

CITY OF WHITEWATER
PLAN AND ARCHITECTURAL REVIEW COMMISSION
Whitewater Municipal Building Community Room
January 11, 2010

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

Chairperson Torres called the meeting of the Plan and Architectural Review Commission to order at 6:00 p.m.

PRESENT: Zaballos, Binnie, Dalee, Torres, Stone, Coburn. ABSENT: Miller. OTHERS: Bruce Parker/Zoning Administrator, Wegner/Secretary.

HEARING OF CITIZEN COMMENTS. This is a time in the agenda where citizens can voice their concerns. They are given three minutes to talk. No formal Plan Commission Action will be taken during this meeting although issues raised may become a part of a future agenda. Items on the agenda may not be discussed at this time.

There were no comments.

REPORTS:

- a. Report from Community Development Authority Representative. No report.
- b. Report from Tree Commission Representative. David Stone stated that we need the appointment of a Plan Commission member to the newly created Urban Forestry Committee.
- c. Report from Park and Recreation Board Representative. David Stone reported that Freeze Fest is coming up Saturday, February 20, 2010. Some of the activities include: Kiwanis Pancake Breakfast at the Downtown Armory 6:30 a.m. to 1 p.m.; from 10 a.m. to 3 p.m. there will be horse drawn wagon rides downtown and the family open ice skating at Big Brick Park; 11 a.m. to noon there will be family entertainment at the Cravath Lakefront Building; 11 a.m. to 2 p.m. ½ price admission to the Whitewater Aquatic Center; at noon is the Polar Plunge in the Cravath Lakefront Park, with a chili cook-off from noon to 3 p.m.. There will also be a Snow Dogs presentation at the Irvin L. Young Memorial Library from 2 to 3 p.m.
- d. Report from City Council Representative. Council Representative Lynn Binnie reported that at their December 15th meeting, the City Council requested financing proposals on the Tech Park project. They authorized a study of the east side sanitary sewer conditions. They also had a discussion of natural lawns which they referred to the Urban Forestry Committee.
- e. Report from the Downtown Whitewater Inc. Board Representative. Plan Commission Member Kristine Zaballos explained that Tammy Brodnicki, the Executive Director of Downtown Whitewater was not present this evening as she was moving her office from the building at 162 W. Main Street to allow for the expansion of a business in that building. Her new office is at 150 W. Main Street. She will need a few days to get her phone and computer up and running. She can be reached via cell phone. If you want to find out more about Downtown Whitewater, they have a new web site: downtownwhitewater.com. Their newsletter is posted there.

f. Report from staff. Zoning Administrator Bruce Parker explained that City Council will be holding the public hearing for the Comprehensive Plan at the next City Council meeting on January 19, 2010 prior to adoption of the plan.

g. Report from chair. No report.

MINUTES. There were some minor corrections to the December 14, 2009 minutes. Moved by Zaballos and Coburn to approve the minutes of December 14, 2009 as corrected. Motion approved with all ayes except Stone abstained.

REVIEW PROPOSED EXTRA-TERRITORIAL CERTIFIED SURVEY MAP FOR THE DIVISION OF A PARCEL ALONG PIPER ROAD INTO TWO LOTS FOR THOMAS AND RHONDA FULLER. Zoning Administrator Bruce Parker explained that this property is located in the City of Whitewater extra-territorial review area. The parcel is more specifically located on Piper Road, just off of Howard Road. It is also well outside the City's Sanitary Sewer Service Area and the projected 20-year development area. He stated that in the approval, the Plan Commission will need to recognize the CSM to be consistent with the Comprehensive Plan. The Fullers would like to be able to start building their home in February to take advantage of the State Funding.

The City Planner's report recommended that the pre-existing road easements be clearly shown on the CSM as being dedicated to the public; on page two of the CSM, the references to the "City of Whitewater Planning and Architectural Review Commission" and "Planning and Architectural Review Commission" should all be corrected to read "Plan and Architectural Review Commission". There is also a 2009 recording date on that same page that will need to be changed to 2010. Finally, he recommended that as part of the approval motion of the CSM, the Plan Commission finds the CSM to be consistent with the City's Comprehensive Plan.

Cliff Fuller explained that the surveyor would be making the changes to the CSM and bringing the original in on Tuesday for the City of Whitewater signature. He also stated that the road easements that were to be clearly shown as dedicated to the public, would create a problem with timing if they have to go back to the Township and County Boards for re-approval.

Zoning Administrator Bruce Parker asked the Plan Commission if it would be possible to allow Staff to work this out. He would check with City Planner Mark Roffers and City Attorney McDonell on Tuesday to determine if this is necessary or not.

Moved by Zaballos and Binnie to approve the proposed extra-territorial certified survey map for the division of a parcel along Piper Road into two lots for Thomas and Rhonda Fuller with the following recommendations of City Planner Mark Roffers: the corrections on page two of the certified survey map in reference to the Plan and Architectural Review Commission and the date change, and that the certified survey map is consistent with the Comprehensive Plan. City Staff will work out the recommendation for the road easements being shown as dedicated to the public. Motion approved by unanimous roll call vote.

INFORMATION:

Possible future agenda items for the February 8, 2010 meeting include: Review and discuss the City of Whitewater Landscaping Guidelines; Plan Commission appointment to the Tech Park Committee and to the Urban Forestry Commission; a tavern license transfer; and an apartment building on S. Caine Street.

The next regular Plan Commission meeting will be February 8, 2010.

Moved by Coburn and Zaballos to adjourn at approximately 6:16 p.m. Motion was approved by unanimous voice vote.

Respectfully submitted,

Jane E. Wegner
Secretary