



CITY OF WHITEWATER PLAN AND ARCHITECTURAL REVIEW
COMMISSION

Agenda

January 12, 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 October 13, 2014 and November 10, 2014.
4.	Review proposed certified survey map for a lot division to create a second buildable lot for Whitewater Housing Services LLC. (Matt Kuehl) at 516-518 S. Clark Street.
5.	Review proposed addition/remodel to the McCullough Pharmacy building located at 1173 W. Main Street to include an enclosed entry/stairs and 6 residential apartments on the second floor (four 1-bedroom efficiency apartments, one 3-bedroom apartment and one 4-bedroom apartment) for Robert McCullough.
6.	Hold a public hearing to consider a change in the District Zoning Map to enact an ordinance to impose the R-3A Residential Overlay District Zoning classification under Chapter 19.22 of the Zoning Ordinance of the City of Whitewater on the property at 158 N. Tratt Street, Tax ID # /WUP 00166E, for DLK Enterprises Inc. (Mike Kachel).
7.	Hold a public hearing for consideration of a Conditional Use Permit to allow a 6 unit apartment building in an R-3A (University Residential Density Overlay) Zoning District located at 158 N. Tratt Street for DLK Enterprises Inc. (Mike Kachel).
8.	Hold a public hearing to consider 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 on the property at 523 W. Center Street, Tax ID # /CL 00041, for Kachel Enterprises LLP. (Mike Kachel).
9.	Hold a public hearing for consideration of a Conditional Use Permit, in an R-2A Overlay Zoning District, to allow for 5 unrelated persons to live in the house located at 523 W. Center Street for Kachel Enterprises, Limited Partnership (Mike Kachel).
10.	Discussion of Parking Study.
11.	Information Items: a. Possible future agenda items. b. Next regular Plan Commission Meeting – February 9, 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
October 13, 2014

**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, Lynn Binnie, Karen Coburn, Kristine Zaballos, Bruce Parker, John Tanis (Alternate). Absent: Sherry Stanek, Daniel Comfort. Others: Wallace McDonell (City Attorney), Chris Munz-Pritchard (City Planner).

Hearing of Citizen Comments. There were no citizen comments.

Approval of the Plan Commission Minutes. Moved by Binnie and Coburn to approve the minutes of July 14, 2014. Motion approved by unanimous voice vote. The Plan Commission minutes of August 11, 2014 were not available.

Review proposed Certified Survey Map to combine lots and readjust lot line at 515 E. Milwaukee Street for Michael Foelker. City Planner Chris Munz-Pritchard explained that Mike Foelker had requested a variance, which also combined lots. She requested him to do a certified survey map not realizing it had to come to Plan Commission for review. It is much more thorough to have the change go on record as a certified survey map instead of a quit claim deed.

Moved by Parker and seconded by Tanis to approve the certified survey map for 515 E. Milwaukee Street for Mike Foelker. Aye: Parker, Tanis, Zaballos, Coburn, Binnie, Meyer. No: None. Motion approved.

Review a proposed mini storage facility to be located at 1002 S. Janesville Street (W9144 STH 59) for Larry Matthews. Warren Hansen, of Farris Hansen and Associates, representing Larry Matthews and Jay Savignac for this proposal. The property is approximately 2 ½ acres on the south side of the City of Whitewater just past the Highway 12 bypass and across from the golf course. The buildings will be attractive warehouse style buildings with metal siding, all non-combustibles. There will be a gated controlled access to the property off the west side of Highway 59. The whole site will be fenced in for controlled access. The stormwater management facility will be on the north end of the site. There will be storm drains under the buildings that collect and go to the stormwater management facility. There will be lighting on the buildings so all alley ways and access would be lit. All the corridors between the buildings will be able to be seen from the highway. There will be maintenance free plantings at the end of each building. There are pines and evergreens northeast of the buildings. They have allowed plenty of snow storage area. This site was used for a stormwater basin as part of an industrial

area that has been remediated. The existing creek is dry most of the time. They will be putting in a row of solar collectors along the berm on the north side of the property. The site topography is graded to drain. They have a stormwater management plan. There is canary grass in the northeast corner of the property and some wetland plants. They will be having someone come in to do a wetland delineation to verify it. If there is wetland, they will shorten the basin and discharge into the stream. Hansen stated that the zoning is proper for this project. The green space is 34% and the building area is 28%. The building will be light stone in color with royal blue doors and trim. The roof will be galvanized aluminum with a pitch of 1 to 12 instead of 3 to 12.

Chairperson Meyer opened for public comment. There were no comments. Chairperson Meyer closed the public comment.

Plan Commission members voiced concerns: canary grass is extremely invasive, can you get rid of it to keep it from reseeding itself?; the U.W Extension Office put out a publication on eradication, Zaballos will send it to City Planner Chris Munz-Pritchard to get it to the applicant; does the development have its own sign and location for the business?; the security camera is in the City right-of-way; impervious surface; large trees.

Warren Hansen stated that they will be removing the soil and putting it back. The warehouses will have a 5 foot by 6 foot sign on a light pole. The security camera will be moved onto private property. Jay Savignac explained that the solar panels would be 24 inches by 48 inches mounted 36 inches off the ground. Warren Hansen asked if it would be possible to extend the time frame to put the water extension in for the fire hydrants.

Plan Commission Member Binnie asked why this proposal came to the Plan Commission – for more than one principal structure on a lot?

City Planner Chris Munz-Pritchard explained that yes, the reason it came to the Plan Commission was for more than one principal structure on a lot. This is just what we want here. She said she would contact the Fire Department about putting off the water extension for a period of time. The plans have been sent to the City Engineer.

Moved by Binnie and seconded by Zaballos to approve the proposed mini storage facility on S. Janesville Street subject to the City Planner recommendations and to allow flexibility on recommendation #1 if allowed by the Fire Department. Ayes: Binnie, Zaballos, Tanis, Parker, Meyer, Coburn. No: None. Motion approved.

Plan Commission Member Parker asked if the applicant would be willing to put street trees in. Jay Savignac said they didn't object to putting the trees in, but wanted to know who would be responsible for them. Parker stated that the City Forester takes care of the trees in the right-of-way. The Plan Commission has had developers put trees in the right-of-way in the past. The City would maintain them.

Moved by Parker and Coburn to amend the motion to add at least 5 trees on the street side of the wrought iron fence and to work it out with the City Forester. Ayes: Parker, Coburn, Binnie, Tanis, Meyer, Zaballos. No: None. Motion approved.

Public hearing for a conditional use permit to allow for a 5 unit townhouse style residential apartment building in an R-3 (Multi-family) Zoning District located at 1014 W. Main Street for Ryan Hughes. Chairperson Meyer opened the public hearing for consideration of a conditional use permit to allow for a 5 unit townhouse style residential apartment building in an R-3 (Multi-family) Zoning District located at 1014 W. Main Street for Ryan Hughes.

Ryan Hughes explained that he is proposing a 5 unit townhouse style (4 bedrooms, 2 baths per unit), private garages and 16 parking stalls. The unit facing Main Street will be the ADA unit. The sidewalk will slant to avoid the steps. (The second phase of the project, he is proposing 4 additional units. He wanted the Plan Commission to see the whole project conceptually.) Hughes is looking to start phase 1 immediately with completion in mid August 2015. In 2015 he plans to come back with phase 2, the 4 additional units. He is challenging the Plan Commission to re-evaluate the R-3A Zoning classification prior to him coming back with the 4 unit proposal. Phase 1, the five unit building, the density is 6.7 units per acre. With the additional 4 units, the density is 12.1 units per acre. Hughes also noted a couple errors on the landscape plan. In the notes, #3 the shredded hardwood mulch rings are to be 4 feet in diameter instead of 4 inches. And the perennials on the north side of the building along the driveway, it was noted a quantity of 15 of each, but should be changed to a mix of perennials planted 3 feet apart. Hughes noted that one of the City Planner's recommendations was to have the existing building removed prior to starting construction. We Energies is out over 30 days to get a gas line terminated. Hughes would ultimately like to get the building down before year end, but would like to change the requirement at least to year end or hold the occupancy permit for finishing grade work. He would also like credit for 3 lots as far as fees.

Plan Commission Members voiced concerns: suggested by the end of January the existing building be torn down; how much impervious surface; what trees are being removed; how much is the Plan Commission making a decision on at this meeting; why is this a conditional use, because it is over 4 units?; it is not over 40 feet tall; was the plan reviewed by the Fire Department, Building Inspector, City Engineer, City Forester?; is the drainage designed for phase 1 and phase 2?; traffic pattern.

Ryan Hughes stated that the certified survey map shows the existing trees. There are safety issues with some of the existing trees. The insurance company would require them to be removed. The design has 5 units which is much different from the original proposal. Each unit is 650 sq. ft. has 4 bedrooms. In phase 1, 5 units in an R-3 Zoning District, 25 people would be allowed.

Chairperson Meyer opened the hearing for public comment. There were no comments. Chairperson Meyer closed the public comment.

City Planner Chris Munz-Pritchard explained that a conditional use is required because the proposal is over 4 units; the plans were reviewed by the Building Inspector and she sent it to the City Engineer. She did not know if the plan was reviewed by the Fire Department or the City Forester. Munz-Pritchard also noted that the proposal has under 40% impervious surface. But if they do the second phase, the project will need mitigation for impervious surface. City Planner Munz-Pritchard clarified that the Plan Commission is only considering phase 1 at this meeting. She suggested that the existing structure be required to be torn down prior to granting occupancy, not allowing occupancy until all is taken care of. Hughes stated that he would take the occupancy requirement, even though his goal is to have it down by the end of the year.

Moved by Binnie and seconded by Zaballos to approve the conditional use permit to allow for a 5 unit townhouse style residential apartment building in an R-3 (Multi-family) Zoning District located at 1014 W. Main Street for Ryan Hughes subject to the City Planner recommendations and amending recommendation #2 to specify that the current building be removed prior to occupancy approval. The project is also subject to review by the Fire Department, City Forester and City Engineer. (See attached Conditional Use Permit.) Ayes: Binnie, Zaballos, Tanis, Parker, Meyer, Coburn. No: None. Motion approved.

Public hearing for consideration of a change of the District Zoning Map for the following parcel to enact an ordinance to impose the R-2A Residential Overlay District Zoning classification under Chapter 19.19 of the Zoning Ordinance of the City of Whitewater on the following area: 280 S. Janesville Street (Tax ID # /CL 00059) for Camery Management, LLC. (Mike Kachel). Public hearing to be opened with the following item.

Public hearing for consideration of a conditional use permit in an R-2A Overlay Zoning District, to allow for 5 unrelated persons per unit to live in the house located at 280 S. Janesville Street for Camery Management, LLC. (Mike Kachel). Chairperson Meyer opened the public hearing for both the consideration of 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 and the public hearing for consideration of a conditional use permit in an R-2A Overlay Zoning District to allow for 5 unrelated persons to live in the house located at 280 S. Janesville Street (Tax ID# /CL 00059) for Camery Management, LLC. (Mike Kachel).

Mike Kachel explained that this is a larger 2 story home with 4 existing bedrooms. The 4 bedrooms are upstairs with a full bath. The den on the first floor is to be changed to a bedroom in the future. He would be creating a 5th bedroom. This room has two windows and a door. There is a 2 car garage and there is a shared driveway agreement from 2003 with the property next door for an access easement. There is room to park 5 vehicles with 2 in the garage, 2 spaces in the driveway by the garage and the other vehicle to parallel park next to the house. The driveway is 81 feet long, 60 feet from the garage to the front porch. The driveway is paved.

There were no public comments. Chairperson Meyer closed the public hearing.

Moved by Binnie and seconded by Tanis to recommend to the City Council to impose the R-2A Residential Overlay District Zoning Classification on the property located at 280 S. Janesville

Street (Tax ID # /CL 00059) for Five Reds Management, LLC. (Mike Kachel). Ayes: Binnie, Tanis, Parker, Meyer, Zaballos, Coburn. No: None. Motion approved.

Moved by Parker and seconded by Coburn to approve the conditional use permit to allow 5 unrelated persons to live in the house located at 280 S. Janesville Street for Camery Management, LLC. (Mike Kachel), contingent on the City Council approving the R-2A Overlay Zoning. (See attached Conditional Use Permit.) Ayes: Parker, Coburn, Binnie, Tanis, Meyer, Zaballos. No: None. Motion approved.

Public hearing for consideration of a change of the District Zoning Map for the following parcel to enact an ordinance to impose the R-2A Residential Overlay District Zoning classification under Chapter 19.19 of the Zoning Ordinance of the City of Whitewater on the following area: 731 W. Peck Street (Tax ID # /CL 00078) for Five Reds Management, LLC. (Mike Kachel). Public hearing to be opened with the following item.

Public hearing for consideration of a conditional use permit in an R-2A Overlay Zoning District, to allow for 4 unrelated persons to live in the house located at 731 W. Peck Street (Tax ID # /CL 00078) for Five Reds Management, LLC. (Mike Kachel). Chairperson Meyer opened the public hearing for both the consideration of 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 and the public hearing for consideration of a conditional use permit in an R-2A Overlay Zoning District to allow for 4 unrelated persons to live in the house located at 731 W. Peck Street (Tax ID # /CL 00078) for Five Reds Management, LLC. (Mike Kachel).

Mike Kachel explained that the home has three nice sized bedrooms and a smaller 4th bedroom, and one and a half bathrooms. There is a large two car garage. There will be no structural changes, just a fourth occupant.

Plan Commission Member Binnie asked if there was room for parking. Mike Kachel stated that they can park three vehicles wide in the driveway without including the garage.

Chairperson Meyer opened for public comment. There were no comments. Chairperson Meyer closed the public comment.

Moved by Binnie and seconded by Tanis to recommend to the City Council to impose the R-2A Residential Overlay District Zoning Classification on the property located at 731 W. Peck Street (Tax ID # /CL 00078) for Five Reds Management, LLC. (Mike Kachel). Ayes: Binnie, Tanis, Parker, Meyer, Zaballos, Coburn. No: None. Motion approved.

Moved by Binnie and seconded by Parker to approve the conditional use permit to allow 4 unrelated persons to live in the house located at 731 W. Peck Street for Five Reds Management, LLC. (Mike Kachel), contingent on the City Council approving the R-2A Overlay Zoning. (See attached Conditional Use Permit.) Ayes: Binnie, Parker, Tanis, Meyer, Zaballos, Coburn. No: None. Motion approved.

Public hearing for consideration of a change of the Zoning Ordinance regulations, to enact proposed amendments to the City of Whitewater Municipal Code Title 19, by: Amending the Official Flood Plain Regulation Maps for Jefferson County in Whitewater Municipal Code Section 19.46.010 1.5(2)(aa). City Planner Chris Munz-Pritchard explained that this is an amendment to the map numbers so our ordinance reflects the current information for the updated Official Flood Plain Regulation Maps for the Jefferson County portion of the City of Whitewater.

City Attorney McDonell added that the maps get updated periodically. The City has to reflect the new information as far as the floodplain so everyone has the opportunity to get flood insurance.

Chairperson Meyer opened for public comment. There were none. Chairperson Meyer closed the public comment.

Moved by Meyer and seconded by Tanis to approve the amendments to the Zoning Ordinance regulations for the Official Flood Plain Regulation Maps for Jefferson County in the Whitewater Municipal Code Section 19.46.010 1.5(2)(aa). Ayes: Meyer, Tanis, Parker, Zaballos, Coburn, Binnie. No: None. Motion approved.

Informational Items: There were no informational items.

Future agenda items: City Planner Chris Munz-Pritchard explained that she had compiled a packet of information in regard to reviewing the New Zoning Code. The packet includes examples of codes in other municipalities regarding the requested topics. This will be on the November Plan Commission agenda for review.

Next regular Plan Commission meeting – November 10, 2014.

Moved by Tanis and seconded by Coburn to adjourn the meeting. Motion approved by unanimous voice vote. The meeting adjourned at approximately 7:30 p.m.

Chairperson Greg Meyer

CITY OF WHITEWATER
PLAN AND ARCHITECTURAL REVIEW COMMISSION
Whitewater Municipal Building Community Room
November 10, 2014

**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, Lynn Binnie, Kristine Zaballos, Bruce Parker, Sherry Stanek, Daniel Comfort, John Tanis (Alternate). Absent: Karen Coburn. Others: Wallace McDonell (City Attorney), Chris Munz-Pritchard (City Planner).

Hearing of Citizen Comments. There were no citizen comments.

Approval of the Plan Commission Minutes. Moved by Binnie and Tanis to approve the minutes of August 11, 2014, September 8, 2014 and September 15, 2014. Motion approved by unanimous voice vote.

Public hearing for conditional use permit (tavern and other places selling alcohol by the drink) for D.R.A. LLC., Daniel Rodriguez, Agent, to serve beer and liquor by the bottle or glass at 214 W. Whitewater Street (for a “Class B” Beer and Liquor License) for the Hawks Nest. City Planner Chris Munz-Pritchard explained that when a liquor license changes hands, the applicant must go through the conditional use process. A neighboring property owner had sent in a letter of concern. Plan Commission members noted that the applicant was not present and in order to address the concerns, suggested that the item be moved back on the agenda, in case the applicant would show up.

The applicant did not show up at the end of the meeting. When asked if the Plan Commission could postpone this item, City Attorney McDonell noted that the City would have to resend notices to neighboring property owners. Moved by Comfort and seconded by Tanis to postpone the hearing to the December meeting. Ayes: Comfort, Tanis, Binnie, Parker, Zaballos, Stanek, Meyer. No: None. Motion approved.

Review proposed certified survey map to combine lots at 123 S. Church Street and 413-417 W. Main Street for First English Lutheran Church. This item is reviewed with the next item.

Public hearing for a conditional use permit for the construction of a 1,040 sq. ft. (40’ x 26’) detached garage and parking lot modifications to be located at 123 S. Church Street and 413-417 W. Main Street for First English Lutheran Church. (This is 240 sq. ft. more than the maximum size (800 sq. ft.) allowed for a detached accessory structure.) Chairperson Meyer opened the public hearing.

City Planner Chris Munz-Pritchard explained that the church is removing two non-conforming garages and putting in a new larger garage. There were setback issues, but the church has been to the Board of Zoning Appeals and a variance has been approved. One of the old garages extends into the alley. There are also snow plowing issues for the alley way and tenants have backed into the garage.

Chairperson Meyer opened for public comment.

Chip Leedham, the Engineer of the project, stated that they wanted to raze the two existing garages for safety concerns. One garage encroaches into the public alley and is structurally unsound. They want to consolidate the space into one garage. The new garage will be for storage for the Thrift Shop and one of the church's vehicles. The project will also improve traffic flow in the parking lot. The certified survey map combines two parcels so they will not be building over property lines. The conditional use is for the 1040 sq. ft. accessory structure which is over the maximum 800 sq. ft. allowed by ordinance.

Plan Commission members voiced concerns of: If the new garage will be the same size as the total of the two old garages; parking spaces provided for the Thrift Shop; how to access the Thrift Shop from the parking lot;

Brian Boley, the facility manager, stated that if in the future they would sell the building, they would supply parking. There is parking on the south side of the garage. He stated that they could provide a sidewalk next to the three parking spaces along the alley, provide a connector walk, a 4 foot wide sidewalk. There will be curb stops so the front of the cars will not block the walkway.

Plan Commission Member Zaballos noted that her grandmother, Gladys Moksnes, was one of the four founders of the Thrift Shop in 1964. Zaballos suggested a directional sign to the Thrift Shop entrance because of the change of the traffic pattern.

Chairperson Meyer closed the public comments.

City Planner Munz-Pritchard recommended that an easement be established to access the garage through the parking lot.

Moved by Zaballos and seconded by Stanek to approve the certified survey map to combine lots at 123 S. Church Street and 413-417 W. Main Street for First English Lutheran Church and move to approve the conditional use permit for the construction of a 1040 sq. ft. detached garage and parking lot modifications with the conditions of the City Planner and with the additional sidewalks. The signage not already included in the plan shall be left up to the applicant. (See attached conditional use permit.) Aye: Zaballos, Stanek, Meyer, Binnie, Parker, Comfort, Tanis. No: None. Absent: Coburn. Motion approved.

Discussion of the Zoning Code review information. City Planner Chris Munz-Pritchard explained that at the September Plan Commission meeting, there were concerns over the Zoning Rewrite. She did some research and put together a packet of information for the discussion.

This is just an initial discussion to see where we are all at.

Plan Commission Member Binnie stated that he had done some research, looking at other college cities in the State on the density subject. The lot requirements are equivalent for the multi-family district. He tried to figure out how they calculate lot requirement. It was all over the map. What is the rationale for having a lot requirement in the first place and what is the concern trying to be addressed in terms of density?

- 1) Do we want to try to maintain a suburban appearance, or can more urban buildings be appropriate? We are a city with a large university.
- 2) Is the density intended to address safety? Sprinkler systems abate concern? Have incentives for developers to go beyond what is required in safety issues.
- 3) Concern re: potential nuisances – too much noise, quality of life for residents of the building-should have green space. If there are mostly students in the neighborhood, there is no concern.

The green space on most student rental properties is used mostly for the Homecoming celebration. Once in a while the green space is used for throwing Frisbees or having a picnic. To what extent do we need to regulate density in this area? The lot space is not a necessity for the purpose.

The Plan Commission voiced concerns of: reducing the required lot area if it changes the drainage and Fire Department access; Is the stormwater able to take the density?; Like to see increase in appropriate use of density; incentivizing quality materials and other amenities; better fire protection. With the Zoning Rewrite the increase in density near the university is good. The R-2A area makes no sense as the properties are not near the university. Students don't know the area where they are living.

City Planner Munz-Pritchard stated that if the property has 40 % or more impervious surface, the developer would have to do stormwater mitigation. Redoing infrastructure is costly, but it is needed.

PD (Planned Development District): Plan Commission Members voiced concerns of the PD Zoning District: What would be an appropriate use of the PD?; abused in the past; could have argued appropriately for the PD for the proposal for 1014 W. Main Street if the City hadn't just passed the R-3A; How can we determine the parking to be adequate if the parking summit had not even been started yet; a PD allows for specific projects to come in and fit into the neighborhood; The only reason for the project at 1014 W. Main Street to come to the Plan Commission was density. Large projects with phasing etc. need to be looked at for their long and short term effects on the area and if the project will work. Concerns of the PD include throwing out a lot of regular standards, consequently the maximum occupancy gets thrown out unless specified. PD's should include a list of things that are to be considered. The PD should be like an overlay, think of it as a district. Code should have "higher quality urban design".

City Planner Munz-Pritchard suggested putting in a minimal area for the plan.

Parking and Pavement vs. gravel: City Planner Munz-Pritchard stated that when conditional use applications come to the Plan Commission, pavement is being required. Paving stones need to be maintained. She would like to see mitigation put into place. The house should be included in the area considered as well as the driveway. Another suggestion for parking areas is to add curb stops on rental properties to prevent driving through yards.

Plan Commission members voiced concerns of: People don't realize that gravel is impervious. On the larger projects, larger storm sewers are needed. Driving across the lawn to get to a parking space needs to be prohibited.

City Attorney McDonell stated that it could be enforced as operation of a vehicle in an area not intended for use.

City Planner Munz-Pritchard wanted to remind Plan Commission members of the joint meeting on December 2nd at 6:30 p.m. for the parking study.

Height of the buildings and skyline: Plan Commission Member Parker explained that the skyline exposure plane was put in the code years ago. It was only in the R-3 (Multi-family) Zoning District.

Plan Commission Members voiced concerns of: arbitrary number is too limiting; should consider different skyline exposure for different areas; come to terms of height on code basis; fine with height, concern with access.

City Planner Munz-Pritchard suggested checking with the Fire Department first.

Structures in the front yard setback: If the front yard (street yard) is over a certain amount of square feet, Plan Commission could allow an accessory structure in the street yard area. This would allow the applicant to have approval without going to the Board of Zoning Appeals for a variance. Ordinance does not allow an accessory structure in the street yard area. The City does not regulate bird houses or flags.

When asked about having a gazebo in the front yard, City Attorney McDonell would have to look at the definition.

City Planner Munz-Pritchard recommended adding the following to Chapter 19.15 R-1:

One (1) accessory structure may be located in the front or side yard if the following requirements are met:

1. The total square footage of the front yard is greater than or equal to 43,560 square feet.
2. Minimum front yard setback of the accessory structure must be fifty (50) feet.

3. Minimum side yard setback of the accessory structure must be (10) feet, or corner lot, twenty-five (25) feet.

When the changes for the parking study are made, changes to this section might also be considered.

Projects that have not been completed before requesting new projects/Enforcement consistency: It was suggested that adding fines for extending permits may need to be considered. The problem is in determining how to apply across the board. Sometimes someone is struggling because something happened.

In extreme cases, the owner may need to be told that the use of the property cannot continue because of the expired permit.

It was requested to have a limit of one year to finish paving.

City Planner Munz-Pritchard stated that occupancy is not issued until things are completed. We have to treat everyone equally.

City Attorney McDonell stated that the health and safety items are the major issue. He was going to do some research on if there could be a condition placed on a conditional use permit (or a permitted use permit) that a previous project must be completed.

Information Items: The main item is the joint meeting with the Common Council for the presentation and discussion of the Parking Study on December 2, 2014 at 6:30 p.m.

Future agenda items: City Planner Chris Munz-Pritchard explained that there were no agenda items at this time.

Next regular Plan Commission meeting – December 8, 2014.

Moved by Zaballos and seconded by Tanis to adjourn the meeting. Motion approved by unanimous voice vote. The meeting adjourned at approximately 8:20 p.m.

Chairperson Greg Meyer

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: 12 January 2015

Re: **Item # 4** Proposed a Certified Survey Map (CSM) for a lot division to create a second buildable lot for Whitewater Housing Service LLC. (Matt Kuehl) at 516-518 S. Clark Street.

Summary of Request	
Requested Approvals:	CSM to combine lots
Location:	516-518 S. Clark Street
Current Land Use:	Open Space
Proposed Land Use:	Multi Family Residence
Current Zoning:	R-3
Proposed Zoning:	No change.
Comprehensive Plan's Future Land Use:	Central Area Neighborhood

Description of the Proposal:

A Certified Survey Map (CSM) is being proposed to create a second buildable lot. The lot sits on the corner of Harper and Clark Street and was formerly addressed as 511 Harper Street. The intention is to build townhome style duplexes. This is for the CSM not the construction of the duplexes.

PLANNER'S RECOMMENDATIONS:

I recommend the Commission grant *conditional approval* for the requested to allow for a Certified Survey Map (CSM) for a lot division to create a second buildable lot at 516-518 S. Clark Street subject to the following conditions of approval:

1. A driveway easement must be established to allow access to the structure through the adjacent lot. I would like to see the existing curb cuts in the area utilized if possible while writing the driveway easement.
2. Any other conditions identified by the Plan Commission.

SUGGESTED FINDINGS TO BE MADE BY THE PLAN COMMISSION

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

Analysis of Proposed Conditional Use Permit for: 516-518 S. Clark Street		
<i>Conditional Use Permit Review Standards per Section 19.66.050:</i>		
STANDARD	EVALUATION	COMMENTS
1. The establishment, maintenance, or operation of the conditional use will not create a nuisance for neighboring uses or substantially reduce the values of property.	Yes	This is for the CSM.
2. Adequate utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	No	The proposal will need a driveway easement.
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	This is for the CSM. At a time of a building proposal this will need to be revisited.
4. The conditional use conforms to the purpose and intent of the city master (comprehensive) plan.	Yes	The Comprehensive Plan recommends the site for residential principal uses and residential accessory uses.
5. The conditional use and structures are consistent with sound planning and zoning principles.	Yes	This is for the CSM.

CERTIFIED SURVEY MAP NO. _____

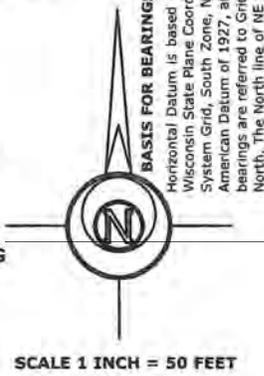
A REDIVISION OF LOT 1 AND LOT 2, BLOCK 2 OF CAINE'S ADDITION, LOCATED IN THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 8, TOWN 4 NORTH, RANGE 15 EAST, CITY OF WHITEWATER, WISCONSIN.

OWNED BY: WHITEWATER HOUSING SERVICES, LLC
503 CENTER STREET
LAKE GENEVA, WI 53147

ZONED R-3

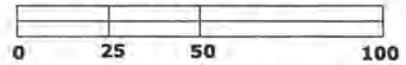
LEGEND

- ☒ FOUND COUNTY SECTION CORNER CONCRETE MON. WITH BRASS CAP
- ⊘ FOUND IRON PIPE 1 1/4" DIA.
- SET 3/4" DIA. IRON ROD, 18" LONG WEIGHING 1.13 LBS./ LIN. FT.
- ✕ FOUND P.K. NAIL
- (XX) RECORDED DIMENSION
- GAS— BURIED GAS LINE
- UE— UNDERGROUND ELECTRIC
- UT— UNDERGROUND TELEPHONE
- OVERHEAD UTILITY LINES & POLE
- B.S.L. BUILDING SETBACK LINE



reserved for Walworth County register of Deeds

GRAPHIC SCALE IN FEET



ESTABLISHED BY TIES
NE CORNER
SEC. 8-4-15

NORTH 1/4
CORNER
SEC. 8-4-15

S 87°52'57" W 2613.42'

435.08'

2178.34'

WEST WALWORTH AVE.

(66' WIDE)

WISCONSIN & SOUTHERN RAILROAD

HARPER STREET
(66' WIDE)

LOT 1
18,685 SQ. FT.

(BLK. 2)

S 88°45'54" W 165.04'

LOT 2
14,523 SQ. FT.

EXISTING FOUNDATION

S 88°45'54" W 165.04'

(LOT 3)

CLARK STREET
(50.16' WIDE)

C.S.M. NO. 682

MARK L. MIRITZ
WI REGISTERED LAND SURVEYOR S-2582
OCTOBER 20, 2013
REVISED 11/9/2013 NEW FOUNDATION
REVISED 11/19/2013 OLD RESIDENCE
REMOVED

FIP IS N 38°05'07" W
0.69' FROM CORNER



LOT DIVISION
CORNER OF HARPER STREET AND CLARK STREET

Description

Whitewater Housing Service, LLC (“WHS”) currently owns the property located at 516-518 Clark Street. The lot sits on the corner of Harper and Clark Streets and was formerly addressed as 511 Harper Street. WHS purchased this property with the intention of removing the former structure (a single family home that had become uninhabitable) and building side by side townhome style duplexes. This past year, the first of the two buildings was completed (see attached photo). WHS now wishes to proceed with the second building and, in order to accommodate the limitation on principle structures, is seeking to divide the current lot to create a second buildable lot.

Site Assessment Checklist

- IA. There will be no significant changes in relief on this property.
- IB. No
- IC. No
- ID. No
- IE. No
- IF. No
- IG. No
- IH. No
- II. No
- IJ. Any future development will comply with current zoning and building code requirements.
- IK. No
- IL. No
- IM. No
- IIA. No
- IIB. Negligible
- IIC. No

- IID. No
- IIE. No
- IIF. No
- IIIA. No
- IIIB. No
- IIIC. Yes
- IIID. To be determined
- IVA. No
- IVB. No
- IVC. No
- IVD. No
- VIA. None

18.04.040 - Procedure—Site assessment checklist and concept plan.

(a) Preliminary Procedure. Before filing an application for approval of a preliminary plat or certified survey map, the subdivider shall prepare the following, unless exempted by other sections of this chapter:

- (1) A site assessment checklist per the requirements of subsection (d) of this section. A site assessment report per the requirements of subsection (e) may also be required, following plan commission review of the site assessment checklist.
- (2) For projects which will require the filing of a preliminary and final plat, a concept plan per the requirements of subsection (f).
- (3) Written requests to the director of public works for any water main and sanitary sewer extensions necessary to serve the proposed subdivision.
- (4) A signed statement listing development projects for which the applicant has both received city approval in the last five years and has outstanding performance or financial obligations. If this statement is found to contain information which is contrary to fact or to omit the listing of such projects or obligations on which performance or payment is delinquent, the application may be dismissed without prejudice until the application is corrected and/or the delinquency is cured.

(b) Preapplication Meeting. On the completion of the documents specified in subsection (a), a preapplication meeting may be required by the zoning administrator and director of public works to assist the subdivider in appraising the objectives of these regulations, the city's comprehensive (master) plan and elements thereof, the city's official map and any pertinent ordinances and plans, and to reach conclusions regarding the objectives and general program for the proposed development.

(c) Plan Commission and Park and Recreation Commission Review. The subdivider may revise the submitted documents per the direction of the city zoning administrator and director of public works. Thirty copies of said revised documents shall be submitted by the subdivider to the city zoning administrator who shall distribute the copies to the city plan commission and park and recreation commission for review and comment. Said copies must be submitted at least ten days prior to the date of the plan commission or park and recreation commission meeting at which the matter is to be reviewed. The subdivider may request a formal vote of either commission on the submitted concept plan, but such vote shall not be binding on the city in its review of future preliminary or final plats that may follow.

(d) Site Assessment Checklist Requirements. A site assessment checklist shall be prepared by the subdivider for review by the city plan commission.

- (1) Purpose. The purpose of the site assessment checklist is to provide the basis for an orderly, systematic review of the effects of all new subdivisions upon the community in accordance with the principles and procedures of Section 236.45(1), Wisconsin Statutes. The city plan commission will use these procedures in determining land suitability under Section 18.04.010(m).
- (2) Coverage. The site assessment checklist requirement shall apply to all subdivisions. The city plan commission may waive this requirement for the filing of a site assessment checklist for minor

subdivisions of less than five acres total area.

(3) Site Assessment Checklist Form. The subdivider shall complete the following site assessment checklist form:

Site Assessment Checklist for Subdivisions

(Plats and Certain CSMs)

ITEM OF INFORMATION	YES	NO
I. Land Resources. Does the project site involve:		
A. Changes in relief and drainage patterns (Attach a topographical map showing, at a minimum, 2-foot contour intervals)		
B. A landform or topographical feature including perennial streams		
C. A floodplain (If "yes," attach 2 copies of the 100-year floodplain limits and the floodway limits)		
D. An area of soil instability—greater than 18 percent slope and/or organic soils, peats, or mucks at or near the surface as depicted in the applicable "County Soils Atlas"		
E. An area of bedrock within 6 ft. of the soil surface as depicted in the applicable "County Soils Atlas" or a more detailed source		
F. An area with groundwater table within 10 feet of the soil surface as described in the applicable "County Soils Atlas" or a more detailed source		
G. An area with fractured bedrock within 10 feet of the soil surface as depicted in the applicable "County Soils Atlas"		
H. Prevention of future gravel extraction		
I. A drainageway with a tributary area of 5 or more acres		
J. Lot coverage of more than 50 percent impermeable surfaces		
K. Prime agricultural land as depicted in the applicable "County Soils Atlas" or adopted farm land reservation plans		
L. Wetlands as depicted on DNR wetland inventory maps or more detailed sources		
M. Environmental corridors, as mapped by SEWRPC or more detailed sources		
II. Water Resources. Does the project involve:		
A. Location in an area traversed by a navigable stream, intermittent stream, or dry run		
B. Impact on the capacity of a stormwater storage		

system or flow of a waterway within 1 mile		
C. The use of septic tank(s) for on-site waste disposal		
D. Lowering of water table by pumping or drainage		
E. Raising of water table by altered drainage		
F. Lake or river frontage		
III. Biological Resources. Does the project involve:		
A. Critical habitat for plants and animals of community interest per DNR or SEWRPC inventory		
B. Endangered, unusual or rare animal or plant species per DNR or SEWRPC inventory		
C. Trees with a diameter of 6 or more inches at breast height		
D. Removal of over 30 percent of the present trees on the site		
IV. Human and Scientific Interest per State Historical Society Inventory. Does this project site involve:		
A. An area of archeological interest		
B. An area of historical interest, including historic buildings or monuments		
V. Energy, Transportation and Communications.		
A. Would the development increase traffic flow on any arterial or collector street by more than 10 percent based upon the most recent traffic counts and trip generation rates provided by the Institute of Transportation Engineers (ITE)		
B. Is the land traversed by an existing or planned roadway corridor, as shown on the city's official map or comprehensive plan		
C. Is the land within a highway noise impacted area		
D. Is the land traversed by an existing or planned utility corridor (gas, electrical, water, sewer, storm, communications)		
VI. Population.		
A. Which public school service areas (elementary, middle and high) are affected by the proposed development, and what is their current available capacity?	E: Cap: M: Cap: H: Cap:	
VII. Comments on any of the above which may have significant impact.		
VIII. Appendices and Supporting Material.		
(NOTE: All "yes" answers must be explained in detail by attaching maps and supportive documentation describing the impacts of the proposed development.)		

(NOTE: The plan commission may waive the filing of a site assessment checklist for subdivisions of less than 5 acres total area.)

(e) Site Assessment Report Requirements.

(1) Determination of Need for Site Assessment Report. The plan commission may, for reasons stated in a written resolution setting forth specific questions on which it requires research, data and input from the developer and other affected persons, decide that the site assessment checklist raises unusually significant questions on the effects on the environment and/or that an unusually high level of citizen interest has resulted from questions raised in the site assessment checklist and that review by other city committees and commissions is required. The listing of questions can include items which this ordinance already enables the commission to obtain, or it may include additional information which is relevant to the questions from other governmental agencies or the public. The resolution shall set a reasonable date for the return of the requested data and information from the subdivider, and it may specify the format in which the data is to be presented.

(2) Hearing on Site Assessment Report. Following the return to the plan commission of the data required in the resolution, the commission shall make such report available for scrutiny by all interested persons or agencies. The plan commission may schedule and hold a public hearing on the findings of the report. If scheduled, the hearing shall be preceded by a Class I notice under Chapter 985, Wisconsin Statutes. Persons attending such hearing shall be afforded an opportunity to comment on the report.

(3) Review of Site Assessment Report. The plan commission shall review the site assessment report, with supporting data, department and committee reviews and any other data required for determining the suitability of the land for the proposed development. Within thirty days after submission to the plan commission of the final expanded site assessment report by the subdivider, the plan commission shall decide whether said land is suitable for development. If determined unsuitable, the plan commission shall provide its reasons in writing, and subdivider shall have the opportunity to remedy the reasons before a certified survey map or preliminary plat may be filed.

(f) Concept Plan Requirements.

(1) Purpose. The purpose of the concept plan is to depict the general intent of the subdivider in terms of general layout of the subdivision and its relationship to nearby properties, roads, utilities and other public facilities. In conjunction with the site assessment checklist, the concept plan provides an opportunity to review the general intent and impact of the proposed subdivision, without the need for detailed engineering, surveying, and other time consuming and costly processes associated with the preparation of a preliminary plat.

(2) Coverage. The concept plan requirement shall apply to all major subdivisions, and shall cover all contiguous lands owned or controlled by the subdivider, except for lands that are completely or nearly completely separated from the proposed subdivision area by substantial areas of undevelopable open space or pre-existing public roads. The zoning administrator shall waive the requirement for the filing of a concept plan for all or part of the proposed subdivision area where he finds that the proposed layout is in substantial conformance to a detailed neighborhood development plan previously adopted as a component of the city's comprehensive (master) plan.

(Ord. 1510 §1(part), 2002).

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: 10 November 2014

Re: **Item # 5 Review** proposed Conditional Use Permit (CUP) for an addition / remodel to the McCullough Pharmacy building located at 1173 W Main Street to include an enclosed entry/stairs and 6 residential apartments on the second floor (four 1- bedroom efficiency apartment, one 3 bedroom apartment and one 4-bedroom apartment) for Robert McCullough.

Summary of Request	
Requested Approvals:	Proposed addition / remodel to the McCullough Pharmacy building
Location:	1173 W Main Street
Current Land Use:	Clinic and Office Space
Proposed Land Use:	Residential, Clinic and Office Space
Current Zoning:	B-1 (with R-3 residential regulations)
Proposed Zoning:	No change.
Comprehensive Plan's Future Land Use:	Community Business

Description of the Proposal:

This proposal involves remodel to the McCullough Pharmacy Building located at 1173 W Main Street. The addition is an enclosed stair area at the rear of the building. The proposed alteration would convert the upper floor from commercial to residential with the lower portion of the building staying as commercial.

The upper floor remodel will consist of four 1- bedroom apartments, one 3 bedroom apartment and one 4-bedroom apartment. This is a B-1 with R-3 residential dwelling requirements. R-3 requires a Conditional Use Permit (CUP) for new construction of over four (4) units (19.21.030 B).

PLANNER'S RECOMMENDATIONS:

If the converting the upper floor is acceptable to the Plan and Architectural Review Commission, I recommend the Commission grant *conditional approval* for the requested Conditional Use Permit at 1173 W Main Street, subject to the following conditions of approval:

1. A lot line adjustment has been proposed to obtain more outdoor space. The proposed lot change will garner land from 123 S Elizabeth St. which is owned by the applicant. Any changes in lot line that result in an increase in green space to the lot is required to keep the land as green space and not to convert the green space to parking.

A 20 foot no building easement has been proposed along the west property line and will include the adjacent property at 1185 W Main St.

The applicant shall have a Certified Survey Map (CSM) done for any change in lot line or easements.

2. The minimum parking stalls is 16 stalls for the residential and 16 stalls for the commercial spaces. The residents parking shall have designated parking stalls. Permitted cars will have either numbered parking stalls, hanging tags or parking stickers to identify permitted vehicles.
3. Currently the plans for the apartment remodel only shows one light fixture at the south side of the building. Due to the existing drive through and placement of parking an increase in lighting is needed for safety (19.57.150).
4. Any other conditions identified by the Plan Commission.



SUGGESTED FINDINGS TO BE MADE BY THE PLAN COMMISSION

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

Analysis of Proposed Conditional Use Permit for: 1173 W Main Street		
<i>Conditional Use Permit Review Standards per Section 19.66.050:</i>		
STANDARD	EVALUATION	COMMENTS
1. The establishment, maintenance, or operation of the conditional use will not create a nuisance for neighboring uses or substantially reduce the values of property.	Yes	The site is already in use. The addition of residential in the 2 nd floor matches other building in the area.
2. Adequate utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	Yes	Please see planner recommendations.
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 structure is an existing structure with a proposed exit stair.
4. The conditional use conforms to the purpose and intent of the city master (comprehensive) plan.	Yes	The Comprehensive Plan recommends the site Community Business.
5. The conditional use and structures are consistent with sound planning and zoning principles.	Yes	



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

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

NOTICE OF REVIEW

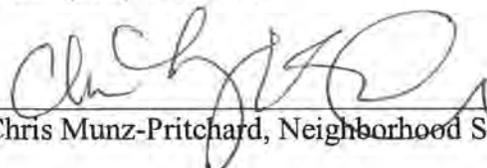
TO ALL INTERESTED PARTIES:

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 12th day of January 2015 at 6:30 p.m. to review a proposed addition and remodeling to the McCullough Pharmacy building located at 1173 W. Main Street to include an enclosed entry and 6 residential apartments on the second floor (four 1-bedroom efficiency apartments, one 3-bedroom apartment and one 4-bedroom apartment) for Robert McCullough.

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 5:00 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 1400002	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	53190-0000
/A 67400002	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	53190-0000
/L 00002	WHITEWATER PLAZA LLC		PO BOX 100	WALES	WI	53183-0000
/L 00007	JOHN K SOTHERLAND	ELIZABETH J KILLIPS-SOTHERLAND	1155 W MAIN ST	WHITEWATER	WI	53190-0000
/L 00008	BARBARA A CONGDON		8-427 E SHERMAN AVE	FT ATKINSON	WI	53538-0000
/L 00010	MCCULLOUGH FAMILY LP		694 WELLS ST	LAKE GENEVA	WI	53147-0000
/L 00011	MAIN 1185 LLC		694 WELLS ST	LAKE GENEVA	WI	53147-0000
/L 00012	JR RENTALS LLC		694 WELLS ST	LAKE GENEVA	WI	53147-0000
/L 00013	JR RENTALS LLC		694 WELLS ST	LAKE GENEVA	WI	53147-0000
/RC 00009A	MIKE & VIRG DARRAH LLC		1208 S WILLARD	JANESVILLE	WI	53546-5392
/RC 00009B	WISH ENTERPRISES LLC		1138 W MAIN ST	WHITEWATER	WI	53190-0000
/RC 00010	DMS INVESTMENTS CORP		2445 KENMORE LN	THE VILLAGES	FL	32162-0000
/RCA 00015	K&A DREAMS LLC		1210 W MAIN	WHITEWATER	WI	53190-0000
/WUP 00163	K&A DREAMS LLC		1210 W MAIN	WHITEWATER	WI	53190-0000
/WUP 00163A	WHITEWATER 1184 INC		1985 PEBBLE DR	BELOIT	WI	53511-0000
/WUP 00164D	REYNOLDS RENTALS LLC		12340 E BRADLEY RD	WHITEWATER	WI	53190-0000
/WUP 00164E	FOUR GUYS LLP		120 N FRATERNITY LN	WHITEWATER	WI	53190-0000
/WUP 00195	DONALD ZAHN	LOUELLA J ZAHN	1140 W HIGHLAND ST	WHITEWATER	WI	53190-0000
/WUP 00197	HARRIET J STRITZEL TRUST		530 S JANESVILLE AVE	WHITEWATER	WI	53190-0000
/WUP 00197B	AJET DAUTI	EDITA D DAUTI	1168 W HIGHLAND ST	WHITEWATER	WI	53190-0000
/WUP 00197C	SUE ANN E CLAVEY	SUE ANN SCHULZ	N830 CTY RD N	WHITEWATER	WI	53190-0000
/WUP 00197D	LAND & WATER INVESTMENTS LLC		503 CENTER ST	LAKE GENEVA	WI	53147-0000
/WUP 00197E	BRUCE J KINATEDER		151 S ELIZABETH ST	WHITEWATER	WI	53190-0000
/WUP 00197G	LAND & WATER INVESTMENTS LLC		503 CENTER ST	LAKE GENEVA	WI	53147-0000
/WUP 00219	ST PATRICKS CONGREGATION		126 S ELIZABETH ST.	WHITEWATER	WI	53190-0000
/WUP 00220	ST PATRICKS CONGREGATION		126 S ELIZABETH ST	WHITEWATER	WI	53190-0000

City of Whitewater
Application for Plan Review

IDENTIFICATION AND INFORMATION ON APPLICANT(S):

Applicant's Name: Robert McCullough
Applicant's Address: 1173 W. Main St.
Whitewater, WI 53190 Phone # 262-473-5087

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

Street address of property: 1173 W. Main St.
Legal Description (Name of Subdivision, Block and Lot or other Legal Description):

Agent or Representative assisting in the Application (Engineer, Architect, Attorney, etc.)
Name of Individual: Peter Weston
Name of Firm: The Design Alliance Architects, Inc.
Office Address: 1003 Madison Ave.
Fort Atkinson, WI 53538 Phone: 920-563-3404
Name of Contractor:

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

EXISTING AND PROPOSED USES:

Principal Use: Retail Current Land Use:

Accessory or Secondary Uses: Clinic / office

Proposed Use
Retail / Clinic / Apartments
-- See attached letter

No. of occupants proposed to be accommodated: - see letter

No. of employees: _____
Zoning District in which property is located: B-1

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

PLANS TO ACCOMPANY APPLICATION

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

PLOT PLAN

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

STANDARDS

STANDARD	APPLICANT'S EXPLANATION
<p>A. The proposed structure, addition, alteration or use will meet the minimum standards of this title for the district in which it is located;</p>	<p>Re-purpose existing building/site. - See letter (attached)</p>
<p>B. The proposed development will be consistent with the adopted city master plan;</p>	<p>Yes.</p>
<p>C. The proposed development will be compatible with and preserve the important natural features of the site;</p>	<p>Yes.</p>
<p>D. The proposed use will not create a nuisance for neighboring uses, or unduly reduce the values of an adjoining property;</p>	<p>Yes.</p>

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

CONDITIONS

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

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

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

Applicant’s Signature 12-15-14
Date

APPLICATION FEES:

Fee for Plan Review Application: \$100

Date Application Fee Received by City 12-15-14 Receipt No. 6.011589
Received by J. Weger

TO BE COMPLETED BY CODE ENFORCEMENT/ZONING OFFICE:

Date notice sent to owners of record of opposite & abutting properties: 12-22-14
Date set for public review before Plan & Architectural Review Board: 1-12-15

ACTION TAKEN:

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

CONDITIONS PLACED UPON PERMIT BY PLAN AND ARCHITECTURAL REVIEW COMMISSION:

Signature of Plan Commission Chairman Date

Cost Recovery Certificate and Agreement

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

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

Section A: Background Information

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

Applicant's Information:

Name of Applicant:

Robert McCollough

Applicant's Mailing Address:

1173 W. Main St.

Whitewater, WI 53190

Applicant's Phone Number:

262-473-5087

Applicant's Email Address:

robert_mccollough@att.net

Project Information:

Name/Description of Development:

Address of Development Site:

1173 W. Main St.

Tax Key Number(s) of Site:

Property Owner Information (if different from applicant):

Name of Property Owner:

Property Owner's Mailing Address:

Section B: Applicant/Property Owner Cost Obligations

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

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

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

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

Section C: Agreement Execution

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

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

Robert T. McCullough
Signature of Applicant/Petitioner

Signature of Property Owner (if different)

Robert T. McCullough
Printed Name of Applicant/Petitioner

Printed Name of Property Owner (if different)

12/15/14
Date of Signature

Date of Signature

December 15, 2014

McCullough Pharmacy
1173 W. Main St.
Proposed Alterations / Addition – Upper Floor Apartments

Zoning Administrator,

Attached are drawings for a proposed addition / remodel to the McCullough Pharmacy building located at 1173 W. Main Street. The addition is an enclosed entry / stair at the rear (south) of the building, and the proposed alterations would convert much of the upper floor from commercial to residential.

The upper floor of the building has proven to be largely un-rentable, as the model for clinic space and upper-floor commercial space in general has changed over time. The traditional commercial lower / residential upper will be a way to keep the building viable, and is a compatible use in the neighborhood / zoning district.

Six total apartments are proposed:

- 4) 1-bedroom efficiencies
- 1) 3-bedroom
- 1) 4-bedroom

The existing parking is proposed to remain unchanged. The existing commercial space proposed to be removed from service has the same net parking requirement as do the proposed apartments.

Existing: 4,200 s.f. commercial space eliminated. [4,200 s.f. / 250 s.f. per parking stall = 16+ parking stalls.]

Proposed: 6 apartments. [(4 x 2 stalls) + (1 x 4 stalls) + (1 x 4 stalls) = 16 parking stalls required.

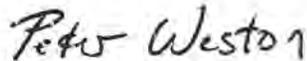
The existing steel stair at the rear of the building is proposed to be removed, and an enclosed entry / stair is to replace it. The footprint area of the enclosed stair does not reduce / eliminate any parking. The owner's intent as regards entry / egress from the building is to have the residential tenants use the rear entry, and the commercial tenants the front. Both will be available to either in the case of an emergency, and the front entry / elevator will be made available to handicapped tenants and perhaps on select move-in / out dates.

Additional windows are proposed on the buildings east, west, and south sides. The west property line is directly adjacent to the west wall of the building. Due to requirements of the commercial building code, a no-build easement will need to be established with the adjacent property (Sweet Spot – 1185 W. Main St.) – also owned by the McCullough's. Note: The McCullough's also own adjacent properties at 117 and 123 S. Elizabeth St.

Outdoor Common Space (barbeque, Frisbee etc.) is proposed to be garnered from the existing rear lawn of the single-family 123 S. Elizabeth St. A lot line adjustment can be made that keeps the single-family lot above 8,000 s.f., and allows 2,000+ s.f. of green space for the shared use of the apartment tenants.

Please feel free to contact myself or Bob McCullough with questions.

Thank You,



Peter A. Weston

Encl.

Peter Weston / The Design Alliance Architects, Inc.

1003 Madison Ave.

Fort Atkinson, WI 53538

920-563-3404

pete@tdafort.com

Robert McCullough / McCullough Pharmacy

1173 W. Main St.

Whitewater, WI 53190

920-473-5087

robert_mccullough@att.net

1173 APARTMENT REMODEL

1173 West Main Street
Whitewater, WI

DRAWING INDEX:

- SP-1 SITE PLAN, DRAWING INDEX,
- A-1 MAIN FLOOR PLAN
- A-2 UPPER FLOOR PLAN
- A-3 ELEVATIONS
- A-4 ELEVATION

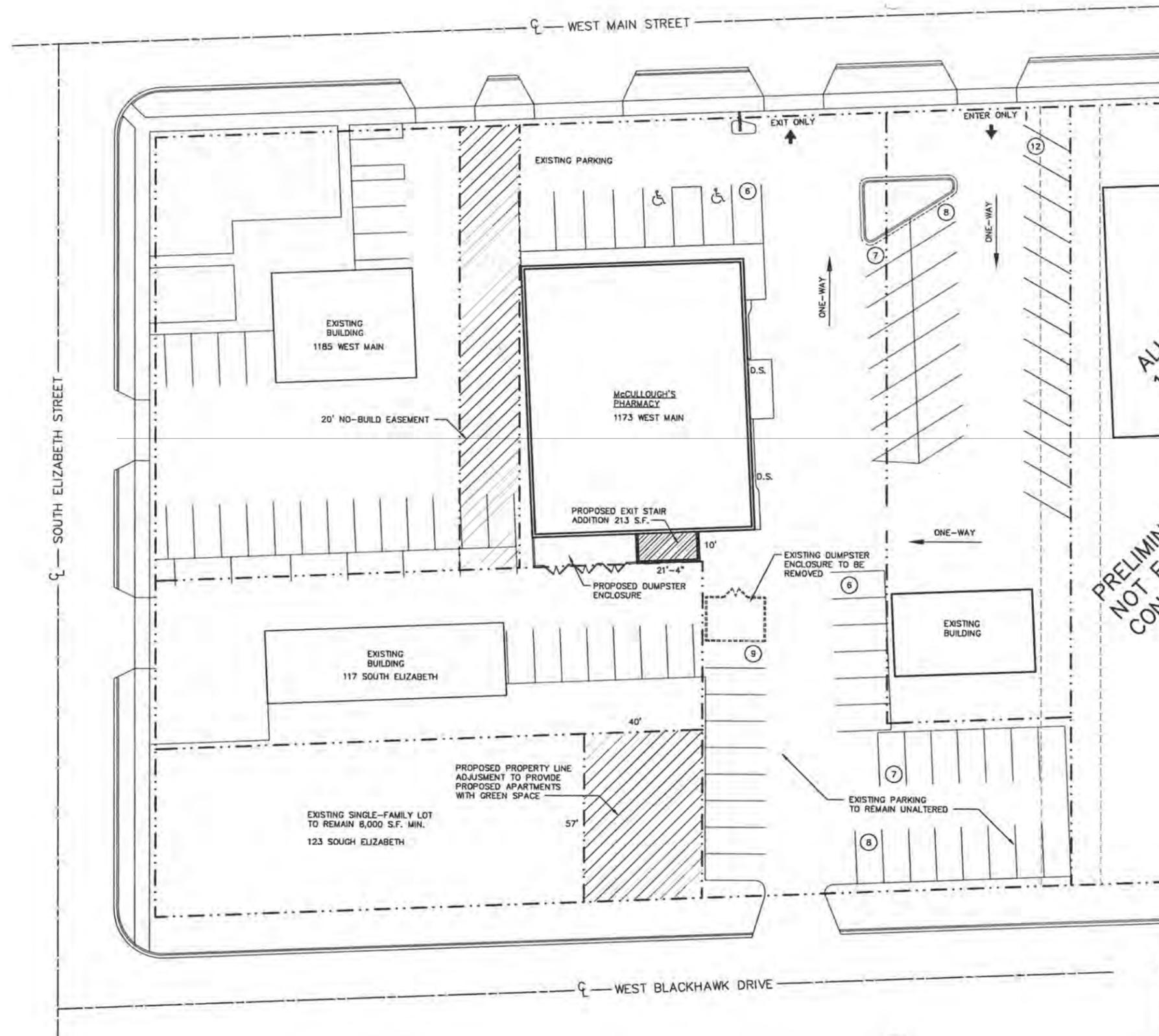
PROJECT DESCRIPTION:

REMODEL EXISTING UPPER FLOOR PLAN FROM OFFICE SPACE INTO APARTMENTS. THE EXISTING CHIROPRACTOR OFFICE TO REMAIN UNALTERED (POSSIBLY CHANGE TO APARTMENTS IN THE FUTURE).

BUILDING INFORMATION:

CONSTRUCTION TYPE:	TYPE IIIB
MAIN FLOOR:	6,900 S.F.
UPPER FLOOR:	6,900 S.F.
TOTAL BUILDING:	13,800 S.F.
AREA OF REMODEL:	4,729 S.F.
NO. OF FLOORS:	2
OCCUPANCY GROUP:	B / R-2
SPRINKLERED:	NO

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



ALL DRAWINGS ARE 1/2 SCALE SHOWN
PRELIMINARY NOT FOR CONSTRUCTION

Design Alliance Architects, Inc.
1003 Madison Avenue
Fort Atkinson, WI
(920) 583-3404
FAX (920) 588-7058

1173 APARTMENT REMODEL
1173 West Main Street
Whitewater, WI

DRAWING NAMES

SITE PLAN
DRAWING INDEX

REVISIONS

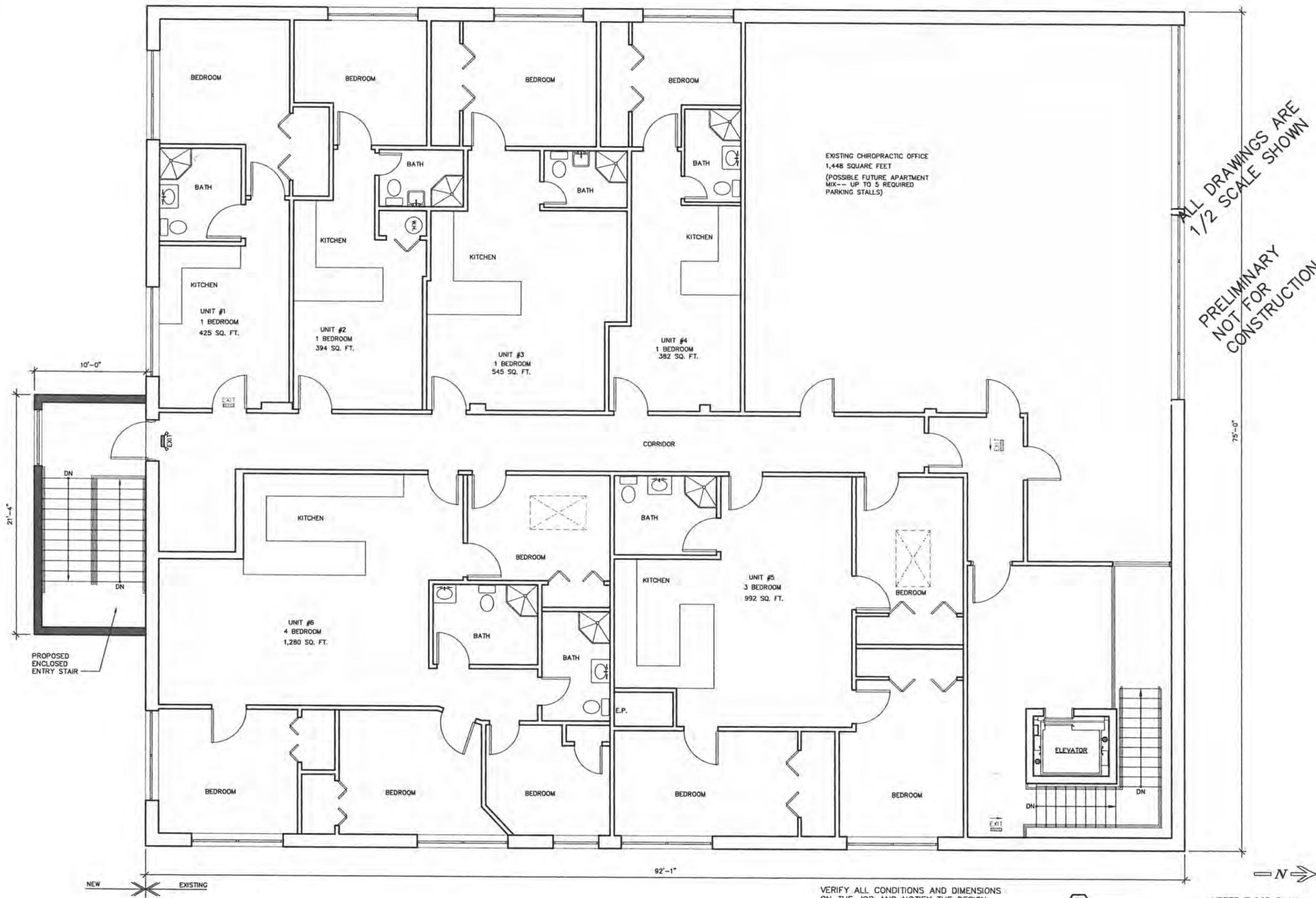
PROJECT DATA

DATE: 12/15/2014
DRAWN BY: CL
CHECKED BY: P.W.

SHEET NO.

SP-1

20 SITE PLAN
SCALE: 1/4" = 1'-0"
2014/McCULLOUGH RETAIL 2014/MR-DRAWINGS.DWG
DATE: NOVEMBER 28, 2014



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

20
 A2

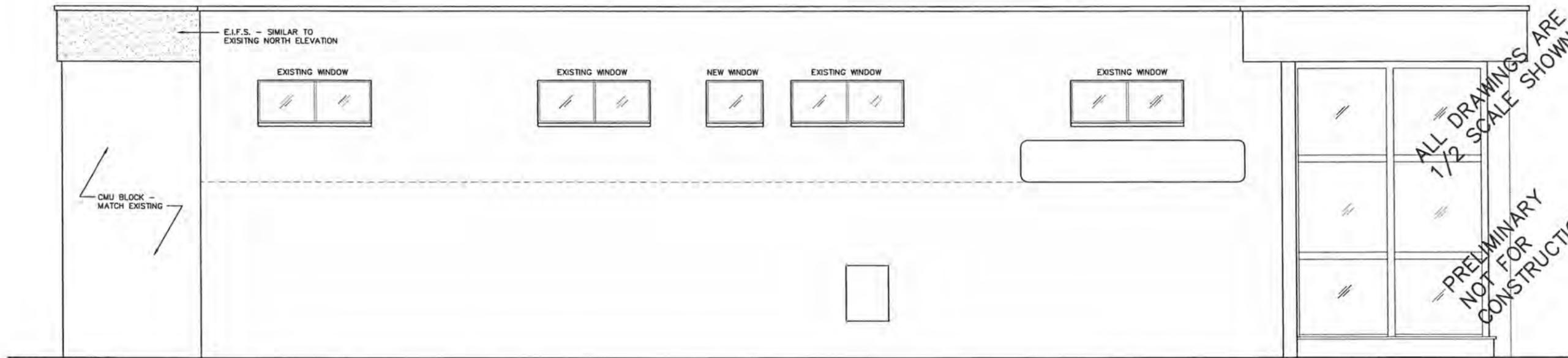
UPPER FLOOR PLAN
 SCALE: 1/4" = 1'-0"
 2014/McCULLOUGH RETAIL 2014/MR-DRAWINGS.DWG
 DATE: NOVEMBER 28, 2014

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 1003 Madison Avenue
 Fort Atkinson, WI
 (920) 563-3404
 FAX (920) 568-7058

1173 APARTMENT REMODEL
 1173 West Main Street
 Whitewater, WI

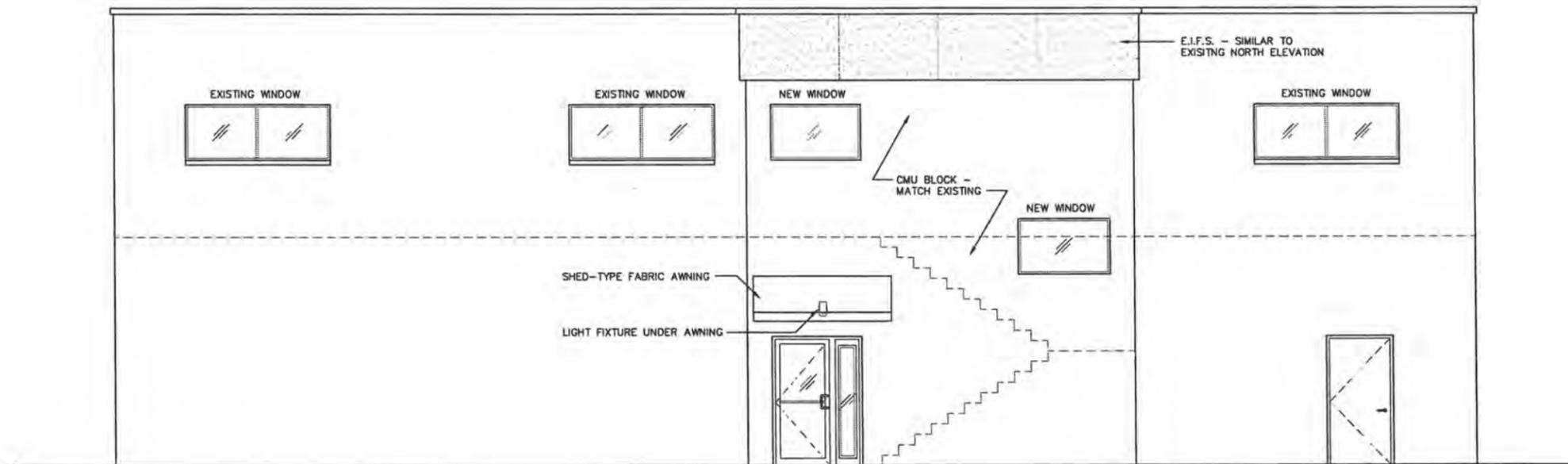
DRAWING NAMES	
UPPER FLOOR PLAN	
REVISIONS	
PROJECT DATA	
DATE: 12/15/2014	
DRAWN BY: CL	
CHECKED BY: P.W.	
SHEET NO.	

A-2
 43



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

10 EAST ELEVATION
A3 SCALE: 1/4" = 1'-0"
2014/McCULLOUGH RETAIL 2014/MR-DRAWINGS.DWG
DATE: DECEMBER 15, 2014



20 SOUTH ELEVATION
A3 SCALE: 1/4" = 1'-0"
2014/McCULLOUGH RETAIL 2014/MR-DRAWINGS.DWG
DATE: DECEMBER 15, 2014

Design Alliance Architects, Inc.
1003 Madison Avenue
Fort Atkinson, WI
(920) 563-3404
FAX (920) 568-7058

1173 APARTMENT REMODEL
1173 West Main Street
Whitewater, WI

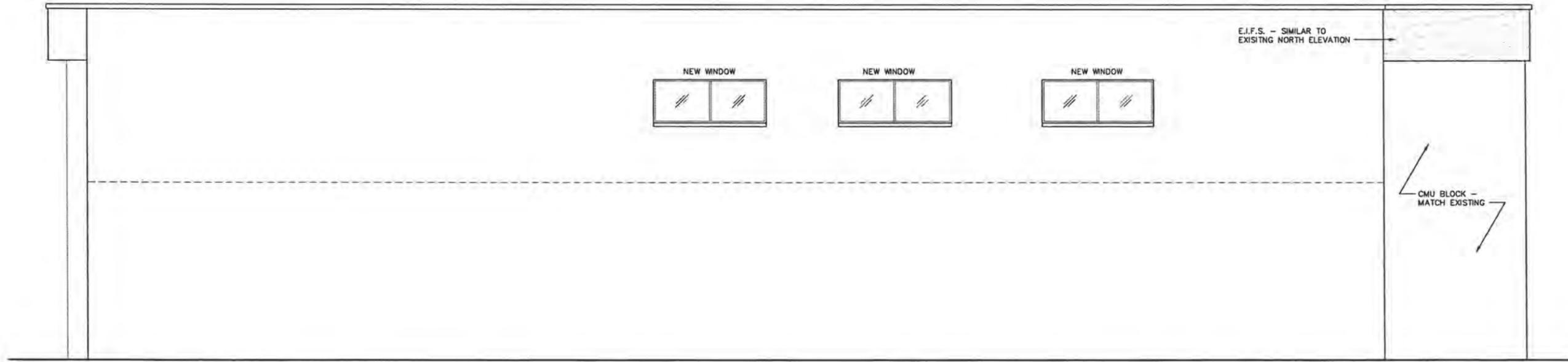
DRAWING NAMES	
ELEVATIONS	
REVISIONS	
PROJECT DATA	
DATE:	12/15/2014
DRAWN BY:	CL
CHECKED BY:	P.W.
SHEET NO.	

A-3

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

ALL DRAWINGS ARE
1/2 SCALE SHOWN

PRELIMINARY
NOT FOR
CONSTRUCTION



20
A4 WEST ELEVATION
SCALE: 1/4" = 1'-0"
2014/McCULLOUGH RETAIL 2014/MR-DRAWINGS.DWG
DATE: DECEMBER 15, 2014

Design Alliance Architects, Inc.
1003 Madison Avenue
Fort Atkinson, WI
(920) 563-3404
FAX (920) 568-7058

1173 APARTMENT REMODEL
1173 West Main Street
Whitewater, WI

DRAWING NAMES

ELEVATION

REVISIONS

PROJECT DATA

DATE: 12/15/2014
DRAWN BY: CL
CHECKED BY: P.W.

SHEET NO.

A-4

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: 12th January 2015

Re: **Item # 6 & 7** Proposed changed in the District Zoning Map to impose the R-3A Residential Overlay District Zoning classification under Chapter 19.22 of the Zoning Ordinance and a Conditional Use Permit to allow a 6 unit apartment building in an R-3A (University Residential Density Overlay) at 158 N Tratt Street, Tax ID # /WUP 00166E.

Summary of Request		
Requested Approvals:	6 Unit Apartment Building	
Location:	158 N Tratt Street	
Current Land Use:	Residential	
Proposed Land Use:	Same, but with over four (4) units	
Current Zoning:	R-3 Multifamily Residence District	
Proposed Zoning:	R-3A University Residential Density Overlay	
Comprehensive Plan's Future Land Use:	Higher Density Residential	
Surrounding Zoning and Current Land Uses:		
Northwest:	North:	Northeast:
R-3 Multi Family Residence District	R-3 Multi Family Residence District	R-3 Multi Family Residence District
	Subject Property	
Southwest:	South:	Southeast:
R-3 Multi Family Residence District	B-1 Community Business	R-3 Multi Family Residence District

Description of the Proposal:

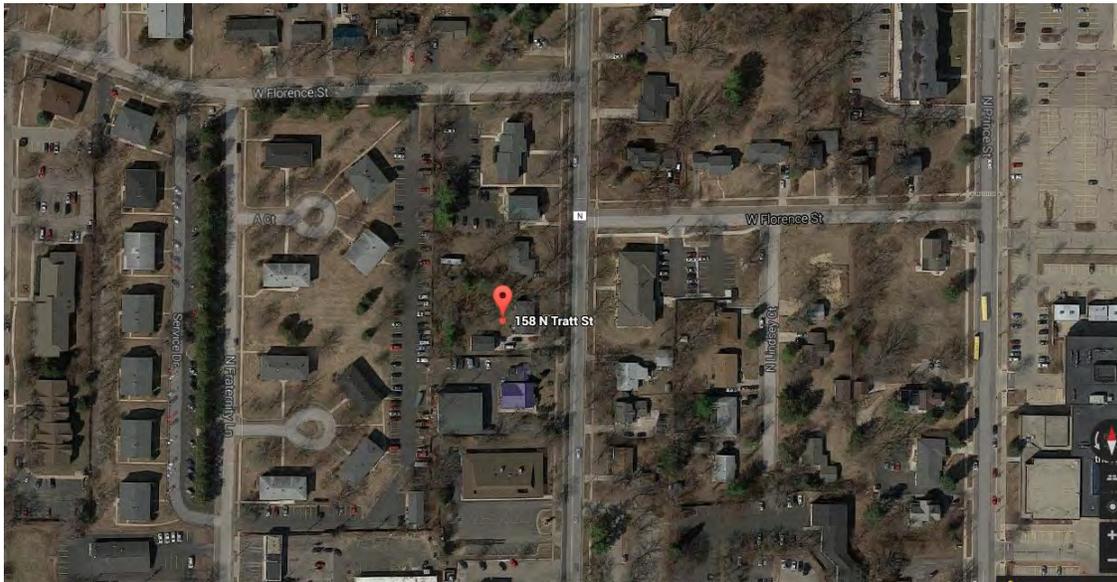
The existing dwelling is a single (one) family residence. This proposal is to allow for a 6 unit apartment building. In the R-3 district any multifamily dwelling unit over four (4) units requires a conditional use permit (19.21.030 B)

PLANNER'S RECOMMENDATIONS:

I recommend that the Plan and Architectural Review Commission recommend approval of the proposed 6 unit apartment building, subject to the finding presented below.

SUGGESTED FINDING TO BE MADE BY THE PLAN COMMISSION

1. The minimum parking stall requirement is 18 stalls. The site plan shows 8. According to plans additional parking will be provided in the adjacent parking lot at 144 N Tratt Street. It is my recommendation that the additional stalls be documented. Residents will have numbered parking stalls, hanging tags or parking stickers to identify permitted vehicles.
2. Any other conditions identified by City Staff or the Plan Commission.





Analysis of Proposed Conditional Use Permit for: 280 South Janesville Street		
<i>Conditional Use Permit Review Standards per Section 19.66.050:</i>		
STANDARD	EVALUATION	COMMENTS
1. The establishment, maintenance, or operation of the conditional use will not create a nuisance for neighboring uses or substantially reduce the values of property.	Yes	This project reflects the surrounding neighboring uses.
2. Adequate utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	No	The parking area needs to be documented in order to meet the current parking 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	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 conforms to the comprehensive plan.
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 R-3A District and the Comprehensive Plan.

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Plan Commission of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, will consider a change of the District Zoning Map for the following parcel to enact an ordinance to impose the R-3A Residential Overlay District Zoning classification under Chapter 19.22 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>
158 N. Tratt Street	/WUP 00166E	DLK Enterprises Inc. (Mike Kachel)

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, January 12, 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 5:00 p.m. Monday through Friday.

Michele Smith, City Clerk
By: Jane Wegner, Neighborhood Services Administrative Assistant

Dated: December 11, 2014

Publish: in "Whitewater Register"
on December 18, 2014, and December 26, 2014

TaxKey	Owner1	Owner2	Address1	City	State	Zip
/A444100001	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/BH 00002	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/BH 00003	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	53190-0000
/BH 00004	SUSAN J SAASKI		135 N TRATT ST	WHITEWATER	WI	53190-0000
/BH 00005	CHASE J KINCAID		W377 S2283 KINCAID LN	DOUSMAN	WI	53118-0000
/BH 00006	CHARLES A NORTH	URSULA M NORTH	142 N LINDSEY CT	WHITEWATER	WI	53190-0000
/BH 00007	CHASE J KINCAID		W377 S2283 KINCAID LN	DOUSMAN	WI	53118-0000
/BH 00008	GARY KINCAID	KATHLEEN KINCAID	W1581 ISLAND RD	PALMYRA	WI	53156-0000
/RC 00001	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/RC 00002	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/RC 00003	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/RC 00004	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/RC 00005	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/RC 00006	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/RC 00007	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/RC 00008	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/RC 00010	DMS INVESTMENTS CORP		2445 KENMORE LN	THE VILLAGES	FL	32162-0000
/WUP 00166	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	53190-0000
/WUP 00166C	WHITEWATER PROFESSIONAL CENTER		128 N TRATT ST	WHITEWATER	WI	53190-0000
/WUP 00166D	WHITEWATER PROFESSIONAL CENTER		128 N TRATT ST	WHITEWATER	WI	53190-0000
/WUP 00166E	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/WUP 00166F	DLK 214 NORTH TRATT LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/WUP 00166G	DLK 202 NORTH TRATT LLC		P. O. BOX 239	WHITEWATER	WI	53190-0000
/WUP 00166H	DEBRA C FOSBERG	RANDALL E THORNTON	168 N TRATT ST	WHITEWATER	WI	53190-0000
/WUP 00167	FIRST CITIZENS STATE BANK OF WHITEWATER		207 W MAIN ST	WHITEWATER	WI	53190-0000
/WUP 00172D	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/WUP 00172E	CHASE J KINCAID		W1322 S SHORE DR	PALMYRA	WI	53156-0000
/WUP 00183	JEFFREY D THATCHER		1050 W FLORENCE ST	WHITEWATER	WI	53190-0000
/WUP 00183B	KACHEL LP 1042 WEST FLORENCE LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/WUP 00183K	CAROL A CARSON		109 PATRIOT PL	SUMMERVILLE	SC	00002-9485
/WUP 00184	WHITEWATER DEVELOPMENT LLC		PO BOX 239	WHITEWATER	WI	53190-0000

City of Whitewater
Application for Amendment to Zoning District or Ordinance

IDENTIFICATION AND INFORMATION ON APPLICANT(S):

Applicant's Name: D.L.K. Enterprises, Inc.
Applicant's Address: 144 N. Traff St. Whitewater
Phone #: (262) 473-5321

Owner of Site, according to current property tax records (as of the date of the application):
D.L.K. Enterprises, Inc.

Street address of property: 158 N. Traff St.

Legal Description (Name of Subdivision, Block and Lot or other Legal Description):
Rt NW 1/4 Sec. 5 T4N R15E Desc. As (b)1 CTR TRAFF ST. 32 Rods 13' 10"
North of C/L MAIN ST N. 14 Rods N. 24 Rods 6' 8" E. TO TRAFF ST. S. TO P.O. B
Exc N 16 Rods Also Exc. As Desc. N. Vol 481 Pg 223 + Exc. As Desc. In
Vol 542 Pg. 189 Deeds W.C.R. City of Whitewater

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

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

Name of Contractor: _____

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

EXISTING AND PROPOSED USES:

Current Zoning District or Ordinance to be Amended:
R-3 Multi-family

Proposed Zoning District or Ordinance
R-3A OVERLAY

Zoning District in which property is located: R-3

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

PLANS TO ACCOMPANY APPLICATION

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

PLOT PLAN

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

STANDARDS

STANDARD	APPLICANT'S EXPLANATION
<p>A. The proposed amendment for future structure, addition, alteration or use will meet the minimum standards of this title for the district being proposed;</p>	<p>Proposed Zoning Amendment to R-34 overlay is A high density zoning District. This change to R-3A overlay will coincide with the the change.</p>
<p>B. The proposed development will be consistent with the adopted city master plan;</p>	<p>This Request for R-3A density is concurrent to city's proposed high density Area</p>
<p>C. The proposed development will be compatible with and preserve the important natural features of the site;</p>	<p>Yes</p>
<p>D. The proposed use will not create a nuisance for neighboring uses, or unduly reduce the values of an adjoining property;</p>	<p>No - This Site is located on the very entrance to the highest density Area laid out by City Council.</p>

STANDARD	APPLICANT'S EXPLANATION
<p>E. The proposed development will not create traffic circulation or parking problems;</p>	<p>Little. We propose to keep traffic limited on Tratt Street to a minimal increase by utilizing A through entrance to another larger housing development located on N. Fraternity Lane</p>
<p>F. The mass, volume, architectural features, materials and/or setback of proposed structures, additions or alterations will appear to be compatible with existing buildings in the immediate area;</p>	<p>Yes</p>
<p>G. Landmark structures on the National Register of Historic Places will be recognized as products of their own time. Alterations which have no historical basis will not be permitted;</p>	<p>None</p>
<p>H. The proposed structure, addition or alteration will not substantially reduce the availability of sunlight or solar access on adjoining properties.</p>	<p>Only 2 stories would potentially go on this site in future</p>

CONDITIONS

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

Michael K. Kief
Applicant's Signature

12/8/14
Date

APPLICATION FEES:

Fee for Amendment to Zoning or Ordinance: \$200

Date Application Fee Received by City 12-8-14 Receipt No. 6.011579
Received by J. Wegner

TO BE COMPLETED BY CODE ENFORCEMENT/ZONING OFFICE:

Date notice sent to owners of record of opposite & abutting properties: 12-22-14
Date set for public review before Plan & Architectural Review Board: 1-12-15

ACTION TAKEN:

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

CONDITIONS PLACED UPON PERMIT BY PLAN AND ARCHITECTURAL REVIEW COMMISSION:

Signature of Plan Commission Chairman

Date

Tips for Minimizing Your Development Review Costs:

A Guide for Applicants

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

Meet with Neighborhoods Services Department before submitting an application

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

Submit a complete and thorough application

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

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

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

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

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

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

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

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

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

For more complex projects, submit your project for conceptual review

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

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

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

Hold a neighborhood meeting for larger and potentially more controversial Projects

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

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

Typical City Planning Consultant Development Review Costs

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

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

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

Cost Recovery Certificate and Agreement

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

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

Section A: Background Information

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

Applicant's Information:

Name of Applicant: Michael Kachel (D.L.C. Enterprises)

Applicant's Mailing Address: Po Box 239
Whitewater, WI 53190

Applicant's Phone Number: (262) 473-5321

Applicant's Email Address: MIKE.KOWIDAIKY@IDCNET.COM

Project Information:

Name/Description of Development:

Address of Development Site: 158 N. TRATT ST.

Tax Key Number(s) of Site: 1WUP 00 166E

Property Owner Information (if different from applicant):

Name of Property Owner: _____

Property Owner's Mailing Address: _____

Section B: Applicant/Property Owner Cost Obligations

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

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

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

B. Expected Planning Consultant Review Cost\$ _____

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

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

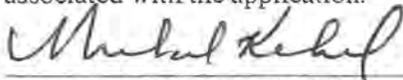
E. Project Likely to Incur Additional Engineering or Other Consultant Review Costs? < Yes < No

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

Section C: Agreement Execution

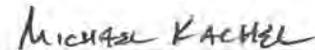
----- To be filled out by the Applicant and Property Owner -----

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



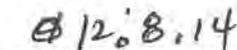
Signature of Applicant/Petitioner

Signature of Property Owner (if different)



Printed Name of Applicant/Petitioner

Printed Name of Property Owner (if different)



Date of Signature

Date of Signature



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 12th day of January 2015 at 6:30 p.m. to hold a public hearing for a Conditional Use Permit to allow for a 6 unit apartment building in an R-3A (University Residential Density Overlay) Zoning District located at 158 N. Tratt Street for DLK Enterprises Inc. (Mike Kachel).

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 5:00 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
/A444100001	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/BH 00002	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/BH 00003	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	53190-0000
/BH 00004	SUSAN J SAASKI		135 N TRATT ST	WHITEWATER	WI	53190-0000
/BH 00005	CHASE J KINCAID		W377 S2283 KINCAID LN	DOUSMAN	WI	53118-0000
/BH 00006	CHARLES A NORTH	URSULA M NORTH	142 N LINDSEY CT	WHITEWATER	WI	53190-0000
/BH 00007	CHASE J KINCAID		W377 S2283 KINCAID LN	DOUSMAN	WI	53118-0000
/BH 00008	GARY KINCAID	KATHLEEN KINCAID	W1581 ISLAND RD	PALMYRA	WI	53156-0000
/RC 00001	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/RC 00002	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/RC 00003	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/RC 00004	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/RC 00005	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/RC 00006	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/RC 00007	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/RC 00008	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/RC 00010	DMS INVESTMENTS CORP		2445 KENMORE LN	THE VILLAGES	FL	32162-0000
/WUP 00166	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	53190-0000
/WUP 00166C	WHITEWATER PROFESSIONAL CENTER		128 N TRATT ST	WHITEWATER	WI	53190-0000
/WUP 00166D	WHITEWATER PROFESSIONAL CENTER		128 N TRATT ST	WHITEWATER	WI	53190-0000
/WUP 00166E	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/WUP 00166F	DLK 214 NORTH TRATT LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/WUP 00166G	DLK 202 NORTH TRATT LLC		P. O. BOX 239	WHITEWATER	WI	53190-0000
/WUP 00166H	DEBRA C FOSBERG	RANDALL E THORNTON	168 N TRATT ST	WHITEWATER	WI	53190-0000
/WUP 00167	FIRST CITIZENS STATE BANK OF WHITEWATER		207 W MAIN ST	WHITEWATER	WI	53190-0000
/WUP 00172D	DLK ENTERPRISES INC		PO BOX 239	WHITEWATER	WI	00005-3190
/WUP 00172E	CHASE J KINCAID		W1322 S SHORE DR	PALMYRA	WI	53156-0000
/WUP 00183	JEFFREY D THATCHER		1050 W FLORENCE ST	WHITEWATER	WI	53190-0000
/WUP 00183B	KACHEL LP 1042 WEST FLORENCE LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/WUP 00183K	CAROL A CARSON		109 PATRIOT PL	SUMMERVILLE	SC	00002-9485
/WUP 00184	WHITEWATER DEVELOPMENT LLC		PO BOX 239	WHITEWATER	WI	53190-0000



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

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

NOTICE OF PUBLIC HEARING

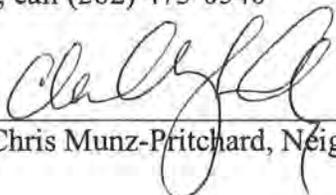
TO ALL INTERESTED PARTIES:

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 8th day of December 2014 at 6:30 p.m. to hold a public hearing for a Conditional Use Permit to allow for a 6 unit apartment building in an R-3 (Multi-family) Zoning District located at 158 N. Tratt Street for Mike Kachel.

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 5:00 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



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: 158 N. Tratt St.

Owner's Name: D.L.K. Enterprises, Inc.

Applicant's Name: MIKE KACHEL

Mailing Address: 144 N. Tratt St. - PO Box 239

Phone #: 262-473-5321 Email: MIKEK.WIDAIRY@IDCNET.COM

Legal Description (Name of Subdivision, Block and Lot of other Legal Descriptions): PT N/W 1/4 SEC. 5 T4N R15E Described As: COM CTR TRATT ST. 32 Rods 13' 10" N of C/L MAIN ST. W 14 Rods 6' 8" EAST TO TRATT ST. S. TO POB EXC N 16 Rods ALSO EXC AS DESCRIBED IN VOLUME 481 Pg. 223 + EXC IN VOL. 542 Pg. 189 DEEDS OF CITY OF WHITEWATER
Existing and Proposed Uses:

Current Use of Property: Single Family

Zoning District: R-3

Proposed Use: Multi-Family

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.

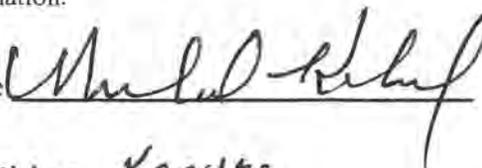
****Four (4) full size, Twenty (20) 11x17, and 1 Electronic Copy (include color where possible) site plan copies, drawn to scale and dimensioned.**

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.	The Proposed 6 unit complex is partially surrounded by a large apartment complex on Tratt Street to the East & Praterity Lane to the West
B. That utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	All included in Plan
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.	The zoning Re-write gave permission to developments of 4 units or less without a conditional use permit, I am asking for conditional use for the two additional units
D. That the conditional use conforms to the purpose and intent of the city Master Plan.	The Proposed site lies in the city's focus of higher density - R3A overlay

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

Applicant's Signature 

Date: 11.10.14

Printed: Michael Kacisz

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 11-11-14. Received by: JWegner Receipt #: 6.01544
- 2) Application is reviewed by staff members.
- 2) Class 1 Notice published in Official Newspaper on ~~11-27-14~~ 12-25-14
- 3) Notices of the Public Hearing mailed to property owners on ~~11-24-14~~ 12-22-14
- 4) Plan Commission holds the PUBLIC HEARING on ~~12-8-14~~ 1-12-15. 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.

7

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
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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: MICHAEL KACHEC - DLK Enterprises, LLC.

Applicant's Mailing Address: PO BOX 239

Whitewater, WI 53190

Applicant's Phone Number: 262-473-5321

Applicant's Email Address: MIKE K. WIDAIKY@IDCHNET.COM

Project Information:

Name/Description of Development: _____

Address of Development Site: 158 N. TRUTH ST.

Tax Key Number(s) of Site: 1WUP 00164E

Property Owner Information (if different from applicant):

Name of Property Owner: _____

Property Owner's Mailing Address: _____

Section B: Applicant/Property Owner Cost Obligations

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

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

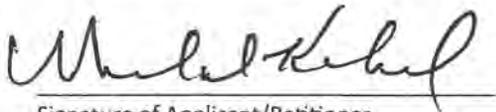
- A. Application Fee.....\$ _____
- B. Expected Planning Consultant Review Cost\$ _____
- C. Total Cost Expected of Applicant (A+B)\$ _____
- D. 25% of Total Cost, Due at Time of Application.....\$ _____
- E. Project Likely to Incur Additional Engineering or Other Consultant Review Costs? < Yes < No

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

Section C: Agreement Execution

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

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



Signature of Applicant/Petitioner

Michael Kachuc

Printed Name of Applicant/Petitioner

11.10.14
Date of Signature

Signature of Property Owner (if different)

Printed Name of Property Owner (if different)

Date of Signature

REVISIONS
ISSUANCES
PLAN COMMISSION SUBMITTAL - 09/12/2015

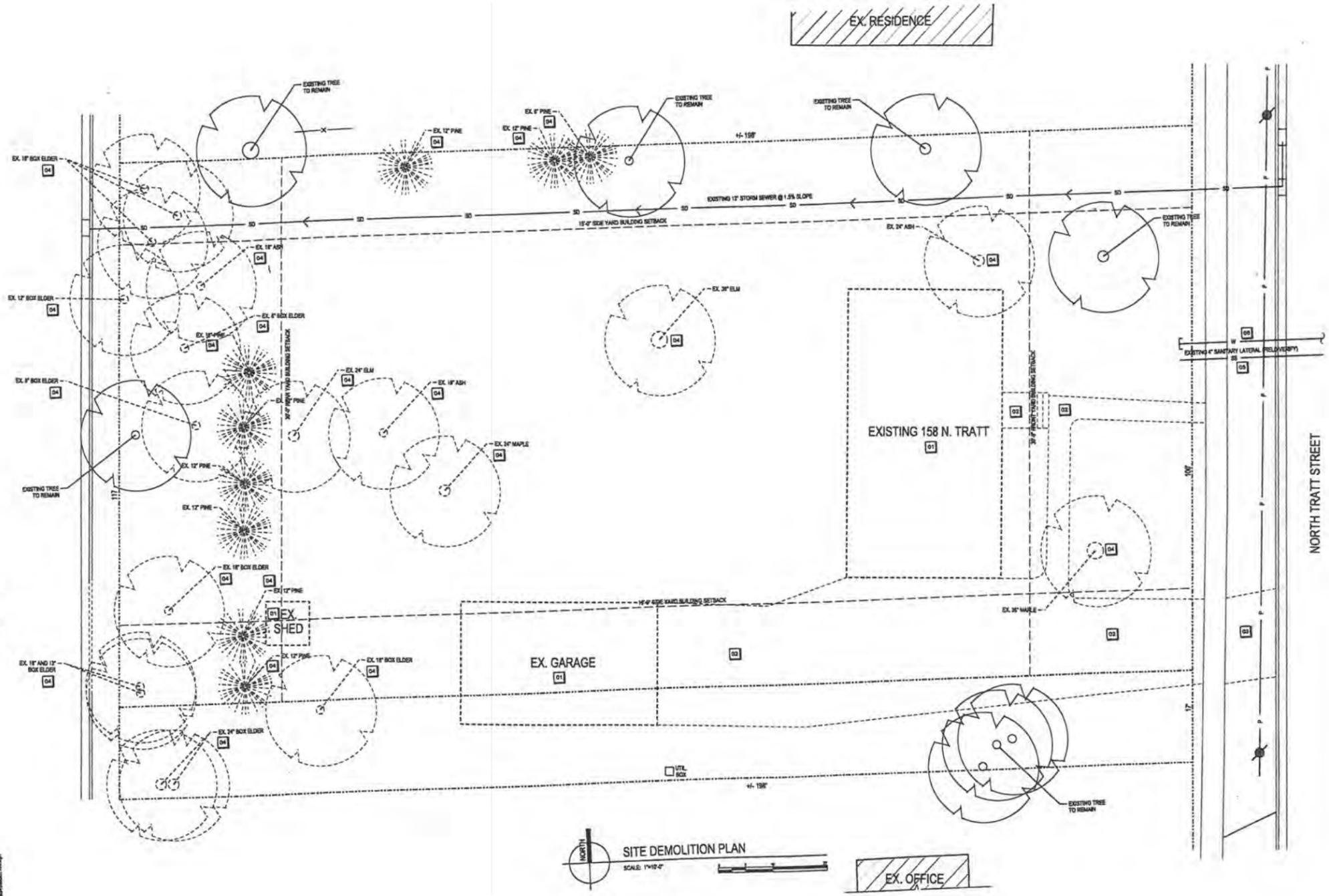
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Angus Young
 Architecture
 Engineering
 Interior Design
Balance in Creativity
 555 South River Street, Janesville, WI 53104-4170
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 www.angusyoung.com

158 TRATT STREET
 SIX-UNIT APARTMENT BUILDING
 DLK ENTERPRISES
 WHITEWATER, WISCONSIN

PRELIMINARY - NOT FOR CONSTRUCTION

C100

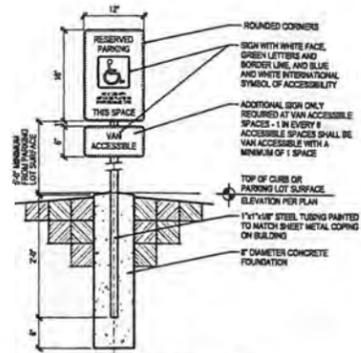


- SITE GENERAL NOTES**
- TRUE NORTH MAY VARY FROM PROJECT NORTH.
 - CONSTRUCTION PRACTICES, MEANS AND METHODS, AND JOB SITE SAFETY, SHALL REMAIN THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
 - ALL WORK SHALL BE PERFORMED IN COMPLIANCE WITH THE FEDERAL OCCUPATIONAL HEALTH AND SAFETY ADMINISTRATION (OSHA), AND ALL FEDERAL, STATE AND LOCAL CODES AND ORDINANCES AS THEY PERTAIN TO THIS PROJECT.
 - FIELD VERIFY ALL EXISTING AND PROPOSED UTILITIES, ELEVATIONS AND DIMENSIONS.
 - COORDINATE WITH THE AUTHORITY HAVING JURISDICTION AND UTILITY COMPANIES AS NECESSARY.

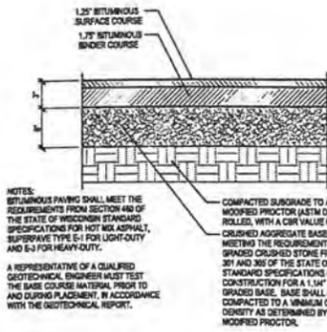
- KEYNOTES**
- 01 REMOVE EXISTING BUILDING
 - 02 REMOVE EXISTING PAVEMENT
 - 03 EXISTING DRIVEWAY OPENING, DRIVEWAY OPENING WILL BE ENLARGED, SEE SITE LAYOUT PLAN C101.
 - 04 EXISTING TREES TO BE CLEARED AND CRUSHED.
 - 05 EXISTING 4" SANITARY LATERAL TO BE INTERCEPTED FOR NEW BUILDING. COORDINATE WITH DEMOLITION OF EXISTING BUILDING AND CONSTRUCTION OF NEW BUILDING.
 - 06 CAP AND ABANDON EXISTING 36" WATER LATERAL IN ACCORDANCE WITH LOCAL AND STATE REQUIREMENTS. COORDINATE WITH BUILDING DEMOLITION.

PROJECT NUMBER: 54890
 APPROVED BY: AJN
 REVIEWED BY: JCT
 DRAWN BY: KAU
 9/15/2014 12:14:56 PM

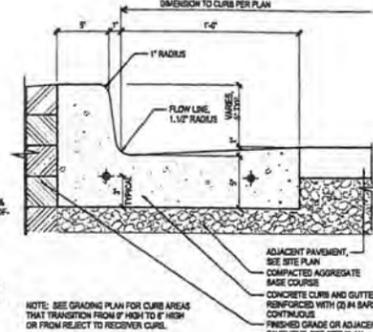
SITE DEMOLITION PLAN



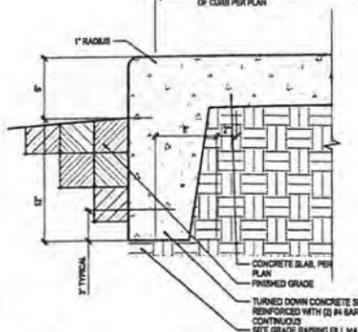
24 SINGLE PARKING SPACE BARRIER-FREE SIGN DETAIL
SCALE: 3/4"=1'-0"



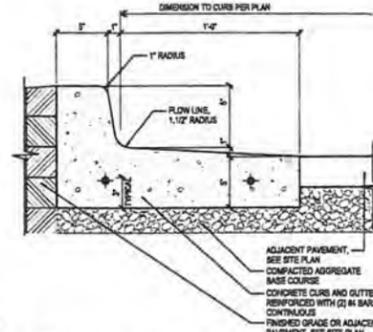
20 BITUMINOUS PAVING DETAIL
SCALE: 1/4"=1'-0"



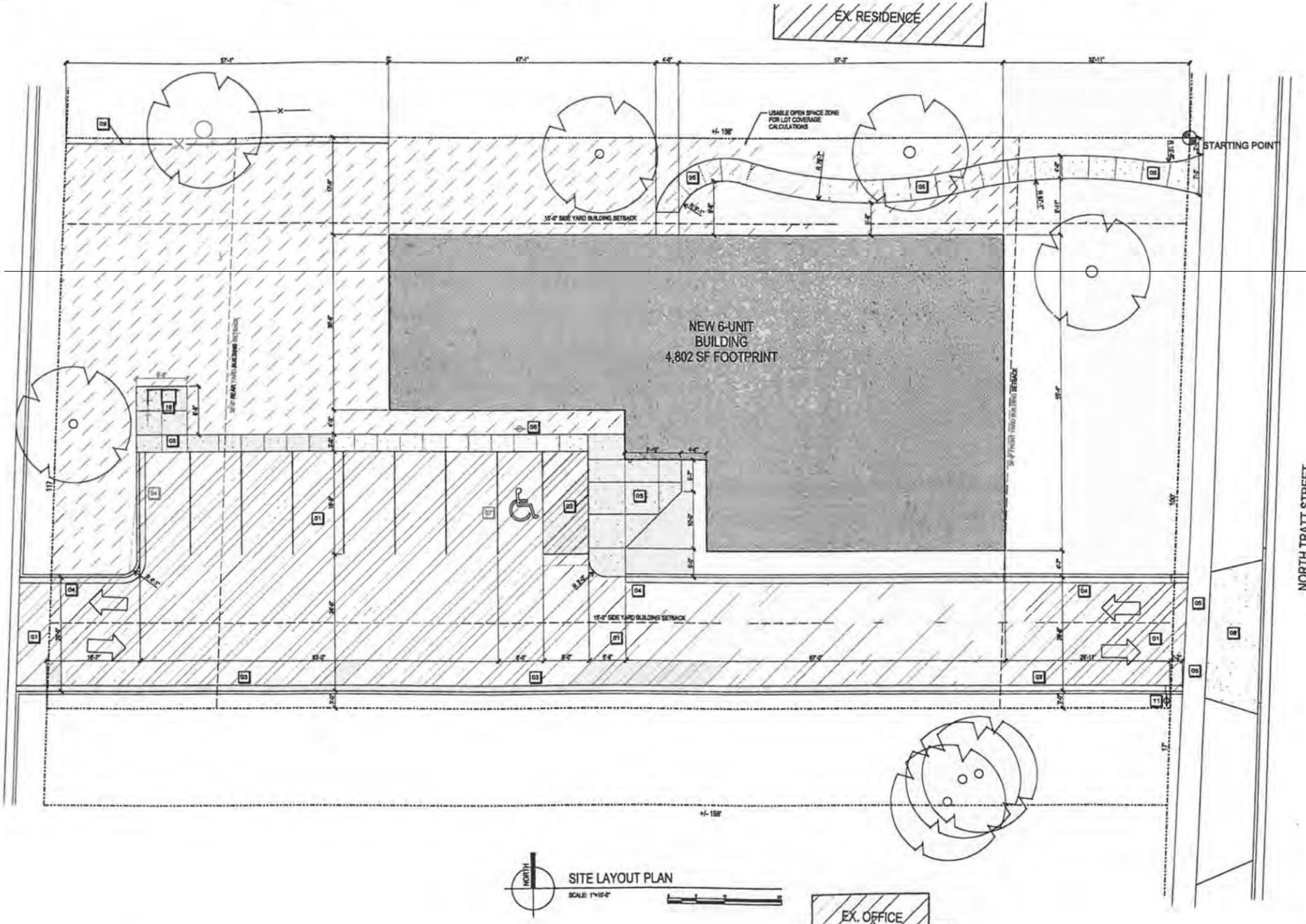
16 RECEIVER CURB AND GUTTER SECTION
SCALE: 1/2"=1'-0"



12 TURNDOWN CURB SECTION
SCALE: 1/2"=1'-0"



08 REJECT CURB AND GUTTER SECTION
SCALE: 1/2"=1'-0"



SITE LAYOUT PLAN
SCALE: 1/4"=1'-0"



CALL TOLL FREE 1-800-242-8511
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FAX A LOCATE 1-800-338-3860
TDD (HEARING IMPAIRED) 1-800-542-2289
ONLINE: www.DiggersHotline.com
RESIDUAL STATUS: RESIDENTS WITH RESERVES A MINIMUM OF THREE (3) WORKING DAYS NOTICE PRIOR TO EXCAVATION.

DLK 6-UNIT DEVELOPMENT - SITE CALCULATIONS			
Zoning District: R-3A Multifamily Residence			
Setbacks:	Max. 40% Lot Coverage	Provided Lot Coverage, sf	
30'-0"	1,200	724	
15'-0"	2,377	1,928	
30'-0"	1,200	1,084	
Building Height:	45'-0"		
Use:	Conditional Use - Multifamily over 4 units		

Lot Area Before Lot Reduction			
Existing Buildings	2,382 sf	0.05 ac	
Existing Pavement	2,478 sf	0.06 ac	
Total Existing Impervious	4,860 sf	0.11 ac	21%
Remainder Greenspace	18,295 sf	0.42 ac	79%
Lot Area After Lot Reduction			
New Building	4,802 sf	0.11 ac	
New Pavement	6,750 sf	0.16 ac	
Total Impervious	11,552 sf	0.27 ac	58%
Remainder Greenspace	8,240 sf	0.19 ac	42%
Total Additional New Impervious Area	6,692 sf		

LOT AREA CALCULATIONS (19,22,040) - 6 UNIT (158 N. Tratt)					
Provide a minimum parcel size of 3,500 sf for 3-bedroom units, plus an additional 300 sf for each bedroom over 3.					
# of Units	Req. Lot Area per Unit	Total (sf)	# of Bedrooms	# Stalls Required (3 stalls per unit)	
3-Bedroom	2,800	5,600	6	18	
4-Bedroom	3,040	12,160	16	48	
Minimum Lot Area Required:	17,760	24	18	66	required
Lot Area Provided:	19,220	8	8	24	provided
Additional parking to be provided in adjacent parking lot at 144 N. Tratt Street.					

LOT COVERAGE (19,21,079) - 6 UNIT (158 N. Tratt)			
Provide 350 sf usable open space for each dwelling unit for structures with 2 or more units. Not allowed in front or corner side yards.			
# of Units	Req. Usable Open Space	Required Usable Open Space	Provided Usable Open Space
6	2,100	2,100	3,403
Alternatively, provide min. 10% of lot area as usable open space: 1,980 sf			

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 - FIELD VERIFY ALL EXISTING AND PROPOSED UTILITIES, ELEVATIONS AND DIMENSIONS.
 - COORDINATE WITH THE AUTHORITY HAVING JURISDICTION AND UTILITY COMPANIES AS NECESSARY.
 - BUILDINGS SHALL BE ORIENTED PARALLEL AND PERPENDICULAR TO NORTH PROPERTY LINE AS SHOWN ON DRAWING.
 - ALL EXTERIOR CONCRETE SIDEWALKS AND YARD SLABS SHALL BE 4,000 PSI. ALL CONCRETE PAVEMENT SHALL BE 4,500 PSI UNLESS NOTED OTHERWISE.
 - NO DUMPSTER ENCLOSURE WILL BE PROVIDED ON THIS SITE. DUMPSTER AT 144 N. TRATT WILL BE SHARED WITH THIS PROPERTY.

- KEYNOTES**
- 01 NEW BITUMINOUS PAVEMENT, SEE DETAIL 19C101
 - 02 NEW TURNDOWN CURB, SEE DETAIL 12C101
 - 03 NEW RECEIVER CURB, SEE DETAIL 16C101
 - 04 NEW REJECT CURB, SEE DETAIL 08C101
 - 05 NEW CONCRETE SIDEWALK, SEE DETAILS 05C101 AND 21C101. ALL SIDEWALKS AT DRIVEWAY OPENINGS SHALL BE 6" THICK.
 - 06 NEW BARRIER FREE PARKING SIGNAGE, COORDINATE WITH UNDERGROUND UTILITY LOCATIONS. SEE DETAIL 24C101.
 - 07 1" PAINT STRIPE - TYPICAL.
 - 08 NEW CONCRETE DRIVEWAY APRON BETWEEN STREET CURB AND PUBLIC SIDEWALK, 6" THICK TYP. PROVIDE A NEW DRIVEWAY-TYPE CURB AND GUTTER, OR REMOVE EXISTING CURB HEAD WITH A HORIZONTAL PROFILE CURB.
 - 09 NEW DOG-EARED WOOD FENCE, SEE DETAIL 05C101.
 - 10 NEW BIRE RACK
 - 11 NEW STOP SIGN

PRELIMINARY - NOT FOR CONSTRUCTION

REVISIONS

NO.	DATE	DESCRIPTION

ISSUANCES

PLAN COMMISSION SUBMITTAL - 06/19/2015

PROJECT NUMBER: 0000

APPROVED BY: J.H.

REVIEWED BY: J.H.

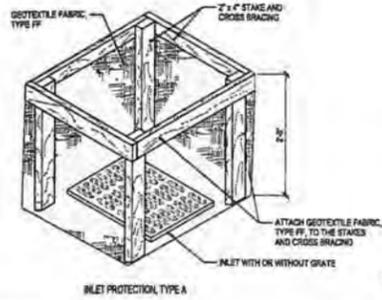
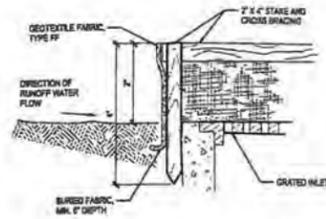
DRAWN BY: KAU

DATE: 01/20/14 12:45:58 PM

SITE LAYOUT PLAN

ANGUS YOUNG ARCHITECTURE ENGINEERING INTERIOR DESIGN
555 South Base Street, Jerrisville, WI 53548-4783
PH: 608.756.3336 FX: 608.756.0944
www.angusyong.com

C101



KEYNOTES

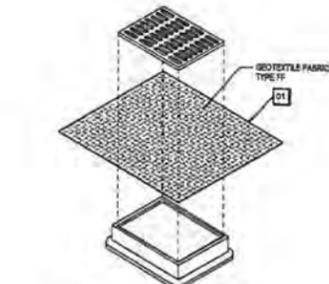
- 01 FINISHED SIZE, INCLUDING FLAP POCKETS WHERE REQUIRED, SHALL EXTEND A MINIMUM OF 12" AROUND THE PERIMETER TO FACILITATE MAINTENANCE OR REMOVAL.
- 02 FOR INLET PROTECTION TYPE C (WITH CURB BOX), AN ADDITIONAL 1/2" OF FABRIC IS WRAPPED AROUND THE WOOD AND SECURED WITH STAPLES. THE WOOD SHALL NOT BLOCK THE ENTIRE HEIGHT OF THE CURB BOX OPENING.
- 03 FLAP POCKETS SHALL BE LARGE ENOUGH TO ACCEPT WOOD 2X4.

GENERAL NOTES

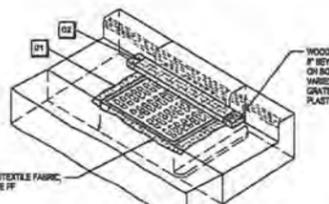
- 1. MANUFACTURED ALTERNATIVES APPROVED AND LISTED ON THE DEPARTMENT'S EROSION CONTROL PRODUCT ACCEPTABILITY LIST MAY BE SUBSTITUTED.
- 2. WHEN REMOVING OR MAINTAINING INLET PROTECTION, CARE SHALL BE TAKEN SO THAT THE SEDIMENT TRAPPED ON THE GEOTEXTILE FABRIC DOES NOT FALL INTO THE INLET. ANY MATERIAL FALLING INTO THE INLET SHALL BE REMOVED IMMEDIATELY.

19 STORM DRAIN INLET PROTECTION

C801 SCALE: 1/2"=1'-0"



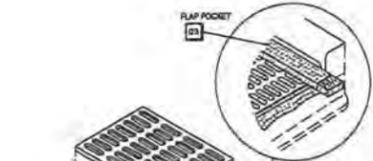
INLET PROTECTION, TYPE C (WITH CURB BOX)
(CAN BE INSTALLED IN ANY INLET WITHOUT A CURB BOX)



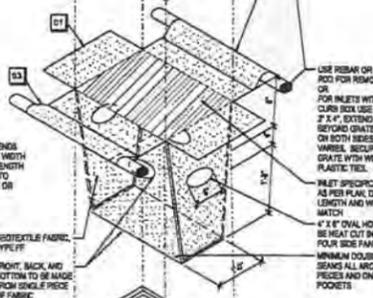
INLET PROTECTION, TYPE D
(CAN BE INSTALLED IN ANY INLET TYPE WITH OR WITHOUT A CURB BOX AS PER KEYNOTE 03)

INSTALLATION NOTES - TYPE C:
DO NOT INSTALL INLET PROTECTION TYPE C IN INLETS SMALLER THAN 24" MEASURED FROM THE BOTTOM OF THE INLET TO THE TOP OF THE GRATE.
TRIM EXCESS FABRIC IN THE FLOW LINE TO WITHIN 2" OF THE GRATE.
THE INSTALLED FABRIC SHALL HAVE A MINIMUM SIDE CLEARANCE BETWEEN THE INLET WALLS AND THE WALL MEASURED AT THE BOTTOM OF THE OVERFLOW HOLES, OF 2". WHERE NECESSARY THE CONTRACTOR SHALL CATCH THE BAG, USING PLASTIC ZIP TIES, TO ACHIEVE THE 2" CLEARANCE. THE TIES SHALL BE PLACED AT A MAXIMUM OF 4" FROM THE BOTTOM OF THE BAG.

INSTALLATION NOTES - TYPE B & C:
TRIM EXCESS FABRIC IN THE FLOW LINE TO WITHIN 2" OF THE GRATE.
THE CONTRACTOR SHALL DEMONSTRATE A METHOD OF MAINTENANCE, USING A SEWN FLAP, HAND HOLES, OR OTHER METHOD TO PREVENT ACCUMULATED SEDIMENT FROM ENTERING THE INLET.



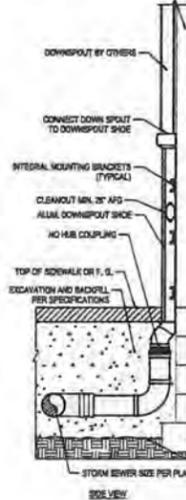
INLET PROTECTION, TYPE E
(CAN BE INSTALLED IN ANY INLET TYPE WITH OR WITHOUT A CURB BOX AS PER KEYNOTE 03)



INLET PROTECTION, TYPE F
(CAN BE INSTALLED IN ANY INLET TYPE WITH OR WITHOUT A CURB BOX AS PER KEYNOTE 03)

INSTALLATION NOTES - TYPE F:
DO NOT INSTALL INLET PROTECTION TYPE F IN INLETS SMALLER THAN 24" MEASURED FROM THE BOTTOM OF THE INLET TO THE TOP OF THE GRATE.
TRIM EXCESS FABRIC IN THE FLOW LINE TO WITHIN 2" OF THE GRATE.
THE INSTALLED FABRIC SHALL HAVE A MINIMUM SIDE CLEARANCE BETWEEN THE INLET WALLS AND THE WALL MEASURED AT THE BOTTOM OF THE OVERFLOW HOLES, OF 2". WHERE NECESSARY THE CONTRACTOR SHALL CATCH THE BAG, USING PLASTIC ZIP TIES, TO ACHIEVE THE 2" CLEARANCE. THE TIES SHALL BE PLACED AT A MAXIMUM OF 4" FROM THE BOTTOM OF THE BAG.

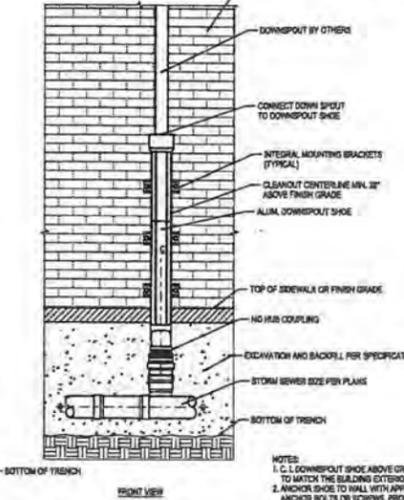
REFER TO ARCH PLANS FOR WALL TYPE



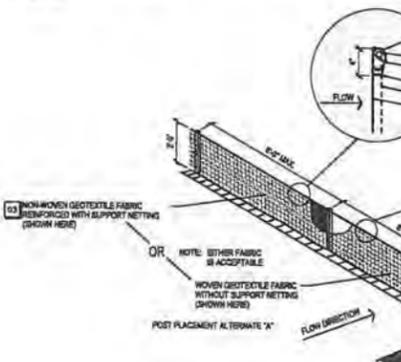
07 CAST IRON OR ALUMINUM DOWNSPOUT SHOE DETAIL

C801 SCALE: NONE

REFER TO ARCH PLANS FOR WALL TYPE

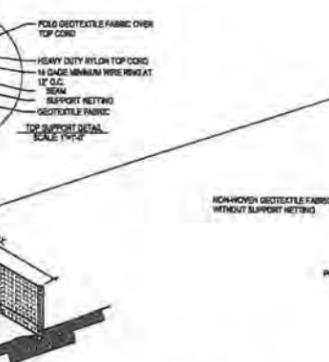


- NOTES:**
- 1. C.I. DOWNSPOUT SHOE ABOVE GRADE SHALL BE PAINTED TO MATCH THE BUILDING EXTERIOR, FIELD-WORTHY.
 - 2. ANCHOR SHOE TO WALL WITH APPROPRIATE 3/8" STAINLESS STEEL ANCHOR BOLTS OR SCREWS. PROVIDE 20 WASHERS AS NECESSARY.
 - 3. REFER TO DOWNSPOUT SHOE MANUFACTURER'S DOCUMENTATION FOR DIMENSIONS. DIMENSIONS WILL VARY BY MANUFACTURER.



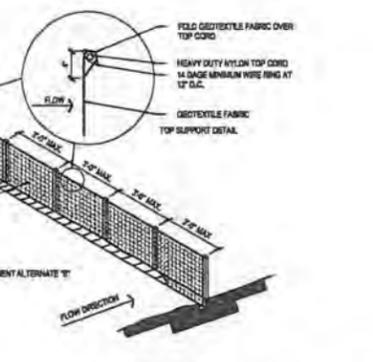
21 SIDEWALK EXPANSION JOINT DETAIL (EJ)

C801 SCALE: 1/2"=1'-0"



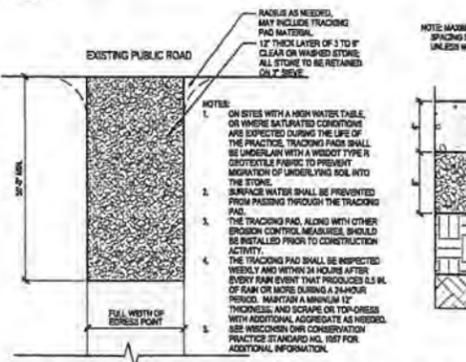
17 OVERLAND FLOW SILT FENCE DETAILS

C801 SCALE: NOT TO SCALE



06 STONE TRACKING PAD DETAIL

C801 SCALE: 1/2"=1'-0"



02 SIDEWALK CRACK CONTROL JOINT DETAIL (CCJ)

C801 SCALE: 1/2"=1'-0"

- GENERAL NOTES:**
1. CONSTRUCTION SHALL CONFORM TO THE PERTINENT REQUIREMENTS OF THE STANDARD SPECIFICATIONS, THE WISCONSIN CONSTRUCTION SITE BEST MANAGEMENT PRACTICE HANDBOOK, AND ANY APPLICABLE SPECIAL PROVISIONS.
 2. ALTERNATIVES A & B ARE EQUAL AND EITHER MAY BE USED.
 3. INSTALL SILT FENCING PRIOR TO DISTURBING UP-SLOPE AREAS.
 4. REMOVE FENCING WHEN SOIL HAS BEEN PERMANENTLY STABILIZED.

RENDERED:

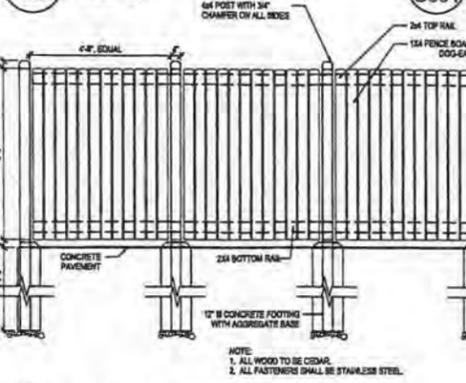
- 01 CROSS BRACE WITH 2" x 4" WOODEN FRAME OR EQUIVALENT AT TOP OF POSTS AS DIRECTED BY THE ARCHITECT.
- 02 EXCAVATE A 4" WIDE x 4" DEEP TRENCH ALONG INTENDED FENCE LINE TO BURY AND ANCHOR THE GEOTEXTILE FABRIC. TO 24" FABRIC TO FIT TRENCH AND BACKFILL & COMPACT TRENCH WITH EXCAVATED SOIL.
- 03 GEOTEXTILE FABRIC SHALL BE REINFORCED WITH AN INDUSTRIAL POLYPROPYLENE NETTING WITH A MAXIMUM MESH SPACING OF 3/4" OR EQUIVALENT.
- 04 THESE POSTS SHALL BE AS FOLLOWS:
WOOD: 1.5" x 1.5" x 1.5" OR HEAVIER OR 4" DIAMETER ROUND PRESSURE TREATED OR 1.5" x 1.5" x 1.5" PRESSURE TREATED WITH STRONG DIRECTION ORIENTED WITH THE SLOPE.

MAINTENANCE:

- MAINTAIN AND INSPECT FENCE WITHIN 24 HOURS AFTER EACH RAINFALL OR DAILY DURING PROLONGED RAINFALL.
- REMOVE SEDIMENT DEPOSITS AFTER EACH STORM EVENT OR WHEN DEPOSITS REACH 12 FENCE HEIGHT, WHICHEVER OCCURS FIRST.
- REPAIR OR REPLACE FENCE WHEN TORN, DAMAGED, OVERGROWN, BLOWN OVERLAPPING DOWN, SHOWS A LACK OF MATERIAL INTEGRITY, OR IN ANY WAY IS NOT FUNCTIONING AS DESIGNED.

05 TYPICAL FENCE DETAIL

C801 SCALE: 3/8"=1'-0"



05 TYPICAL FENCE DETAIL

C801 SCALE: 3/8"=1'-0"

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ISSUANCES	REVISIONS
PLAN COMMISSION SUBMITTAL - 06/15/2015	

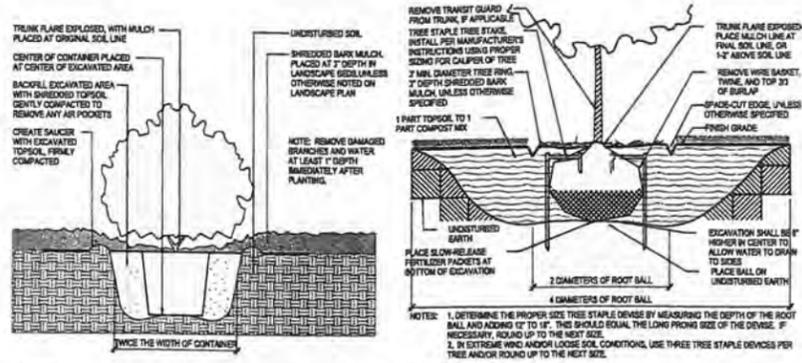
Angus Young
Architecture
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Interior Design
Balance in Creativity
333 South Blue Street, Suite 100, Wausau, WI 54984-4770
PH: 715.255.1334 FAX: 715.255.1444
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158 TRATT STREET
SIX-JUNIT APARTMENT BUILDING
DLK ENTERPRISES
WHITEWATER, WISCONSIN

PROJECT NUMBER: 54888
APPROVED BY: AJH
REVIEWED BY: JKT
DRAWN BY: KAU
DATE: 06/15/2015 12:15:16 PM

C801

PRELIMINARY - NOT FOR CONSTRUCTION



24 CONTAINER PLANTING IN LANDSCAPE BED SCALE: 1/4" = 1'-0"
 20 B.B. SHRUB AND TREE PLANTING DETAIL SCALE: NONE

LANDSCAPE PLANT LEGEND

SYMBOL	BOTANICAL NAME	COMMON NAME	INSTALLED SIZE	ROOT	MATURE SIZE	QTY
TREES:						
GB	<i>Ginkgo biloba</i> 'Autumn Gold'	Autumn Gold Ginkgo	2" Cal.	B.B.	50' H x 30' W	1
MR	<i>Malus</i> 'Royal Raindrops'	Royal Raindrops Crabapple	1.5" Cal.	B.B.	20' H x 15' W	3
SHRUBS:						
EF	<i>Euonymus fortunei</i> 'Emerald Gaiety'	Variegated Silver Euonymous	4-5 Gallon	Container	3' H x 5' W	7
HA	<i>Hydrangea arborescens</i> 'Annabella'	Annabelle Hydrangeas	4-5 Gallon	Container	4' H x 5' W	7
JS	<i>Juniperus sibirica</i> 'Buffalo'	Buffalo Saw Juniper	12-18" High	Cont.	18" H x 5' W	10
RA	<i>Rhus aromatica</i> 'Gro Low'	Little Princess Sumac	18-24" H	2-4 Gallon	2-3' H x 5-6' W	6
SJ	<i>Spiraea japonica</i> 'Little Princess'	Miss Kim Dwarf Lilac	2-3 Gallon	Container	2' H x 3' W	10
SP	<i>Syringa patula</i> 'Miss Kim'	Miss Kim Dwarf Lilac	24-36" H	4-5 Gallon	5-6' H x 5-8' W	1
TM	<i>Taxus x media</i> 'Taunton'	Taunton Spreading Yew	18-24" High	Cont.	3' H x 4' W	3
VC	<i>Viburnum carlesii</i>	Korean Spice Viburnum	4-5 Gallon	Container	6' H x 6' W	1
PERENNIALS:						
AC	<i>Astilbe chinensis</i> 'Visions in Pink'	Visions in Pink Astilbe	Gallon		18" H x 18" W	20
CA	<i>Calamagrostis acutiflora</i> 'Karl Foerster'	Karl Foerster Feather Reed Grass	Gallon		3' H x 2' W	28
GJ	<i>Geranium</i> 'Johnson's Blue'	Johnson's Blue Geranium	Gallon		18" H x 12" W	11
HS	<i>Hemerocallis</i> 'Stella d'Oro'	Stella d'Oro Daylily	1 Gallon		18" H x 2' W	7
HF	<i>Hepatica</i> 'fasciata 'Blue Wonder'	Blue Wonder Catmint	4.5" Pot		15" H x 15" W	5
PD	<i>Penstemon digitalis</i> 'Husker Red'	Husker Red Beardtongue	4.5" Pot		40" H x 24" W	7
RH	<i>Rudbeckia hirta</i> 'Indian Summer'	Indian Summer Black-Eyed Susan	1 Gallon		30" H x 24" W	5

LANDSCAPE GENERAL NOTES

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- FIELD VERIFY ALL EXISTING AND PROPOSED UTILITIES, ELEVATIONS AND DIMENSIONS.
- DIGGERS HOTLINE SHALL BE CALLED TO MARK UTILITIES PRIOR TO LAND DISTURBANCE.
- RESTORE ALL AREAS TO BEING LAWN UNLESS NOTED OTHERWISE.
- ALL PLANTING BEDS SHALL RECEIVE 3" THICK WASHED LOCAL STONE MULCH (1" DIAMETER) WITH WEED BARRIER FABRIC AND BLACK ANODIZED ALUMINUM EDGING.
- ALL PERENNIAL TREES SHALL RECEIVE 6" DIAMETER, 3" THICK SHREDED BARK MULCH TREE RING WITH SPREADER EDGE. MULCH SHALL BE PULLED AWAY FROM TRUNK OF TREE TO PREVENT ROT.
- ALL LAWN TO BE RESTORED WITH SEED AND SOIL MIX ON HYDROSEAL UNLESS NOTED OTHERWISE.
- SEE DETAILS 20.101 AND 20.151 FOR PLANTING DETAILS.



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 WISCONSIN STATUTE 182.175 (18M) REQUIRES A MINIMUM OF THREE (3) WORKING DAYS NOTICE PRIOR TO EXCAVATION.

LANDSCAPE SYMBOL LEGEND

		SHADE TREE
		EVERGREEN SHRUB OR TREE
		ORNAMENTAL GRASS
		EXISTING VEGETATION
		EXISTING EVERGREEN

NOTE: ALL SYMBOLS MAY NOT BE USED IN THIS SET.

WHITWATER LANDSCAPE GUIDELINES

The following landscape guidelines are provided as a guide for this site. All requirements are noted as MUST, all recommendations are noted as SHOULD.

STREET FRONTAGE:
 One deciduous tree MUST be planted for each 35' along a street right of way. Street trees shall be planted midway between the street curb and the sidewalk, or within 15' of the property line adjoining the street, but only if space is not available between the sidewalk and curb.

Linear Frontage: 88 LF Along North Prince Street
 3 Trees Required (1 tree per 35 LF frontage)
 Note: 3 Trees Provided (Ornamental due to overhead power lines)

PAVED AREAS:
 One large deciduous tree and 60 points of additional landscaping SHOULD be planted for each 1500 square feet of paved area. Plants should be installed in landscape islands or peninsulas within 15' of the edges of the paved area. Landscaped islands or peninsulas MUST be provided at the end of every parking row, and interior islands SHOULD be provided for every 20 parking stalls in nonindustrial projects.

Qty	Type of Plant	Points per plant	Total Points
1	Large Deciduous Tree	150	150
1	Existing Deciduous Tree	150	150
1	Existing Evergreen Tree	40	40
subtotal points:			340

BUILDING FOUNDATION:
 100 points of landscaping SHOULD be planted for each 100 LF of exterior building wall that is visible from public right of way and adjoining sites. Plantings should be installed within 15' of the building foundation.

LF Building Perimeter Visible	Ratio	Total Landscape Points Required
327	3.3	923

The following plants have been incorporated into the landscape plan:

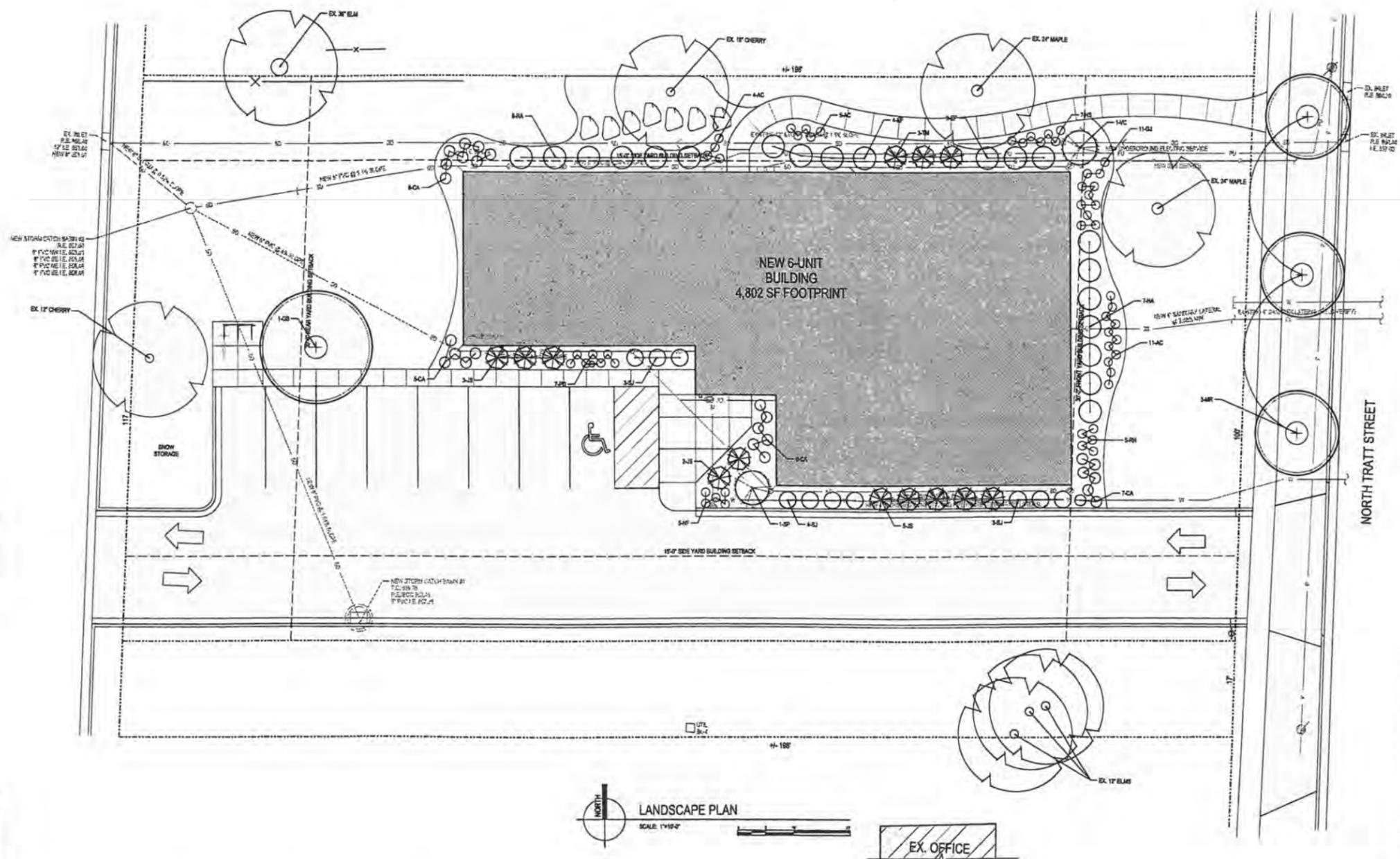
Qty	Type of Plant	Points per plant	Total Points
44	Shrubs	20	880
470	Sf. Planting Bed	20	470
subtotal points:			1350

GENERAL YARD AREAS:
 In other parts of the site, 200 additional points of landscaping SHOULD be planted for each 5,000 square feet of total site area. Most general yard area landscaping should be located in street-facing yards.

Remainder of Site Area, sf	Divide by 5,000	Total Landscape Points Required
8,321	1.7	333

The following plants have been incorporated into the landscape plan:

Qty	Type of Plant	Points per plant	Total Points
5	Existing Deciduous Tree	150	750
4	Existing Evergreen Tree	40	160
subtotal points:			910



LANDSCAPE PLAN SCALE: 1/4" = 1'-0"

PRELIMINARY - NOT FOR CONSTRUCTION

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PROJECT NUMBER: 5488
 APPROVED BY: J.H.
 REVIEWED BY: J.C.T.
 DRAWN BY: K.U.
 8/16/2014 3:22:38 PM

RESUBMISSIONS: PLAN COMMISSION SUBMITTAL - 08/15/2015

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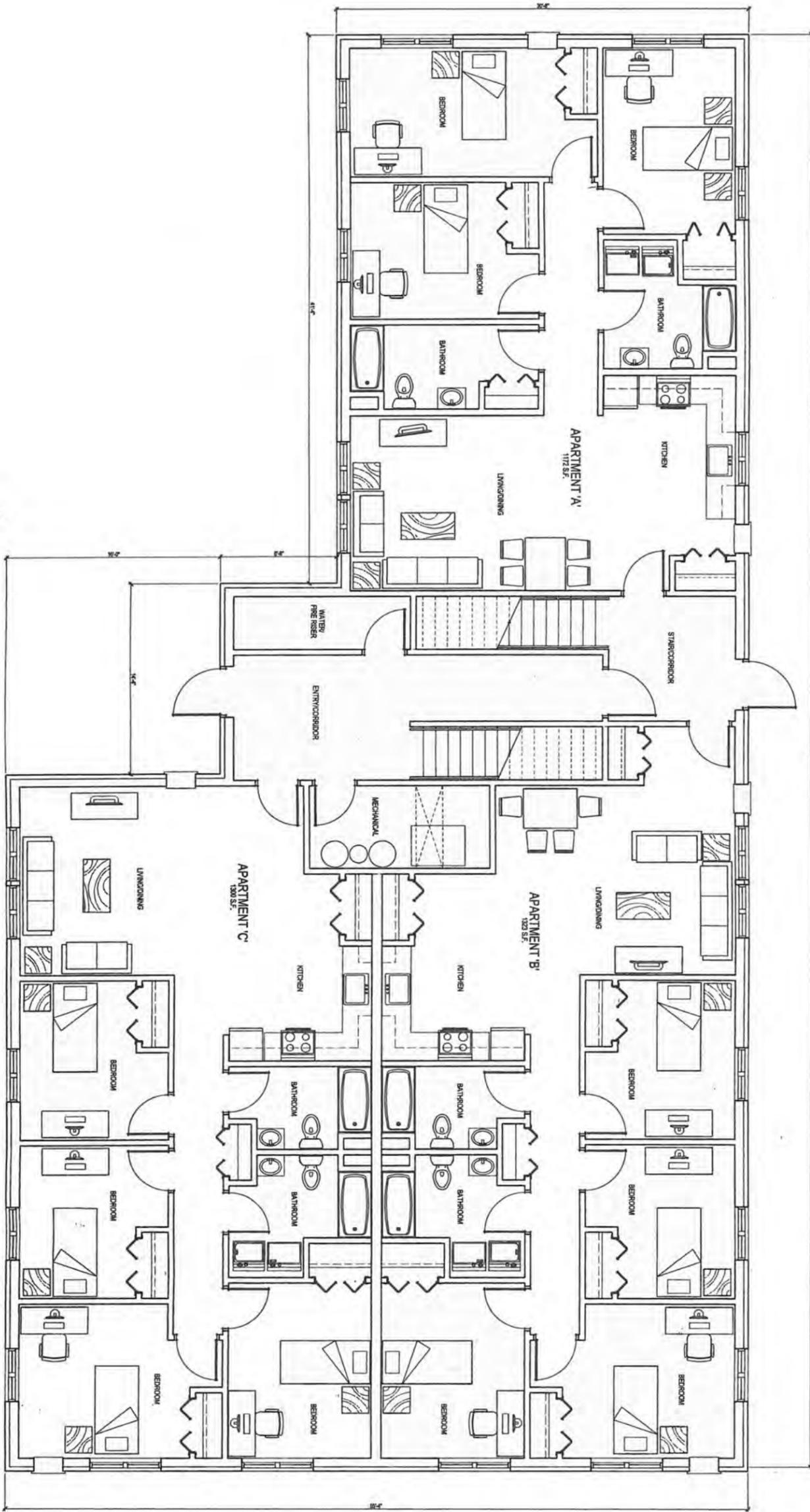
REVISIONS

LANDSCAPE PLAN

L101



FIRST FLOOR PLAN
 SCALE 1/4" = 1'-0"



PRELIMINARY - NOT FOR CONSTRUCTION

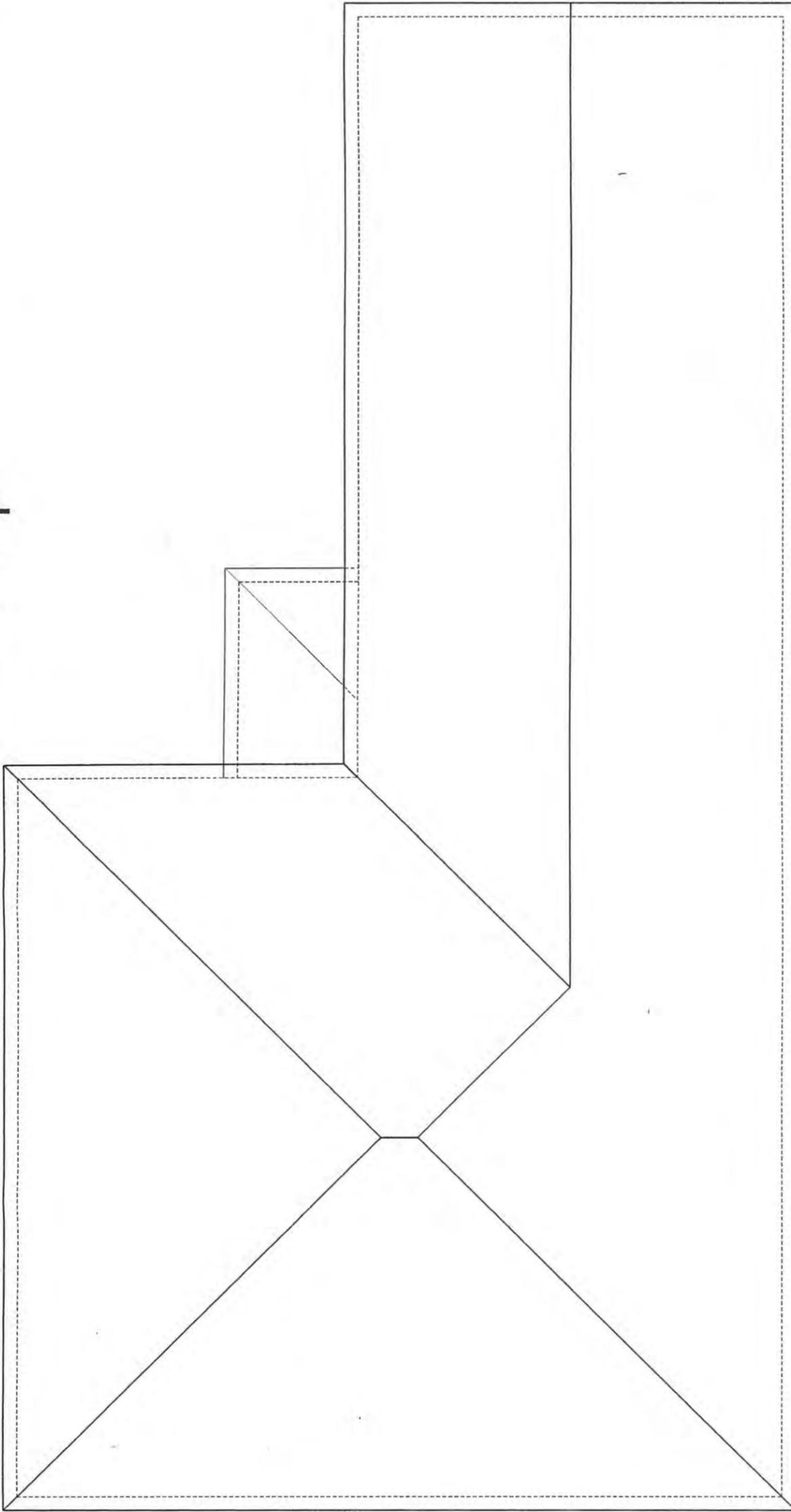
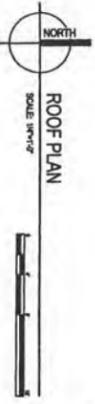
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PROJECT NUMBER	5490
APPROVED BY	JJH
REVIEWED BY	JCT
DRAWN BY	BTW
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158 TRATT STREET
 SIX-UNIT APARTMENT BUILDING
 DLK ENTERPRISES
 WHITEWATER, WISCONSIN

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PROJECT NUMBER	54980
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158 TRATT STREET
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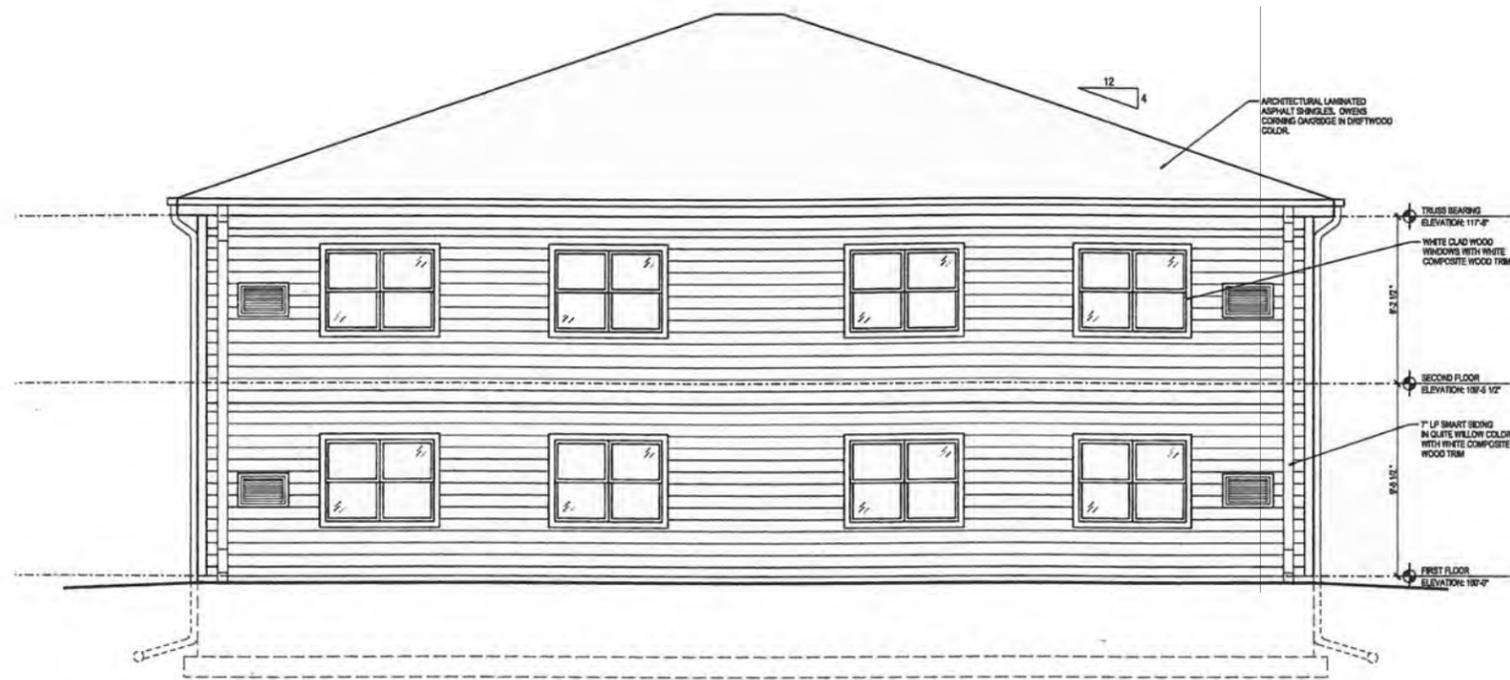
ISSUANCES	REVISIONS
PLAN COMMISSION SUBMITTAL - 09/15/2015	

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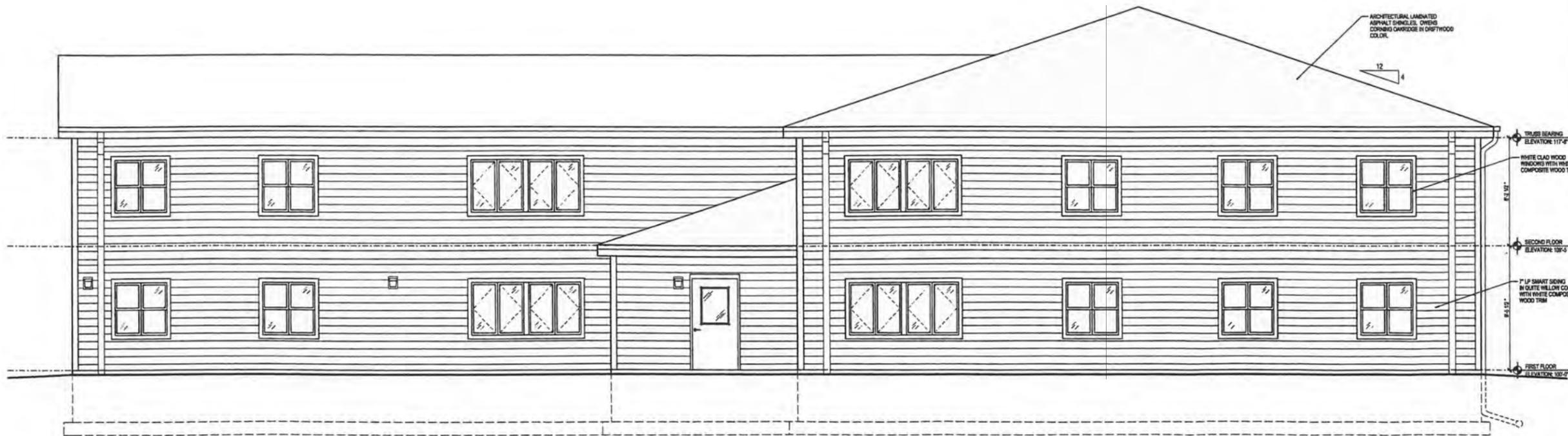
A103
83

ORIGINAL SIZE: 11" x 17"
PLOTTER: HPGL

SCALE: 1/8" = 1'-0"
PLOTTER: HPGL



07 EAST ELEVATION
SCALE: 1/8" = 1'-0"



05 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"

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ISSUANCES	REVISIONS
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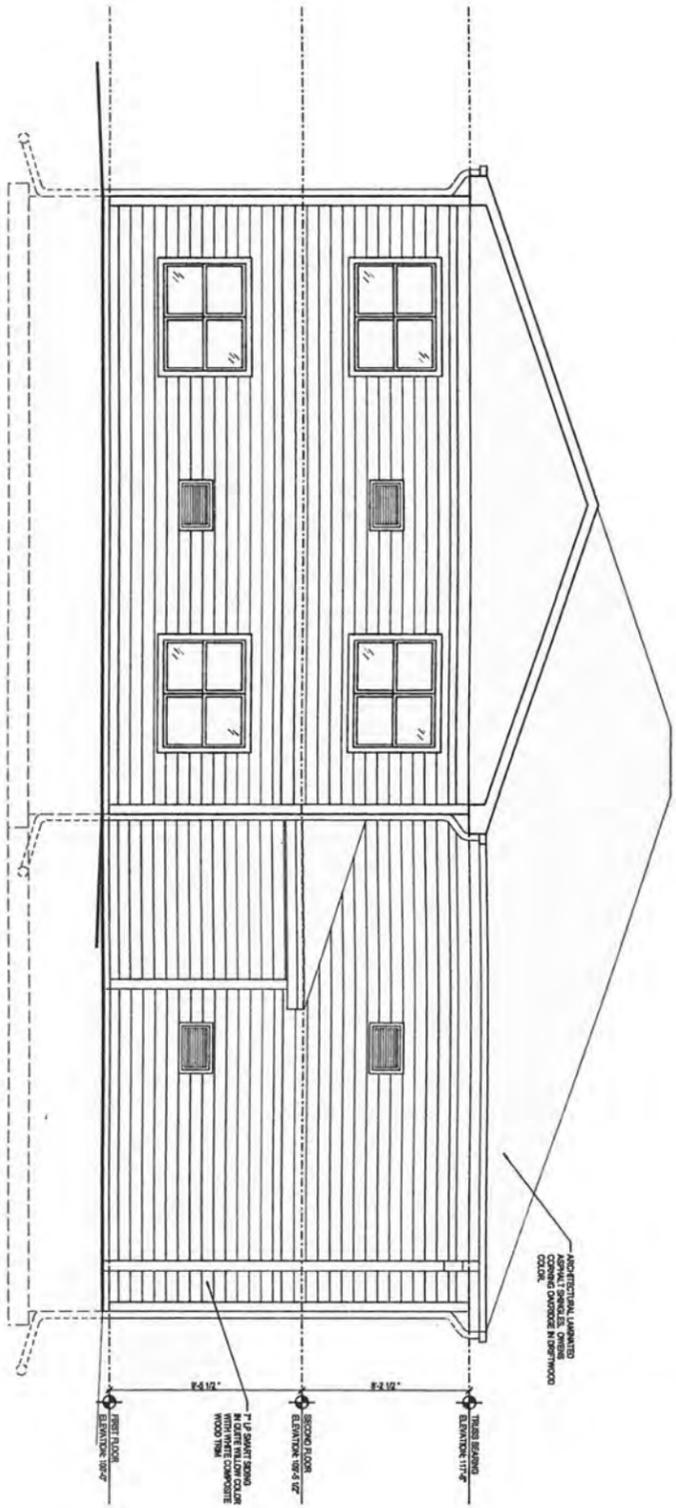
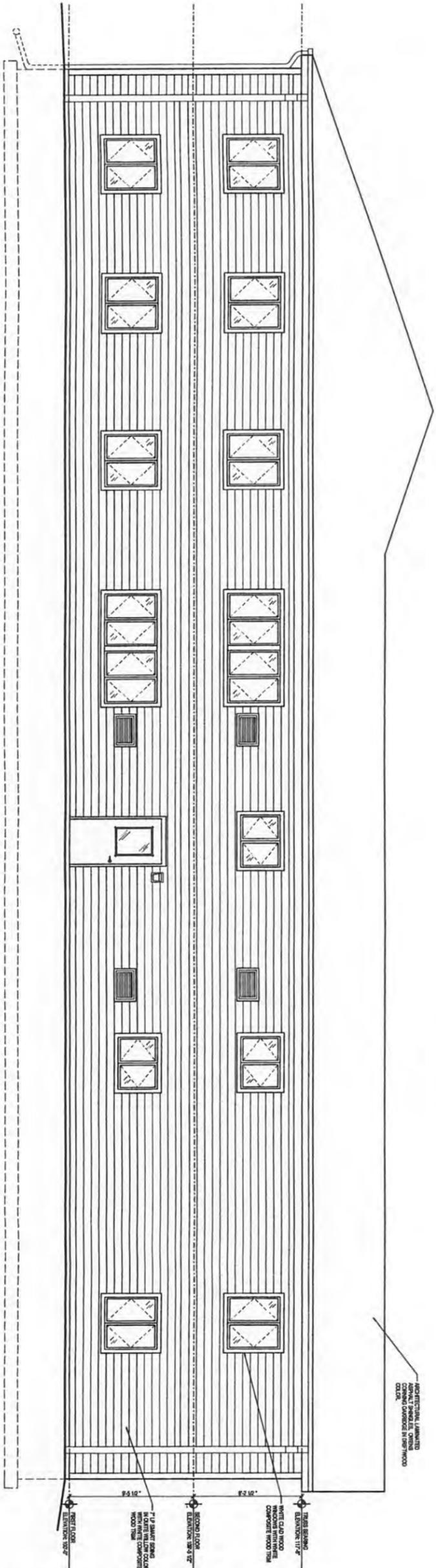
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PROJECT NUMBER 5400	APPROVED BY J.H.
	REVIEWED BY J.C.T.
	DRAWN BY B.W.
ELEVATIONS	
9/15/2014 3:31:14 PM	

A401



05 NORTH ELEVATION
 SCALE: 1/4"=1'-0"
 A402

07 WEST ELEVATION
 SCALE: 1/4"=1'-0"
 A402

PRELIMINARY - NOT FOR CONSTRUCTION

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PROJECT NUMBER	5480
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DATE	9/15/2014 3:31:16 PM

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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: 12 January 2015
 Re: **Item # 8 & 9** Proposed Zoning Map Amendment to Impose the R-2A Residential Overlay District Zoning and a Conditional Use Permit to Enable up to Five (5) Unrelated Persons in a Residence per Section 19.19 at 523 W Center Street, Tax ID # / CL00041, for Kachel Enterprises LLC (Mike Kachel).

Summary of Request		
Requested Approvals:	Zoning Map Amendment to Add the R-2A Overlay District and up to Five (5) Unrelated Persons in a Residence	
Location:	523 W Center Street	
Current Land Use:	R-2 One and Two Family Residential	
Proposed Land Use:	Same, but with up to 5 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:	R-3 Multi Family Residence District	Northeast:
R-3 Multi Family Residence District		R-3 Multi Family Residence District
Subject Property		
Southwest:	R-2 One & Two-Family Residence District	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 five (5).

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 five (5).

PLANNER'S RECOMMENDATIONS:

I recommend that the Plan and Architectural Review Commission recommend approval of the proposed Zoning Map Amendment to add the R-2A overlay zoning district and a Conditional Use Permit to allow five (5) non-related individuals to live at the subject property, subject to the finding presented below.

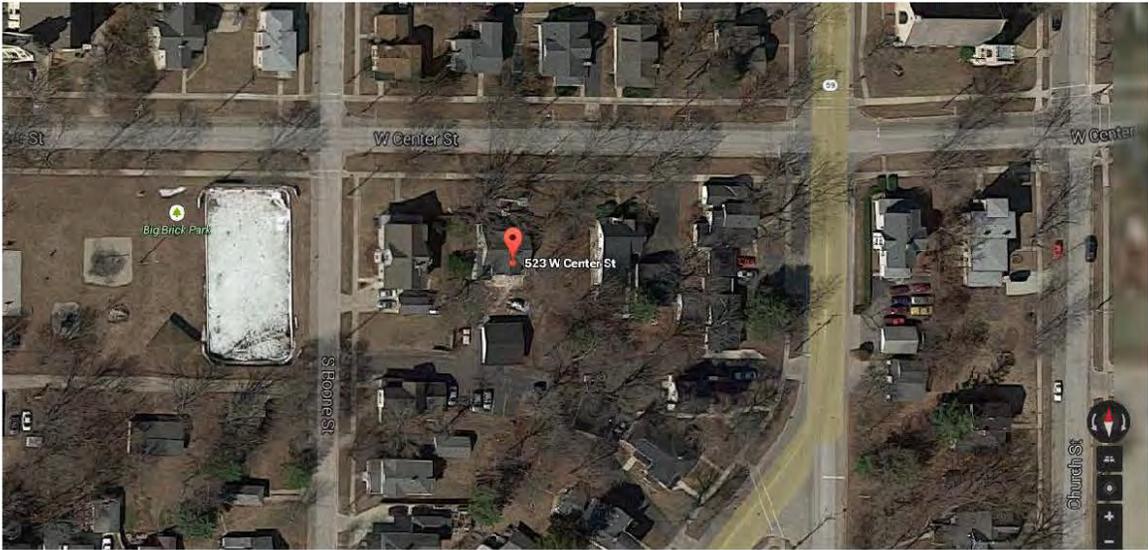
SUGGESTED FINDING TO BE MADE BY THE PLAN COMMISSION

1. A driveway easement must be recorded to establish shared driveway access.
2. 4 parking stalls will be required under 19.51.130.
3. No exterior building modifications are being proposed.
4. Any other conditions identified by City Staff or the Plan Commission.

Analysis of Proposed Conditional Use Permit for: 280 South Janesville 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.	No	All utilities are adequate. A driveway easement must be recorded to establish shared driveway access
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 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>
523 W. Center Street	/CL 00041	Kachel Enterprises, LLP (Mike Kachel)

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, January 12, 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 5:00 p.m. Monday through Friday.

Michele Smith, City Clerk
By: Jane Wegner, Neighborhood Services Administrative Asst.

Dated: December 11, 2014

Publish: in "Whitewater Register"
on December 18, 2014, and December 26, 2014

TaxKey	Owner1	Owner2	Address1	City	State	Zip
/CL 00001	STEPHEN L NASS		N8330 JACKSON RD	WHITEWATER	WI	53190-0000
/CL 00002	KACHEL 210 SOUTH FRANKLIN LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/CL 00003	KACHEL 210 SOUTH FRANKLIN 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 W CENTER ST LLC		P O BOX 239	WHITEWATER	WI	53190-0000
/CL 00007	KACHEL 210 SOUTH FRANKLIN 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 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	KAYLA A WARMUTH	DEBRA M WARMUTH	604 W HIGH ST	WHITEWATER	WI	53190-0000
/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 FRANKLIN 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 210 SOUTH FRANKLIN LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/CL 00048	KACHEL 210 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 00053	DONNA J HENRY	J PHILIP HENRY	347 S JANESVILLE ST	WHITEWATER	WI	53190-0000
/CL 00054	WHITEWATER BIBLE CHURCH		511 W HIGH 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
/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 00248	DLK 152 SOUTH FRANKLIN LLC		PO BOX 239	WHITEWATER	WI	53190-0000
/WUP 00248A	KACHEL 200 SOUTH FRANKLIN 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
/WUP 00254	CHURCH	C/O ST LUKE'S EPISCOPAL	146 S. CHURCH ST	WHITEWATER	WI	53190-0000

City of Whitewater
Application for Amendment to Zoning District or Ordinance

IDENTIFICATION AND INFORMATION ON APPLICANT(S):

Applicant's Name: MICHAEL KACHEL - Kachel Enterprises, LLP
Applicant's Address: PO Box 239
Whitewater, WI 53190 Phone # (262) 473-5523

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

Street address of property: 523 W. Center St.
Legal Description (Name of Subdivision, Block and Lot or other Legal Description):
See Attachment 1

Agent or Representative assisting in the Application (Engineer, Architect, Attorney, etc.)
Name of Individual: _____
Name of Firm: _____
Office Address: _____
Phone: _____
Name of Contractor: _____
Has either the applicant or the owner had any variances issued to them, on any property? YES NO
If YES, please indicate the type of variance issued and indicate whether conditions have been complied with.

EXISTING AND PROPOSED USES:

Current Zoning District or Ordinance to be Amended:
R-2 Single Family

Proposed Zoning District or Ordinance
R-2A Single Family Overlay District

Zoning District in which property is located: R-2A
Section of City Zoning Ordinance that identifies the proposed land use in the Zoning District in which the property is located: _____

PLANS TO ACCOMPANY APPLICATION

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

PLOT PLAN

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

STANDARDS

STANDARD	APPLICANT'S EXPLANATION
<p>A. The proposed amendment for future structure, addition, alteration or use will meet the minimum standards of this title for the district being proposed;</p>	<p>NO Alterations</p>
<p>B. The proposed development will be consistent with the adopted city master plan;</p>	<p>Yes</p>
<p>C. The proposed development will be compatible with and preserve the important natural features of the site;</p>	<p>Yes - utilizing Two car garage + 2 parking stalls to rear located @ 215 S. Boone Ct. (owned by same entity) see Attachment 2</p>
<p>D. The proposed use will not create a nuisance for neighboring uses, or unduly reduce the values of an adjoining property;</p>	<p>NO - We Put Thousands of dollars into the remodeling of the house in 2013 - Inside + out.</p>

STANDARD	APPLICANT'S EXPLANATION
<p>E. The proposed development will not create traffic circulation or parking problems;</p>	<p>Only Adding possibility of 2 non-related tenets, driveway is Already off Boone Ct.</p>
<p>F. The mass, volume, architectural features, materials and/or setback of proposed structures, additions or alterations will appear to be compatible with existing buildings in the immediate area;</p>	<p>no Alterations</p>
<p>G. Landmark structures on the National Register of Historic Places will be recognized as products of their own time. Alterations which have no historical basis will not be permitted;</p>	<p>—</p>
<p>H. The proposed structure, addition or alteration will not substantially reduce the availability of sunlight or solar access on adjoining properties.</p>	<p>Existing 2 story</p>

CONDITIONS

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

Wahab Kehf
Applicant's Signature

12.8.14
Date

APPLICATION FEES:

Fee for Amendment to Zoning or Ordinance: \$200

Date Application Fee Received by City 12-8-14 Receipt No. 6. 011580

Received by J. Wegner

TO BE COMPLETED BY CODE ENFORCEMENT/ZONING OFFICE:

Date notice sent to owners of record of opposite & abutting properties: 12-22-14
Date set for public review before Plan & Architectural Review Board: 1-12-15

ACTION TAKEN:

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

CONDITIONS PLACED UPON PERMIT BY PLAN AND ARCHITECTURAL REVIEW COMMISSION:

Signature of Plan Commission Chairman

Date

Tips for Minimizing Your Development Review Costs:

A Guide for Applicants

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

Meet with Neighborhoods Services Department before submitting an application

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

Submit a complete and thorough application

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

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

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

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

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

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

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

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

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

For more complex projects, submit your project for conceptual review

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

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

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

Hold a neighborhood meeting for larger and potentially more controversial Projects

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

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

Typical City Planning Consultant Development Review Costs

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

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

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

Cost Recovery Certificate and Agreement

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

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

Section A: Background Information

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

Applicant's Information:

Name of Applicant: Michael Kachel (Kachel Enterprises, LLP

Applicant's Mailing Address: Pu Box 239

Whitewater, WI 53190

Applicant's Phone Number: 262-473-5523

Applicant's Email Address: MIKE.K.WIDAJNY@10CNET.COM

Project Information: EXISTING Single family

Name/Description of Development: 523 W. Center

Address of Development Site: _____

Tax Key Number(s) of Site: 1CL 00041

Property Owner Information (if different from applicant):

Name of Property Owner: Kachel Enterprises Limited Partnership

Property Owner's Mailing Address: _____

Section B: Applicant/Property Owner Cost Obligations

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

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

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

B. Expected Planning Consultant Review Cost\$ _____

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

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

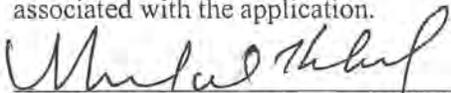
E. Project Likely to Incur Additional Engineering or Other Consultant Review Costs? < Yes < No

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

Section C: Agreement Execution

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

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



Signature of Applicant/Petitioner

Signature of Property Owner (if different)

Michael Rachel

Printed Name of Applicant/Petitioner

Printed Name of Property Owner (if different)

12.8.14

Date of Signature

Date of Signature

Attachment 1



**Walworth County, WI
Land Information Division**

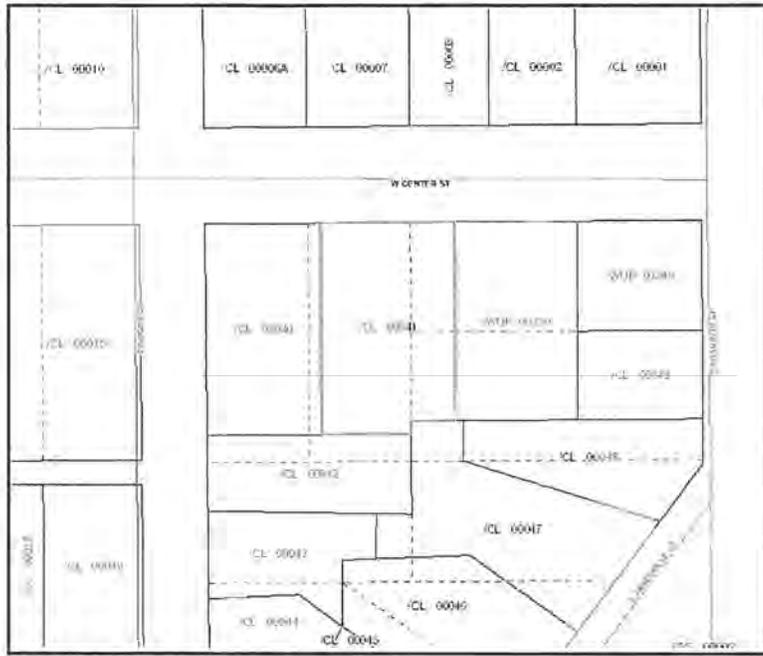
Property Details

Municipality: CITY OF WHITEWATER
 Parcel Number: /CL 00041
 School District: 6461-SCH WHITEWATER
 Zoning District: CITY OF WHITEWATER

Owner Information

Owner Name: 523 WEST CENTER LLC
 Owner Name 2:
 Mailing Address: PO BOX 239

WHITEWATER WI, 53190000



2014 Valuation Information

Land: \$68,600.00
 Improvements: \$63,600.00
 Total: \$132,200.00
 Acres: 0.2900
 Fair Market Value: \$132,600.00
 Assessment Ratio: 0.9972237350
 Mill Rate: 0.0212910859

Tax Information

First Dollar Credit: \$76.17
 Special Assessment: \$0.00
 Delinquent Utility Charge: \$0.00
 Managed Forest Land Taxes: \$0.00
 Total Billed: \$2,738.52
 Net Tax \$2,738.52

School Credit: \$221.64
 Lottery Credit: \$0.00
 Special Charges: \$0.00
 Private Forest Crop Taxes: \$0.00
 Woodland Tax Law Taxes: \$0.00

Tax Jurisdictions

STATE OF WISCONSIN \$22.51
 WALWORTH COUNTY \$610.63
 CITY OF WHITEWATER \$746.89
 GATEWAY TECHNICAL \$102.16
 SCH WHITEWATER \$1332.50

Elected Officials / Voting Districts

Supervisory District: Paul Yvarra (D4)
 State Representative: Andy Jorgensen(D) (43rd District)
 State Senator: Timothy Cullen(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	0.2967

Property Address

523 W CENTER ST WHITEWATER

Legal Description

COM 74 1/4' E OF NW COR LOT 1 BLK 22, E TO NE COR LOT 2, S 146', W TO PT 74 1/4' E OF E LN BOONE ST, N 146' TO POB. ALSO COM NE COR LOT 2 BLK 22, S 75', E 30', N 75', W 30' TO POB. ALSO COM NE COR LOT 2 BLK 22, S 75' TO POB, S 60', E 30' N 60', W 30' TO POB. CHAPMAN & LUDINGTONS ADD CITY OF WHITEWATER PER #627094



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.



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 12th day of January 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 5 unrelated persons to live in the house located at 523 W. Center Street for Kachel Enterprises, Limited Partnership (Mike Kachel).

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 5:00 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



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

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

CONDITIONAL USE PERMIT APPLICATION

Address of Property: 523 W. Center St.
Owner's Name: Kachel Enterprises, LIMITED Partnership
Applicant's Name: Michael Kachel
Mailing Address: Po Box 239
Phone #: 262-473-5523 Email: MIK.KOWIDAIKY@DCHET.COM
Legal Description (Name of Subdivision, Block and Lot of other Legal Descriptions): See Attachment 1

Existing and Proposed Uses:

Current Use of Property: Single family
Zoning District: R-2
Proposed Use: F-2A overlay 5 occupants unrelated

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.	Yes
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: Michael Kacze

Date: 12.8.14

Printed: Michael Kacze

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 12-8-14. Received by: Jwagner Receipt #: 6.011580
- 2) Application is reviewed by staff members.
- 2) Class 1 Notice published in Official Newspaper on 12-25-14.
- 3) Notices of the Public Hearing mailed to property owners on 12-22-14.
- 4) Plan Commission holds the PUBLIC HEARING on 1-12-15. 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.

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Section A: Background Information

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

Name of Applicant: Michael Kachel - Kachel Enterprises, LLP

Applicant's Mailing Address: Po Box 239
Whitewater, WI 53190

Applicant's Phone Number: 262 - 473-5523

Applicant's Email Address: MIKE K. WIDAIK@10CNET.COM

Project Information:

Name/Description of Development: Single family House

Address of Development Site: 523 W. Center St
1CL 00041

Tax Key Number(s) of Site: _____

Property Owner Information (if different from applicant):

Name of Property Owner: _____

Property Owner's Mailing Address: _____

Section B: Applicant/Property Owner Cost Obligations

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

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

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

B. Expected Planning Consultant Review Cost\$ _____

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

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

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

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

Section C: Agreement Execution

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

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


Signature of Applicant/Petitioner

MICHAEL KACHEL
Printed Name of Applicant/Petitioner

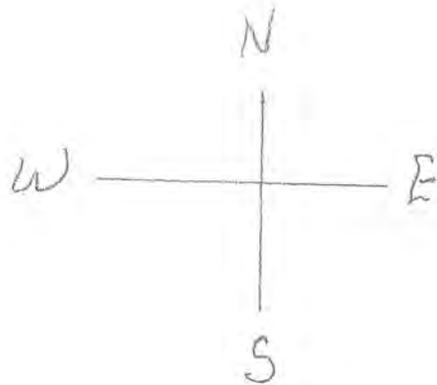
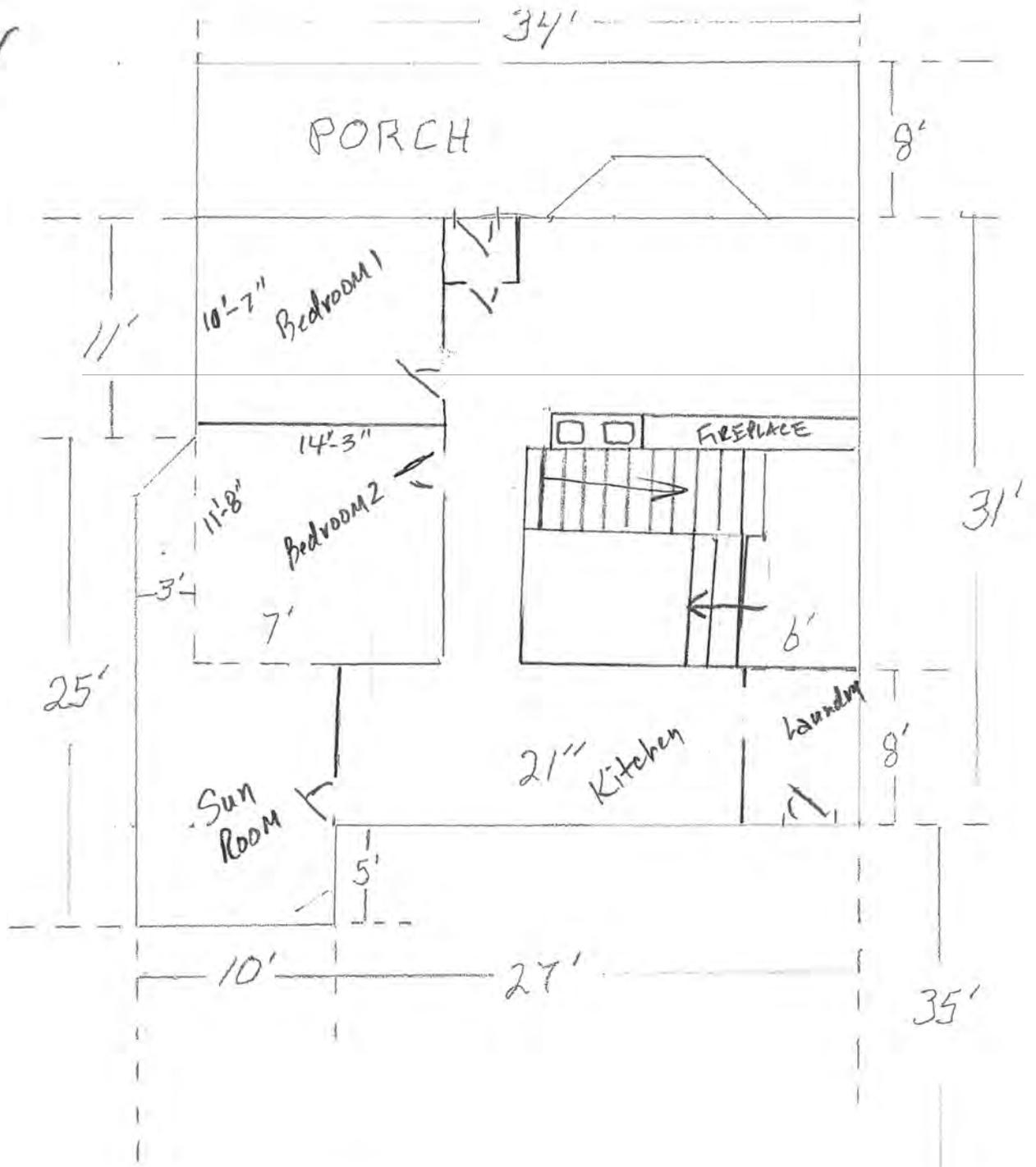
12.8.14
Date of Signature

Signature of Property Owner (if different)

Printed Name of Property Owner (if different)

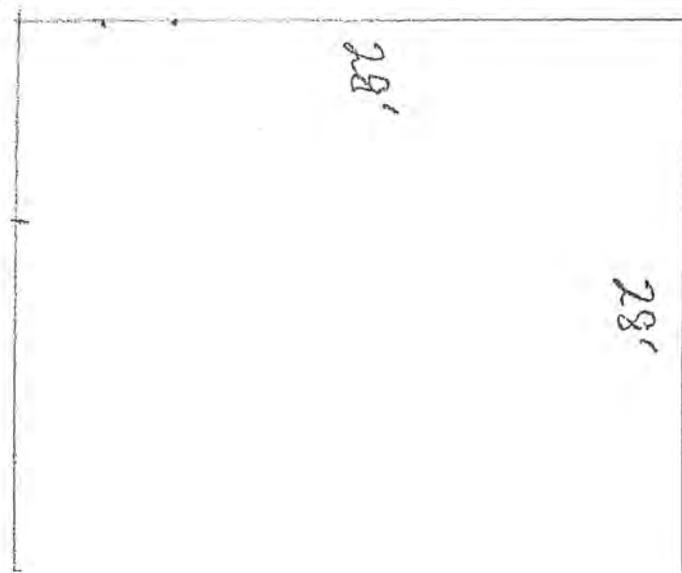
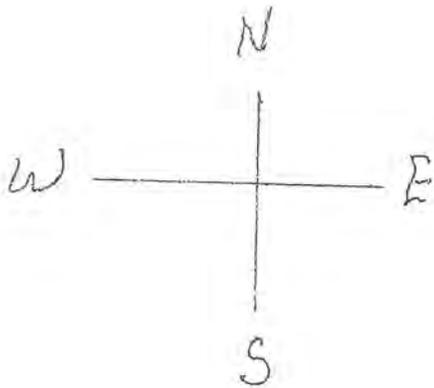
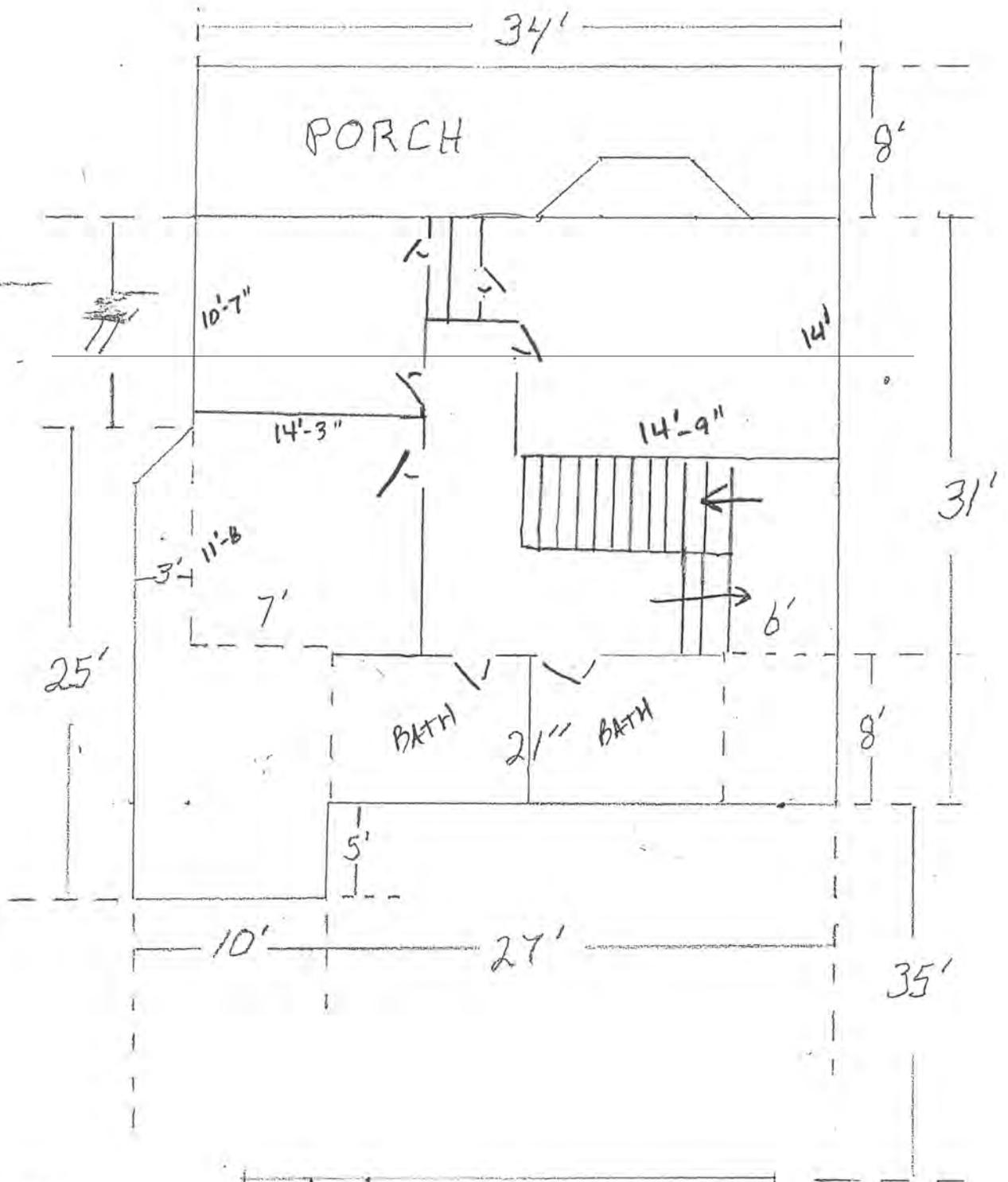
Date of Signature

1ST Floor



523 Center

2nd Floor



523 Center