Map Amendment is:

Recommended _____

Recommended with Conditions _____ (see below)

Not Recommended _____

Conditions set upon ZONING MAP AMENDMENT by Plan and Architectural Review Commission:

Signature of Plan & Architectural Review Chairperson

Date

RECORD OF ZONING MAP AMENDMENT ACTION TAKEN

By Common Council:

Date set for consideration/action by Common Council: _____

Common Council decision on Zoning Map Amendment is:

Granted _____

Granted with Conditions _____ (see below)

Not Granted _____

Conditions set upon ZONING MAP AMENDMENT by Common Council:

Signature of Common Council Chairperson

Date

RECORD OF CONDITIONAL USE PERMIT ACTION TAKEN:

Date noticesenttoowners of record of opposite & abutting properties: 7-28-15 / Resent 9-2-15

Date of conceptpresentation (optional) to Plan & Architectural Review Board: _____

Date noticepublishedforpublichearing before Plan & Architectural Review Board: 7-30-15

Date of publichearing for Conditional Use Permit: 8-10-15

Date setforconsideration/action by Plan & Architectural Review Board: 8-10-15
Postponed to 9-14-15.

Plan & Architectural Review Commission decision on Conditional Use Permit:

Granted _____
Granted with Conditions _____ (see below)
Not Granted _____

Conditions set upon CONDITIONAL USE PERMIT by Plan and Architectural Review Commission:

Signature of Plan & Architectural Review Chairperson

Date

R-2AZoningMapAmendment andConditional UseApplication

To Be Completed By
THE NEIGHBORHOOD SERVICES DEPARTMENT

- 1) Complete application with accompanying materials received on: 7-13-15
- 2) Plan Commission meeting date: 8-10-15 / Postponed to 9-14-15
- 3) Application reviewed by city staff (name): _____ Date: _____
- 4) Date notice of public hearing sent to owners of record of opposite & abutting properties: 7-28-15
- 5) Date of Publish of Class 1 Notice for Public Hearing before
Plan & Architectural Review Board: 7-30-15
- 6) Date of Public Hearing for Zoning Map Amendment 8-10-15
- 7) Date of Public Hearing on Conditional Use Permit 8-10-15
- 8) Date of Zoning Amendment consideration by Common Council _____

**CHECKLIST
FOR COMPLETION BY APPLICANTS
AND REVIEW BY THE NEIGHBORHOOD SERVICES DEPARTMENT**

Please complete checklist and provide to Neighborhood Services Department along with application materials. If you have questions or need assistance, contact the Neighborhood Services Department.

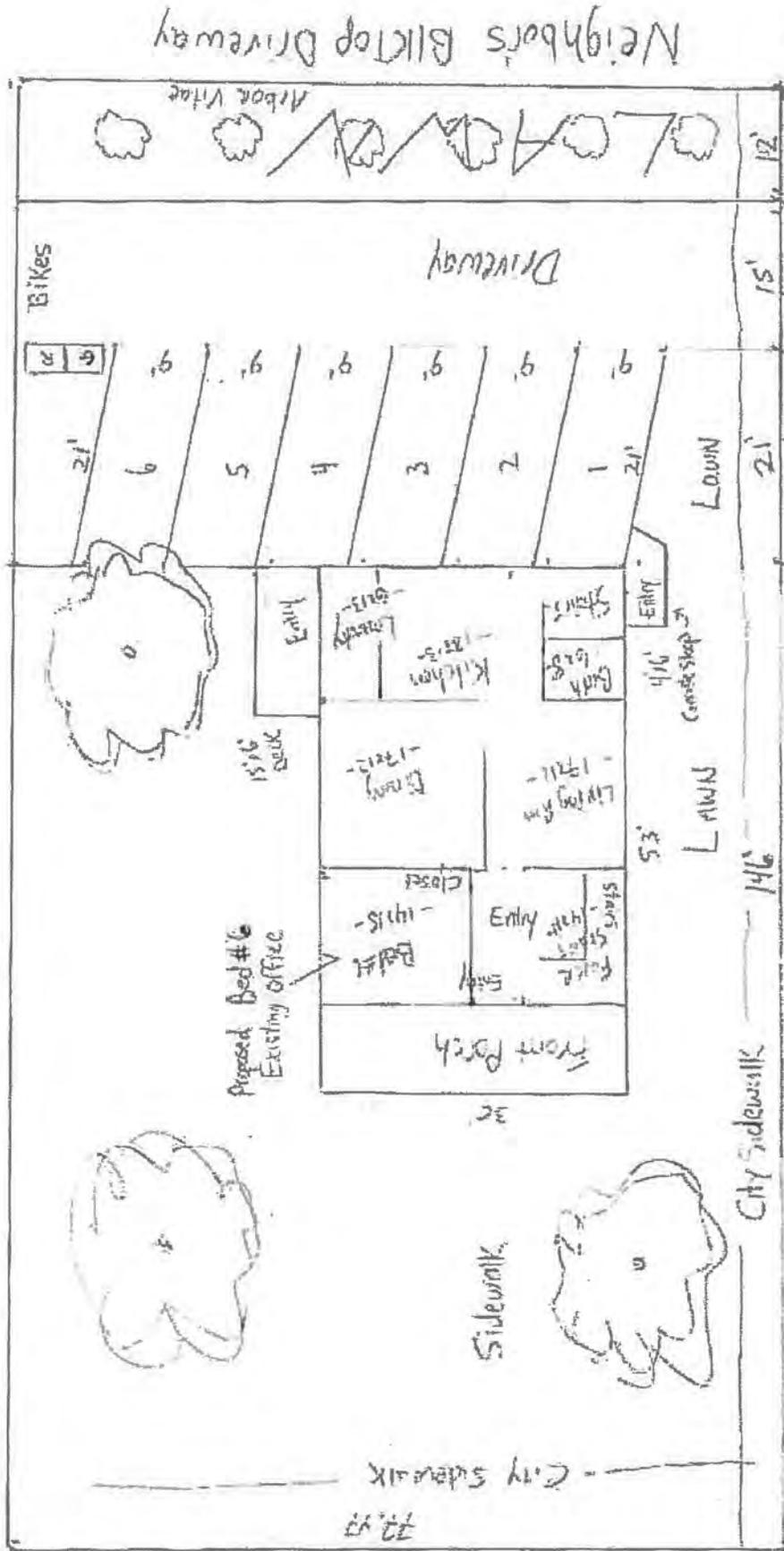
Plans to accompany application:

A Plot/Site Plan and a Floor Plan must be submitted by the Applicant as part of the required Application materials. The requirements for each are as follows:

- _____ Confirm that subject property is in the R-2A permitted zoning overlay district.
- _____ Show location of subject property on R-2A permitted zoning map - attach copy of map
- _____ Indicate current zoning district (under the R-2A overlay district, i.e.: R-2)

Plot/Site Plans Checklist

- _____ Provide North arrow on site plan
- _____ Show location of property (label all abutting streets)
- _____ Show linear (bar) scale on site plan
- _____ Draw plan to-scale at 1"= 10' or 1"= 20" to fit on one 8.5 x 11 sheet of graph paper
- _____ Provide and clearly label one "Existing Plot Plan" and one "Proposed Site Plan", if different:
- _____ Provide an "Existing Plot Plan" showing all existing items (see below) in solid lines or symbols
 - _____ Show all lot dimensions
 - _____ Show outline and dimensions of all buildings, structures and decks
 - _____ Show outline and dimensions of all paved areas including parking areas, driveways, curb cuts, sidewalks, walkways, patios and other concrete, blacktop or graveled areas)
 - _____ Indicate the distance from buildings and paved areas to lot lines (i.e. setbacks)
 - _____ Indicate the distance between structures on the subject lot
 - _____ Indicate any known easements (i.e. utility or other)
- _____ Provide a "Proposed Site Plan" showing title and all changes to the "Existing Plot Plan" (Suggestion: make a copy of the Existing Plot Plan and show all proposed changes in red and/or dashed lines to indicate proposed items and symbols)
- _____ Indicate the distance between proposed building, structures and paved areas on the subject property and buildings or structures on adjoining properties that are within 15 feet of the adjoining property line.
- _____ Indicate proposed parking location, number of spaces, dimensions, circulation, landscaped buffers, curb and gutter.



531 W. Center St. R2A Zoning

Lot Size: 11,310 sq ft

Building En: 1,540 sq ft

Parking Area: 2,296 sq ft

34% impervious surface

RLA Properties LLC c/o Denise Aschbrenner
608-843-0606

2nd Floor (S Bed / Bath)



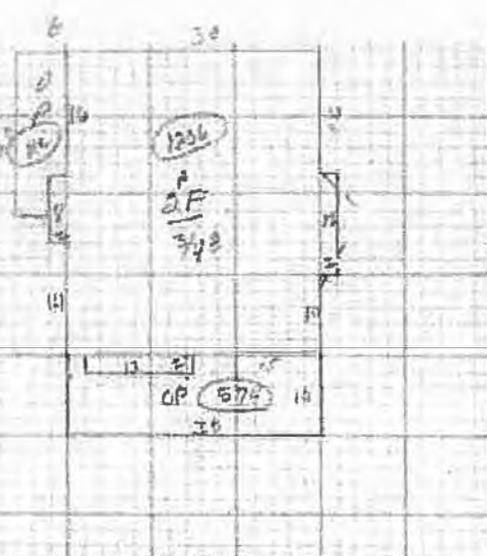
5.5

3rd Floor walk-up Attic. Locked up/un-used

Revised 8-31-15

KEY NO. ADDRESS BOOK NO. PLAT NO. KEY NO.

PLAN OF HOUSE
1" = 2 FT.



Date 7/1/72 Date

Measured By	Calculated By
Listed By <u>7/1/72</u>	Reviewed By

Remarks:

Built in side Porch - Built in Linen Cab in Hall upstairs
 Repair front porch, wall & support closets \$500

16 ADDITIONS		Sq. Ft.	Cost	AREA COMPUTATIONS		SUMMARY OF COSTS		ADD
01 Garage - Attached	Without / With Foundation	Sq. Ft.		Ground Area	S/F	01 - 12 Section M		
02 Porches	Size x No. Cars			Living Area	S/F	23.15 x 1236 S/F =		27 800
03 Breezeways	Open / Enclosed Wall Type	Sq. Ft.		Perimeter	L/F	01 - 12 Section A		
04 Dormers	Unfinished / Finished			Ratio		01 - 12 Section B		
05 Boys	Size x	Sq. Ft.		Ground Area	S/F		DEDUCT	
06 Attics	Unfinished - Finished	Sq. Ft.	2810	Living Area	S/F	13 Plumbing		460
07 Porches	1 Story / 2 Story	Area		Perimeter	L/F	14 Sewer & Water		-
08 Stoops	Open / Enclosed			Ratio		15 Built In		1260
09 Basement Rec Room	Size x	Sq. Ft.		Ground Area	S/F	16 Additions	XXXXXXXX	
10 Other	Wall Term Sq. Ft.			Living Area	S/F	17 Special Features	XXXXXXXX	
16 TOTAL	Sliding Glass Door		6475	Perimeter	L/F	OTHER		
17 SPECIAL FEATURES				Ratio		23 1/2 x 20 x 20	-1920	6795
18 GARAGE - DETACHED	Without / With Foundation			BASE COST ADJUSTMENT		ADD or Ded. Totals	-2430	36 295
	Size 16 x 20 No. Cars			Base Bldg. Cost S/F	M A B	Total Base Cost		33 805
	Wall Material			Att. Adj.	+ - + - + -	Local Modifier	6-60	660
	Adjustments			01 Exterior Walls		Current Replacement Cost		
	SUB TOTAL			02 Windows		Per Cent Residual		
	Local Modifier			03 Roof		Net Value		22 360
	Cur. Repl. Cost			04 Interior Partitions		18 Detached Garage		400
	% Residual			05 Floor Finish		Other		
	18 TOTAL		6100	06 Ceiling		Total		22 800
				07 Excavation		MARET ADJUSTMENT		
				08 Foundation		APPRAISED VALUE		
				09 Sun's Floor				
				10 Floor Const.				
				11 Heating				
				12 Elec.				
				TOTALS				
				Net Adjustment				
				Adj. Base Cost S/F				
				Size-Shape Multiplier				
				Adj. Cost Per S/F				



Walworth County, WI Land Information Division



Property Details

Municipality: CITY OF WHITEWATER
 Parcel Number: /CL 00040
 School District: 6461-SCH WHITEWATER
 Zoning District:

Owner Information

Owner Name: GORDON J BACKMAN
 Owner Name 2: JILL A BACKMAN
 Mailing Address: 531 W CENTER ST

WHITEWATER WI, 531900000

2014 Valuation Information

Land: \$63,000.00
 Improvements: \$129,900.00
 Total: \$192,900.00
 Acres: 0.2700
 Fair Market Value: \$193,500.00
 Assessment Ratio: 0.9972237350
 Mill Rate: 0.0212910859

Tax Information

First Dollar Credit: \$76.17	School Credit: \$323.40
Special Assessment: \$0.00	Lottery Credit: \$128.91
Delinquent Utility Charge: \$0.00	Special Charges: \$0.00
Managed Forest Land Taxes: \$0.00	Private Forest Crop Taxes: \$0.00
Total Billed: \$3,901.97	Woodland Tax Law Taxes: \$0.00
Net Tax: \$3,901.97	

Tax Jurisdictions

GATEWAY TECHNICAL \$149.06
 CITY OF WHITEWATER \$1089.83
 SCH WHITEWATER \$1944.32
 STATE OF WISCONSIN \$32.84
 WALWORTH COUNTY \$891.00

Elected Officials / Voting Districts

Supervisory District: Paul Yvarra (D4)
 State Representative: Andy Jorgensen(D) (43rd District)
 State Senator: Janis Ringhand(D) (15th District)
 US Representative: James Sensenbrenner(R) (5th District)
 US Senator: Ron Johnson (R) & Tammy Baldwin (D)

Special Assessments / Charges

Soil Classification

Soil Type	Soil Name	Acres
PsA	PLANO SILT LOAM, 0 TO 2 PERCENT SLOPES	0.2596

Property Address

531 W CENTER ST WHITEWATER

Legal Description

LOT 1 BLK 22 EXC S 19' W 8.25' LOT 2 EXC S 19' BLK 22. CHAPMAN & LUDINGTONS ADD CITY OF WHITEWATER

11,310ft² Lot

Disclaimer

The information provided in this property information page is not official information. All official tax information is recorded in the Walworth County Treasurer's Office. To verify tax payment/payoff status, contact the Walworth County Treasurer's Office at 262-741-4251.

**ZONING MAP
OVERLAY PERMISSION
AREA MAP**

CITY OF WHITEWATER
WISCONSIN

OVERLAY PERMISSION AREAS

-  Proposed B-1 Overlay
-  Proposed B-2 Overlay
-  Proposed R-2 Overlay
-  Proposed R-3 Overlay

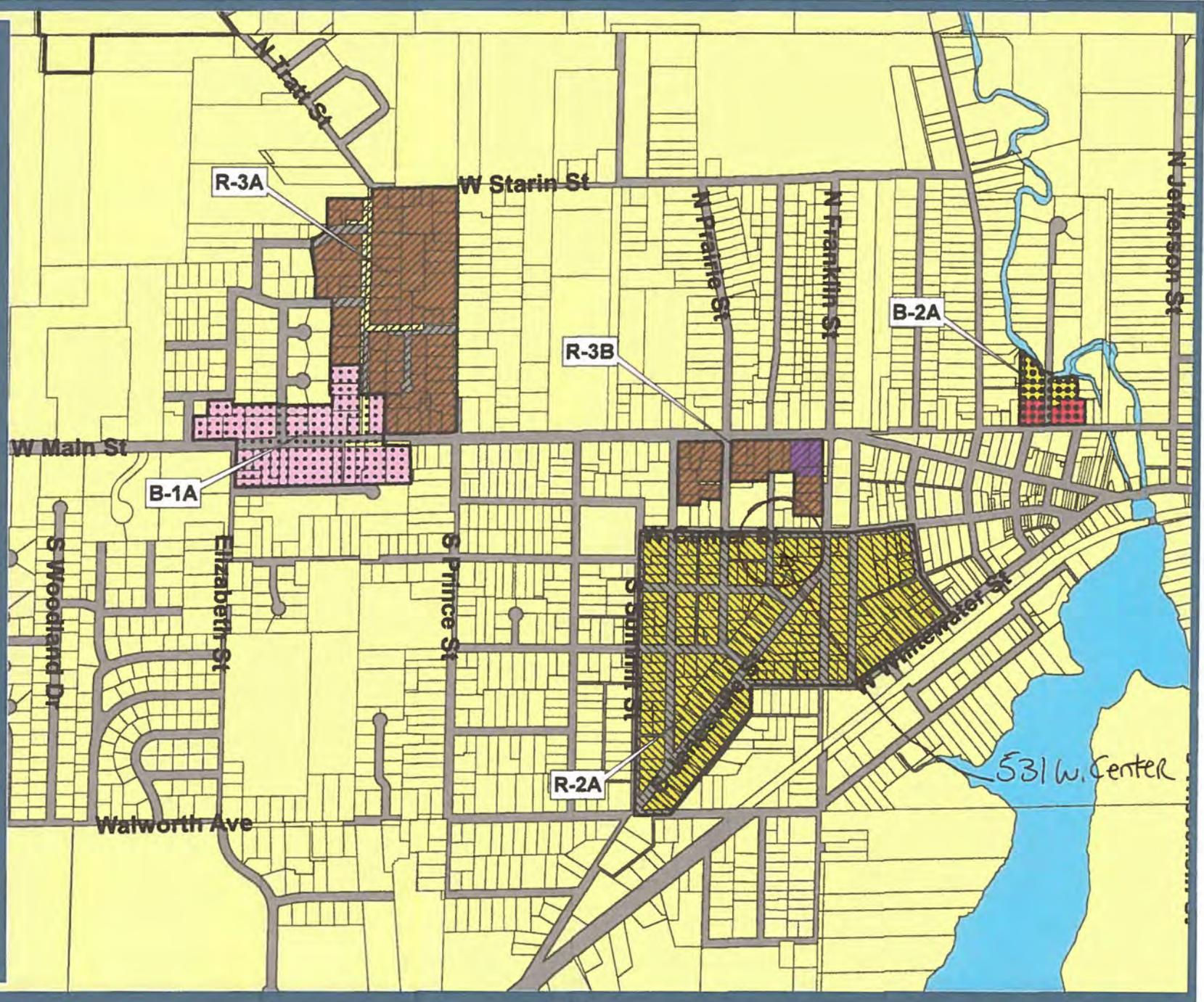
**ZONING UNDERLYING
OVERLAY PERMISSION
AREAS**

-  B-1
-  B-2
-  PCD
-  R-2
-  R-3



1 in = 400 ft

GRÆF





Remove Garage



6 Stall Parking area

15' wide Driveway approach



6 staff angled parking

15' green space



M E M O R A N D U M

To: City of Whitewater Plan and Architectural Review Commission

From: Christine Munz-Pritchard, City Planner

Date: September 14th 2015(revisited from August 10th 2015)

Re: **Item # 8** (August 10th **Item # 7 & 8**) Proposed Conditional Use Permit (Zoning Map Amendment to Impose the R-2A Residential Overlay District Zoning approved August 10th) to Enable up to Six (6) Unrelated Persons in a Residence per Section 19.19 at 531 W. Center Street for RLA Properties LLC. (Randall Aschbrenner).

Summary of Request		
Requested Approvals:	Conditional Use Permit (CUP) to Enable up to Six (6) Unrelated Persons in a Residence.	
Location:	531 W Center Street	
Current Land Use:	R-2A Overlay District over the R-2 Zoning District	
Proposed Land Use:	Same, but with up to 6 unrelated individuals	
Current Zoning:	R-2A Overlay District over the Current R-2 Zoning District	
Proposed Zoning:	Zoning Map Amendment to Impose the R-2A Residential Overlay District Zoning approved August 10 th	
Comprehensive Plan's Future Land Use:	Central Area Neighborhood	
Surrounding Zoning and Current Land Uses:		
Northwest:	Subject Property	Northeast:
R-2 One & Two-Family Residence District		R-2 One & Two-Family Residence District
Southwest:	Subject Property	Southeast:
R-2 One & Two-Family Residence District		R-2 One & Two-Family Residence District

Description of the Proposal:

The existing dwelling is a single (one) family residence. This proposal involves a request to amend the Zoning Map to add the R-2A Residential Overlay zoning district (passed August 10th) to the existing R-2 zoning district and to approve a Conditional Use Permit to increase the number of permitted unrelated individuals in a non-family household from three (3) to six (6).

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 three (3) to six (6).

The residence is a Single-family residential with 5 bedrooms and 2 bathrooms. Existing Lot size is 11,310 sq ft. The principal structure will have an “existing office” converted into a 6th bedroom. An existing garage will be removed to make more parking available.

The area with parking will go from approximately 1,276 square feet of impervious surface to 2,296 square feet of impervious surface. The parking will be located along the back of the house where there is paving currently. Six parking stalls will be provided. Under 19.18.060 C not more than 40% of rear yard may be impervious surface. However I believe that the intended additional impervious surface requires a Conditional Use Permit (CUP) as shown in 19.15.060 C. In addition the current version of the ordinance does not clearly define front and side yard. Therefore the additional impervious surface located on the “corner lot area” could be figured into the “side yard” requirements. Under 19.51.130 four (4) or more bedrooms require 3 stalls for each dwelling unit. A party may apply to the plan and architectural review commission for a permit allowing less than the number of stalls required herein, but not less than one stall per residential unit.

PLANNER’S RECOMMENDATIONS:

If the Plan and Architectural Review Commission approves the Conditional Use Permit (Zoning Map Amendment to Impose the R-2A Residential Overlay District Zoning approved August 10th) to Enable up to Six (6) Unrelated Persons in a Residence I recommend the following suggestions are followed:

SUGGESTED FINDING TO BE MADE BY THE PLAN COMMISSION

1. Parking stalls will be required under 19.51.130. Parking stalls and driveway are to be hard surfaced with concrete or asphalt.
2. 19.19.030 over five (5) unrelated persons, owner shall provide one of the following: Proof that within 2 years of the granting of the zoning permit request a certification that the property meets the requirements of the Wisconsin Rental Weatherization Program or a statement by a state-certified rental weatherization inspection states that it meets the state of Wisconsin rental unit efficiency standard.
3. An inspection by the City Building Inspector to confirm the existing 5 bedrooms. Any conversion of an existing room into a bed room will require a building permit.
4. Any other conditions identified by City Staff or the Plan Commission.

Analysis of Proposed Conditional Use Permit for: 731 W Peck 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.	Yes	This project will involve no exterior building modifications.
2. Adequate utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	Yes	Parking is being changed to accommodate the increased non related occupancy.
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	No exemptions or variances are being requested.
4. The conditional use conforms to the purpose and intent of the city master (comprehensive) plan.	Yes	The proposal does not change the single family use of the property.
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 District and the Comprehensive Plan.



M E M O R A N D U M

To: City of Whitewater Plan and Architectural Review Commission
 From: Christine Munz-Pritchard, City Planner
 Date: September 14th 2015(revisited from August 10th 2015)
 Re: **Item # 9 & 10** (August 10th **Item # 9 & 10**) Proposed Zoning Map Amendment to Impose the R-2A Residential Overlay District Zoning and to Enable up to Six (6) Unrelated Persons in a Residence per Section 19.19 at 228 S Church Street for RLA Properties LLC (Randall Aschbrenner).

Summary of Request		
Requested Approvals:	Zoning Map Amendment to Add the R-2A Overlay District and up to Six (6) Unrelated Persons in a Residence	
Location:	228 S Church Street	
Current Land Use:	R-2 One and Two Family Residential	
Proposed Land Use:	Same, but with up to 6 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:		
Northwest:		Northeast:
R-2 One & Two-Family Residence District		R-2 One & Two-Family Residence District
	Subject Property	
Southwest:		Southeast:
R-2 One & Two-Family Residence District		R-2 One & Two-Family Residence District

Description of the Proposal:

The existing dwelling is a single (one) family residence. 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 and to approve a Conditional Use Permit to increase the number of permitted unrelated individuals in a non-family household from three (3) to six (6). 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 (3) to six (6).

The residence is a Single-family residence. Existing Lot size is .3526 acres. The principal structure will have the rear addition removed reducing the size of the building. The building will be updated to meet building code. This will include the remodel of the 2nd floor. If the building cannot meet code in a cost effective manner the developer has asked to replace the existing structure.

The parking entrance will be located at the rear of the house. The parking will be located where the current existing garage is located. Six parking stalls will be provided. Under 19.18.060 C not more than 40% of rear yard may be impervious surface. However I believe that the intended additional impervious surface requires a Conditional Use Permit (CUP) as shown in 19.15.060 C. In addition the current version of the ordinance does not clearly define front and side yard. Under 19.51.130 four (4) or more bedrooms require 3 stalls for each dwelling unit. A party may apply to the plan and architectural review commission for a permit allowing less than the number of stalls required herein, but not less than one stall per residential unit.

PLANNER'S RECOMMENDATIONS:

If the Plan and Architectural Review Commission approves the proposed Zoning Map Amendment to add the R-2A overlay zoning district and six (6) non-related individuals to the subject property I recommend the following suggestions are followed:

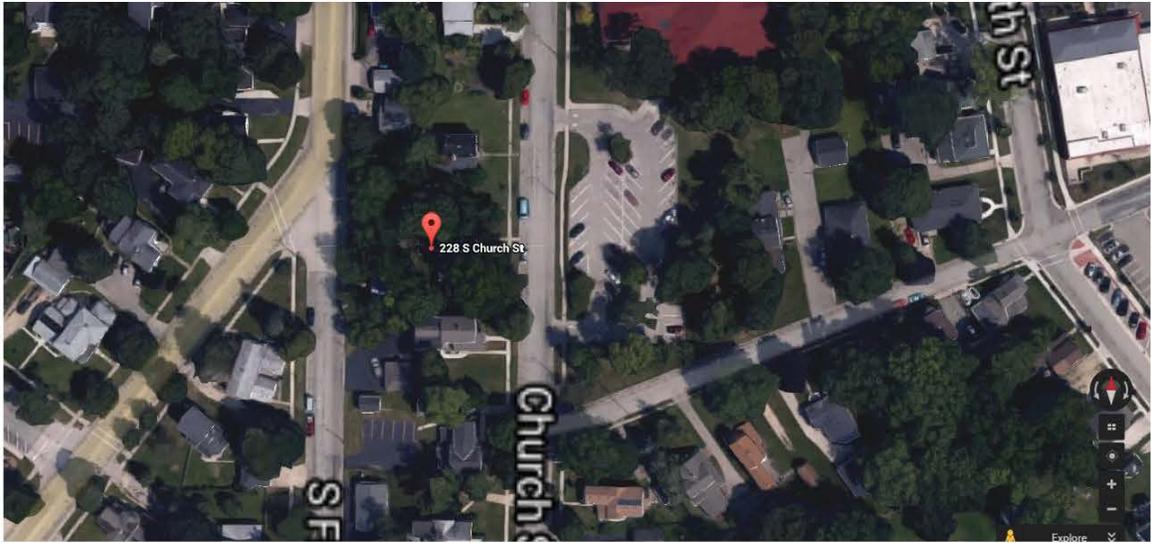
SUGGESTED FINDING TO BE MADE BY THE PLAN COMMISSION

1. Parking stalls will be required under 19.51.130. Parking stalls and driveway are to be hard surfaced with concrete or asphalt.
2. 19.19.030 over five (5) unrelated shall provide one of the following: Proof that within 2 years of the granting of the zoning permit request a certification that the property meets the requirements of the Wisconsin Rental Weatherization Program or a statement by a state-certified rental weatherization inspection states that it meets the state of Wisconsin rental unit efficiency standard.
3. An inspection of the home by the City Building Inspector to confirm the existing bedrooms. Any work requires a Building Permit. If the building cannot meet code in a cost effective manner the developer has asked to replace the existing structure. If this is the case the developer must follow all regulations of building a new structure. This may include a review by the Planning Board.
4. Any other conditions identified by City Staff or the Plan Commission.

Analysis of Proposed Conditional Use Permit for: 228 S Church 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.	Yes	This project will focus on improving the building.
2. Adequate utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	Yes	Parking is being changed to accommodate the increased non related occupancy.
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	No exemptions or variances are being requested.
4. The conditional use conforms to the purpose and intent of the city master (comprehensive) plan.	Yes	The proposal does not change the single family use of the property.
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 District and the Comprehensive Plan.



NOTICE OF CONTINUANCE 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>
228 S. Church Street	OT 00116	Clarence J. Kozlowski

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, September 14, 2015, at 6:30 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
By Jane Wegner, Plan Commission Clerk

Dated: September 2, 2015



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

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

NOTICE OF CONTINUANCE OF PUBLIC HEARING

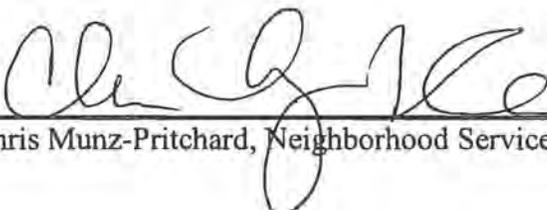
TO ALL INTERESTED PARTIES:

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 September 2015 at 6:30 p.m. to continue the public hearing for a Conditional Use Permit, in an R-2A Overlay Zoning District, to allow for 6 unrelated persons to live in the house located at 228 S. Church Street for RLA Properties LLC. (Randall Aschbrenner). (The owner of the property is Clarence J. Kozlowski).

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


Chris Munz-Pritchard, Neighborhood Services Director/City Planner

TaxKey	Owner1	Owner2	Address1	City	State	Zip
/CL 00041	523 WEST CENTER LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/CL 00042	KACHEL 210 SOUTH BOONE LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/CL 00043	LADWIG & VOS INC		140 LONGMEADOW DR	BURLINGTON	WI	53105-0000
/CL 00045	RODRIGUEZ PROPERTIES LLC		N9707 N MCCORD RD	WHITEWATER	WI	53190-0000
/CL 00046	LADWIG & VOS INC		140 LONGMEADOW DR	BURLINGTON	WI	53105-2325
/CL 00047	KACHEL 214 SOUTH JANESVILLE LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/CL 00048	KACHEL 218 SOUTH FRANKLIN LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/CL 00049	KACHEL 210 SOUTH FRANKLIN LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/CL 00105A	CERANSKE PROPERTY MANAGEMENT LLC		N5903 WOODWARD RD	WHITEWATER	WI	53190-0000
/CL 00106	LINDA E HOLMES		266 S FRANKLIN ST	WHITEWATER	WI	53190-0000
/CL 00106A	RHONDA J PERKINS AURIT		256 S FRANKLIN ST	WHITEWATER	WI	53190-0000
/OT 00113	PATRICIA A BLACKMER	DANIEL W RICHARDSON	445 W CENTER ST	WHITEWATER	WI	53190-0000
/OT 00114	KENNETH R GRAY		451 W CENTER ST	WHITEWATER	WI	53190-0000
/OT 00115	ERIK K EGGERT	KELLIE N EGGERT	W324 S7727 PAUL LN	MUKWONAGO	WI	53149-0000
/OT 00116	CLARENCE J KOZLOWSKI		228 S CHURCH ST	WHITEWATER	WI	53190-0000
/OT 00117	KACHEL LP 238 SOUTH CHURCH LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/OT 00118	KACHEL LP 248 SOUTH CHURCH LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/OT 00119	KACHEL LP 258 SOUTH CHURCH LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/OT 00120	KACHEL LP 264 SOUTH CHURCH LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/OT 00181	BRIAN H KILIAN		417 W FOREST ST	WHITEWATER	WI	53190-0000
/OT 00182A	MELISSA R MIRITZ		423 W FOREST AVE	WHITEWATER	WI	53190-0000
/OT 00184	KENNETH E MOEHRING	JOLYNN M MOEHRING, et al.	N8137 RANGELINE RD	SHEBOYGAN	WI	00005-3083
/OT 00186	KATIE M JOHNSON		437 W FOREST AVE	WHITEWATER	WI	53190-0000
/OT 00187	KACHEL LP 253 SOUTH CHURCH LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/OT 00187A	CITY OF WHITEWATER		312 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/OT 00188	GEOFFREY R HALE	JACQUELINE A HALE	261 S CHURCH ST	WHITEWATER	WI	53190-0000
/OT 00196	CITY OF WHITEWATER		312 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/OT 00197	CITY OF WHITEWATER		312 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/OT 00197A	CITY OF WHITEWATER		312 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/OT 00198	CITY OF WHITEWATER		312 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/OT 00198A	CITY OF WHITEWATER		312 W WHITEWATER ST	WHITEWATER	WI	53190-0000
/WS 00001	CERANSKE PROPERTY MANAGEMENT LLC		N5903 WOODWARD RD	WHITEWATER	WI	53190-0000
/WS 00002	CERANSKE PROPERTY MANAGEMENT		N9503 WOODWARD RD	WHITEWATER	WI	53190-0000
/WUP 00249	KACHEL 200 SOUTH FRANKLIN LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/WUP 00250	KACHEL TRUST		250-3 INDIAN MOUND PKWY	WHITEWATER	WI	53190-0000
	RANDALL ASCHBRENNER		P O BOX 511	MCFARLAND	WI	53558-0000

City of Whitewater
Combined Application for
Amendment to Zoning Map and Conditional Use Permit for
R-2A Overlay District and 4 or More Unrelated Occupants

NOTICE: The Plan Commission meetings are scheduled at 7:00 on the 2nd Monday of the month. All complete application materials must be submitted to the City Clerk by 4:00 p.m. four weeks prior to the meeting.

APPLICANT AND SUBJECT PROPERTY INFORMATION

Applicant's Name: Randall Aschbrenner

Mailing Address: PO Box 511

Phone #: 608-843-0606 Email: raschbrenner21@gmail.com

Address of Subject Property: 228 S. Church St.

Owner of Subject Property (according to property tax records on date of application):

Clarence Kozlowski

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

Lot 4 Blk Original Town City of Whitewater

Agent or Representative (Planner, Engineer, Architect, Attorney, etc.):

Name of Individual: Randall Aschbrenner

Name of Firm: RLA Properties LLC

Office Address: PO Box 511 McFarland, WI 53558

Phone #: 608-843-0606 Email: raschbrenner21@gmail.com

Name of Contractor: RLA Construction & Dev. LLC

Variations:

Has either the applicant or the owner had any variations issued on the subject property?

NO

YES Date:

Description of Variation(s):

EXISTING ZONING AND LAND USE

Current Use of Subject Property (be specific):

R-2 Single Family

Future Land Use Designation (as depicted in the Comprehensive Plan on Future Land Use Map #5 on page 103 of the Feb.2, 2010 Comprehensive Plan, Amended Oct. 5, 2010):

R-2 Single Family 6 Bedroom

Current Zoning District(s) of Subject Property (cite zoning district(s) shown on Zoning Map):

R-2

REQUESTED LAND USE, ZONING and CONDITIONAL USE

Proposed Land Use of Property including Number of Occupants and Bedrooms (be specific):

R2A Single Family 6 Bedrooms 6 unrelated Occupants

Requested Zoning District(s) including Overlay District(s) (see attached R-2A Overlay District Map):

Zoning District requested: R2A

Overlay District requested: R2A

Conditional Use requested: _____

STANDARDS FOR REVIEW AND APPROVAL

The Plan and Architectural Review Commission will use the standards listed in Table 1 (for Zoning Map Amendments) and Table 2 (for Conditional Use Permits) on the following pages, when reviewing applications for zoning amendments and conditional uses.

The Applicant is required to demonstrate how the proposed Zoning Map Amendment and Conditional Use Permit for the subject property will meet the standards for approval by filling in each box with a specific explanation of how each standard will be met.

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.

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).

Table 1: STANDARDS FOR ZONING MAP AMENDMENT REVIEW AND APPROVAL

STANDARD	APPLICANT'S EXPLANATION of HOW THIS REQUEST MEETS THE STANDARD ("Yes" is not a sufficient answer)
The proposed amendment for future structure, addition, alteration or use will meet the minimum standards of this title for the district being proposed;	Existing structure envelope will be reduced. existing lean-to Addition on back of house to be removed.
The proposed development will be consistent with the adopted city Comprehensive Plan;	Yes. meets criteria
The proposed development will be compatible with and preserve the important natural features of the site;	Yes. tree trimming and much needed general property cleanup to be done first!!
The proposed use will not create a nuisance for neighboring uses, or unduly reduce the values of an adjoining property;	property needs major TLC. Expect a drastic improvement to property.
The proposed development will not create traffic circulation or parking problems;	None expected
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;	Building envelope character will remain intact.
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;	N/A
The proposed structure, addition or alteration will not substantially reduce the availability of sunlight or solar access on adjoining properties.	It Only enhance and increase value of neighborhood.

Table 2: STANDARDS FOR CONDITIONAL USE REVIEW AND APPROVAL

STANDARD From Section 19.66.050	APPLICANT'S EXPLANATION of HOW THIS REQUEST MEETS THE STANDARD ("Yes" is not a sufficient answer)
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.	<i>None expected.</i>
That utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	<i>All will be performed properly to code.</i>
That the conditional use conforms to all applicable regulations of the district in which it is located, unless otherwise specifically exempted by this ordinance.	<i>N/A</i>
That the conditional use conforms to the purpose and intent of the city Comprehensive Plan.	<i>N/A</i>
The conditional use and structure are consistent with sound planning and zoning principles.	<i>N/A</i>

**Refer to Chapter 19.66.050 of the City of Whitewater Municipal Code, entitled CONDITIONAL USES, for more information.

RECORD OF APPLICATION FEES FOR
ZONING MAP APPROVALS AND CONDITIONAL USE PERMITS

To be completed by Neighborhood Services Department:

Fee for Amendment to Zoning Map: \$200.00	
Date Application Fee Received by City <u>7-13-15</u>	Receipt No. <u>6.012022</u>
Received by <u>J. Wegner</u>	

To be completed by Neighborhood Services Department:

Fee for Conditional Use Permit: \$100.00	
Date Application Fee Received by City <u>7-13-15</u>	Receipt No. <u>6.012022</u>
Received by <u>J. Wegner</u>	

Applicant Signature:  Date: 7/16/15

Print Name: RANDALL ASCHBRENNER

Applicant Signature: _____ Date: _____

Print Name: _____

RECORD OF ZONING MAP AMENDMENT ACTION TAKEN

By Plan and Architectural Review Commission:

Date noticesenttoowners of record of opposite & abutting properties: 7-28-15 / Resent 9-2-15

Date of conceptpresentation (optional) to Plan & Architectural Review Board: _____

Date of publichearing for Zoning Map Amendment: 8-10-15 - postponed to 9-14-15

Date set for consideration/action by Common Council: _____

Plan & Architectural Review Commission decision on Zoning Map Amendment is:

Recommended _____

Recommended with Conditions _____ (see below)

Not Recommended _____

Conditions set upon ZONING MAP AMENDMENT by Plan and Architectural Review Commission:

Signature of Plan & Architectural Review Chairperson

Date

RECORD OF ZONING MAP AMENDMENT ACTION TAKEN

By Common Council:

Date set for consideration/action by Common Council: _____

Common Council decision on Zoning Map Amendment is:

Granted _____

Granted with Conditions _____ (see below)

Not Granted _____

Conditions set upon ZONING MAP AMENDMENT by Common Council:

Signature of Common Council Chairperson

Date

RECORD OF CONDITIONAL USE PERMIT ACTION TAKEN:

Date noticesenttoowners of record of opposite & abutting properties: 7-28-15 / Resent 9-2-15

Date of conceptpresentation (optional) to Plan & Architectural Review Board: _____

Date noticepublishedforpublichearing before Plan & Architectural Review Board: 8-10-15

Date of publichearing for Conditional Use Permit: 8-10-15

Date setforconsideration/action by Plan & Architectural Review Board: 8-10-15
Postponed to Sept. 14, 2015

Plan & Architectural Review Commission decision on Conditional Use Permit:

Granted _____
Granted with Conditions _____ (see below)
Not Granted _____

Conditions set upon CONDITIONAL USE PERMIT by Plan and Architectural Review Commission:

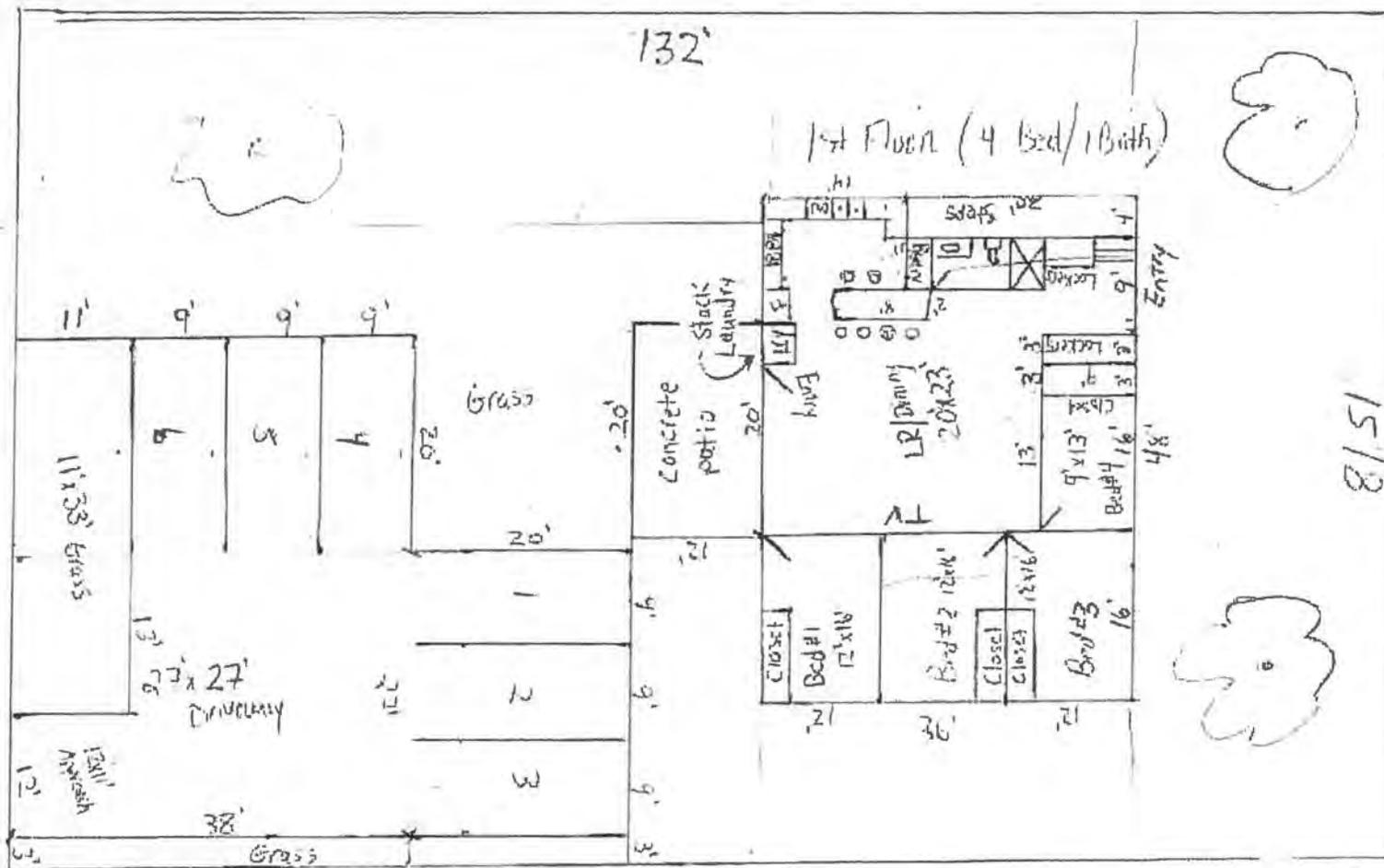
Signature of Plan & Architectural Review Chairperson

Date

R-2A Zoning Map Amendment and Conditional Use Application

To Be Completed By
THE NEIGHBORHOOD SERVICES DEPARTMENT

- 1) Complete application with accompanying materials received on: 7-13-15
- 2) Plan Commission meeting date: 8-10-15
- 3) Application reviewed by city staff (name): _____ Date: _____
- 4) Date notice of public hearing sent to owners of record of opposite & abutting properties: 7-28-15
- 5) Date of Publish of Class 1 Notice for Public Hearing before
Plan & Architectural Review Board: 7-30-15
- 6) Date of Public Hearing for Zoning Map Amendment 8-10-15
- 7) Date of Public Hearing on Conditional Use Permit 8-10-15
- 8) Date of Zoning Amendment consideration by Common Council _____

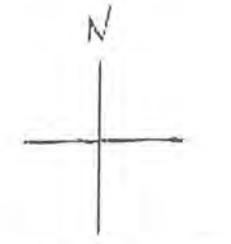
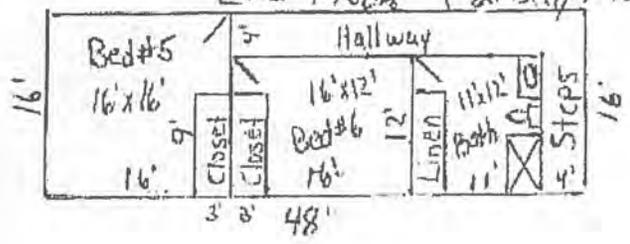


New siteplan

- use existing Building envelope. Replace entire Structure

151'8"
S Church

2nd Floor (2 Bed/1 Bath)



1/8" = 2' Scale

228 S. Church R2A Zoning

Lot Size: 10,758 ft²

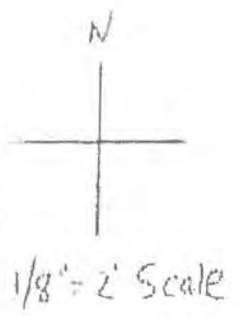
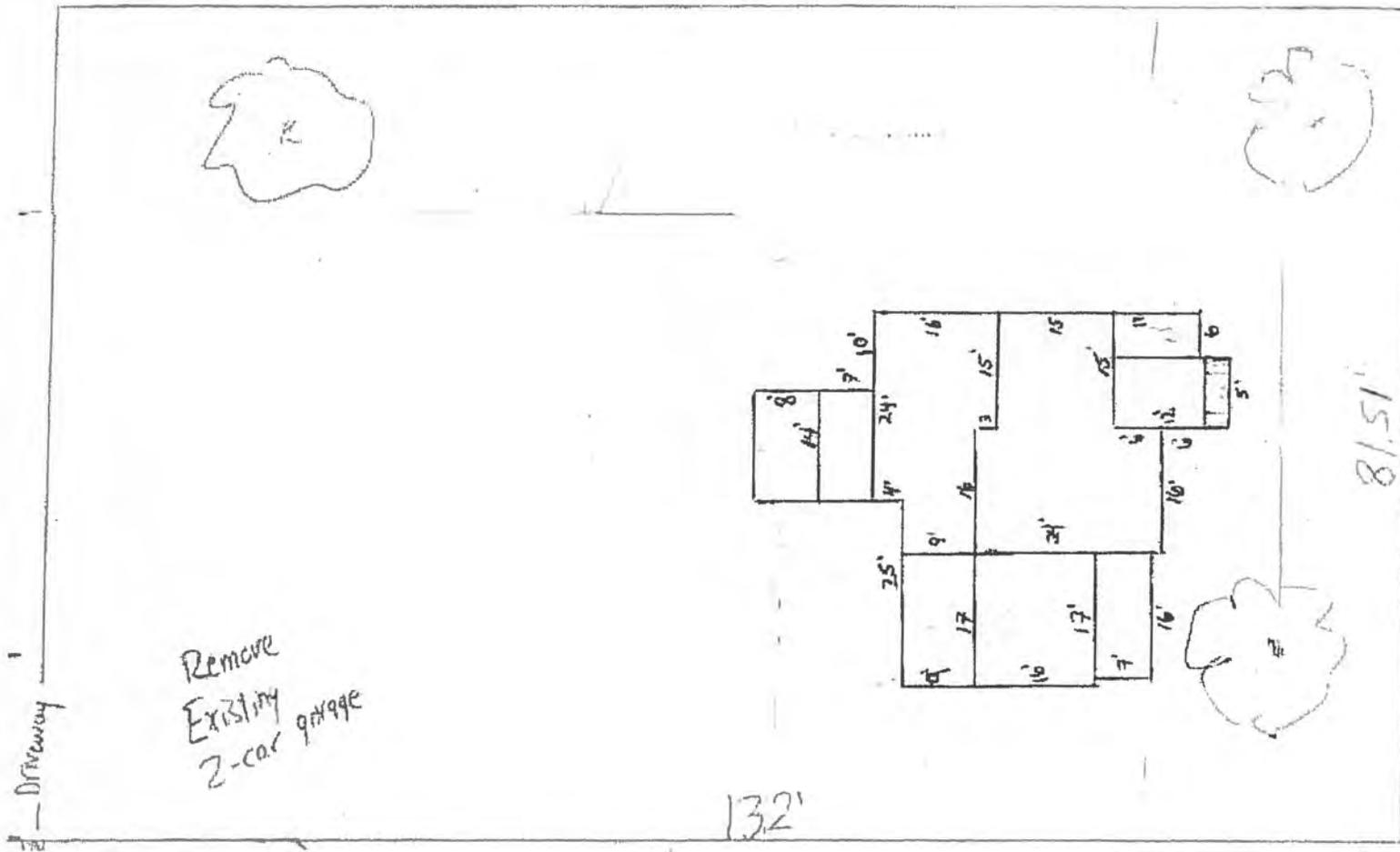
Building Env.: 1,728 ft²

Parking Area: 1,941 ft² Patio: 240 ft²

36% Impervious surface

RLA Properties LLC c/o Randy Aschbrenner

608-843-0606



Existing Site Plan

ANCHORING - 3 SIDES POST APPROX. 7" ON CENTER

SIGING - T-111

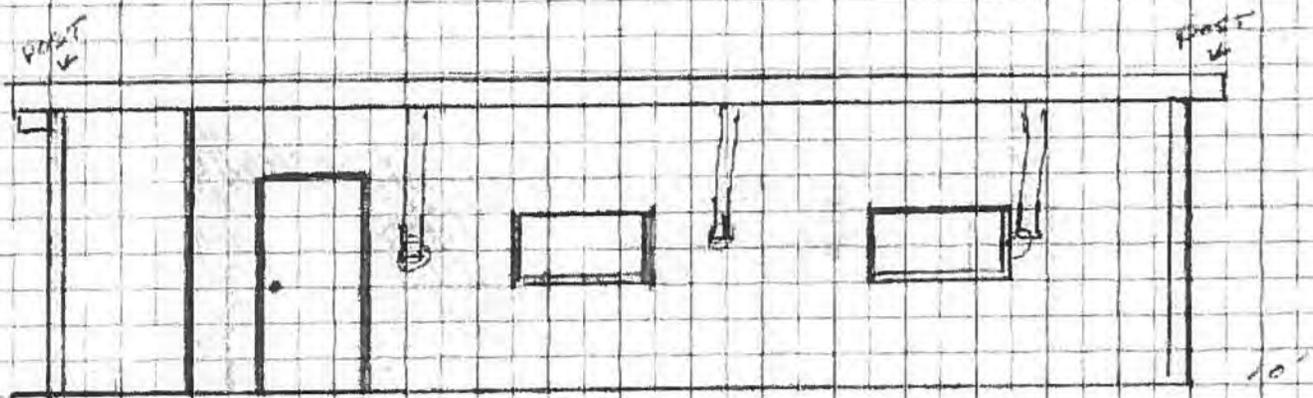
CONCRETE - "EXISTING"

CEILING - 1/2" ALYWOOD

FACIA - 1 X 8 - PAINTED

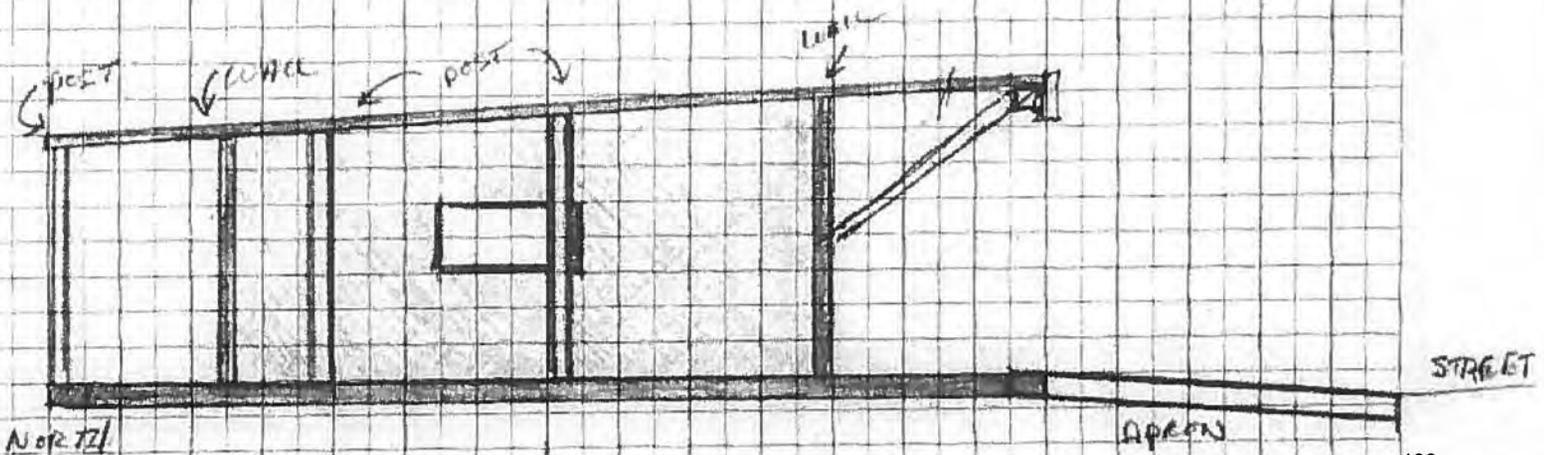
WORK BY: MAREY CONSTRUCTION
473-5938

ELECTRIC - "EXISTING"



VIEW FROM WEST

HOUSE



1/4" = 1 FT.

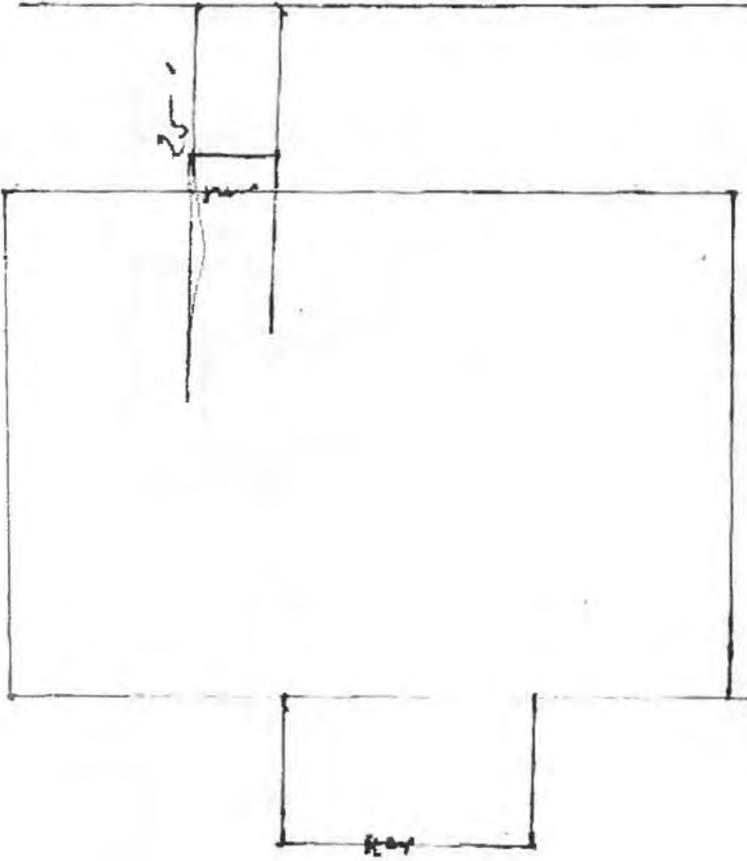
VIEW FROM NORTH

STREET.

TERRACE

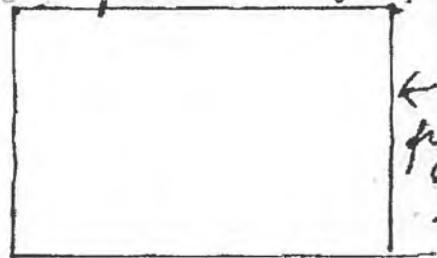
SIDEWALK.

← 11' →
From
lot
line



20' from lot
line to house

28' from back
of house to garage,



← 10'-
from
lot
line

21'

21' from city
property to garage



228 S. Church St



Back of home

White Addition



20 S. Church St. right side neighbor

Remove Garage

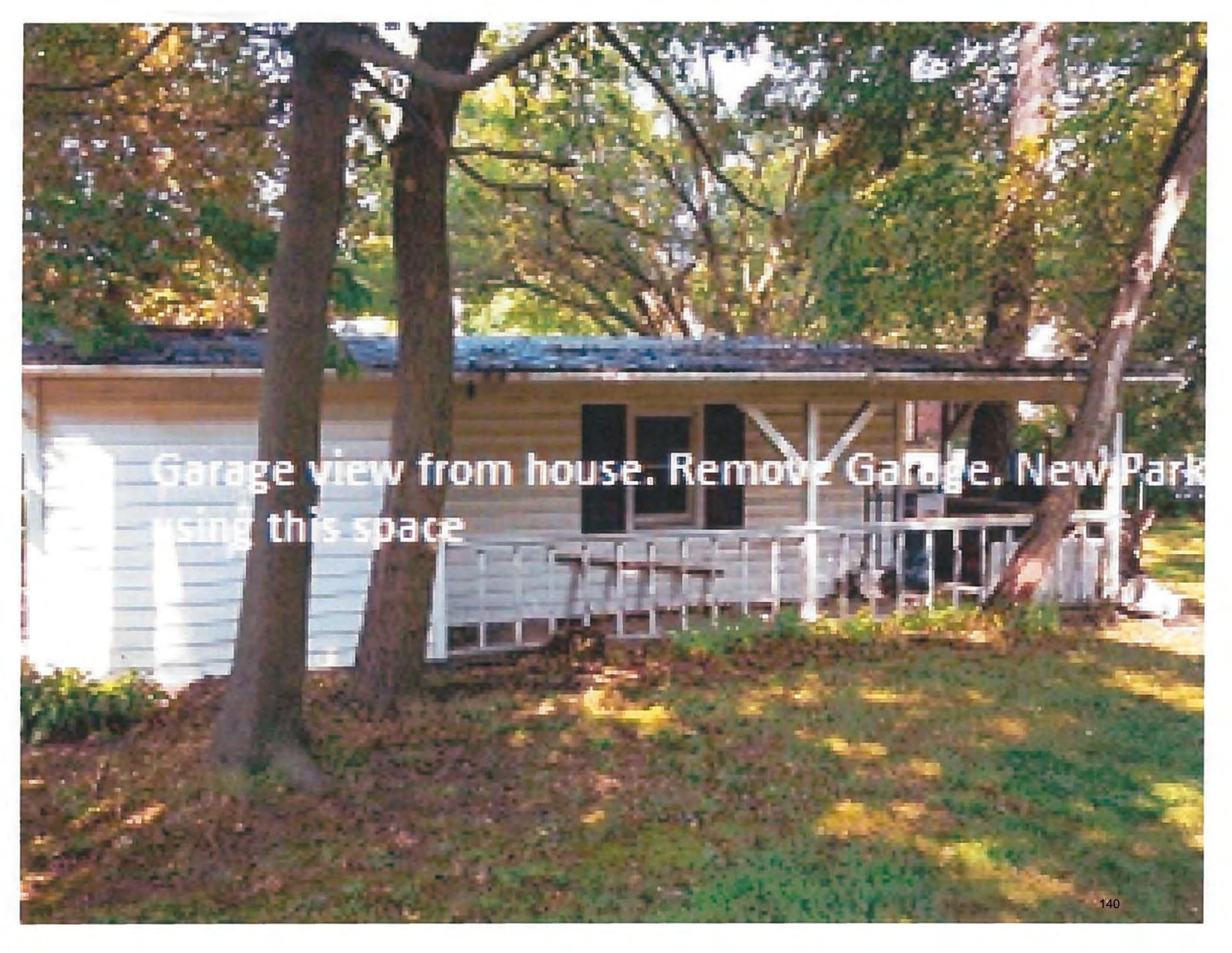
Reduce approach.

15'

3'

Franklin





Garage view from house. Remove Garage. New Park using this space