



Plan & Architectural Review Meeting

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

Monday, March 09, 2026 - 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.

<https://teams.microsoft.com/meet/21694566555242?p=6pWoXRcdeOAXew7VrM>

Dial in by phone

+1 929-229-5663,,951041352# United States, New York City
Find a local number
Phone conference ID: 951 041 352#

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

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 Committee 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. Approval of February 9, 2026 Minutes.

PUBLIC HEARING FOR REVIEW AND POSSIBLE APPROVAL

- 2. Discussion and possible approval of an amendment to the Conditional Use Permit for Culver's Drive-Thru Signage located at 1414 W Main Street. Tax Parcel #: A332600001
- 3. ITEM POSTPONED BY APPLICANT AFTER NOTICES WENT OUT**

Discussion and possible approval of a Conditional Use Permit for an Adult Daycare located at 1202 E Bluff Road for Kori Gainey d/b/a Camp Bukaroos. Tax Parcel # /A323600001.

CONSIDERATION/DISCUSSION/REPORTS

- 4. Discussion and possible action on appointing a member of PARC to the Comprehensive Plan Work Group.

FUTURE AGENDA ITEMS

NEXT MEETING DATE APRIL 13, 2026

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 Community Development
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 Item 1.

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

Monday, February 09, 2026 - 6:00 PM

MINTUES

CALL TO ORDER

Meeting called to order at 6:00 P.M.

ROLL CALL

PRESENT

Chairman, Councilmember Neil Hicks
Board Member Tom Miller
Board Member Marjorie Stoneman
Board Member Carol McCormick
Vice Chairman Lynn Binnie
Board Member Sherry Stanek

ABSENT

Board Member Bruce Parker

STAFF

Mason Becker, Community Development Director
Allison Schwark, Zoning Administrator
Llana Dostie, Zoning Specialist

APPROVAL OF AGENDA

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Motion made by Vice Chairman Binnie, Seconded by Board Member Stanek.

Voting Yea: Chairman, Councilmember Hicks, Board Member Miller, Board Member Stoneman, Board Member McCormick, Vice Chairman Binnie, Board Member Stanek

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.

None

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. Approval of January 12, 2026 Minutes

Motion made by Board Member McCormick, Seconded by Vice Chairman Binnie.

Voting Yea: Chairman, Councilmember Hicks, Board Member Miller, Board Member Stoneman, Board Member McCormick, Vice Chairman Binnie, Board Member Stanek

PUBLIC HEARING FOR REVIEW AND POSSIBLE APPROVAL

- 2. Consideration to Approve and Recommend to Common Council a change in the District Zoning Map to Rezone Parcel #'s 292-0515-3332-002 and 292-0515-3332-003 for Whitewater Creek Nature Area located at 685 N Fremont St from R-2(One and Two Family Residence District) to I (Institutional District).

Motion to approve and recommend to Common Council.

Motion made by Board Member Stanek, Seconded by Board Member McCormick.

Voting Yea: Chairman, Councilmember Hicks, Board Member Miller, Board Member Stoneman, Board Member McCormick, Vice Chairman Binnie, Board Member Stanek

CONSIDERATION/DISCUSSION/REPORTS

- 3. Discussion and possible approval of site plan for the Whitewater Middle School located at 401 S. Elizabeth Street. Tax Parcel #'s /WUP 00215, /WUP 00216 and /WUP 00213A .

Zoning Administrator Schwark presented item to the board.

Board asked questions of Zoning Administrator Schwark

Jim Lundberg from Point of Beginning present to answer board questions.

Motion to approve the plan to including the urban forestry recommendations, engineering recommendations and planner's recommendations.

Motion made by Board Member Stanek, Seconded by Board Member McCormick.

Voting Yea: Chairman, Councilmember Hicks, Board Member Miller, Board Member Stoneman, Board Member McCormick, Vice Chairman Binnie, Board Member Stanek

- 4. Discussion and possible approval of the Site Plan for Whitewater High School located at 534 S Elizabeth Street. Tax Parcel # /WUP 00315A.

Zoning Administrator Schwark presented item to the board.

Motion to approve the plan to including the urban forestry recommendations, engineering recommendations and planner's recommendations.

Motion made by Board Member Miller, Seconded by Chairman, Councilmember Hicks.

Voting Yea: Chairman, Councilmember Hicks, Board Member Miller, Board Member Stoneman, Board Member McCormick, Vice Chairman Binnie, Board Member Stanek

- 5. Discussion and possible recommendation to Common Council the sale of Parcel # 292-0515-3434-002 located in the Whitewater Business park on Endeavor Drive.

Community Development Director Becker present item to the Board

Board asked had discussion and asked questions.

Jason Burke of Summerset present to answer questions.

Motion to recommend to Common Council sale of Parcel #292-0515-3434-002 located in the Whitewater Business Park on Endeavor Drive.

Motion made by Vice Chairman Binnie, Seconded by Board Member McCormick.

Voting Yea: Chairman, Councilmember Hicks, Board Member Miller, Board Member Stoneman, Board Member McCormick, Vice Chairman Binnie, Board Member Stanek

- 6. Update presentation by RDG about the Comprehensive Plan.

Charlie Cowell introduced himself provided an update the project just started.

We are working with a work group to introduce ourselves in December our second meeting is this week.

Whitewaterforward.com is the website.

- 7. Training presentation for the Plan and Architectural Review Commission presented by City Attorney.

Attorney Steven Cheeseboro provided an annual training for the board.

FUTURE AGENDA ITEMS

None

NEXT MEETING DATE MARCH 9, 2026

ADJOURNMENT

Meeting adjourned ta 7:13 pm.

MEMORANDUM

To: City of Whitewater Plan and Architectural Review Commission

From: Allison Schwark, Zoning Administrator

Date: March 9, 2026

Re: Conditional Use Permit Request

| Summary of Request | |
|---|-------------------------------|
| Requested Approvals: | Conditional Use Permit |
| Location: | 1414 W Main St. (/A332600001) |
| Current Land Use: | Community Business |
| Proposed Land Use: | NA |
| Current Zoning: | B-1 Community Business |
| Proposed Zoning: | NA |
| Future Land Use, Comprehensive Plan: | Community Business |

Conditional Use Review

Lora Trent seeks approval for a conditional use permit for updated signage at Culvers located at 1414 W Main St. Per **19.54.130**, a conditional use permit is required for signage located within the B-1 district, and for order board signage at the drive-thru.

Order Board Sign.

A type of daily notice sign used only in conjunction with drive-through or drive-in establishments.

- a. Order board signs shall be freestanding or mounted on the exterior wall of the building containing the use.

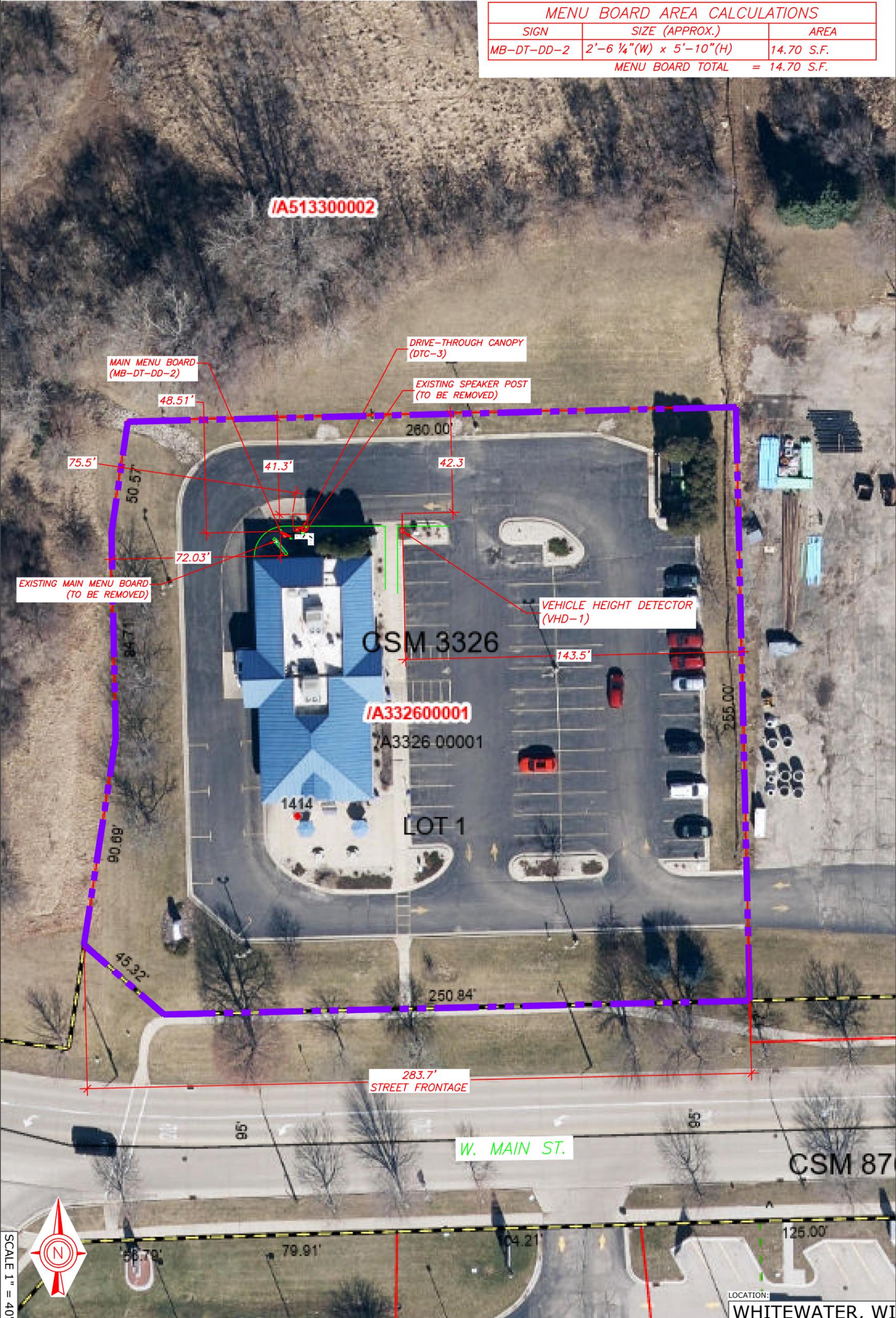
- b. Freestanding two-way microphone/speaker devices shall not count toward the maximum permitted area of the order board sign.
- c. Order board sign audio components shall meet the noise standards set forth in Section 19.58 of the Zoning Ordinance.
- d. Order board sign lighting components shall meet the exterior lighting standards set forth in Section 19.57.150 of the Zoning Ordinance. The following forms of sign lighting are permitted: ambient, backlit, internal, and gooseneck.
- e. Order board signs may only be approved through the conditional use permit process.

The signage plan presented meets all requirements of the signage ordinance.

Planner's Recommendations

- 1) Staff recommend that the Plan Commission **APPROVE** the Conditional Use Permit for signage at 1414 W Main St with the following conditions:
 - a. The applicant shall comply with all required City and building codes.
 - b. A sign permit may be revoked if the applicant has failed to comply with the provisions of this chapter or any conditions that may have accompanied the permit at the time of issuance. Revocation requires written notice by either the zoning administrator for zoning ordinance violations or the building inspector for building code or other construction code violations.
 - c. Any conversions or changes on approved signs will require approval of a conditional use permit for changes from the Plan Commission.
 - d. Granted sign permit shall expire, and shall be null and void, if the sign is not attached or erected within one hundred eighty days after the issuance of the sign permit.

| MENU BOARD AREA CALCULATIONS | | |
|------------------------------|--------------------------|--------------|
| SIGN | SIZE (APPROX.) | AREA |
| MB-DT-DD-2 | 2'-6 1/4"(W) x 5'-10"(H) | 14.70 S.F. |
| MENU BOARD TOTAL | | = 14.70 S.F. |



| | | | |
|---|---|--|---|
| Project No.: 66717 Drawn By: DEN Reviewed By: TW Date: 2-06-26 Sheet Number: 1 OF 1 | CULVER FRANCHISING SYSTEM, INC. NEW CULVER'S-SIGNAGE 1414 W. MAIN ST. WHITEWATER, WI 53190 SIGN PLACEMENT PLAN | Client: Culver Franchising System, Inc. 540 Water Street Prairie du Sac, WI 53578 p (608) 643-7980 | SPRINGFIELD SIGN 4825 E. Kearney St. Springfield, MO 65803 (417) 862-2454 |
|---|---|--|---|



LOCATION: **WHITEWATER, WI**

SPRINGFIELD SIGN
 4825 E. Kearney St.
 Springfield, MO 65803
 (417) 862-2454

Client:
 Culver Franchising
 System, Inc.
 540 Water Street
 Prairie du Sac, WI 53578
 p (608) 643-7980

CULVER FRANCHISING SYSTEM, INC.
DRIVE THROUGH/MENU BOARD
LAYOUT



SCALE 1/8" = 1"

Project Number: 66717
 Drawn By: DEN
 Reviewed By: TW
 Date: 2-06-26

Sheet Number:
1 OF 1



LOCATION: WHITEWATER, WI

SPRINGFIELD SIGN
4825 E. Kearney St.
Springfield, MO 65803
(417) 862-2454

Client:
Culver Franchising
System, Inc.
540 Water Street
Prairie du Sac, WI 53578
p (608) 643-7980

CULVER FRANCHISING SYSTEM, INC.
DRIVE THROUGH/MENU BOARD
VIEWING ANGLES



SCALE 1/8" = 1"

Project Number: 66717
Drawn By: DEN
Reviewed By: TW
Date: 2-06-26

Sheet Number:
1 OF 1

MB-DT-DD2 EXTERIOR DIGITAL DISPLAY MENU BOARD

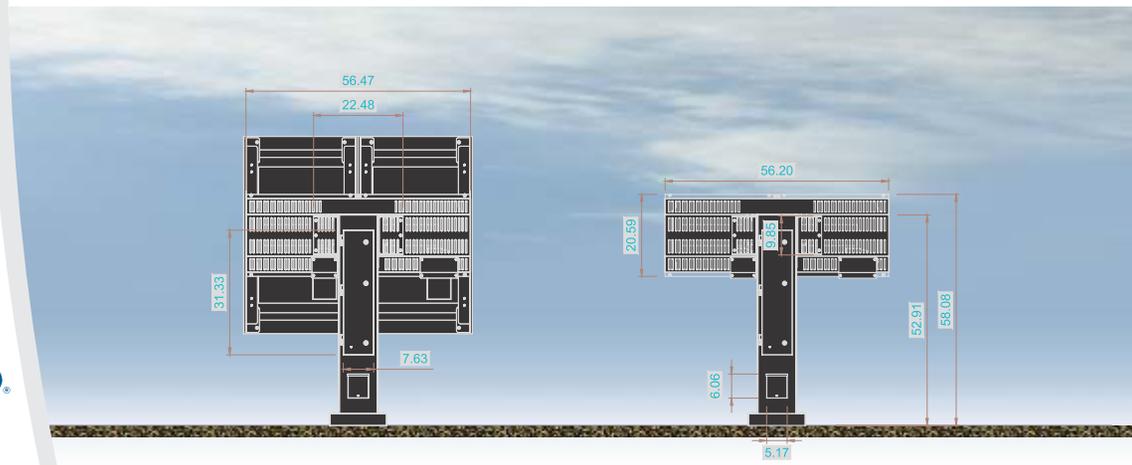
Outdoor Drive-Thru Menu Board - 2 Screens

MB-DT-DD2

Standard Menu Board for Drive-Thru Lane

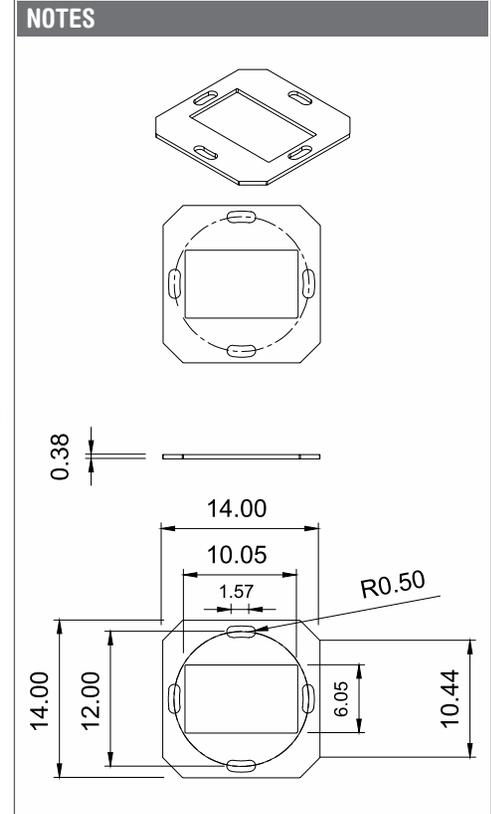
LED Internal Illumination

Digital display option



SCALE: 1/4" = 1'

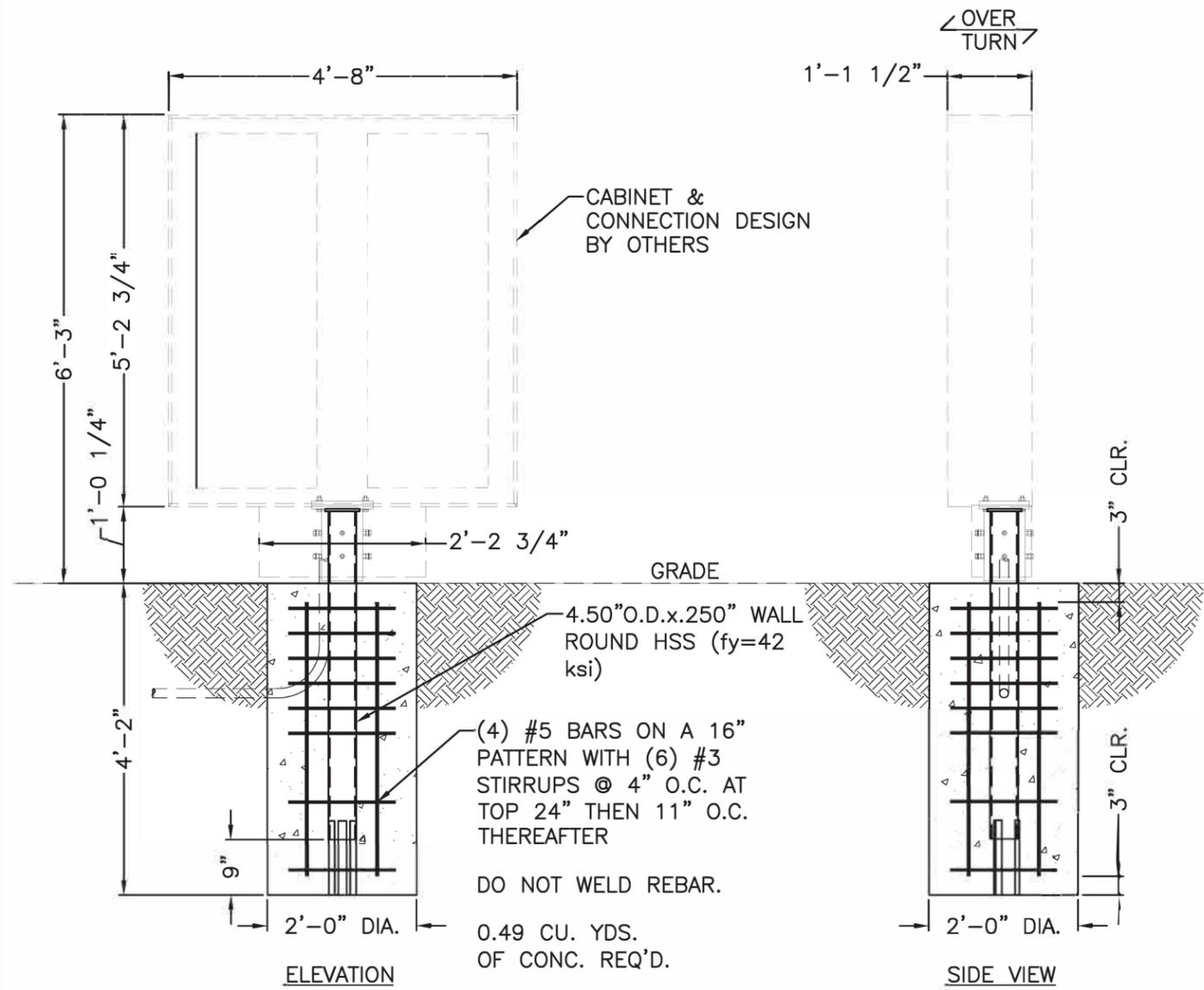
*SCALE AND COLORS NOT REPRESENTATIVE FROM EMAIL ATTACHMENTS
*ALL MEASUREMENTS ARE APPROXIMATE



| | | |
|---------------|--------------|-----|
| SALES PERSON: | DESIGNED BY: | A0: |
|---------------|--------------|-----|

| DATE CREATED / REVISION HISTORY | |
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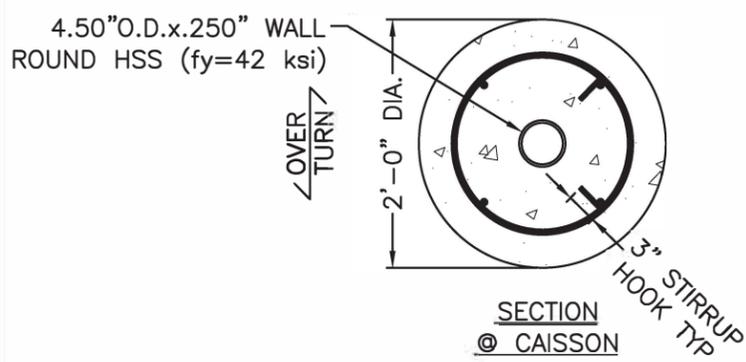




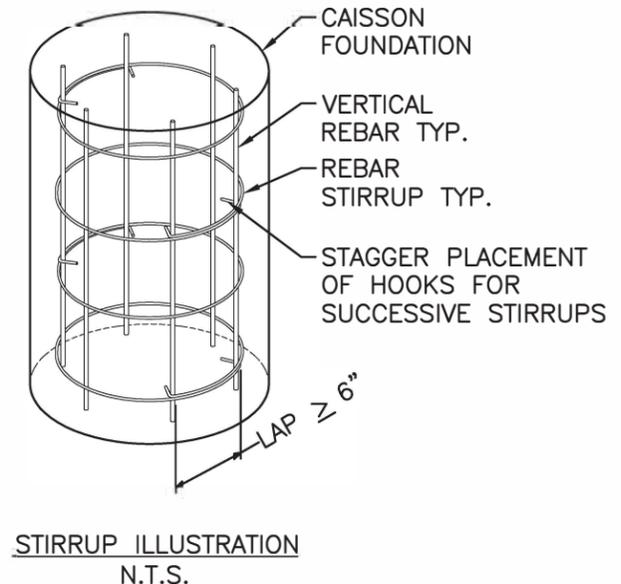
ELEVATION

SIDE VIEW

THE SCOPE OF THIS ENGINEER IS LIMITED TO THE DESIGN OF THE FOUNDATION. ALL OTHER ASPECTS OF THIS PROJECT ARE EXPLICITLY EXCLUDED.



SECTION @ CAISSON



STIRRUP ILLUSTRATION N.T.S.

| | | | |
|--------------|----------|--------------------|--------------------------|
| PROJECT # | 25-0270R | OWNER: | CULVER'S |
| June 5, 2025 | | | 3904 SEDGEBROOK STREET |
| DRAWING # | B1861862 | | HIGH POINT, NC 27265 |
| WIND LOAD | 19.42 | PSF | |
| WIND SPEED | 115 | MPH | CLIENT: SPRINGFIELD SIGN |
| # COLUMNS | 1 | NCBC 2018/IBC 2018 | 4825 E. KEARNEY ST. |
| DESIGNER | SR | | SPRINGFIELD, MO |

| ITEM | HEIGHT | WIDTH | SHAPE FACTOR | CENTROID HEIGHT | AREA | TOTAL FORCE | MOMENT |
|------------------|--------------|-------|--------------|-----------------|--------|-------------|--------|
| MENUBOARD | 5.229 | 4.667 | 1.000 | 2.615 | 24.403 | 0.474 | 1.239 |
| SKIRT | 1.021 | 2.229 | 1.000 | 0.510 | 2.276 | 0.518 | 1.745 |
| OAH | 6.250 | | | | | | |
| DL MOMENT | 0.038 | | | | | | |

| COLUMN CALCULATIONS | | (CODES P=PIPE, O=OTHER, T=TUBE) | | DESIGN | | AVAILABLE | |
|--|--------------|---------------------------------|-------------|-------------------|----------------|-----------------|-------------------|
| ITEM | COLUMN WIDTH | COLUMN DEPTH | COLUMN WALL | lx MODULUS COLUMN | MODULUS COLUMN | REQUIRED MOMENT | FLEXURAL STRENGTH |
| P SKIRT | | 4.500 | 0.233 | 7.1 | 4.25 | 1.783 | 8.90 |
| CAISSON MOMENT FORCE | | | | | | 1.783 FT-KIP | 0.518 KIP |
| REFERENCE IBC 1807.3.2 & TABLE 1806.2 | | | | | | | |
| ASSUME SOIL CLASS #4 SW, SP, SM, SC, GM & GC | | | | | | | |
| LATERAL BEARING PRESSURE - PSF/FT OF DEPTH | | | | | 150.0 | | PSF/FT |
| S1 | | | | | 416.7 | | |
| DEPTH | | | | | 4.167 | | FT. |
| DIAMETER | | | | | 2.000 | | FT. |
| | | | | | 3.442 | | FT. |
| | | | | | 1.454 | | FT. |
| CALCULATED DEPTH | | | | | 3.174 | | FT. |
| MINIMUM THICKNESS WITHOUT REINFORCEMENT | | | | | 14.536 | | IN. |
| ACTUAL DIAMETER | | | | | 24.000 | | IN. |
| CONCRETE | | | | | 0.485 | | CU. YD. |

General Notes:

- Design is based on a 115 mph, 3 second gust wind design per NCBC 2018/IBC 2018. Category II, Exposure C.
- Caisson foundation is based on a presumptive safe lateral soil bearing pressure minimum of 150 psf per foot of depth. Isolated lateral bearing footings subject to short-term lateral loads and not adversely affected by a 1/2" motion at grade are permitted to be designed using twice the tabulated value of the corresponding soil class.
- A soil report was not provided. Foundation analysis assumes Soil Classification 4. Allowable bearing pressure should be verified prior to placement of concrete. In the event that the stated requirements are not met and conditions appear deleterious, cease and secure excavation and immediately contact SPRINGFIELD SIGN.
- Foundation shall not be placed at the top of, or on the side of a slope exceeding 3:1, or adjacent to a fill slope unless re-evaluated by a competent Professional Engineer. Do not place foundation in fill.
- Concrete shall be mixed to attain a minimum 28 day compressive strength of 3000 psi.
- Steel reinforcing bars shall conform to ASTM A615, Grade 60 with deformations in accordance with ASTM A305. Welding of reinforcing bars is prohibited.
- All support members shall be free from defects. Steel Pipe up to 24 inch O.D. shall meet ASTM A53 Grade B with a minimum yield strength of 35000 psi. Steel angle, channel and plate shall meet ASTM A36.
- Steel welds shall be made with E70xx low hydrogen electrodes by persons qualified in accordance with AWS standards within the past two years.
- All structural bolts shall conform to ASTM A325, and be zinc coated unless noted otherwise. When used with structural bolts, heavy hex nuts shall conform to ASTM A563, and washers shall conform to ASTM F436. Pretension all high strength bolts using the Turn-of-Nut method unless noted otherwise.
- The scope of this engineer does not include onsite observations.
- LINK Engineering will not be responsible for the safety on this job site before, during or after installation of this structure. It is the responsibility of the owners, contractors and installers to ensure that the installation and erection of this structure is performed using methods that are in full compliance with OSHA regulations.
- Any deviation from this design or from any part of this drawing, including the General Notes, without prior written consent from LINK Engineering voids this drawing in its entirety.
- The structure designed on this drawing is intended to be installed at the address shown and should not be used at any other location.

INSTALLATION ADDRESS: Item 2.

CLIENT:

 4825 EAST KEARNEY STREET
 SPRINGFIELD, MO 65803
 417.862.2454 - FAX: 417.862.1887

| REV | DATE | DESCRIPTION |
|-----|-------|-------------|
| 1 | -/-/- | ----- |
| 2 | -/-/- | ----- |
| 3 | -/-/- | ----- |

All designs and plans indicated on this drawing are created specifically for the noted project and are the sole property of LINK Engineering, L.L.C. Use of these designs or plans for any purpose other than the intended application shall be prohibited without the written consent of LINK Engineering, L.L.C. Disclosure of any of the information enclosed within, without consent of the owner, is a violation of Intellectual property and shall not be tolerated.

SEAL & SIGNATURE:

| | | | |
|-----------------|----|-----------------|----|
| Project Number: | | Drawing Number: | |
| SHT. | OF | DATE: | |
| 1 | 1 | | 12 |

DTC-3 DRIVE-THRU CANOPY

Drive-Thru Canopy For Order Confirmation System (OCS)

DTC-3

All aluminum construction

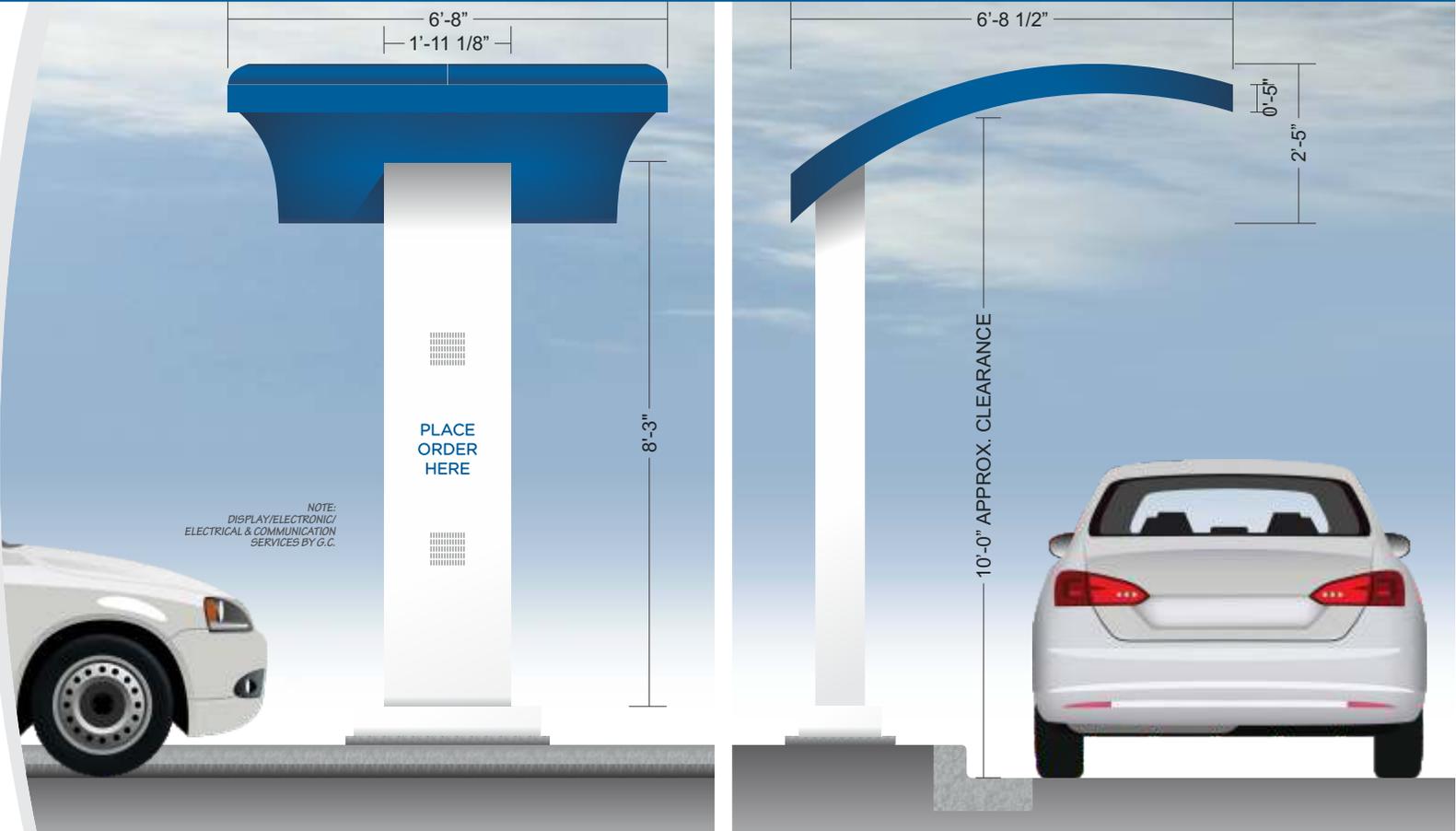
Rated for 160 mph winds (3 second burst) & heavy northern states snow loads

Order Confirmation System (OCS) by others

Rear panel (door) access - lockable

Provides protection from rain for DT customer

Houses speaker & microphone



SCALE: 3/8" = 1'

*SCALE AND COLORS NOT REPRESENTATIVE FROM EMAIL ATTACHMENTS
*ALL MEASUREMENTS ARE APPROXIMATE

| NOTES |
|-------|
| |

| DATE CREATED / REVISION HISTORY | | | |
|---------------------------------|--|--|--|
| 10/8/25 - NEW | | | |
| | | | |
| | | | |

| | | |
|--------------------------------------|----------------------------------|----------------|
| SALES PERSON: MARK WESSELL | DESIGNED BY: J KROEGER | AO: |
|--------------------------------------|----------------------------------|----------------|



VHD-1 VEHICLE HEIGHT DETECTOR

Vehicle Height Detector for Drive-Thru Lane

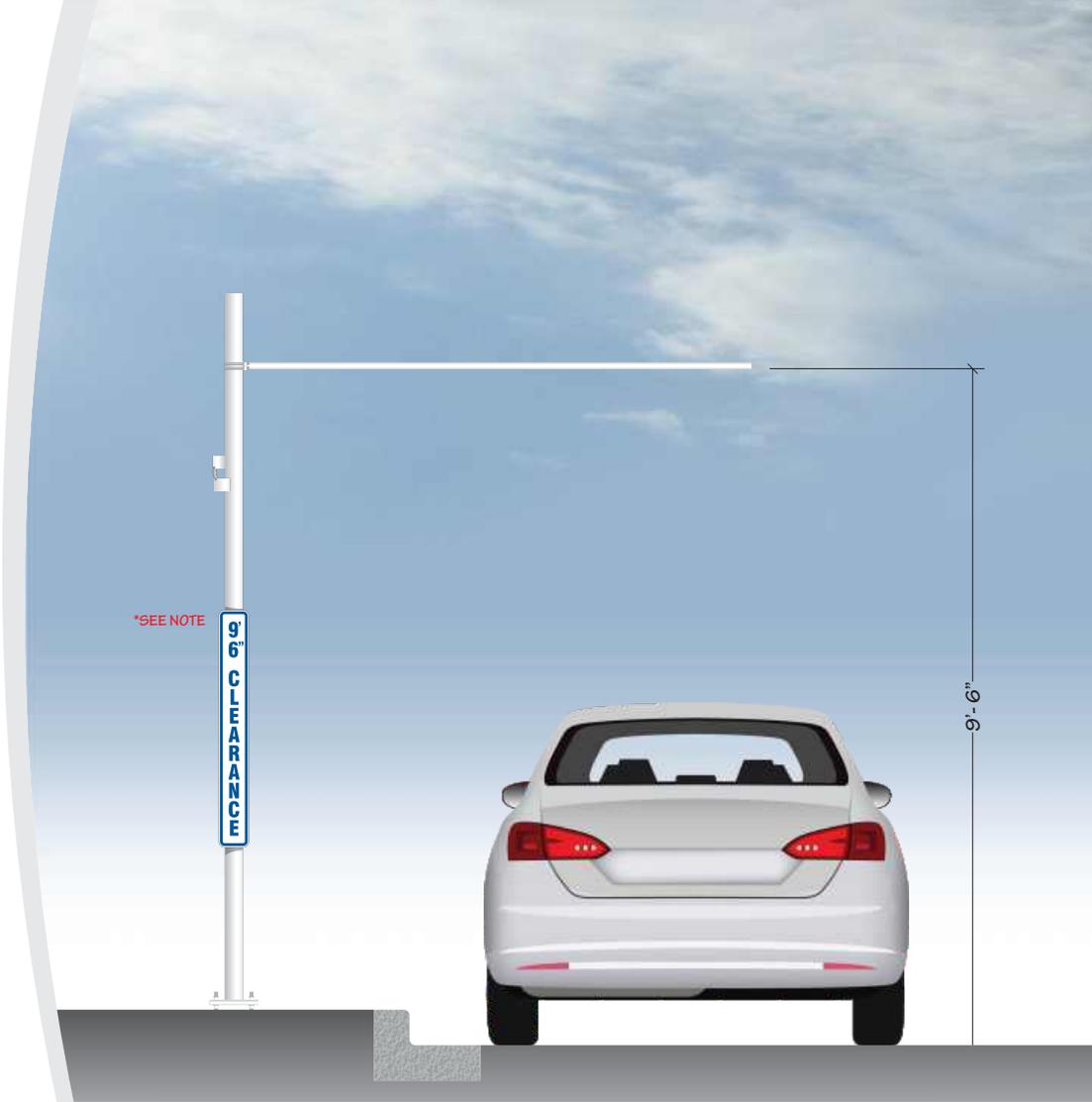
VHD-1

All steel (painted) construction

Re-settable if engaged

Used to help protect canopies from advancing vehicles that are too tall

NOTE: Clearance height must be verified prior to mfg.



SCALE: 1/2" = 1'

*SCALE AND COLORS NOT REPRESENTATIVE FROM EMAIL ATTACHMENTS
*ALL MEASUREMENTS ARE APPROXIMATE

CLEARANCE PANEL

*SEE NOTE



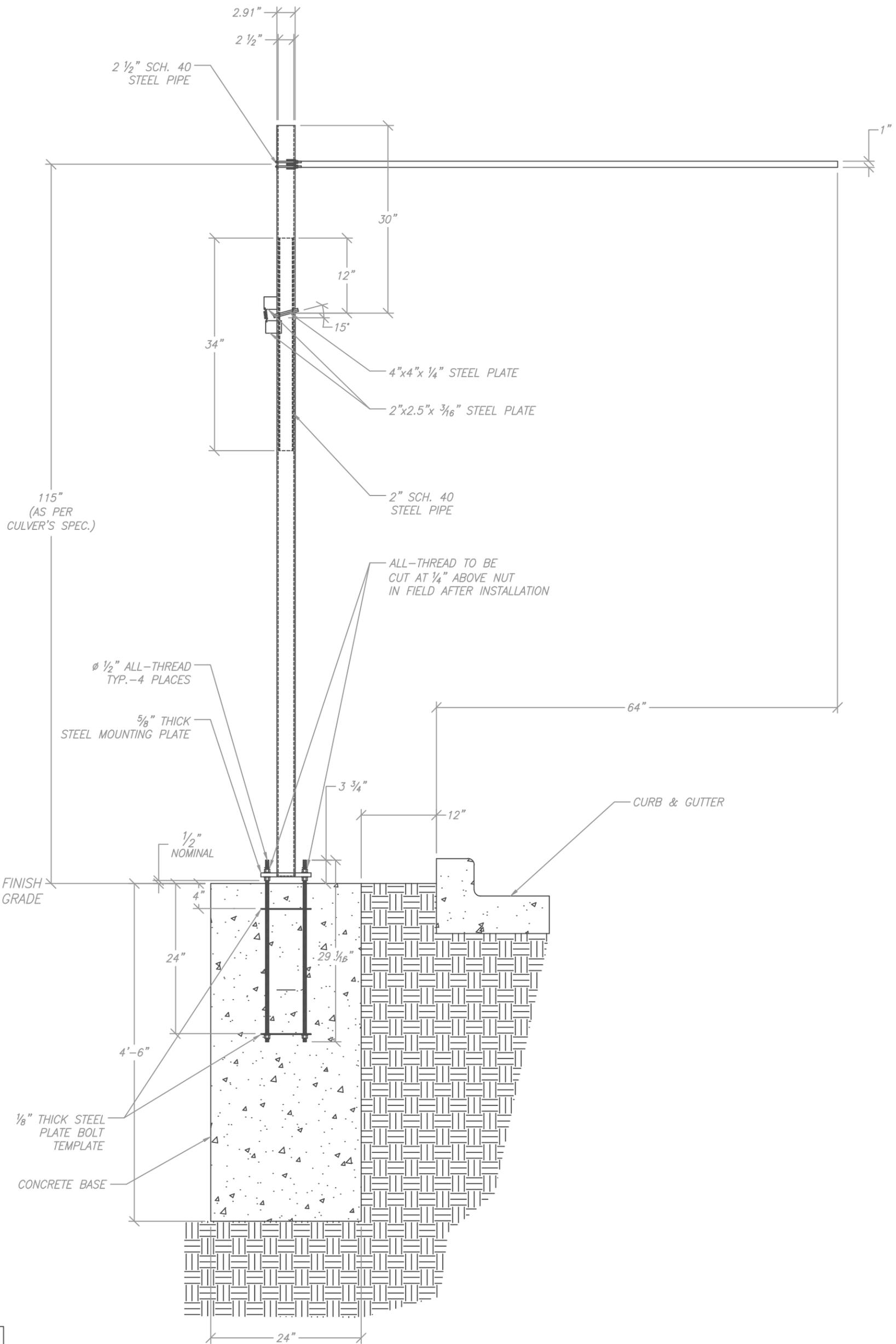
SCALE: 1" = 1'

| | | |
|--------------------------------------|--------------------------------|---------------------|
| SALES PERSON: MARK WESSELL | DESIGNED BY: R HICKS | A0: 37763 |
|--------------------------------------|--------------------------------|---------------------|

| DATE CREATED / REVISION HISTORY | |
|---------------------------------|--|
| 06/15/22 - NEW | |
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SCALE 3/4" = 1'

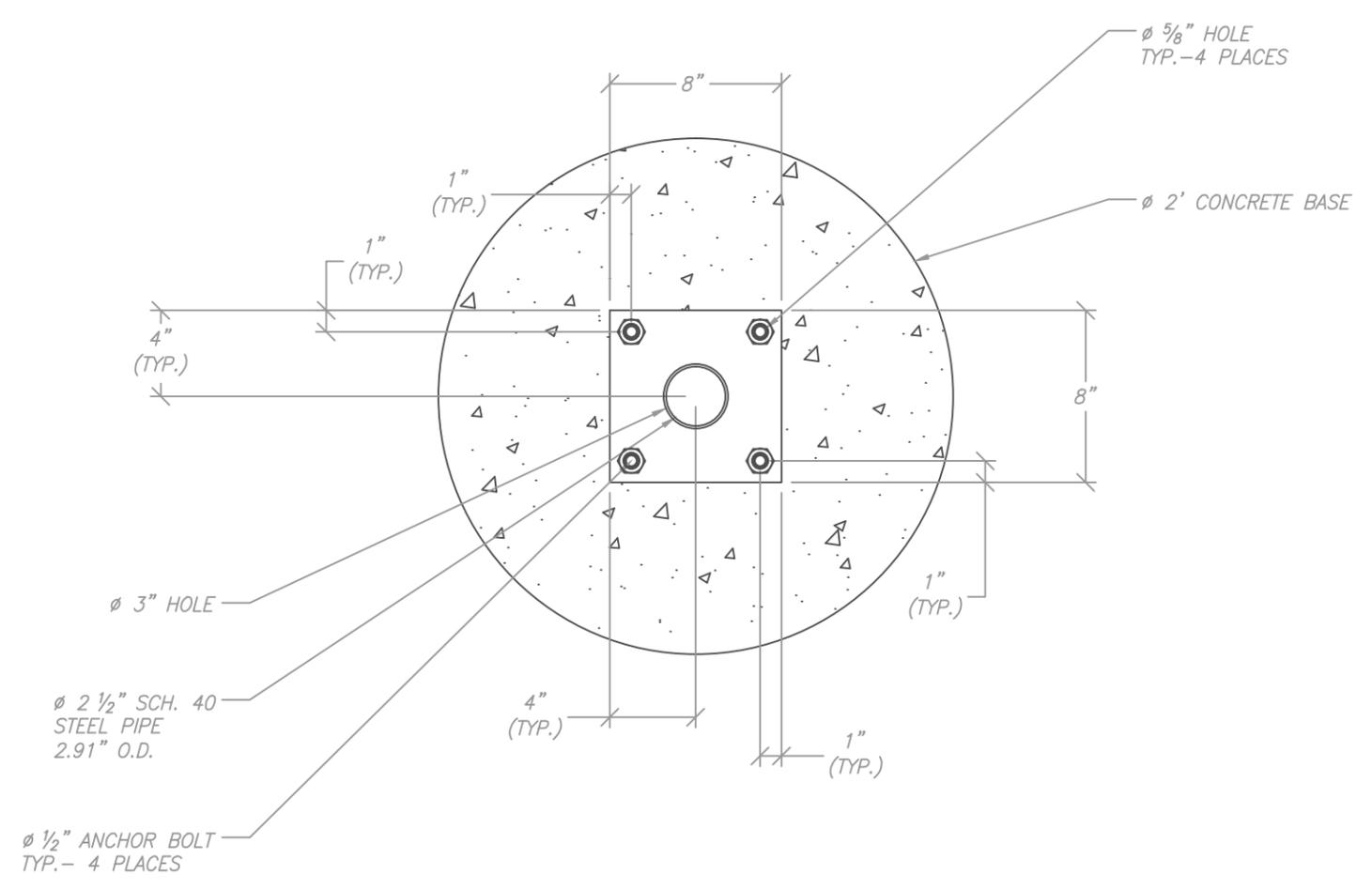
Project Number: 9902
 Drawn By: DEN
 Reviewed By: MW
 Date: 8-04-17

CULVER FRANCHISING SYSTEM, INC.
VEHICLE HEIGHT DETECTOR
FRONT VIEW

LOCATION:
CULVER'S

Client:
 Culver Franchising System, Inc.
 540 Water Street
 Prairie du Sac, WI 53578
 p (608) 643-7980

SPRINGFIELD SIGN & NEON
 2531 N. Patterson
 Springfield, MO 65803
 (417) 862-2454



STEEL PLATE-5/8" THICK
 CENTERED ON ϕ 2' CONCRETE BASE

SCALE 1 1/2" = 1'

SPRINGFIELD SIGN
 4825 E. Kearney St.
 Springfield, MO 65803
 (417) 862-2454

Client:
 Culver Franchising
 System, Inc.
 540 Water Street
 Prairie du Sac, WI 53578
 p (608) 643-7980

CULVER FRANCHISING SYSTEM, INC.
VEHICLE HEIGHT DETECTOR
CONCRETE BASE/MOUNTING PLATE
TOP VIEW

Project Number: XXXXX
 Drawn By: DEN
 Reviewed By: MW
 Date: 3-02-17

Sheet Number:
2 OF 3

Conditional Use Permit Application - Submission #2133

Date Submitted: 1/16/2026

City of Whitewater

312 W Whitewater Street
PO Box 178
Whitewater, WI 53190
262-473-0540
www.whitewater-wi.gov

Neighborhood Services

Conditional Use Permit Application

Conditional Use Application Checklist

Applicant

1. Fill out Planning Request form, Conditional Use Application, Plan of Operation Form and Cost Recovery Certificate and Agreement. Twelve (12) copies 11 x 17, a digital copy of all submittal material:

- Application Forms
- Landscaping plan indicating location, type and size of materials (Please review Landscaping Guidelines)
- Stormwater and Erosion Control Applications (if necessary)
- Lighting (Photometric) Plan
- Add any other material you feel are pertinent

2. Application shall include the following Plan requirements:

- All plans shall be drawn to scale and show all sides of the proposed building.
- All plans will exhibit proposed/existing off-street parking stalls and driveway/loading docks.
- 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 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. Landscaping Plan will be reviewed by Urban Forestry Commission
5. When application is complete and approved by all Staff it will then be forwarded to Neighborhood Services Administrative Assistant

Neighborhood Services Administrative Assistant

1. Conditional Use notice will be published in the local newspaper for two-week period with a one week waiting period for a total of three weeks prior to scheduled public hearing
2. Conditional Use notice will be mailed to property owners that abut the property and those that are within 300 feet minimum/and or further distance at the discretion of the zoning administrator from the property
3. Public Hearing for Conditional Use will be scheduled for the next Plan Commission meeting after notice has appeared in the newspaper for two weeks

Process

1. Plan Commission considers applicant's request and staff 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 is forwarded as is for the second appearance for approval/denial of the final site plan.

NOTE: Plan Commission normally meets the second Monday or 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.

Urban Forestry Commission usually meets the fourth Monday of each month at 5:00 p.m.

Llana Dostie, Zoning Specialist
262-473-0144
ldostie@whitewater-wi.gov

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

Site Plan Upload*

CUL-WHITEWATER,WI-
DT TECHS.pdf

Landscaping Plan Upload

No fi...sen

Lighting Plan Upload

No fi...sen

MSDS Sheets

No fi...sen

Other Information

No fi...sen

PLANNING REQUEST

General Project Information

Project Tax Key #

Project Address*

Project Title (if any)

Applicant, Agent & Property Owner Information

Applicant's First Name*

Applicant's Last Name*

Address*

City*

State*

Zip Code*

Phone Number*

417.862.2454

Email Address*

lorat@springfieldsign.com

Agent Name

Agent Company

Address

City

State

Zip Code

Phone Number

Email Address

Owner First Name (if different from applicant)

Owner Last Name

Address

City

State

Zip Code

Phone Number

Fax Number

Email Address

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
- Planned Unite Development \$500.00
- 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/Adjustment \$300.00

Translation Services

Will translation services be needed during the Plan Board meeting?*

- Yes
- No

If Yes, please specify the language required.

Conditional Use Permit Application

I, (We) the undersigned owner(s)/agent do hereby petition the Plan Commission to grant a Zoning Amendment.

Address and legal description of the subject site*

1414 W Main St. LOT 1 CERTIFIED SURVEY NO. 3326 AS RECORDED IN VOL 19 OF C.S. ON PAGE 35 WCR. LOCATED IN SE 1/4 NE 1/4 SEC 6 T4N R15E. 68887 SQ FT CITY OF WHITEWATER OUT OF /WUP-160B

Tax Parcel #*

A332600001

Zoning District*

B1

Requested Conditional Use*

Installation of New Digital Drive-Thru Signage

Petitioner's interest in requested Conditional Use Permit*

Update Culver's Drive-Thru Lane

List type and number of structures, proposed operation or use of the structure(s) or site, number of employee, parking, etc.

Property Owner Signature*

HALEY INVESTMENTS LLC

Owner's Agent Signature*

Culver's / Jon Laundrie

Address*

324 Lake Shore Dr. Lake Mills WI 53551

Address*

1414 W Main St. Whitewater, WI 53190

Phone and Email*

jlaundrie@charter.net

Phone and Email*

jlaundrie@charter.net

Zoning #

Application Review by

Date

Date Filed

Dates Published

Date Notices Mailed

Plan Commission Recommendation

Date Decision Made

Plan of Operations

Property Information

Tenant Information

Property Tax Key #*

Previous Business Name*

Property Address*

Years in Operation*

Property Owner*

New Business Name*

Owner Mailing Address*

Name of Operator*

City, State and Zip Code*

Operator Mailing Address*

Owner's Phone #*

N/A

City, State and Zip Code*

N/A

Owner's Email*

N/A

Operator's Phoen # and Email *

N/A

New Business Use/Operation Information

Description of Business use or Operations*

Culver's Restaurant

Previous Use of Space*

Restaurant

Hours of Operations (Weekdays)*

N/A

Hours of Operations (Weekends)*

N/A

Total Area Space in Square Feet*

N/A

Toilet Fixtures*

N/A

Full Time Employees*

N/A

of Part Time Employees*

N/A

Customer Seating*

- Yes
- No

Seating Capacity*

N/A

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

N/A

Sprinkler System*

- Yes
- No

Hazardous/Flammable Chemicals used/stored*

- Yes (must attach MSDS Sheets)
- No

Specified Use of Property and Building(s)

Building A*

Restaurant

Building B

Building C

Will there be any problems resulting from this operation such as: (Check all that apply)*

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

Parking

Dimension of parking lot*

N/A

Number of Spaces Available*

N/A

Parking Lot Construction*

- Asphalt
- Concrete

Type of Screening*

- Fencing
- Plantings

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

- Yes
- No

Signage(Separate Sign Permit Application Needed)

Type (Check all that apply)*

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

If other, what type

Menu Board, Vehicle Height Detector, Order Canopy Systems

Location of Signs*

Drive-Thru Lane

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

[Empty text box]

Outdoor Lighting

Type*

LED Internally Illuminated

Location*

Drive-Thru

Utilities

Will you be connected to City Water and Sewer*

Yes

No

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

[Empty text box]

Approval Date by the County Health Department for existing septic system

[Empty text box]

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

N/A

Surface Water Drainage Facilities (describe or include in site plan)*

N/A

Licenses/Permits

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

Yes
 No

Is a cigarette 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 Use (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 store, without servicing
- Hotel and Motels
- Small appliance repair stores, computer or software sales and service
- 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 breakfast
- Bakeries or candy stores with products for sale on premise only
- Appliance repair stores, including computer sales and service
- Caterers
- Post Offices
- Ice Cream and Cafes
- Toy stores
- Agricultural services
- Banks and other financial institutions without drive-thru facilities
- Camera and photographic supply stores
- 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
- 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 or facilities
- Light assembly uses including electronics, pottery, printing, contractor shops (electrical, heating, plumbing and general contracting) provided there is no significant environmental emissions (odor or waste)
- Catalog and e-commerce sales outlets
- Day Spas
- Coffee Shops
- Gift Shops
- Public parking lots
- Tourist information and hospitality centers
- Dance Studio
- 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 and warehousing
- Production, or processing, cleaning, servicing, testing or remailer of materials, goods or products limited to the follow 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 ultra sound products, manufacturing and assembly
 - d) Medical and dental supplies
 - e) Optical, fiber optical and photographic products and equipment
 - f) Orthopedic and medial 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
- Telecommunication centers (not including wireless telecommunications facilities)
- 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 Plans and other facilities for testing manufacturing, processing or fabrication methods or for testing of products or materials
- College, Universities, Schools, Churches, Libraries, Government buildings



Permitted Conditional Uses (Please check all that apply)

- Planned Residential Development
- First Wireless telecommunications facility located on alternative structure only
- Attached townhouse dwellings up to four units per building
- Public and semipublic 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
- All uses with a 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
- Home Occupations/Professional Home offices requiring customer access
- Bed and Breakfast establishments
- Conversion of existing single-family dwellings to two-family attached dwellings
- Professional 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
- Automobile and small engine vehicles 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 Statues or Municipal Ordinances regarding my business and its lawful operations.

Applicant's Signature*

Lora Trent

Date*

01/16/2026

Inspector/Zoning Signature

Date

[Empty signature box]

[Empty date box]

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 the 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*

Culver's

PROJECT LOCATION*

1414 W Main St.

APPLICANT INFORMATION

NAME*

Springfield Sign - Lora Trent

MAILING (BILLING) ADDRESS*

4825 E Kearney St. Springfield, MO 65803

PHONE*

417.862.2454

EMAIL ADDRESS*

lorat@springfieldsign.com

ATTORNEY INFORMATION

NAME

PHONE

EMAIL ADDRESS

SIGNATURE OF APPLICANT*

N/A

DATE*

N/A

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

Interim Director of Economic Development: Emily McFarland \$

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 \$

Building Inspection Services

Building Inspector Commercial: Joe Mesler \$80.00

Building Inspector Residential: Jon Mesler \$80.00

City Attorney

Russell Law Offices, LLc

Attorney Timothy Brovold \$

City Engineer

Strand and Associates \$247.63

Primary Contact: Mark Fischer

City Planners and Zoning Administrator

Primary Contact: Allison Schwark \$49.00

Building Inspector Date Received

Review 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

[Empty box]

Approval

Approved
 Denied

Date

[Empty box]

Public Works Approval

Approved
 Denied

Date

[Empty box]

City Engineer Approval

Approved
 Denied

Date

[Empty box]

Police Department

Approved
 Denied

Date

[Empty box]

Fire Department Approval

Approved
 Denied

Date

[Empty box]



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 9th day of March, 2026 at 6:00 p.m. to hold a public hearing for an Amendment Conditional Use Permit for Culver’s Drive-Thru Signate located at 1414 W Main Street, Tax Parcel Id # /A332600001.

The Proposal is on file in the Community Development Department 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, Zoning Specialist

OM MANAGEMENT LLC
BAYMONT INN & SUITES
1355 W MAIN ST
WHITEWATER, WI 53190-9000

MBNAB LLC
802 GENESIS DR
ORFORDVILLE, WI 53576-7600

HALEY INVESTMENTS LLC
324 LAKE SHORE DR
LAKE MILLS, WI 53551

INDIAN WOODS LLC
1264 HILLCREST LN
FALLBROOK, CA 92028-2800

MBNAB LLC
802 GENESIS DR
ORFORDVILLE, WI 53576-7600

NIEMANN HOLDINGS LLC
1501 N 12TH ST
QUINCY, IL 62301-0100

ALB RESTAURANTS PROPERTIES LLC
5324 N 134TH AVE
OMAHA, NE 68164-6400

MEDICAL HEALTH BUILDING GROUP
42 S WATER ST S
FT ATKINSON, WI 53538-3800

FVR WISCONSIN LLC
3131 MCKINNEY AVE, SUITE L10
DALLAS, TX 75204-0400

ALDI INC
9342 S 13TH ST
OAK CREEK, WI 53154-5400

DLK FARM SERVICE INC
1398 W MAIN ST
PO BOX 239
WHITEWATER, WI 53190-9000

DLK FARM SERVICE INC
1398 MAIN ST
PO BOX 239
WHITEWATER, WI 53190



To: City of Whitewater Plan Commission and City Council
 From: Mark Roffers, AICP, Planning Consultant
 Date: April 5, 2001
 Re: Conditional Use Permit and CSM, Proposed Restaurant with Drive-Through Lane, Culvers Restaurant, Northeast Corner of USH 12 and Indian Mound Parkway Extended

Background Information

The applicant is requesting Plan Commission approval of a conditional use permit for a Culvers Restaurant on the City's west side. The applicant is also requesting City Council approval of a certified survey map (CSM) to create the 1.58 acre restaurant lot, following a recommendation from the Plan Commission. The site is zoned B-1 Community Business District, allowing restaurants with drive-through lanes as conditional uses.

The proposed Culvers restaurant would have a capacity of 98 persons. The building is proposed to be white or cream colored brick with a blue metal roof (it is unclear whether blue canvas awnings are proposed). Parking for 58 cars is proposed. The project would initially obtain public street access via the existing Hawk Bowl driveway to USH 12.

This project was before the Plan Commission as a concept plan in August 2000. Since that time, the petitioner has revised plans to respond to comments (most plan revisions completed in September), and the City's Engineering consultant reviewed engineering plans. The petitioner and property owner have spent most of this period working with WisDOT on an acceptable plan for road access.

Analysis

In my opinion, this project meets zoning ordinance standards for granting a conditional use permit, subject to the following recommended suggestions, conditions, and a development agreement:

1. The building would be one of the highest quality buildings in the West Main Street area. I suggest that cream colored brick be used. The building elevations are also a little unclear in two respects: canvas awnings should be used and no vinyl siding should be used. The City's sign ordinance allows a wall sign on only one side of the building—the petitioner will have to remove two of the proposed wall signs. Additionally, the proposed monument sign at the southwest corner of the site (sheet S-2) is larger than ordinance maximums.
2. Public road access is a main issue associated with this development proposal. The revised solution for a Highway 12 access location is consistent with the earlier recommendations of both the City's planning and engineering consultants. City staff have reached a verbal agreement with the current property owner (DLK) to build Indian Mound Parkway in the future. A traffic study for the previously-proposed Culver's site in the Mulberry Glen development suggested that one access drive was acceptable there. I would like to have the petitioner's engineer work with the City's consulting engineer to assure that the single shared access to the currently proposed site will be sufficient to handle anticipated traffic.

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3. The City's engineering consultant reviewed a grading plan for this project in October, and offered recommendations in an October 5 letter. Stormwater would not be detained on the site. Neither the current property owner, petitioner, nor City has arrived at a plan for managing stormwater in the general vicinity. Adding close to an acre of hard surface will increase run off downstream. A commitment to comprehensively address stormwater in this area should be part of this development approval.
4. The proposed site layout is well conceived and meets City ordinances. I have a few minor suggestions included in the "recommendations" section.
5. The proposed landscape plan should be upgraded based on standards recently applied to other recent commercial projects on West Main Street. The "recommendations" section of this report includes those upgrade recommendations.
6. The lighting plan does not meet the City's exterior lighting ordinance in terms of the type of fixtures proposed, degree of cut-off angle (full cut-off required), maximum illumination levels, and type of illumination. A significantly revised plan is necessary to meet the requirements.
7. The CSM is basically ready for approval. The complexity and number of public improvement issues suggests that a development agreement between the current property owner and City is warranted, as authorized in the subdivision ordinance.

Recommendations

I recommend that the Plan Commission approve the conditional use permit for the Culver's restaurant at the northeast corner of West Main Street and the future Indian Mound Parkway extension, subject to the following conditions:

1. The project shall be developed in accordance with the revised site plan (last revision 3/21/01), landscape plan (9/11/00), utility plan (9/11/00), and building elevations (8/9/00), except as indicated below.
2. Prior to issuance of a building permit, the site plan shall be revised and resubmitted for staff approval including the following changes:
 - a) The petitioner should consider shifting the central parking aisle, including the two landscaped islands, roughly 10 feet to the south to improve circulation at the drive-through lane entrance area.
 - b) All paved areas shall be shown as being enclosed with concrete curb (double lined).
 - c) A 5-foot wide concrete walkway and crosswalk shall be added between the proposed public sidewalk in Highway 12 and the proposed walkway running along the east side of the Culver's store.
 - d) The proposed public sidewalk along Highway 12 shall be relocated slightly south near the southeast corner of the property so that all parts of it are in the public right-of-way.
 - e) Dumpster enclosure materials shall be indicated, and shall be compatible with the building.
 - f) A small bike rack shall be shown, labeled, and later installed.
3. Prior to issuance of a building permit, the sign plan and building elevations shall be revised and resubmitted for staff approval including the following changes:
 - a) Reduce the size of the monument sign to a maximum of 64 square feet in area and 10 feet in height, provided that it is least 30 feet from any street right-of-way.

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- b) Show a sign on only one exterior wall of the building, not exceeding 50 sq. ft. in area or 10% of that façade area.
 - c) Clarify that canvas awnings will in fact be provided over the building windows.
 - d) Remove suggestions of vinyl siding from the exterior of the building.
 - e) Indicate that the wallpac light will be shielded and contain a high pressure sodium fixture.
4. Prior to issuance of an occupancy permit, the landscape plan shall be revised and resubmitted for staff approval including the following changes:
 - a) Per the requirements of the zoning ordinance, show all existing trees with a diameter of 4 inches or greater. Incorporate appropriate mature trees in the landscape plan.
 - b) For the entire Culver's site, add a minimum of eight canopy trees, eight ornamental or evergreen trees, and 70 shrubs.
 - c) Within the above total, add an ornamental tree within each of the landscaped islands.
 - d) Focus required additional landscaping along the frontages of Highway 12 and the future Indian Mound Parkway, and within the 15 foot wide strip on the east side of the parking lot.
 - e) Stone ground cover around the building should be decorative stone.
 - f) Remove existing pavement and seed the Highway 12 frontage area of the Hawk Bowl site between the Culver's site and the shared access drive, as delineated on the 3/21/01 site plan.
 5. Prior to the installation of any pole lighting, the "Illumination Site Plan" shall be revised and resubmitted for staff approval, including the following changes:
 - a) Clearly indicate on all parts of the plan whether 400 watt or 1000 watt fixtures are proposed, with 400 being the preferred option.
 - b) Remove "tilt up" installation of light fixtures. Per the City's lighting ordinance, only full cut-off fixture installation (using flat lenses) is permitted per the definition in 19.09.623 of the zoning ordinance.
 - c) Per the City's lighting ordinance, convert fixtures from metal halide to high pressure sodium.
 - d) Reduce lighting levels so that the maximum lighting level at any property line is 2.0 footcandles and the average lighting level within the parking lot is 2.5 footcandles. (Average parking lot lighting levels may be slightly increased with specific written justification.)
 6. Prior to the issuance of a building permit, utility and grading plans shall be subject to the review and approval of the City Engineer and/or Engineering Consultant.
 7. Prior to the issuance of an occupancy permit, the applicant shall work with the current (March 2001) property owner and the City to assure that an agreement is in place to comprehensively address stormwater management.
 8. Prior to the issuance of an occupancy permit, the transportation access plan into the site shall be subject to the review and approval of the City's Engineering Consultant. The petitioner's engineer shall supply any information required by the City's Engineering Consultant on the access proposal, including whether it is adequate to serve anticipated traffic.
 9. The petitioner or current property owner shall install public sidewalk along Highway 12 and remove pavement and seed the appropriate areas of the Hawk Bowl site along Highway 12, both as shown on the site plan, at the time the restaurant is developed.
 10. At the time Indian Mound Parkway is extended to the west of the subject property, the owner shall install the proposed second driveway, unless directed otherwise by the City.

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11. The applicant, current property owner, and/or future property owner shall enter into a “contract for improvements” (development agreement) with the City, specifying responsibilities for public improvements, including the future installation of Indian Mound Parkway, utilities, and stormwater facilities (see condition #2 of CSM approval).

I further recommend that the Plan Commission recommend City Council approval of a one lot certified survey map (CSM) to facilitate this development, subject to the following conditions:

1. Prior to receiving City signatures on the certified survey map, the following changes shall be made to the CSM:
 - a) Show a “shared access easement” and a 10 foot wide utility easement along the north property line of Lot 1.
 - b) Add the following note: “NOTE: The shared access easement shall allow cross access for future commercial development in the vicinity, if determined appropriate by the City of Whitewater. The owner of Lot 1 may not restrict cross access or any necessary driveway construction to facilitate cross access.”
 - c) On the second page, change the name of the City Clerk to Michele Smith.
2. Prior to the recording of the certified survey map, the subdivider shall enter into a development agreement with the City, specifying responsibilities for public improvements. Specifically, the development agreement shall include the following or similar provisions:
 - a) The current owner or any future owner shall be responsible for the dedication of sufficient right-of-way and installation of a street meeting the City’s collector street standards in the road right-of-way adjacent to Lot 1 if (i) any development occurs on currently unplatted lands owned by the property owner to the north of Lot 1 or to the immediate west of that right-of-way or (ii) not later than 10 years from the date of execution of the development agreement.
 - b) The current owner or any future owner shall be responsible for the installation of acceleration and deceleration lanes on the north side of Highway 12 adjacent to Indian Mound Parkway extended under conditions (i) or (ii) above.
 - c) The current owner or any future owner shall be responsible for the installation of any required public utilities in that same road right-of-way (not including signalization) under conditions (i) or (ii) above and as are necessary to adequately serve the Culver’s restaurant and nearby future development.
 - d) The current owner or any future owner shall install sidewalk along the full length of Lot 1 in the West Main Street right-of-way upon the development of the restaurant on Lot 1, and along both sides of the future collector street under conditions (i) or (ii) above.
 - e) The current owner or any future owner may, at the City’s discretion, be responsible for providing land and/or contributing a proportionate financial share to a regional stormwater solution to address current and future runoff from the current landholdings.
 - f) The current owner shall provide to the owner of Lot 1 perpetual cross-access rights to use the Hawk Bowl access drive to Highway 12.

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5. There shall be no outside storage on the subject property without Plan Commission approval.
6. No dumpsters may be stored on the property without Plan Commission approval.
7. There shall be no overnight parking of semi trucks or trailers in the proposed parking/loading area east of the building addition, except in emergency situations not more than four times in any calendar year.
8. All exterior lighting shall be full (90 degree) cut-off style lighting, with a high pressure sodium or incandescent light source. The petitioner shall submit a lighting plan for City staff approval prior to the installation of any lights.
9. The existing kitchen and bath store building shall be removed before the proposed building addition is occupied, or earlier if required by the City Council.

Moved by McCrea and Telfer to approve the amendments to the conditional use permit for changes to the proposed "Kitchen and Bath Store" to be located at 417 W. Whitewater Street for Home Lumber with the City Planners recommendations and conditions of :

1. Black Hills Spruce;
2. Maintain the Dryvit band on lower portion of building.
3. Extend the Dryvit band along the bottom of the building along the mansard roof area of the "Kitchen & Bath" retail store.
4. Extend the mansard roof on the eastern elevation over the southern most service door.

Motion approved by unanimous roll call vote.

Jay Savignac stated that once he has his permits and time line, he will go back to the City Council with a construction deadline.

City Planner Mark Roffers stated that the ordinance allows for one year to start the project and two years to finish.

PUBLIC HEARING FOR A CONDITIONAL USE PERMIT FOR A "CULVER'S" RESTAURANT TO BE LOCATED ON HWY 12/W. MAIN STREET WEST OF HAWK BOWL FOR PHYLLIS FEULING. Chairperson Gilpatrick opened the public hearing for the consideration of a conditional use permit for a "Culver's" restaurant to be located on Hwy. 12/W. Main Street west of Hawk Bowl for Phyllis Feuling. Zoning Administrator Bruce Parker explained that approval of this proposal is subject to approval of the certified survey map. This is a conditional use because there will be a drive through window. Phyllis Feuling and Tom Stelling, Architect, were present to explain and answer questions.



Tom Stelling explained that the basic structure will be a 98 seat facility. The building will have a blue metal roof with white fascia and soffit. The walls will be split faced white block. The building will have awnings. They would like to have vinyl siding around the back of the building and around to the drive through window. They will be working with City Staff on the new lighting plans.

Jeanette Lee, Gene Lee, neighboring residents speaking for the senior residential facilities on the west side of Whitewater, voiced their opinions for the project. They want to have a "Culver's" in Whitewater. It would be an asset. They all like "Culver's". They drive to Ft. Atkinson and Janesville to go to "Culver's".

Chairperson Gilpatrick closed the public hearing.

The Board voiced their concerns: that the sidewalk along entire Hwy. 12 frontage should be put in at the time of construction; If traffic lights would be considered; move the 25 speed limit sign out to Taco Bell; When the by-pass is in and DOT abandons US Hwy. 12, the City will have jurisdiction and financial responsibility for the current Main Street/Hwy. 12; the possibility of either having the building all brick or with vinyl on two sides, like in Ft. Atkinson; some Board Members prefer shingle roof, some like the metal roof.

Stelling stated that the Staples store and the Westsider have metal roofs. This building will be 500 feet from the nearest residence.

The crosswalk would be located on the east side of Indian Mound Parkway. The City will need to work with DOT to move the speed limit sign further west.

City Planner Mark Roffers recommendations for approval are:

1. The project shall be developed in accordance with the revised site plan (last revision 4/9/01), landscape plan (4/9/01), utility plan (9/11/00), and building elevations (4/9/01), except as indicated below:
 2. Prior to issuance of a building permit, the sign plan and building elevations shall be revised and resubmitted for staff approval including the following changes:
 - a) Reduce the size of the monument sign to a maximum of 64 square feet in area and 10 feet in height, provided that it is at least 30 feet from any street right-of-way.
 - b) Show a sign on only one exterior wall of the building, not exceeding 50 sq.ft. in area or 10% of that façade area.
 - c) Clarify that canvas awnings will in fact be provided over the building windows.
 - d) Remove suggestions of vinyl siding from the exterior of the building.
 - e) Indicate that the wallpac light will be shielded and contain a high pressure sodium fixture.

3. Prior to issuance of an occupancy permit, the landscape plan shall be revised and resubmitted for staff approval including the following changes:
- a) Per the requirements of the zoning ordinance, show all existing trees with a diameter of 4 inches or greater. Incorporate appropriate mature trees in the landscape plan.
 - b) For the entire Culver's site, add a minimum of eight canopy trees, eight ornamental or evergreen trees, and 70 shrubs.
 - c) Within the above total, add an ornamental tree within each of the landscaped islands.
 - d) Focus required additional landscaping along the frontages of Highway 12 and the future Indian Mound Parkway, and within the 15 foot wide strip on the east side of the parking lot.
 - e) Stone ground cover around the building should be decorative stone.
 - f) Remove existing pavement and seed the Highway 12 frontage area of the Hawk Bowl site between the Culver's site and the shared access drive, as delineated on the 3/21/01 site plan.
4. Prior to the installation of any pole lighting, the "Illumination Site Plan" shall be revised and resubmitted for staff approval, including the following changes:
- a) Clearly indicated on all parts of the plan whether 400 watt or 1000 watt fixtures are proposed, with 400 being the preferred option.
 - b) Remove "tilt up" installation of light fixtures. Per the City's lighting ordinance, only full cutoff fixture installation (using flat lenses) is permitted per the definition in 19.09.623 of the zoning ordinance.
 - c) The type of light fixture shall be approved by staff per the City's lighting ordinance.
 - d) Reduce lighting levels so that the maximum lighting level at any property line is 2.0 foot-candles and the average lighting level within the parking lot is 2.5 foot-candles. (Average parking lot lighting levels may be slightly increased with specific written justification.)
5. Prior to the issuance of a building permit, utility and grading plans shall be subject to the review and approval of the City Engineer and/or Engineering Consultant.
6. Prior to the issuance of an occupancy permit, the applicant shall work with the current (March 2001) property owner and the City to assure that an agreement is in place to comprehensively address stormwater management.
7. prior to the issuance of an occupancy permit, the transportation access plan into the site shall be subject to the review and approval of the City's Engineering Consultant. The petitioner's engineer shall supply any information required by the City's Engineering Consultant on the access proposal, including whether it is adequate to serve anticipated traffic.

8. The petitioner or current property owner shall install public sidewalk along Highway 12 and remove pavement and seed the appropriate areas of the Hawk Bowl site along Highway 12, both as shown on the site plan, at the time the restaurant is developed.

9. At the time Indian Mound Parkway is extended to the west of the subject property, the owner shall install the proposed second driveway, unless directed otherwise by the City.

10. The applicant, current property owner, and/or future property owner shall enter into a "contract for improvements" (development agreement) with the City, specifying responsibilities for public improvements, including the future installation of Indian Mound Parkway, utilities, and stormwater facilities (see condition #1 of CSM approval).

Moved by McCrea and Hutchison to approve the conditional use permit for the proposed Culver's Restaurant to be located on Hwy. 12/Main Street west of Hawk Bowl for Phyllis Feuling with the conditions/recommendations of the City Planner (with number 4 & 5 to be reviewed by City Staff). The motion approves the metal roof and the split stone on the whole building. See exhibits. Motion approved by unanimous roll call vote.

CERTIFIED SURVEY MAP FOR CULVER'S RESTAURANT TO BE LOCATED ON HWY 12/W. MAIN STREET There are a couple of changes to the certified survey map. The map is to include two additional easements: a ten foot water utility easement and a 24 foot shared access easement.

City Planner Mark Roffers recommendations are:

1. Prior to the recording of the certified survey map, the subdivider shall enter into a development agreement with the City, specifying responsibilities for public improvements. Specifically, the development agreement shall include the following or similar provisions:
 - a) The current owner or any future owner shall be responsible for the dedication of sufficient right-of-way and installation of a street meeting the City's collector street standards in the road right-of-way adjacent to Lot 1 if (i) any development occurs on currently unplatted lands owned by the property owner to the north of Lot 1 or to the immediate west of that right-of-way or (ii) not later than 10 years from the date of execution of the development agreement.
 - b) The current owner or any future owner shall be responsible for the installation of acceleration and deceleration lanes on the north side of Highway 12 adjacent to Indian Mound Parkway extended under conditions (i) or (ii) above.
 - c) The current owner or any future owner shall be responsible for the installation of any required public utilities in that same road right-of-way (not including signalization) under conditions (i) or (ii) above and as are necessary to adequately serve the Culver's restaurant and nearby future development.



Plan & Architectural Review Commission Agenda Item

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|-------------------------------------|---|
| Meeting Date: | March 9, 2026 |
| Agenda Item: | Appointment of PARC representative for Comprehensive Plan Update Advisory Work Group |
| Staff Contact (name, email, phone): | Llana Dostie, ldostie@whitewater-wi.gov 262-473-0144 |

BACKGROUND
(Enter the who, what when, where, why)

At this time, we need a new representative from this Commission to be appointed to the Comprehensive Plan Update Advisory Work Group. Sherry Stanek has resigned from this appointment.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS
(Dates, committees, action taken)

- PARC meeting on November 13, 2025 Sherry Stanek was appointment to the Comprehensive Plan Update Advisory Work Group

FINANCIAL IMPACT
(If none, state N/A)

There is no additional financial impact to this decision, as the contract with RDG has already been finalized and signed. There will be occasional additional meetings that the selected PARC member will need to attend as part of this process.

STAFF RECOMMENDATION

It is recommended that the Plan & Architectural Review Commission appoint one member as representatives on the Advisory Committee.

ATTACHMENT(S) INCLUDED
(If none, state N/A)

- Description of duties and roles provided by RDG Planning & Design