



Plan & Architectural Review Meeting

Whitewater Municipal Building Community Room,
312 West Whitewater St., Whitewater, WI 53190
*In Person and Virtual

Monday, January 13, 2025 - 6:00 PM

Citizens are welcome (and encouraged) to join our webinar via computer, smart phone, or telephone. Citizen participation is welcome during topic discussion periods.

Plan and Architectural Review Commission
Jan 13, 2025, 6:00 – 8:30 PM (America/Chicago)

Please join my meeting from your computer, tablet or smartphone.
<https://meet.goto.com/801964373>

You can also dial in using your phone.
Access Code: 801-964-373
United States: +1 (872) 240-3412

Get the app now and be ready when your first meeting starts:
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Please note that although every effort will be made to provide for virtual participation, unforeseen technical difficulties may prevent this, in which case the meeting may still proceed as long as there is a quorum. Should you wish to make a comment in this situation, you are welcome to call this number: (262) 473-0108.

AGENDA

CALL TO ORDER AND ROLL CALL

APPROVAL OF AGENDA

A committee member can choose to remove an item from the agenda or rearrange its order; however, introducing new items to the agenda is not allowed. Any proposed changes require a motion, a second, and approval from the Committee to be implemented. The agenda shall be approved at each meeting even if no changes are being made at that meeting.

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 Council discusses that particular item.

CONSENT AGENDA

Items on the Consent Agenda will be approved together unless any commission member requests that an item be removed for individual consideration.

1. Minutes for the December 9, 2024 meeting.

PUBLIC HEARING FOR REVIEW AND POSSIBLE APPROVAL

- 2. Public Hearing for Consideration of a Change in the District Zoning Map to Rezone the Irvin L Young Library properties from R-2 (One and Two Family Residence District) to I (Institutional District) for Tax Parcel #'s /OT 00196 and /OT 00197.
- 3. Public Hearing for Consideration of a Change in the District Zoning Map to Rezone the Municipal Building properties from B-2 (Central Business District) to I (institutional District) for Tax Parcel #'s /OT 00153, /OT 00153, /OT 00154, /OT 00155, /OT 00156, /OT 00158, /OT 00159 and /OT 00160.

DISCUSSION/CONSIDERATION

- 4. Review and possible approval of an Extraterritorial Certified Survey Map for Parcel of land located in the Southeast 1/4 of the Southeast 1/4 of Section 9, Town 4 North, Range 15 East, Town of Whitewater.

FUTURE AGENDA ITEMS

NEXT MEETING DATE FEBRUARY 10, 2025

ADJOURNMENT

Anyone requiring special arrangements is asked to call the Office of the City Manager / City Clerk (262-473-0102) at least 72 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 Idostie@whitewater-wi.gov

A quorum of the Common Council might be present. This notice is given to inform the public that no formal action will be taken at this meeting by the Common Council.



Plan & Architectural Review Meeting

Whitewater Municipal Building Community Room,
312 West Whitewater St., Whitewater, WI 53190
*In Person and Virtual

Monday, December 09, 2024 - 6:00 PM

Citizens are welcome (and encouraged) to join our webinar via computer, smart phone, or telephone. Citizen participation is welcome during topic discussion periods.

Plan and Architectural Review Commission
Dec 9, 2024, 6:00 – 8:00 PM (America/Chicago)

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/701594901>

You can also dial in using your phone.

Access Code: 701-594-901

United States: +1 (224) 501-3412

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MINUTES

CALL TO ORDER AND ROLL CALL

Meeting called to order at 6:00 p.m.

PRESENT

Chairman, Councilmember Neil Hicks
Board Member Bruce Parker
Vice Chairperson Tom Miller
Board Member Michael Smith
Board Member Marjorie Stoneman

Board Member Carol McCormick
Board Member Lynn Binnie

Staff Present

Taylor Zeinert, Economic Development Director (EDD)
Attorney Jonathan McDonell
Llana Dostie, Neighborhood Services Administrative Assistant
Allison Schwark, Zoning Administrator

APPROVAL OF AGENDA

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Motion made by Vice Chairperson Miller, Seconded by Board Member McCormick.
Voting Yea: Chairman, Councilmember Hicks, Board Member Parker, Vice Chairperson Miller, Board Member Smith, Board Member Stoneman, Board Member McCormick, Board Member Binnie

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 Commission discusses that particular item.

None

CONSENT AGENDA

Items on the Consent Agenda will be approved together unless any council members requests that an item be removed for individual consideration.

- 1. Minutes for November 11, 2024.

Motion made by Board Member McCormick, Seconded by Board Member Parker.
Voting Yea: Chairman, Councilmember Hicks, Board Member Parker, Vice Chairperson Miller, Board Member Smith, Board Member Stoneman, Board Member McCormick, Board Member Binnie

PUBLIC HEARING FOR REVIEW AND POSSIBLE APPROVAL

- 2. Discussion and possible approval of a Conditional Use Permit for an Auto Repair Shop to be located at 265 S. Wisconsin Street, Whitewater, WI 53190 for Fabien Lopez. Tax Parcel #: /TRA 00037A.

Planner explained that they had a conditional use permit. However, the business has been shut down for two years and not all the conditions of the previous permit were met.

Applicant Fabian Lopez stated that this will be a new business for his son.

Planner confirmed that there will be two locations.

Applicant confirmed that he understood the planner's condition.

McCormick stated she is concerned with concentration of this type of business.

Binnie asked about the last conditional use permit and why it was allowed to lapse instead of being enforced.

Planner explained this was prior to her time. That the business has been closed, so there would have been nothing to enforce on her part.

Parker asked about if they had an agreement with the property to the north about fencing and parking of vehicles.

Applicant stated they did not.

Smith asked about whether a fence application had been submitted.

Binnie the fence is not for the whole property. It is for junked, non operational vehicles that need to be behind a fence.

Motion to approve the CUP with the planner's conditions and location of the fence will be approved by planner prior to the CUP going into effect.

Motion made by Board Member Binnie, Seconded by Board Member Stoneman.

Voting Yea: Chairman, Councilmember Hicks, Board Member Parker, Vice Chairperson Miller, Board Member Smith, Board Member Stoneman, Board Member McCormick, Board Member Binnie

3. Discussion and possible approval of a Specific Implementation Plan and Conditional Use for Alcohol by the Drink for a Wedding Venue to be located at 328 W Main Street (Hamilton House), Whitewater, WI 53190 for Mark and Karen Barbar. Tax Parcel #/OT 00036.

Planner explained the application stating there is a Conditional Use Permit and amendment to the the Specific Implemented Plan. They will continue the bed and breakfast use but will be adding wedding venue with alcohol service.

Stoneman asked about the parking situation.

Applicant stated that there are 9 parking spaces behind the Hamilton House. They stated that they will block off the calendar so that large events held by the Arts Alliance are not in conflict with activities held at the Hamilton House.

Applicant stated that they will be removing the fence since it will provide an unobstructed view of the house.

Binnie stated the that planner's report has a condition of no music outside, however the application has ceremony music on it..

Applicant stated that the music would consist of a violin or harp for a ceremony.

Planner stated that she is not opposed to outdoor music.

Parker would like a condition to allow soft music meeting the noise ordinance and nothing after 9 p.m. outside.

Gloria Buley 328 W Main, Whitewater. former innkeeper of Hamilton. They are a fit for Hamilton House. The Arts Alliance communicates with the Hamilton House about their events.

Stoneman asked about the alcohol license.

Kathleen Fleming, prior owner, would like to see this move forward.

Motion approval for the CUP and SIP with change to #10 to soft wedding music and no music outside after 9:00 p.m.

Motion made by Board Member Stoneman, Seconded by Board Member Parker.

Voting Yea: Chairman, Councilmember Hicks, Board Member Parker, Vice Chairperson Miller, Board Member Smith, Board Member Stoneman, Board Member McCormick, Board Member Binnie

- 4. Discussion and Recommendation to Common Council to repeal Ordinance 19.69.070 Protests Against Change or Amendment.

Planner explained this provision within our code will be become outdated in January 1, 2025. The statute has changed making this provision illegal.

Motion made by Board Member Binnie, Seconded by Board Member Parker.

Voting Yea: Chairman, Councilmember Hicks, Board Member Parker, Vice Chairperson Miller, Board Member Smith, Board Member Stoneman, Board Member McCormick, Board Member Binnie

DISCUSSION AND CONSIDERATION

- 5. Discussion regarding updating the Landscaping Guidelines from 2010 to incorporate the recent Approved Trees and Shrub lists from Urban Forestry Commission.

Binnie asked about point system.

Hicks stated he would like a red line of the policy.

McCormick stated she will bring it back to Urban Forestry.

Matter was postponed.

FUTURE AGENDA ITEMS

- 6. Update from Royal Hounds of Whitewater

R-2 Rezone for Cedar Court

Update on Bower house

NEXT MEETING DATE JANUARY 13, 2025.

ADJOURNMENT

6:40 p.m.

Motion made by Vice Chairperson Miller, Seconded by Board Member Parker.

Voting Yea: Chairman, Councilmember Hicks, Board Member Parker, Vice Chairperson Miller, Board Member Smith, Board Member Stoneman, Board Member McCormick, Board Member Binnie

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c/o Neighborhood Services
312 W. Whitewater Street
Whitewater, WI 53190
or ldostie@whitewater-wi.gov

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MEMORANDUM

To: City of Whitewater Plan and Architectural Review Commission

From: Allison Schwark, Zoning Administrator

Date: January 13, 2025

Re: Rezone Request

Summary of Request	
Requested Approvals:	Rezone
Location:	431 W Center Street
Current Land Use:	City of Whitewater Library
Proposed Land Use:	City of Whitewater Library
Current Zoning:	R-2 One and Two Family Residence District
Proposed Zoning:	I Institutional
Future Land Use, Comprehensive Plan:	Institutional

Rezone Review

The City of Whitewater seeks to rezone their City Library located at 431 W Center Street. The building and surrounding parking areas currently include tax keys: /OT 00196, and /OT 00197.

Planner's Recommendations

1) Staff recommends that Plan Commission recommend **APPROVAL** of the Rezone to the City of Whitewater Common Council for all parcels as it meets all requirements of the zoning district and is consistent with the comprehensive plan and future land use plan.

Print

Petition for change or amendment of zoning - Submission #885

Date Submitted: 4/22/2024

City of Whitewater
312 W. Whitewater Street
P.O. Box 178
Whitewater, WI 53190
262-473-0540
www.whitewater-wi.gov

City of Whitewater - petition for change or amendment of zoning

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

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

Procedure

File the Petition with the City Clerk. Filed on:

Class 2 Notices published in Official Newspaper on:

Must be filed on two separate dates

Notices of Public Hearing mailed to property owners on:

Plan Commission holds public hearing on:

It will hear comments of the petitioner and property owners. Comments may be made either in person or in writing.

At the conclusion of the public hearing, the Plan Commission makes a decision on the recommendation it will forward to the City Council.

City Council consideration of the Plan Commission's recommendation and final decision on adoption of the ordinance making the change:

Will occur at the council's next meeting following the Plan Commission, unless circumstances dictate otherwise.

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

Please complete the following application:

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

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

Applicant identification/information

Name*

Allison Schwark

Email Address*

mcodeenforcement@gmail.com

Address*

P.O. Box 178

City*

Whitewater

State*

WI

Zip Code*

53190

Phone Number*

262-249-6701

Fax Number

Property information

Address*

431 W Center Street

City*

Whitewater

State*

WI

Zip Code*

53190

Owner information, according to current property tax records on the date of the application (if different from applicant information)

Item 2.

Name

Email Address

City of Whitewater

Address

P.O. Box 178

City

State

Zip Code

Whitewater

WI

53190

Phone Number

Fax Number

262-249-6701

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

Name

Email Address

Address

City

State

Zip Code

Phone Number

Fax Number

Has either the applicant or the owner had any variances issued to them on any property?*

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:*

R2- One and Two Family

Proposed Zoning District or Ordinance:*

I- Institutional

Zoning District in which Property is located:*

R2

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.

Plan Upload (if necessary)

Choose File No fi...sen

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.

Plot Plan Upload (if necessary)

Choose File No fi...sen

Standards

The proposed amendment for future structure, addition, alteration or use will meet the minimum standards of this title for the district being proposed. Applicant's explanation:*

N/A

Item 2.

The Proposed development will be consistent with the adopted city master plan. Applicant's explanation:*

Yes

The proposed development will be compatible with and preserve the important natural features of the site. Applicant's explanation:*

Yes

The proposed use will not create a nuisance for neighboring uses, or unduly reduce the values of an adjoining property. Applicant's explanation:*

N/A

The proposed development will not create traffic circulation or parking problems. Applicant's explanation:*

N/A

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. Applicant's explanation:*

N/A

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. Applicant's explanation:*

N/A

The proposed structure, addition or alteration will not substantially reduce the availability of sunlight or solar access on adjoining properties. Applicant's explanation:*

N/A

Conditions

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

Item 2.

Signature (typed name)*

Date*

Allison Schwark

4/22/24

Application fees - fee for amendment to zoning ordinance is \$200

Date application received by city:

Receipt number:

[Empty input field for date]

[Empty input field for receipt number]

Received by:

[Empty input field for received by]

To be completed by code enforcement/zoning office:

Date notice sent to owners of record of opposite & abutting properties:

Date set for public review before Plan & Architectural Review Board:

[Empty input field for date notice sent]

[Empty input field for date set for public review]

Action taken:

Public hearing

- Recommended by Plan & Architectural Review Commission
- Not recommended by Plan & Architectural Review Commission

Conditions placed upon permit by Plan & Architectural Review Commission:

[Empty input field for conditions]

Signature, Plan & Architectural Review Commission Chair

Date

[Empty input field for signature]

[Empty input field for date]

Tips for Minimizing 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 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.

1. 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.

2. 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.

3. 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, storm water management, or utility work; significant landscaping; or significant building remodeling or expansion generally requires professionals in the associated fields to help out.

4. 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:

-- Be drawn to a recognized scale and indicate what the scale is (e.g., 1 inch = 40 feet).

-- Include titles and dates on all submitted documents in case pieces of your application get separated.

-- Include clear and legible labels that identify streets, existing and proposed buildings, parking areas, and other site improvements.

-- Indicate what the property and improvements look like today versus what is being proposed for the future.

-- Accurately represent and label the dimensions of all lot lines, setbacks, pavement/parking areas, building heights, and any other pertinent project features.

-- 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.

5. Submit your application well in advance of the Plan & 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.

6. 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.

-- 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;

-- 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 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.

7. 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 & 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.

Type of development review being requested and 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-\$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-\$2,000
- When land use also requires a conditional use permit - \$1,600-\$12,000

Conditional Use Permit with no Site Plan Review (e.g., home occupation, sale of liquor request, substitution of use in existing building)

- Up to \$600

Rezoning

- Standard (not PCD) zoning district - \$400-\$2,000
- Planned Community Development zoning district, assuming complete GDP & SIP application submitted at same time - \$2,100-\$12,000

Land Division

- Land Survey Map - up to \$300
- Subdivision Plat - \$1,500-\$3,000
- Plat (does not include any development agreement time) - \$50-\$1,500

Annexation

- Typically between \$200-\$400

Note on Potential Additional Review Costs

The City also retains a separate engineering consultant, who is typically involved in larger projects requiring storm water 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 completed by the Applicant/Property Owner

Name*

Allison Schwark

Email Address*

mcodeenforcement@gmail.com

Address*

P.O. Box 178

City*

Whitewater

State*

WI

Zip Code*

53190

Phone Number*

262-249-6701

Fax Number

Project information

Item 2.

Name/description of development

Address of Development Site*

[Empty text box for Name/description of development]

431 W Center Street

Tax key numbers

/OT 00196, /OT 00197

Property owner information (if different from applicant)

Name

Email Address

[Empty text box for Name]

[Empty text box for Email Address]

Address

[Empty text box for Address]

City

State

Zip Code

[Empty text box for City]

[Empty text box for State]

[Empty text box for Zip Code]

Phone Number

Fax Number

[Empty text box for Phone Number]

[Empty text box for Fax Number]

Section B: Applicant/Property Owner Cost Obligations - To be completed 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 application (A+B)

D. 25% of total cost, due at time of application:

[Empty text box for A. Application fee]

[Empty text box for B. Expected planning consultant review cost]

[Empty text box for C. Total cost expected of application (A+B)]

[Empty text box for D. 25% of total cost, due at time of application:]

Project likely to incur additional engineering or other consultant review costs?

-- Select One --

Balance of costs

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 completed 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*

Allison Schwark

Signature of Property Owner (if different)

Printed Name of Applicant/Petitioner

Printed Name of Property Owner

Date of Signature*

4/22/24

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 13th^h day of January, 2025 at 6:00 p.m. to hold a public hearing for a change in zoning for the Irvin L Young Library located at 431 W Center Street, Tax Parcel Id #'s /OT00196 and /OT000197 from R2-One and Two Family Residential to I-Institutional.

The Proposal is on file in the Neighborhoods Services Office located at 312 W. Whitewater Street and is open to public inspection during office hours Monday through Friday, 8:00 a.m. to 4:30 p.m.

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

For information, call (262) 473-0540

Llana Dostie, Neighborhood Services Administrative Assistant

JVULTAGGIO LLC
N9121 OLD HWY P
WHITEWATER, WI 53190-9000

FIRST ENGLISH LUTHERAN CHURCH
WHITEWATER
401 W MAIN ST
WHITEWATER, WI 53190-9000

STEPHEN L NASS
N8330 JACKSON RD
WHITEWATER, WI 53190

KACHEL 214 SOUTH JANESVILLE LLC
PO BOX 239
WHITEWATER, WI 53190-9000

KACHEL 218 SOUTH FRANKLIN LLC
PO BOX 239
WHITEWATER, WI 53190-9000

KACHEL 210 SOUTH FRANKLIN LLC
PO BOX 239
WHITEWATER, WI 53190

STILLWATER HOLDINGS LLC
635 3RD ST
BELOIT, WI 53511-1100

332 CENTER LLC
C/O JAMES & LORI HECKENDORF
1024 TARRANT DR
FONTANA, WI 53125-2500

LAKE COUNTRY PARTNERSHIP LLC
S107W30511 SANDY BEACH RD
MUKWONAGO, WI 53149-4900

LADWIG & VOS INC
140 LONGMEADOW DR
BURLINGTON, WI 53105

BILHORN PROPERTIES III LLC
282 NORTHSIDE DR
MILTON, WI 53563-6300

BRIAN JON BUHROW
424 W CENTER ST
WHITEWATER, WI 53190

RLA PROPERTIES LLC
895 E BRIAR RIDGE DR
BROOKFIELD, WI 53045-5200

D&R PARTNERSHIP LLC
PO BOX 266
WHITEWATER, WI 53190

GREGORY J PORCARO
SHARON A PORCARO
430 W CENTER ST
WHITEWATER, WI 53190-9000

DANIEL W RICHARDSON TRUST
PATRICIA BLACKMER TRUST
445 W CENTER ST
WHITEWATER, WI 53190-9000

KENNETH R GRAY
451 W CENTER ST
WHITEWATER, WI 53190

SIMMONS RENTAL PROPERTIES LLC
N26143 JOE COULEE RD
BLAIR, WI 54616-1600

KACHEL LP 238 SOUTH CHURCH LLC
PO BOX 239
WHITEWATER, WI 53190-9000

KACHEL LP 248 SOUTH CHURCH LLC
PO BOX 239
WHITEWATER, WI 53190-9000

KACHEL LP 258 SOUTH CHURCH LLC
PO BOX 239
WHITEWATER, WI 53190-9000

KACHEL LP 264 SOUTH CHURCH LLC
PO BOX 239
WHITEWATER, WI 53190-9000

KACHEL LP 272 SOUTH CHURCH LLC
PO BOX 239
WHITEWATER, WI 53190-9000

CITY OF WHITEWATER
312 W WHITEWATER ST
WHITEWATER, WI 53190-9000

RIDGEPOINT CENTER LLC
4305 N BROOKFIELD RD
BROOKFIELD, WI 53045-4500

YOLANDA RAMIREZ
620 S JANESVILLE ST
WHITEWATER, WI 53190-9000

STEVEN GOUTCHER
RITA GOUTCHER
236 S FOURTH ST
WHITEWATER, WI 53190-9000

SARAH STOLBERG
411 W FOREST AVE
WHITEWATER, WI 53190-9000

RUSSELL R WALTON
1005 W MAIN ST
STE C
WHITEWATER, WI 53190

DENNIS M ERICKSON
417 W FOREST ST
WHITEWATER, WI 53190-9000

ARKI LLC
W396 S3675 HARDSCRABBLE RD
DOUSMAN, WI 53118-1800

MELISSA R MIRITZ
N9330 KNUTESON DR
WHITEWATER, WI 53190-5000

RUSSELL ROGERS
MARY E ROGERS
430 W WHITEWATER ST WHITEWATER,
WI 53190

RILEY WALENTON
433 W FOREST AVE
WHITEWATER, WI 53190-9000

ALEJANDRO PEREZ
JUANA PEREZ, ETAL
436 W WHITEWATER ST
WHITEWATER, WI 53190

JARROD KOLLWELTER TRUST
W7522 BLUFF RD
WHITEWATER, WI 53190-9000

KACHEL LP 253 SOUTH CHURCH LLC
PO BOX 239
WHITEWATER, WI 53190

261 S CHURCH ST LLC
620 S WAYFARE TRL
OCONOMOWOC, WI 53066-6600

RODRIGUEZ PROPERTIES LLC
N9707 N MCCORD RD
WHITEWATER, WI 53190

SCOTT ALLEN KREBS
KIMBERLY ANN KREBS
440 W WHITEWATER ST
WHITEWATER, WI 53190

JOHN W MEDDAUGH
452 W WHITEWATER ST
WHITEWATER, WI 53190

WOODS PROPERTIES SOUTHEAST LLC
271 S CHURCH ST
WHITEWATER, WI 53190-9000

ALFREDO RAMIREZ
424 W FOREST AVE
WHITEWATER, WI 53190-9000

WR4217 LLC
34560 SPRINGBANK RD
OCONOMOWOC, WI 53066-6600

TIMOTHY T UNOLD
BENITO R UNOLD
682 N WALTON DR
WHITEWATER, WI 53190-9000

FOURTH STREET PAD LLC
4328 TANGLEWOOD DR
JANESVILLE, WI 53546-4600

GENEVIEVE MURSCH
220 S 4TH ST
WHITEWATER, WI 53190-9000

JLCH PROPERTIES LLC
C/O JAMES AND LORI HECKENDORF
1024 TARRANT DR
FONTANA, WI 53125-2500

CERANSKE PROPERTY MANAGEMENT
LLC
N9503 WOODWARD RD
WHITEWATER, WI 53190-9000

DLK 152 SOUTH FRANKLIN LLC
PO BOX 239
WHITEWATER, WI 53190

KACHEL 200 SOUTH FRANKLIN LLC
PO BOX 239
WHITEWATER, WI 53190-9000

ST LUKES EPISCOPAL RECTORY
146 S CHURCH ST
WHITEWATER, WI 53190

PINNACLE ASSISTED LIVING SERVICES
LLC
ALLIED CARE LLC
146 S CHURCH ST
WHITEWATER, WI 53190-9000

MEMORANDUM

To: City of Whitewater Plan and Architectural Review Commission
 From: Allison Schwark, Zoning Administrator
 Date: January 13, 2025
 Re: Rezone Request

Summary of Request	
Requested Approvals:	Rezone
Location:	312 W Whitewater Street
Current Land Use:	City of Whitewater Municipal Building and Firehouse
Proposed Land Use:	City of Whitewater Municipal Building and Firehouse
Current Zoning:	B-2 Central Business District
Proposed Zoning:	I Institutional
Future Land Use, Comprehensive Plan:	Institutional

Rezone Review

The City of Whitewater seeks to rezone their municipal building and firehouse located at 312 W Whitewater Street. The building and surrounding parking areas currently include tax keys: /OT 00152, /OT 00153, /OT 00154, /OT 00155, /OT 00156, /OT 00159, /OT 00160, and /OT 00158.

Planner’s Recommendations

1) Staff recommends that Plan Commission recommend **APPROVAL** of the Rezone to the City of Whitewater Common Council for all parcels as it meets all requirements of the zoning district and is consistent with the comprehensive plan and future land use plan.

Print

Petition for change or amendment of zoning - Submission #945

Date Submitted: 5/20/2024

City of Whitewater
312 W. Whitewater Street
P.O. Box 178
Whitewater, WI 53190
262-473-0540
www.whitewater-wi.gov

City of Whitewater - petition for change or amendment of zoning

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

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

Procedure

File the Petition with the City Clerk. Filed on:

Class 2 Notices published in Official Newspaper on:

Must be filed on two separate dates

Notices of Public Hearing mailed to property owners on:

Plan Commission holds public hearing on:

It will hear comments of the petitioner and property owners. Comments may be made either in person or in writing.

At the conclusion of the public hearing, the Plan Commission makes a decision on the recommendation it will forward to the City Council.

City Council consideration of the Plan Commission's recommendation and final decision on adoption of the ordinance making the change:

Will occur at the council's next meeting following the Plan Commission, unless circumstances dictate otherwise.

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

Please complete the following application:

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

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

Applicant identification/information

Name*

Allison Schwark

Email Address*

mcodeenforcement@gmail.com

Address*

P.O. Box 178

City*

Whitewater

State*

WI

Zip Code*

53190

Phone Number*

262-249-6701

Fax Number

Property information

Address*

312 W Whitewater Street

City*

Whitewater

State*

WI

Zip Code*

53190

Owner information, according to current property tax records on the date of the application (if different from applicant information)

Item 3.

Name

Email Address

City of Whitewater

mcodeenforcement@gmail.com

Address

312 W Whitewater Street Tax Keys: /OT 00152, /OT 00153, /OT 00154, /OT 00155, /OT 00156, /OT 00159, /OT 00160, /OT 00158

City

State

Zip Code

Whitewater

WI

53190

Phone Number

Fax Number

262-249-6701

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

Name

Email Address

Address

City

State

Zip Code

Phone Number

Fax Number

Has either the applicant or the owner had any variances issued to them on any property?*

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:*

B-2

Proposed Zoning District or Ordinance:*

Institutional

Zoning District in which Property is located:*

B-2

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

Sec 19.48

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.

Plan Upload (if necessary)

Choose File No fi...sen

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.

Plot Plan Upload (if necessary)

Choose File No fi...sen

Standards

The proposed amendment for future structure, addition, alteration or use will meet the minimum standards of this title for the district being proposed. Applicant's explanation:*

Yes

Item 3.

The Proposed development will be consistent with the adopted city master plan. Applicant's explanation:*

Yes

The proposed development will be compatible with and preserve the important natural features of the site. Applicant's explanation:*

Yes

The proposed use will not create a nuisance for neighboring uses, or unduly reduce the values of an adjoining property. Applicant's explanation:*

Yes

The proposed development will not create traffic circulation or parking problems. Applicant's explanation:*

Yes

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. Applicant's explanation:*

Yes

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. Applicant's explanation:*

N/A

The proposed structure, addition or alteration will not substantially reduce the availability of sunlight or solar access on adjoining properties. Applicant's explanation:*

N/A

Conditions

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

Item 3.

Signature (typed name)*

Date*

Allison Schwark

5/20/24

Application fees - fee for amendment to zoning ordinance is \$200

Date application received by city:

Receipt number:

[Empty input field for date]

[Empty input field for receipt number]

Received by:

[Empty input field for received by]

To be completed by code enforcement/zoning office:

Date notice sent to owners of record of opposite & abutting properties:

Date set for public review before Plan & Architectural Review Board:

[Empty input field for date notice sent]

[Empty input field for date set for public review]

Action taken:

Public hearing

- Recommended by Plan & Architectural Review Commission
- Not recommended by Plan & Architectural Review Commission

Conditions placed upon permit by Plan & Architectural Review Commission:

[Empty input field for conditions]

Signature, Plan & Architectural Review Commission Chair

Date

[Empty input field for signature]

[Empty input field for date]

Tips for Minimizing 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 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.

1. 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.

2. 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.

3. 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, storm water management, or utility work; significant landscaping; or significant building remodeling or expansion generally requires professionals in the associated fields to help out.

4. 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:

-- Be drawn to a recognized scale and indicate what the scale is (e.g., 1 inch = 40 feet).

-- Include titles and dates on all submitted documents in case pieces of your application get separated.

-- Include clear and legible labels that identify streets, existing and proposed buildings, parking areas, and other site improvements.

-- Indicate what the property and improvements look like today versus what is being proposed for the future.

-- Accurately represent and label the dimensions of all lot lines, setbacks, pavement/parking areas, building heights, and any other pertinent project features.

-- 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.

5. Submit your application well in advance of the Plan & 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.

6. 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.

-- 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;

-- 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 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.

7. 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 & 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.

Type of development review being requested and 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-\$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-\$2,000
- When land use also requires a conditional use permit - \$1,600-\$12,000

Conditional Use Permit with no Site Plan Review (e.g., home occupation, sale of liquor request, substitution of use in existing building)

- Up to \$600

Rezoning

- Standard (not PCD) zoning district - \$400-\$2,000
- Planned Community Development zoning district, assuming complete GDP & SIP application submitted at same time - \$2,100-\$12,000

Land Division

- Land Survey Map - up to \$300
- Subdivision Plat - \$1,500-\$3,000
- Plat (does not include any development agreement time) - \$50-\$1,500

Annexation

- Typically between \$200-\$400

Note on Potential Additional Review Costs

The City also retains a separate engineering consultant, who is typically involved in larger projects requiring storm water 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 completed by the Applicant/Property Owner

Name*

Email Address*

City of Whitewater

mcodeenforcement@gmail.com

Address*

312 W Whitewater Street

City*

State*

Zip Code*

Whitewater

WI

53190

Phone Number*

Fax Number

262-249-6701

Project information

Item 3.

Name/description of development

Address of Development Site*

Tax key numbers

Property owner information (if different from applicant)

Name

Email Address

Address

City

State

Zip Code

Phone Number

Fax Number

Section B: Applicant/Property Owner Cost Obligations - To be completed 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 application (A+B)

D. 25% of total cost, due at time of application:

Project likely to incur additional engineering or other consultant review costs?

-- Select One --

Balance of costs

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 completed 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*

Allison Schwark

Signature of Property Owner (if different)

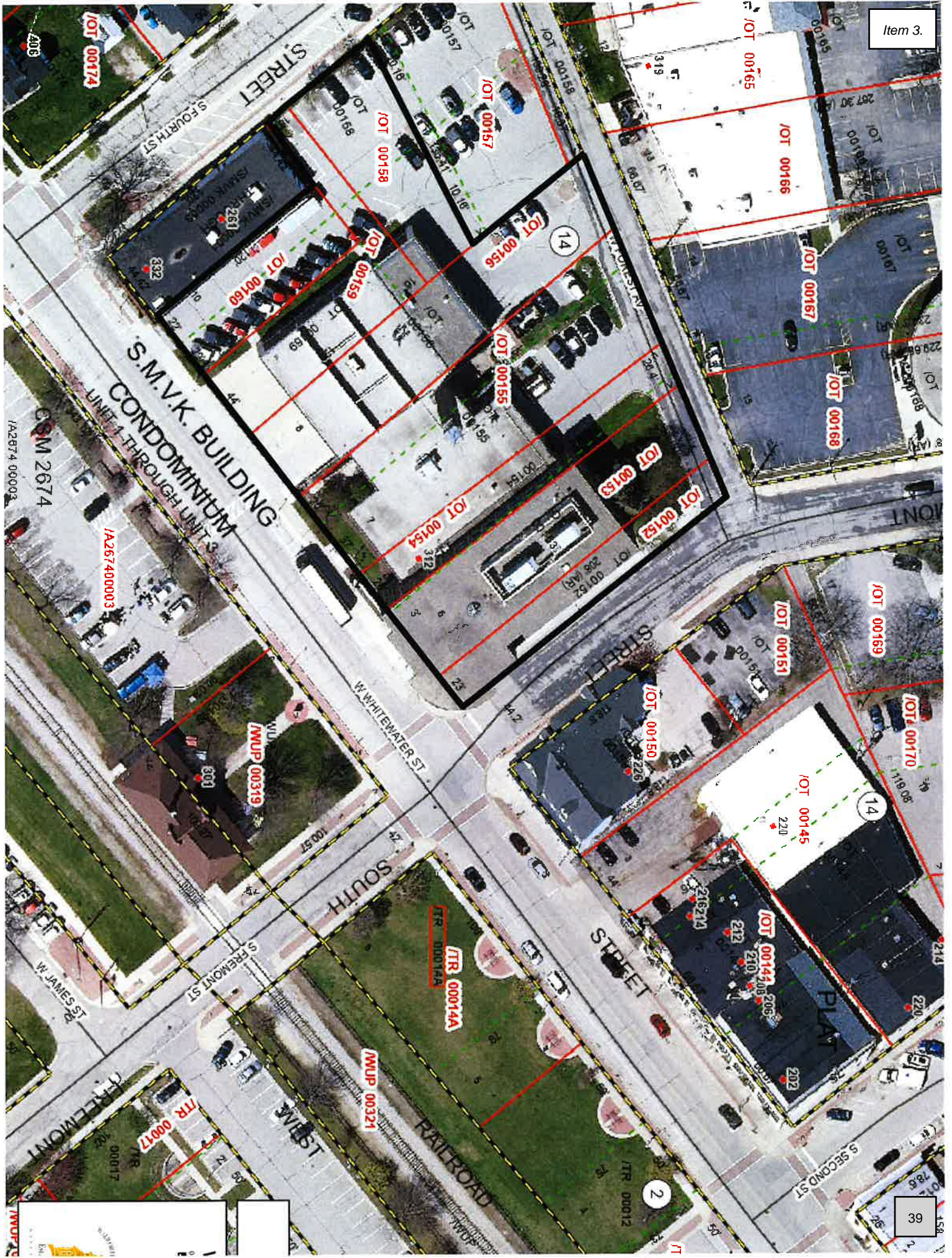
Printed Name of Applicant/Petitioner

Printed Name of Property Owner

Date of Signature*

5/20/24

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 13th day of January, 2025 at 6:00 p.m. to hold a public hearing for a change in zoning for the Municipal Building located at 312 W Whitewater Street, Tax Parcel Id #'s /OT 00152, /OT 00153, /OT 00154, /OT 00155, /OT 00156; /OT 00158, /OT 00159 and /OT 00160 from B-2 Downtown Commercial District to I-Institutional.

The Proposal is on file in the Neighborhoods Services Office located at 312 W. Whitewater Street and is open to public inspection during office hours Monday through Friday, 8:00 a.m. to 4:30 p.m.

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

For information, call (262) 473-0540

Llana Dostie, Neighborhood Services Administrative Assistant

CITY OF WHITEWATER
312 W WHITEWATER ST
WHITEWATER, WI 53190

XURI PROPERTIES LLC
S95 W34735 JERRICHO DRIVE
EAGLE WI 53119

WISCONSIN DAIRY SUPPLY CO
TAX COMMISSIONER C.M.ST.P.& P.RR
CO
PO BOX 239
WHITEWATER, WI 53190

ASSOCIATED BANK CORPERATION REAL
ESTATE
LEASING-REAL ESTATE, MS8227
433 MAIN STREET
GREEN BAY WI 54301

MILK ADVISORY BOARD LLC
147 S PRINCE STREET
WHITEWATER, WI 53190

COMMERICAL BANK FREMONT ST
70 NORTH MAIN STREET
FORT ATKINSON, WI 53538

RIDGEPOINT CENTER LLC
4305 N BROOKFIELD RD
BROOKFIELD WI 53045

BUEHLER LAW OFFICE LLC
266 LAKEVIEW DR
WHITEWATER WI 53190

ROBERT ARDELT
835 W WALWORTH AVE
WHITEWATER WI 53190

CENTER STREET RENTALS LLC
W9597 BREIDSAN DRIVE
WHITEWATER WI 53190

RODRIGUEZ PROPERTIES, LLC
N9707 N MCCORD RD
WHITEWATER WI 53538

HEPP HOLDINGS LLC
N7185 COUNTY ROAD A
JOHNSON CREEK WI 53038

YOLANDA RAMIREZ
620 S JANESVILLE STREET
WHITEWATER WI 53190

LADWIG & VOS INC
140 LONGMEADOW DR
BURLINGTON WI 53105

STEVEN GOUTCHER
RITA GOUTCHER
236 S FOURTH STREET
WHITEWATER WI 53190

SARAH STOLBERG
411 W FOREST AVE
WHITEWATER WI 53190

ANDREW LINDNER
412 W WHITEWATER STREET
WHITEWATER, WI 53190

RUSSELL R WALTON
1005 W MAIN STREET STE C
WHITEWATER WI 53190

DENNIS M ERICKSON
417 W FOREST STREET
WHITEWATER WI 53190

ARKI LLC
W396 S3675 HARDSCRABBLE RD
DOUSMAN WI 53118

MELISS R MIRITZ
N9330 KNUTESON DR
WHITEWATER WI 53190

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4328 TANGLEWOOD DR
JANESVILLE WI 53546

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220 S 4TH ST
WHITEWATER WI 53190

JLCH PROPERTYS LLC
C/O JAMES AND LORI HECKENDORF
1024 TARRANT DR
FONTANA WI 53125

DAUNE R SCHAUB
2564 NORTH SHORE DR #3
DELAVAN WI 53115-3811

M SCOTT GITTRICH
333 W CENTER ST
WHITEWATER WI 53190

RUSSELL DEVITT
VICKI S DEVITT
332 W WHITEWATER ST
WHITEWATER WI 53190

COMMUNITY DEVELOPMENT
AUTHORITY OF CITY OF WHITEWATER
402 W MAIN ST
WHITEWATER WI 53190

STATE OF WISCONSIN DEPT OF
TRANSPORTATION
PO BOX 7921
MADISION WI 53707-7921

HOME LUMBER CO INC
499 WHITEWATER ST
WHITEWATER WI 53190

Item 3.



Legal Landscape

WALWORTH COUNTY, WISCONSIN



Author:

Map Produced on: 5/20/2024

Wisconsin State Plane Coordinate System, South Zone
Horizontal Datum: NAD83-2011

**Walworth County Information Technology Department
Land Information Division**

1800 County Trunk NN
Elkhorn, Wisconsin 53121-1001



DISCLAIMER: THE INFORMATION PROVIDED ON THIS MAP HAS BEEN PRODUCED AND PROCESSED FROM SOURCES BELIEVED TO BE RELIABLE. NO WARRANTY, EXPRESSED OR IMPLIED, IS MADE REGARDING ACCURACY, ADEQUACY, COMPLETENESS, LEGALITY, RELIABILITY OR USEFULNESS OF THIS INFORMATION. THE INFORMATION CONTAINED HEREIN WILL NOT BE ACCEPTED AS AN OFFICIAL DOCUMENT.

MEMORANDUM

To: City of Whitewater Plan and Architectural Review Commission
 From: Allison Schwark, Zoning Administrator
 Date: January 13, 2025
 Re: Extra Territorial Zoning (ETZ) Certified Survey Map

Summary of Request	
Requested Approvals:	2 Lot Certified Survey Map
Location:	W8597 Willis Ray Road, Whitewater, WI 53190
Current Land Use:	Home and Farm Field
Proposed Land Use:	Home and Farm Field
Current Zoning:	A-1
Proposed Zoning:	A-1
Future Land Use, Comprehensive Plan:	AT

CSM Review

The applicant is requesting a lot division by CSM, to divide one lot located in the Town of Whitewater ETZ area into two lots. The proposed lot size of lot 1 is 2.998 Acres or 130,578 square feet, and the remaining agricultural land will remain unplatted. Bearings referenced to the North line of the Southeast 1/4 of Section 9-4-15, recorded as N88.04'20"E in the Wisconsin State Plane Coordinate System, South Zone, (NAD-27). The existing sanitary system on Lot I appears to be functioning. No evaluation as to meeting the requirements for replacement system under "SPS 383" of the Wisconsin Administrative Code. Lot 1 is a separation of farm structures from farmland.

CSM appears to be in full compliance with both lot area and width requirements as well as all other provisions of the municipal ordinance.

Planner's Recommendations

1) Staff recommend that Plan Commission **APPROVE** the Certified Survey Map as it meets all requirements of the zoning district in which it is located.

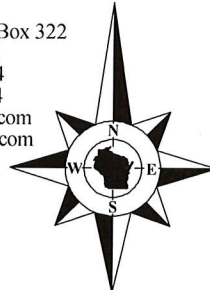
CERTIFIED SURVEY MAP No. _____

Located in the Southeast 1/4 of the Southeast 1/4 of Section 9, Town 4 North, Range 15 East, Town of Whitewater, Walworth County, Wisconsin.

Owner: **Wild Crane Acres, LLC**
731 South 2nd Street
Delavan, Wisconsin. 53115



45 South Wisconsin Street | P.O. Box 322
Elkhorn, Wisconsin. 53121
Telephone: (262) 723-3434
Facsimile: (262) 723-8044
Email: doug@olsonsurveying.com
Website: www.olsonsurveying.com



Reserved for Walworth County Register of Deeds

Mapping date: November 21, 2024

Soils: MpB

Zoning: A-1

Notes:

- Bearings referenced to the North line of the Southeast 1/4 of Section 9-4-15, recorded as N88°04'20"E in the Wisconsin State Plane Coordinate System, South Zone, (NAD-27).
- Existing sanitary system on Lot 1 appears to be functioning. No evaluation as to meeting the requirements for replacement system under "SPS 383" of the Wisconsin Administrative Code.
- Lot 1 is a separation of farm structures from farm land.
- Dedicated to the public for road purposes 0.477 acre (20,790 sq.ft.).

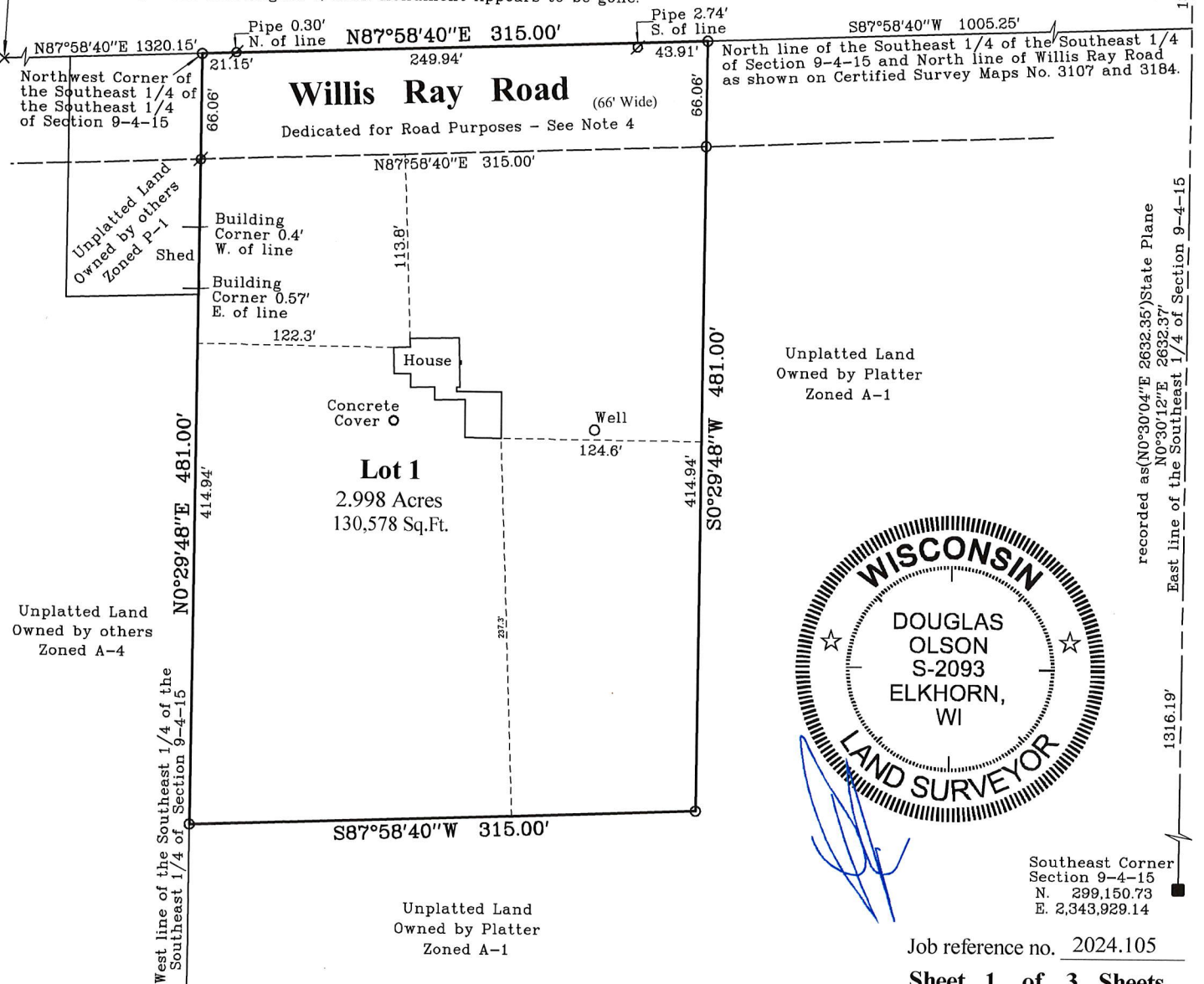
West One-Sixteenth Corner of the Southeast 1/4 of Section 9-4-15
Record location of Concrete Monument as Shown on R.O.W. Plat Project
No. 1080-00-72, Sheet 4.11, August 7, 2001. Monument Appears to be gone.

Scale in Feet. 1"=100'



Legend

- Found County Section Corner, 6" Sq. Concrete Mon. with Brass Cap.
- ∅ Found Iron Pipe, 1" dia.
- Set Iron Pipe, 1" dia., 24" long, weighing 1.13 lbs./lin. ft. min.
- () Recorded Information



[Handwritten Signature]

Job reference no. 2024.105

Sheet 1 of 3 Sheets.

CERTIFIED SURVEY MAP No. _____

Located in the Southeast 1/4 of the Southeast 1/4 of Section 9, Town 4 North, Range 15 East, Town of Whitewater, Walworth County, Wisconsin.

Legal Description

A parcel of land located in the Southeast 1/4 of the Southeast 1/4 of Section 9, Town 4 North, Range 15 East, Town of Whitewater, Walworth County, Wisconsin, described as follows: Commence at the East 1/4 corner of said Section 9; thence South 0°30'12" West, along the East line of said Southeast 1/4 of said Section 9, 1316.19' feet; thence South 87°58'40" West, along the North line of the Southeast 1/4 of said Southeast 1/4 of Section 9 and the North line of Willis Ray Road, 1005.25 feet to the Point of Beginning; thence South 0°29'48" West 481.00 feet to an iron pipe; thence South 87°58'40" West 315.00 feet to a point on the West line of the Southeast 1/4 of said Southeast 1/4 of Section 9; thence North 0°29'48" East, along said West line, 481.00 feet to an iron pipe at the Northwest Corner of the Southeast 1/4 of the Southeast 1/4 of said Section 9; thence North 87°58'40" East, along the North line of the Southeast 1/4 of said Southeast 1/4 of Section 9 and the North line of said Willis Ray Road, 315.00 feet to the Point of Beginning.

Said parcel contains 3.475 acres (151,368 sq.ft.) of land, more or less.

Said parcel contains 2.998 acres (130,578 sq.ft.) of land, more or less, exclusive of the right of way of Willis Ray Road.

Surveyors Certificate

I, Douglas G. Olson, Wisconsin Professional Land Surveyor, do hereby certify that the property hereon described has been surveyed under my direction and that the map shown hereon is a correct representation of all of the exterior boundaries of the land surveyed and the division thereof and that I have fully complied with the owners/agents instructions, Section 236.34 of the Wisconsin Statutes, the Subdivision Control Ordinance, Walworth County, Wisconsin, the Town of Whitewater, Walworth County, Wisconsin and the land division and subdivision ordinance, City of Whitewater, Walworth County, Wisconsin.

Date: November 21, 2024.

Revised: _____



[Handwritten Signature]

Douglas G. Olson, P.L.S. 2093

Walworth County Approval

Approved this _____ day of _____, 202__ by the Walworth County Zoning Agency.

Rick Stacey, Chairperson

Town Board Approval

Approved this _____ day of _____, 202__ by the Town Board of the Town of Whitewater, Wisconsin.

Lowell Hagen, Chairperson

Extraterritorial Approval

Approved this _____ day of _____, 202__ by the City Council of the City of Whitewater, Wisconsin.

Heather Boehm, City Clerk

John Weidl, City Manager

This instrument was drafted by Douglas G. Olson
Wisconsin Professional Land Surveyor No. 2093.

Job reference no. 2024.105
Sheet 2 of 3 Sheets.

CERTIFIED SURVEY MAP No. _____

Located in the Southeast 1/4 of the Southeast 1/4 of Section 9, Town 4 North, Range 15 East, Town of Whitewater, Walworth County, Wisconsin.

Owner's Certificate

As owner I hereby certify that I have caused the land described on this Certified Survey Map to be surveyed, mapped and dedicated as represented on this map, and I hereby declare the restrictions shown on this map to be a covenant running with the land, binding on all future owners thereof. I also certify that this map is required to be submitted to the following for approval: Walworth County, Town of Whitewater & City of Whitewater.

Valerie Heth
Wild Crane Acres, LLC

STATE OF WISCONSIN)
) SS
COUNTY OF WALWORTH)

Personally came before me this _____ day of _____, 202____, the above named Valerie Heth, to me known to be the person who executed the foregoing instrument and acknowledged the same.

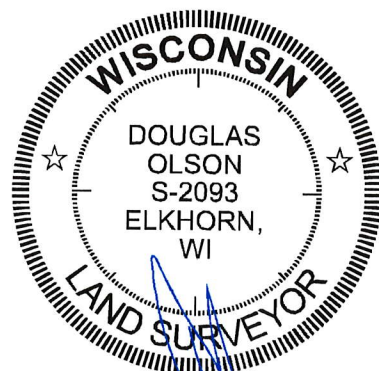
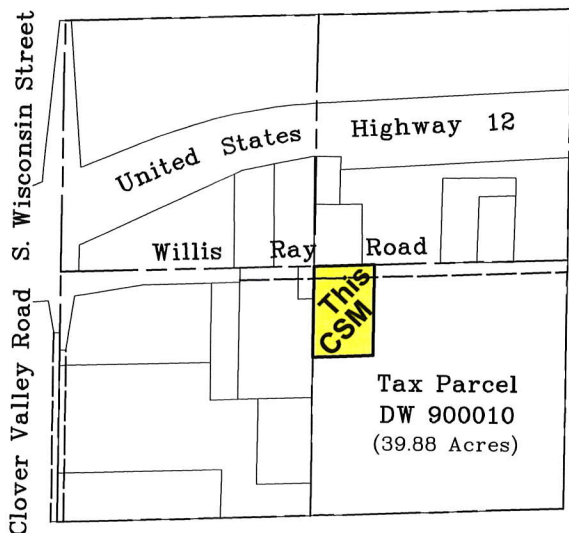
Notary Public, Walworth County, Wisconsin.

My commission expires _____.

Legal Description of lands restricted by farm separation

Lands adjacent to this Certified Survey Map are required to be restricted by Sec. 74-51.(1)s. of the Zoning Ordinance, Walworth County, Wisconsin, relating to the separation of farm structures from farm land, in that no structures shall be placed thereon without a conditional use approval from the Walworth County Zoning Agency. See separate recorded document for the legal description of the restricted lands.

Location Sketch
Southeast 1/4 Section 9
Town 4 North, Range 15 East
1" = 1000'



November 21, 2024.
[Signature]

This instrument was drafted by Douglas G. Olson
Wisconsin Professional Land Surveyor No. 2093.

Job reference no. 2024.105

Sheet 3 of 3 Sheets.

Print

Subdivision/Land Split Application/Certified Survey - Submission #1182

Date Submitted: 12/10/2024

City of Whitewater

312 W Whitewater Street
PO Box 178
Whitewater, WI 53190
262-473-0560
www.whitewater-wi.gov

Neighborhood Services

Subdivision/Land Split Application/Certified Survey

Subdivision/Land Split Application Checklist (please read)**Applicant**

1. Fill out Planning Request Form, Subdivision Form, and Plan of Operation Form. Twelve (12) copies
11 x 17, a digital copy of all submittal material:
 - a. Any other materials
2. Application shall include the following Plan requirements:
 - a. All plans shall be drawn to scale and show all sides of the proposed building
 - b. All plans will exhibit property exterior building materials and colors to be used
 - c. All plans will exhibit proposed/existing off-street parking stalls and driveway/loading docks
 - d. Building elevations must include the lot on which the structure is to be built and the street(s) adjacent to the lot
3. Submit fee to the City of Whitewater

City Building Inspector/Zoning Administrator

1. Review application for accuracy and all required information
2. Staff will review information for conformance to Ordinances
3. Engineer will review Stormwater and Erosion Control Plans
4. Landscape Plan will be reviewed by Urban Forestry
5. When application is complete and approved by all Staff it will then be forwarded to Plan Commission

Process

1. Plan Commission considers applicant's review is presented by Zoning Administrator, at the first initial appearance. If Plan Commission recommends changes and/or revisions, then the applicant must revise site plan, otherwise the matter is forwarded as is for the second appearance for approval/denial of the final site plan

NOTE: Plan Commission normally meets the second Monday of each month at 6:00 p.m. If a public hearing is required it will be scheduled at the beginning of the Plan Commission meeting.

Taylor Zeinert, Economic Director
262-473-0148
tzeinert@whitewater-wi.gov

Llana Dostie, Neighborhood Services Administrative Assistant
262-473-0144
ldostie@whitewater-wi.gov

Allison Schwark, Municipal Code Enforcement
262-249-6701
mcodeenforcement@gmail.com

Planning Request

General Project Information:

Project Tax Key #*

DW 900010

Project Address*

W8597 Willis Ray Road, Whitewater, WI 53190

Project Title (if any)

Applicant, Agent & Property Owner Information

Applicant's Name*

Douglas Olson

Applicant's Company*

Olson Land Surveying, LLC

Address*

45 South Wisconsin Street * P.O. Box 322

City*

Elkhorn

State*

WI

Zip Code*

53121

Phone Number*

262-723-3434

Item 4.

Email Address*

doug@olsonsurveying.com

Agent Name

Agent Company

Address

City

State

Zip Code

Phone Number

Email Address

Owner, if different from applicant

Valerie Heth

Address

731 South 2nd Street

City

State

Zip Code

Delavan

WI

53115

Item 4.

Phone Number

262-374-9679

Fax Number

Email Address

valerieheth@gmail.com

3. Planning Request (Check all that apply)*

- Site Plan and Architectural Review \$150.00 plus \$0.05 per sq. ft (Floor Area)
- Conditional Use Permit \$275.00
- Rezone/Land Use Amendment \$400.00
- Preliminary Plat \$175.00
- Final Plat \$225.00
- Certified Survey Map \$200.00 plus \$10.00 per lot
- Project Concept Review \$150.00
- Joint Conditional Use & Certified Survey Map \$500.00 plus \$10.00 per lot
- Joint Rezoning & Certified Survey Map \$500.00 plus \$10.00 per lot
- Joint Site Plan & Conditional Use \$350.00 plus \$0.05 per sq. ft (Floor Area)
- Board of Zoning Appeals \$300.00

Subdivision/Land Split Application & Certified Survey Application

1. General Project Information

Project Tax Parcel #:*

DW 900010

Project Address*

W8597 Willis Ray Road, Whitewater, WI 53190

Project Title (if any)

Application Type (Choose ONE)*

- Preliminary Subdivision Plat
- Final Subdivision Plat
- Land Division/Certified Survey Map

If a Plat, Proposed Subdivision Name

[Empty text box for subdivision name]

3. Specific Project Information:

Current Zoning District(s)*

A-1

Proposed Zoning District(s)*

A-1

Current Land Use*

Single Family Residence / Farm Land

Proposed Land Use*

Single Family Residence / Farm Land

Gross Site Area*

39.88

Current Number of Lots*

1

Proposed Number of Lots*

2

Zoning #

[Empty text box for zoning number]

Plan of Operations

Property Information

Property Tax Key #*

DW 900010

Tenant Information

Previous Business Name*

NA

Property Address*

W8597 Willis Ray Road, Whitewater, WI 53190

Years in Operation*

NA

Property Owner*

Valerie Heth

New Business Name*

NA

Item 4.

Owner Mailing Address*

731 South 2nd Street

Name of Operator*

NA

Owner City, State and Zip Code*

Delavan, WI 53115

Operator's Mailing Address*

NA

Owner's Phone Number*

262-374-9679

Operator's City, State and Zip Code*

NA

Owner's Email*

valerieheth@gmail.com

Operator's Phone and Email*

NA

New Business Use/Operation Information

Description of Business Use or Operation*

Single Family Residence

Previous Use of Space*

NA

Hours of Operations (Weekdays)*

NA

Hours of Operations (Weekends)*

NA

Total Area of Space (SQF)*

NA

Toilet Fixtures*

NA

Full Time Employees*

NA

Part Time Employees*

NA

Customer Seating*

- Yes
- No

Seating Capacity*

NA

Total Employee Hours Per Year (include yourself if self-employed)*

NA

Sprinkler System*

- Yes
- No

Hazardous/Flammable Chemicals used/stored*

- Yes (must attach MSDS sheets)
- No

Specified Use of Property and Building(s)

Building A*

Single Family Residence

Building B

Building C

Will there be any problems resulting from this operation such as *

- Odors
- Smoke
- Noise
- Light
- Vibrations
- None

Parking

Dimension of Parking Lot*

NA

Number of Spaces available*

NA

Parking Lot Construction*

- Asphalt
- Concrete

Type of Screening*

- Fencing
- Plantings

Is employee parking included in "number of spaces available"??*

- Yes
- No

Signage (Sign Permit Application Needed)

Item 4.

Type*

- Free Standing
- Monument
- Projecting
- Awning/Canopy
- Electronic Message
- Pylon
- Arm/Post
- Window
- Mobile/Portable or Banner
- Other
- None

If other what kind

NA

Location of Signs*

NA

Entertainment

Is there any type of music in this proposal?*

- Yes (Separate License from Clerk's Office Required)
- No

Live*

- Yes
- No

When will this be offered to customers*

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- Saturday
- Sunday
- None

What time(s) will this be offered*

NA

Outdoor Lighting

Type*

NA

Location*

NA

Utilities

Will you be connected to City*

Water

Sewer

Is there a private well on-site*

Yes

No

Types of Refuse Disposal*

Municipal

Private

Approval Date by the Department of Natural Resources of the well for proposed use

NA

Approval Date by the County Health Department for existing septic system

NA

What types of sanitary facilities are to be installed for the proposed operation

NA

Surface water drainage facilities (describe or include in site plan)

NA

Licenses/Permits

Is a highway access permit needed from the State, County or local Municipality?*

Yes

No

Is a cigarett license required? (Separate license from Clerk's office)*

Yes

No

Is a liquor license required? (Separate license from Clerk's office)*

Yes

No

Did Wisconsin Department of Safety and Professional Services Division of Industry Services approve building plans?*

Yes

No

Permitted Property Uses (Please check all that apply)*

- Single Family Dwelling
- Two Family Dwelling
- Modular Home
- Manufactured Home
- Second or greater wireless telecommunication facility
- Home occupations/professional home office for nonretail goods and services no customer access
- Multi-Family Dwellings
- Art, Music and School Supply stores and galleries
- Antique, collectible and hobby craft stores
- Automotive and related parts stores, without servicing
- Hotel and motels
- Small appliance repair stores, computer or software sales and service
- Banks and other financial institutions without drive-thru facilities
- Camera and photographic supply stores
- Caterers
- Clothing, shoe stores and repair shops
- Clinics medical and dental
- Department stores
- Drug stores
- Florist shops
- Food and convenience stores without gasoline pumps
- Furniture stores
- Hardware stores
- Insurance agencies
- Barbershops/Beauty Parlors
- Liquor stores without drive-thru facilities
- Resale Shops
- Professional and Business offices
- Self-service laundries and dry-cleaning establishments
- Stationery stores, retail office supply stores
- Movie theaters
- Tourist homes and bed and breakfasts
- Bakeries or candy stores with products for sale on premise only
- Appliance repair stores, including computer sales and service
- Coffee Shops
- Cultural arts centers and museums
- Post Offices
- Ice cream shops and cafes
- Toy stores
- Agricultural services
- Lumberyards, building supply stores and green houses
- Manufacturing, fabrication, packing packaging and assembly of products from furs, glass, leather, metals, paper, plaster, plastic, textiles, clay, woods and similar material

- Research facilities, development and testing laboratories, including testing facilities and equipment
- Retail sales and services linked to manufacturing or warehousing
- Production, or processing, cleaning, servicing, testing or remailer of materials, goods or products limited to the following uses, products components, or circumstances:
 - a. Electronic and electrical products instruments, such as transistors, semiconductors, small computers, scanners, monitors and compact communication devices
 - b. High technology products related to the fields of physics, oceanography, astrophysics, metallurgy, chemistry, biology or other scientific field offered for study by University of Whitewater
 - c. Laser technology, radiology, x-ray and ultrasound products, manufacturing and assembly
 - d. Medical and dental supplies
 - e. Optical, fiber optical and photographic products and equipment
 - f. Orthopedic and medical appliances such as artificial limbs, brace supports and stretchers
 - g. Products related to process design, process stimulation, computer hardware and software development, safety engineering
 - h. Scientific and precision instruments and components, including robotics
- Jewelry stores
- Meat markets
- Paint, wallpaper, interior decorating and floor covering stores
- Restaurants without drive-thru facilities
- Sporting goods stores
- Variety stores
- Charitable or nonprofit institution and facilities
- Light assembly uses including electronics, pottery, printing, contractor shops (heating, electrical, plumbing, general contracting) provided that there are no significant environmental emissions (odor or waste)
- Catalog and e-commerce sales outlets
- Day Spas
- Gift Shops
- Public parking lots
- Tourist information and hospitality centers
- Dance Studio
- College and Universities
- Private recreation facilities
- Freight terminals, trucking servicing and parking, warehousing and inside storage
- More than one principal structure on a lot when the additional building is a material and direct part of the primary business
- Pilot plants and other facilities for testing manufacturing, processing or fabrication methods or for the testing of products or materials
- Telecommunication centers (not including wireless telecommunications facilities)

Item 4.

Permitted Conditional Uses (Please check all that apply)*

- Planned Residential Development
- First Wireless telecommunication facility located on alternative structure only
- Attached townhouse dwellings up to four units per building
- Public and semi public uses
- Multifamily dwellings and attached dwellings, over four units (new construction only)
- Any building over forty feet
- Conversion of existing structures resulting in more dwelling units
- Dwelling units with occupancy of six or more unrelated persons
- Home Occupations/Profession Home offices requiring customer access
- Bed and Breakfast establishments
- Conversion of existing single-family dwellings to two-family attached dwellings
- Profession business offices in a building where principal use is residential
- Fraternity or sorority houses and group lodging facilities
- Planned Development
- Conversion of existing units with less than five bedrooms to five or more bedrooms
- Entertainment establishments, including clubs but excluding adult entertainment
- All uses with drive-in and drive-thru facilities
- Automobile repair and service
- Taverns and other places selling alcoholic beverages by the drink
- Daycare centers, adult, child and doggie
- Large Retail and Commercial Service Developments
- Motor Freight Transportation
- Light manufacturing and retail uses
- Automobile and small engine vehicle sales and rental facilities
- Car washes
- Gasoline service stations, including incidental repair and service
- Funeral homes and crematory services
- Liquor or tobacco stores
- Wholesale trade of durable and nondurable goods
- Salvage yards

Signatures

By signing below, I certify that the above information is true and accurate account of the information requested for my business site and its operation and use. Should an inspection be required, I agree to all the Inspector(s) reasonable access to the space to verify compliance with the Municipality's Ordinance. In addition, I fully understand that completion of this or its approval does not preclude me from complying with all applicable State Statutes or Municipal Ordinances regarding my business and its lawful operations.

Applicant's Signature*

Date*

Douglas Olson

12-10-2024

Item 4.

Inspector's Signature

Date

Cost Recovery Certificate and Agreement

Pursuant to Ordinance 19.74.010 and 16.04.270 of the City of Whitewater Municipal Code

The undersigned applicant hereby acknowledges and agrees to be bound by Ordinances 19.74.010 and 16.04.270 of he City of Whitewater Municipal Code, providing for city recovery of all city costs and disbursements incurred directly or indirectly related to the Applicant's request. All costs incurred by the city in the consideration of any requests by the Applicant related to the Applicant's request shall be recoverable, including by not limited to, all professional and technical consultant services and fees retained by the city and rendered in review of any application, including the engineer, planner, attorney, or any other professional or expert hired by the village for purposes of review of the application or pre-submission request. The Applicant agrees to reimburse the City for all costs recoverable pursuant to the terms of the above numbered ordinance within the time period set forth by the City of Whitewater Municipal Code. At no time shall any cost recoverable fees be waived, except through the process of a written request by the Applicant and the Common Council, review and evaluation by the Common Council, and official action taken by the Common Council.

PROJECT INFORMATION

PROJECT NAME*

PROJECT LOCATION*

APPLICANT INFORMATION

NAME*

MAILING (BILLING) ADDRESS*

PHONE*

EMAIL ADDRESS*

ATTORNEY INFORMATION

Item 4.

NAME

PHONE

EMAIL ADDRESS

SIGNATURE OF APPLICANT*

DATE*

Note to Applicant: The City Engineer, Attorney and other City professionals and staff, if requested by the City to review your request, will be billed for their time at an hourly rate which is adjusted from time to time by agreement with the City. Please inquire as to the current hourly rate you can expect from this work. In addition to these rates, you will be asked to reimburse the City for those additional costs set forth in 19.74.10 and 16.04.270 of the Municipal Code.

RATES

City Administration Hourly Rate Shall Not Exceed

Director of Economic Development: Taylor Zeinert \$56.55

Director of Public Works: Brad Marquardt \$72.33

Director of Finance: Rachelle Blich \$65.94

Clerk: Heather Boehm \$43.33

Deputy Clerk: Tiffany Albright \$29.20

NS Administrative Assistant Llana Dostie \$36.63

Building Inspection Services

Building Inspector Commercial: Joe Mesler \$80.00

Building Inspector Residential: Jon Mesler \$80.00

City Attorney

Harrison, Williams & McDonell, LLP

Attorney Jonathan McDonell \$255.00

City Engineer

Strand and Associates \$247.63

Primary Contact: Mark Fischer

City Planners and Zoning Administrator

Primary Contact: Allison Schwark \$49.00

City Use Only Below Line

Building Inspector Date Received

Reviewed by

Zoning Administrator Date Received

Reviewed By

Occupancy Classification

Occupancy Classification Surrounding Units

Zoning of Property

Use Permitted

- By Right
- By CUP
- PC Approval Required

Approval

- Approved
- Denied

Date

Approval

- Approved
- Denied

Date

Public Works Approval

- Approved
- Denied

Date

City Engineer Approval

- Approved
- Denied

Date

Police Department Approval

- Approved
- Denied

Date

Fire Department Approval

- Approved
- Denied

Date