



Plan & Architectural Review Meeting

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

Monday, September 14, 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/29131185604002?p=b17ARUw22l0ysjukvz>

Dial in by phone

+1 929-229-5663,,89990458# United States, New York City

Find a local number

Phone conference ID: 899 904 58#

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 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.

CONSIDERATION/DISCUSSION/REPORTS

1. Discussion and possible approval of an Extraterritorial Certified Survey Map for a vacant lot located at W499 County Highway U in the Town of Cold Spring. Tax Parcel # 004-0515-3222-001.

- [2.](#) Discussion and possible recommendation to Common Council the proposal from Graef for the Zoning Code Rewrite.
- [3.](#) Discussion and possible approval of the Final Certified Survey Map splitting and combining into a three lot Certified Survey Map for Tax Parcel #'s /WUP 000324, /WUP 00325, /WUP 00327 and /WUP 00328. The properties are collectively known as the Hoffman Property. Located on Walworth Avenue next to the High school, bisected by Hwy 12 Bypass.

FUTURE AGENDA ITEMS

NEXT MEETING DATES

**SEPTEMBER 24, 2026 JOINT COMMON COUNCIL & PLAN & ARCHITECTURAL REVIEW
OCTOBER 12, 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 ldostie@whitewater-wi.gov**

This agenda may include quasi-judicial items addressing the specific outcome for an individual or property, such as zoning appeals, conditional use permits, or other land use decisions. For quasi-judicial items, board/commission members are only able to consider information presented by interested parties or the public on the record during this meeting. Board/Commission members should not conduct their own investigation but may request additional information from the interested parties.

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.

M E M O R A N D U M

To: City of Whitewater Plan and Architectural Review

Commission

From: Allison Schwark, Zoning Administrator

Date: September 14, 2026

Re: Certified Survey Map

Summary of Request	
Requested Approvals:	1 Lot Certified Survey Map
Location:	W4999 HWY U, Whitewater (004-0515-3222-001)
Current Land Use:	Undeveloped
Proposed Land Use:	Single Family Residential
Current Zoning:	Industrial (Jefferson County)
Proposed Zoning:	A3 Rural Residential (Jefferson County)
Future Land Use:	NA

Application Summary

The applicant is requesting approval of a Certified Survey Map within parcel 004-0515-3222-001, located on County Hwy U. This parcel is outside of the City of Whitewater, but located within Whitewater's extraterritorial limits.

Existing Site Condition



Current parcel boundaries highlighted in orange.

This proposed parcel is 4.4 acres and a separation from undeveloped unplatted farmland. The applicant is seeking a CSM for the purpose of residential construction on the new lot. The 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 the Plan Commission **APPROVE** the Certified Survey Map as it meets all requirements of the zoning district in which it is located, as well as all land division requirements.

CERTIFIED SURVEY MAP No. _____

BEING A PART OF THE NW 1/4 OF THE NW 1/4 OF SECTION 32, T5N,
R15E, TOWN OF COLD SPRING, JEFFERSON COUNTY, WISCONSIN.

LEGEND

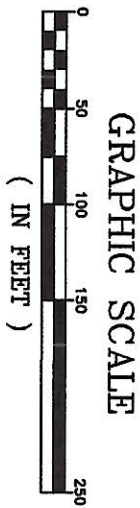
- 3/4" IRON REBAR FOUND
- 1" I.D. IRON PIPE FOUND IN CONCRETE
- 3/4"x18" IRON REBAR (1.502 lbs/lin ft)
w/ORANGE PLASTIC CAP STAMPED
'J.C. KANNARD P.L.S. S-2248' SET
- SECTION CORNER FOUND AS NOTED
- 3/4" IRON REBAR FOUND IN CONCRETE
- 1 1/4" I.D. IRON PIPE FOUND IN CONCRETE
- SOIL BORING
- U/G GAS SIGN (APPARENT EASEMENT)
- UTILITY POLE (APPARENT EASEMENT)
- RECORDED AS

BEARING BASIS:

ALL BEARINGS REFER TO
THE NORTH LINE, NW 1/4
WHICH HAS AN ASSUMED
BEARING OF N89°48'56"E

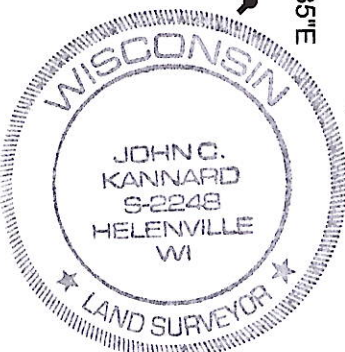
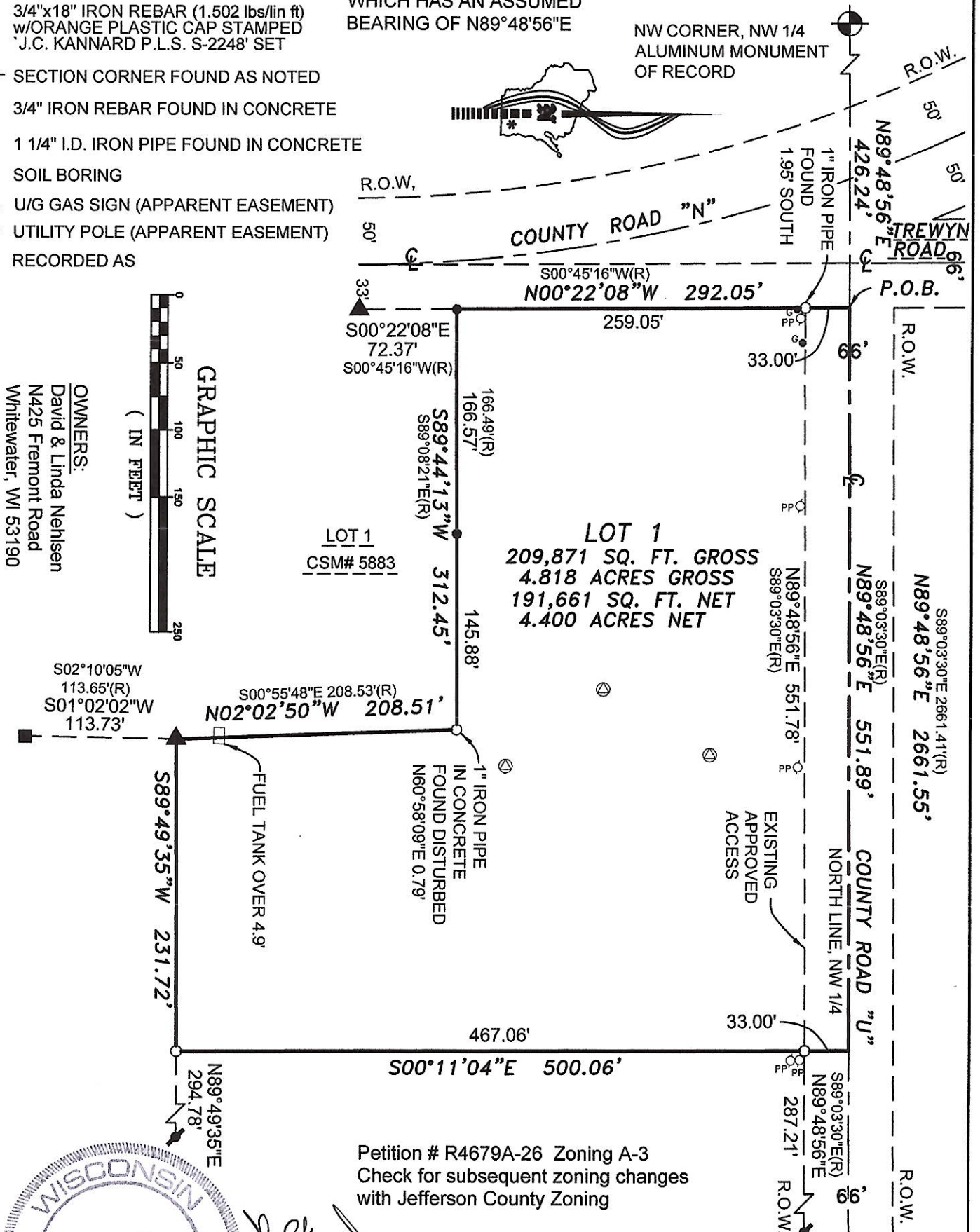
NW CORNER, NW 1/4
ALUMINUM MONUMENT
OF RECORD

OWNERS:
David & Linda Nehlsen
N425 Fremont Road
Whitewater, WI 53190



LOT 1
CSM# 5883

LOT 1
209,871 SQ. FT. GROSS
4.818 ACRES GROSS
191,661 SQ. FT. NET
4.400 ACRES NET



Petition # R4679A-26 Zoning A-3
Check for subsequent zoning changes
with Jefferson County Zoning

SOUTHWEST
SURVEYING & ASSOCIATES, Inc. OF RECORD

NE CORNER, NW 1/4
MAG NAIL WWASHER
OF RECORD

W1065 COUNTY ROAD CI, HELENVILLE, WI. 53137
262-495-4910
920-674-4884

JOB No.: N-226105
DATE: JULY 31, 2026
SHEET 1 OF 2

CERTIFIED SURVEY MAP No. _____

BEING A PART OF THE NW 1/4 OF THE NW 1/4 OF SECTION 32 , T5N, R15E, TOWN OF COLD SPRING, JEFFERSON COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, John C. Kannard, Professional Land Surveyor No. 2248, hereby certify:

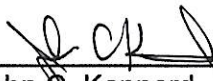
That I have surveyed, divided, mapped this Certified Survey Map being a part of the NW 1/4 of the NW 1/4 of Section 32, T5N, R15E, Town of Cold Spring, Jefferson County, Wisconsin, bounded and described as follows:

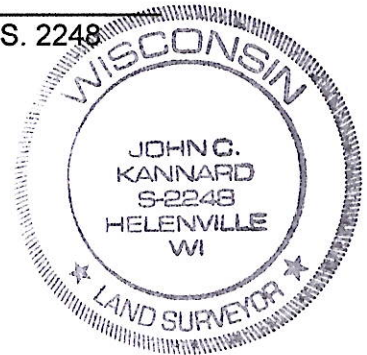
Commencing at the Aluminum Monument that marks the Northwest corner of the NW 1/4 of said Section 32; Thence N89°48'56"E, along the North line of said NW 1/4, a distance of 426.24 feet, to the the POINT OF BEGINNING of the lands to be described; Thence continue N89°48'56"E, along said North line, a distance of 551.89 feet; Thence S00°11'04"E, a distance of 500.06 feet, to a Set 3/4"x18" Iron Rebar (1.502 lbs/ lin ft) with an orange plastic cap stamped "J.C. Kannard P.L.S. S-2248" (Set 3/4" Rebar); Thence S89°49'35"W, a distance of 231.72 feet, to a Found 3/4" Iron Rebar in Concrete that marks the Easterly line of Lot 1 of Certified Survey Map No. 5883 as recorded in the Jefferson County Register of Deeds Office in Volume 34 of Certified Survey Maps on Pages 34 and 35 as Document No. 1397692; Thence N02°02'50"W, along said Easterly line of said Lot 1, a distance of 208.51 feet, to a Set 3/4" Rebar; Thence S89°44'13"W, along the North line of said Lot 1, a distance of 312.45 feet, to a Found 1" I.D. Iron Pipe that marks the Northwest corner of said Lot 1; Thence N00°22'08"W, along the Easterly Right of Way line of County Road "N", a distance of 292.05 feet, to the POINT OF BEGINNING, containing 209,871 square feet or 4.818 acres of land, more or less.

Subject to all rights, reservations, restrictive covenants and easements of record.

I further certify that I have made this survey and map under the direction of David and Lisa Nehlsen, owners of said lands, and that this Certified Survey Map is a correct representation of all exterior boundaries of the land surveyed and the division of that land and that I have complied fully with the provisions of Chapter 236.34 of the State of Wisconsin Statutes, and the Subdivision Ordinance of Jefferson County, Wisconsin in surveying and mapping the same.

Certified this 31st day of July, 2026


John C. Kannard, P.L.S. 2248



CITY OF WHITEWATER EXTRATERRITORIAL APPROVAL:

This Certified Survey Map is hereby approved by the City of Whitewater.

Dated this ____ day of _____, 2026

Heather Boehm, City Clerk

PLANNING AND ZONING COMMITTEE APPROVAL:

This Certified Survey Map is hereby approved by the Planning and Zoning Committee of Jefferson County.

Dated this ____ day of _____, 2026

Matt Zangl, Director of Planning & Zoning



City Of Whitewater

Subdivision/Land Split Application/Certified Survey/Extra Territorial CSM

63 Questions

Information

Subdivision/Land Split Application Checklist (please read)

Applicant

1. Fill out Planning Request Form, Subdivision Form, and Plan of Operation Form. 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 using the payment link
<https://www.paymentservicenetwork.com/PaymentPage.aspx?acc=RT28287>

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.

Llana Dostie, Zoning Specialist

262-473-0144

Email Llana Dostie

Allison Schwark, Municipal Code Enforcement

262-249-6701

Email Allison Schwark

1) CSM

Nehlsen Final CSM 7 31 26.pdf

2) Preliminary Plat

3) Final Plat

4) Other Information

5) Project Tax Key # *

004-0515-3222-001

6) Project Address *

W4999 HWY U, Whitewater, WI 53190

7) Project Title (if any)

Applicant, Agent & Property Owner Information

8) Applicant's Name *

Jacob Nehlsen

9) Applicant's Company *

NA

10) Address *

████████████████████

11) City *

██████████

12) State *

██

13) Zip Code *



14) Phone Number *



15) Email Address *



16) Agent Name

17) Agent Company

18) Address

19) City

20) State

21) Zip Code

22) Phone Number

23) Email Address

24) Owner, if different from applicant

25) Address

26) City

27) State

28) Zip Code

29) Phone Number

30) Email Address

31) 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

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

Yes

No

Item 1.

33) If Yes, please specify the language required.

Subdivision/Land Split Application & Certified Survey Application

34) Project Tax Parcel #: *

004-0515-3222-001

35) Project Address *

w4999 HWY U whitewater wi

36) Project Title (if any)

37) Proposed Land Use *

A3 residential build w/ hobby farm

38) Gross Site Area *

4.4 acres

39) Proposed Number of Lots *

40) Current Number of Lots *

1

41) Applicant's Signature *

Jacob Nehlsen

PROJECT INFORMATION

42) PROJECT LOCATION *

W4999 HWY U Whitewater wi

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.

43) Date *

08/10/2026

44) PROJECT NAME *

Nehlsen HWY U

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 but 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.

45) PHONE *

██████████

46) MAILING (BILLING) ADDRESS *

██

47) EMAIL ADDRESS *

██

48) NAME *

Jacob Nehlsen

APPLICANT INFORMATION

49) EMAIL ADDRESS

50) NAME

51) SIGNATURE OF APPLICANT *

Jacob Nehlsen

ATTORNEY INFORMATION

52) DATE *

10/08/2026 12:00:00 AM

53) PHONE

Note

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 Community Development: Mason Becker \$59.53

Director of Public Works: Brad Marquardt \$79.73
Director of Finance: Rachelle Blitch \$72.71
Clerk: Heather Boehm \$43.91
Deputy Clerk: Tiffany Albright \$29.64
Zoning Specialist Llana Dostie \$41.70
Building Inspection Services
Building Inspector Commercial: Joe Mesler \$80.00
Building Inspector Residential: Jon Mesler \$80.00
City Attorney
Attorney Steven Cheseboro \$89.41
City Engineer
Strand and Associates \$247.63
Primary Contact: Mark Fischer
City Planners and Zoning Administrator
Primary Contact: Allison Schwark \$50.00



PARC Agenda Item

Meeting Date:	September 14, 2026
Agenda Item:	Zoning Rewrite Firm Selection
Staff Contact (name, email, phone):	Llana Dostie, Zoning Specialist

BACKGROUND

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

City Staff released a Request for Proposals (RFP) on June 1, 2026, for professional services related to the City's Zoning Code Rewrite. The City's current Zoning Code was last comprehensively updated in 2016. Since that time, changes to state statutes, regulations, and development practices have occurred. As a result, portions of the current Zoning Code are outdated and can create barriers to development and redevelopment within the City.

The City received four proposals in response to the RFP. Staff reviewed all four proposals and determined that each firm met the minimum qualifications and requirements outlined in the RFP. Following the initial review, the RFP evaluation team narrowed the selection to two finalist firms:

- **Graef / Civi Tek / Municipal Law**
- **von Briesen & Roper, S.C. / Rinka**

Both finalist proposals meet the needs and requirements identified in the RFP and demonstrate the qualifications necessary to complete the Zoning Code Rewrite.

As part of the finalist evaluation process, staff conducted reference calls for both firms. The references for von Briesen & Roper, S.C./Rinka indicated that the City would likely need to devote a significant amount of staff time to reviewing and proofreading the draft code and ensuring that the final document accurately reflects the City's desired regulations and policy direction.

The scope of the project involves more than simply updating the existing Zoning Code. The selected consultant will be responsible for developing a comprehensive replacement code and ensuring that related and referenced provisions within the Municipal Code are consistent with the new Zoning Code. This includes reviewing and coordinating the provisions that are directly or indirectly connected to zoning regulations.

Given the scope and complexity of the project, staff believes it is important to select a consultant that can provide substantial assistance throughout the drafting, review, and coordination process while minimizing the amount of staff time required for detailed proofreading and cross-referencing.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

N/A

FINANCIAL IMPACT

(If none, state N/A)

Graef is \$118,812

von Briesen & Roper, S.C./Rinka is \$100,000

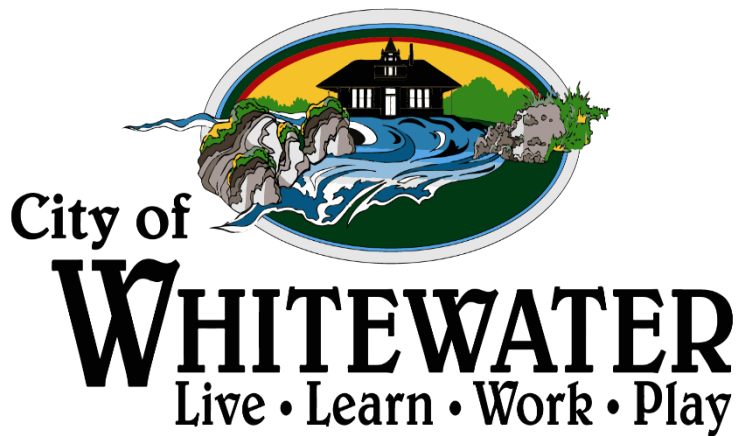
STAFF RECOMMENDATION

Based on the proposal review, finalist interviews, and reference checks, staff recommends selecting **Graef / Civi Tek / Municipal Law** to complete the City's Zoning Code Rewrite. Staff believes this team is best positioned to provide the level of coordination, technical expertise, and support necessary to successfully complete the project while minimizing the administrative burden on City staff.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

- Zoning Rewrite Request for Proposals (RFP)
- Graef RFP Response Proposal
- von Briesen & Roper, S.C./Rinka



Zoning Code Rewrite

Request for Proposals

Posting Date: June 1, 2026
Submission Deadline: July 31, 2026, 3:30 pm Central Time
Community Development Department
Attn: Llana Dostie
Zoning Specialist
PO Box 178
312 W Whitewater Street
Whitewater, WI 53190
ldostie@whitewater-wi.gov

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Purpose

The purpose of the Request for Proposals (RFP) is to receive competitive proposals from qualified consultants who are interested in completing a Zoning and Land Division rewrite. **The city expects to start the Zoning Code rewrite in first quarter of 2027.**

Background

The City of Whitewater, located in Walworth and Jefferson Counties, was incorporated in 1885. The City of Whitewater is the largest City in Walworth County, Wisconsin with a population of approximately 14,889. The City is also home to the University of Wisconsin-Whitewater.

The City's primary zoning regulations [Title 19](#), were last updated in 2016, remains rooted in conventional zoning. Since that time development practices, planning principles, state and federal regulations, and community expectations have evolved substantially. As a result, portions of the existing ordinance no longer reflect current best practices of the City's long-term vision for growth, preservation and redevelopment.

The City's Land Division and Subdivision Code [Title 18](#) has not been substantially updated since 2002. Similar to the Zoning Code, there are sections that are outdated and in need of comprehensive revision.

The City of Whitewater is in the process of rewriting its Comprehensive Plan Whitewater Forward 2045, and completion is anticipated in October of 2026.

The main intention of the project is to establish a zoning code that is easy to read, understandable to by the public, and enforceable by the City while also being modern and forward looking.



RFP Schedule (subject to change):

1. RFP Issued:
 - a. June 1, 2026
2. Written Questions due to the City sent via email to ldostie@whitewater-wi.gov :
 - a. by July 17, 2026
 - b. Written responses will be posted as an addendum no later than July 24, 2026
3. Proposals due to the City:
 - a. July 31, 2026, by 3:30 pm Central Time
4. Possible interviews with finalists:
 - a. August 10-August 14 2026.
6. Plan Commission Recommendation to Common Council
 - a. September 14, 2026
7. Common Council Approval
 - a. October 6, 2026

Objectives

1. Expand Housing Choice and Diversity: Create zoning standards that allow and encourage a broad range of housing types, sizes, and tenures to meet the needs of a growing and diverse population. This includes, but is not limited to, single-family homes, duplexes and small multiplexes, townhomes, cottage housing, mixed-use residential, and housing options appropriate for seniors, workforce households, ADUs, Multifamily and multigenerational living. The code should support housing affordability through flexibility in design, density, and dimensional standards where appropriate.
2. Integrate and Simplify the Zoning Framework: Reduce complexity by minimizing reliance on Planned Development Districts and Conditional Use Permits and creating adaptable base zoning districts that accommodate a wider range of development scenarios that take into account smaller lot sizes, lot widths and reduce setbacks.
3. Improve Clarity, Usability, and Ease of Implementation: Draft the zoning code to be clear, concise, and easy to administer for staff and decision-makers, and understandable to applicants and the public. Standards should be objective where possible, approval processes streamlined, and discretionary reviews clearly defined. The code should reduce ambiguity and improve consistency in interpretation and enforcement.

4. **Facilitate Predictable and High-Quality Development Outcomes:** Establish standards that promote high-quality site and building design, compatible transitions between land uses, and positive relationships between private development and the public realm. The code should provide predictability for applicants while ensuring development contributes positively to community character and livability.
5. **Ensure Legal Soundness and Consistency:** Update the zoning and sign regulations in a manner consistent with current state and federal legal requirements and best practices, including sign code standards that are content-neutral and legally defensible. The revised code should be internally consistent and aligned with the City's Comprehensive Plan and other adopted policies. The City expects that the selected consultant will make zoning recommendations that are consistent with all applicable state and federal regulations. The City Attorney will be involved in codifying the final product. However, the consultant should not have the expectation that the City Attorney will be actively involved as the revised zoning regulations are drafted.
6. **Coordination with the Comprehensive Plan (Update to be completed October 2026):** Ensure close coordination between the zoning code rewrite and the Comprehensive Plan update, so that land use policies, future growth areas, and implementation strategies are clearly reflected in the zoning framework. Opportunities for efficiency and consistency between the two efforts should be maximized.



Plan Consistency

The following plans and studies should be consulted with:

Whitewater Forward 2045

City of Whitewater Parks and Recreation Open Space Plan 2026-2031

Scope of Work

1. Conduct comprehensive review of Whitewater's existing Ordinances connected to Zoning, and related zoning policy.
 - Title 12-Streets and Sidewalks and Public Grounds needs to be reviewed to maintain consistency in the ordinances
 - Title 14-Buildings and Construction needs to be reviewed to maintain consistency within the ordinances
 - Title 20 Property Maintenance needs to be reviewed to maintain consistency within the ordinances
 - Title 8 Health and Sanitation
 - [Landscape Policy from 2010](#)
2. The consultant will work with City Staff in identifying key challenges and inconsistencies within the existing codes, including areas where regulations are outdated, could be consolidated, overly complex and do not align with the City's current development needs.
3. Evaluate conditional uses and advise as to what conditions, if any should apply to warrant designation as a conditional use vs permitted use.
4. Guidance regarding Best Practices. The consultant will be expected to provide guidance regarding modern best practices regarding zoning and subdivision codes relevant to communities like Whitewater, as allowed under Wisconsin laws and regulations. This should include the use of visual tools to explain proposed ordinance regulations and the benefits to achieving City land use goals for public and Plan Commission meetings.
5. In collaboration with City staff, develop a stakeholder engagement plan that outlines strategies for involving key community members, City staff, elected officials, and other stakeholders in the process. Proposals shall specify the engagement tools and meetings that the consultant proposes as part of the cost estimate:
 - Design the engagement approach to build upon and complement the extensive public outreach conducted as part of the recent Comprehensive Plan update, with a level of effort that is proportional and cost-effective.
 - Budget for and attend an appropriate number of Plan Commission meetings to review key elements of the revised zoning code; City staff will lead meetings with additional boards, commissions, or committees, with consultant participation as appropriate.
 - Prepare clear, accessible public education and outreach materials explaining proposed zoning changes in plain language, including maps, graphics, and other visual aids.
 - Clearly describe proposed engagement activities, tools, and meetings in the consultant's cost estimate.
6. Prepare a draft of the revised zoning ordinance, including all necessary sections,

tables, graphics, and regulatory language:

- Present the draft zoning ordinance to City staff, elected officials, and other stakeholders

7. Adoption Support:

- Provide support to the City through the formal adoption process, including preparing necessary reports and presenting revised zoning ordinances to the Plan Commission and Common Council.
- Assist with public hearings and other adoption-related activities, addressing any questions or concerns raised by the public or decision-makers.
- Provide the City with final, adoption-ready versions of the zoning ordinance, Sign Code, and related materials in both digital and publication-ready formats.

Deliverables

The selected consultant shall complete a final zoning code and zoning map with supporting documentation. Format the documents to be incorporated within the Whitewater Municipal Code of Ordinances maintained by Municode. The final zoning code shall include easy to use charts, tables, checklists, graphics, images and figures. The consultant shall provide the City with electronic copies of all files in their editable formats compatible with Microsoft Office, AdobeInDesign, ESRI and our existing public and internal GIS maps.

Expected documents include:

- Project Workplan
- Zoning Code Analysis Summary Report and Map(s)
- Stakeholder Engagement Plan
- Draft Zoning Ordinance and Map
- Final Zoning Ordinance and Map

These are the general requirements for the creation of new zoning and subdivision codes and are not intended to be an all-inclusive list of every task necessary to complete the project. It is expected that consultants will submit proposals that provide the City with more specific recommendations for approaches, tasks, and deliverables based on their expertise from past work on similar projects. Innovative approaches that meet the intent of the Plan Objectives and Scope of Work are welcomed; these could be presented as additional services or additional approaches in the consultant response if desired.



Evaluation and Selection

1. Transmittal Letter

The submission must include a transmittal letter on official letterhead that provides contact information for the person with authority to negotiate on behalf of the consultant. The letter must also include an affirmative stated that the consultant agrees with the minimum business terms in the RFP.

The consultant must certify that the RFP response and exhibits are true and correct. Unsigned and/or undated submissions will not be accepted.

2. Proposal Content and Sequence of Information

The response to the proposal shall include the following information in the order shown in the following section. The consultant should be sure to include all information that will enable the evaluation committee and the City to make a decision. Failure of the consultant to provide specific, detailed information may result in its proposal being rejected in favor of a sufficiently detailed proposal. Any necessary exhibits or other information, including information not specifically requested by this RFP by that would be helpful, should be attached at the end of the proposal.

3. Qualifications and Experience

Provide a statement of qualifications for your organization, the size of your firm, a description of the services provided by your organization, and a statement of the extent of experience/history of providing the services requested by this RFP.

List the personnel to be involved in the study, their roles and responsibilities, and list the professional qualifications for everyone that would be assigned to provide services requested by this RFP. Professional qualifications include date and educational institutions of any applicable degrees, additional applicable training, and any professional certifications and/or licensing. In lieu of listing this information, you may submit a resume or curriculum vitae for each such individual if the resume/CV includes all the requested information.

List the roles of each employee that will be assigned to this project over the anticipated project duration and a breakdown of each employee's expected time commitment to the project, as a proportion of total work time. Availability may be listed as a percentage of a full-time employee (FTE).

Identify the three most recent examples of comparable zoning code rewrites accomplished with name and contact information for references.

Identify sub-consultants to be utilized and the role to be played by the sub-consultant(s). Provide information on the two most recent similar projects for the respective work of the sub-consultant(s).

4. Proposed Approach

This section describes your proposed approach for meeting the services required by the City as explained above. Relevant considerations include the quality and feasibility of your approach to meeting these needs, the way in which you plan to provide adequate staffing, the equipment or other resources provided by you (if applicable). List any needs for physical space and/or equipment at the City, if any.

Identify how you will meet all other aspects of the scope of work and related requirements stated above. List any items you cannot provide. If there are any components or details of the proposed project that are identified in this RFP that the consultant believes should be modified based on best practices or prior experience, the alternatives should be explained in the proposal:

- Methodology addressing the scope of work, including how you will analyze existing information, perform the required analysis, and methods to evaluate land use options.

Proposed Project Schedule and Cost

Include the expected timeline of the project and cost to fulfill the requirements of the RFP for the zoning code rewrite.

- Proposed project scheduled
- Cost for the requested services.
- Itemized budget and a detailed explanation for all costs associated with providing the requested services.
- Estimated labor hours by task that clearly identifies the project team members, their hourly rate and the number of hours expected to complete each task.
- The expected payment schedule and project milestones with which payments will be due. Payments shall be tied to identified performances criteria and not specific dates.
- Is travel time for meetings expected to be billable? If so, how will travel time invoices be calculated? Travel costs should be included within the City's allocated budget for the project.
- Include similar information for any subcontractors.

Claims, Licensure and Non-Discrimination Violations Against Your Organization

List any current licensure or non-discrimination claims against you/your organization and those having occurred in the past five years, especially any resulting in claims or legal judgements against you/your organization.

Questions and Addenda

All Questions regarding this Request for Proposal must be submitted in writing.

Questions shall be submitted via mail to:

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

Questions must be received no later than July 17, 2026.

Response to questions regarding clarification will be issued in the form of written addenda distributed to all known recipients of the RFP.

All Addenda issued shall become part of this Request for Proposals.

Proposal Evaluation Criteria

Each proposal will be reviewed to determine if it meets the submittal requirements contained within this RFP. Failure to meet the requirements for the RFP may be cause for rejection of the proposal.

The following criteria will be used to evaluate proposals that meet submittal requirements:

- **Company Background-30 Points**
This includes demonstrated experience and qualifications relevant to key personnel; level of experience with local government entities of similar size, structure and complexity; and knowledge of comprehensive planning legislation as well as other applicable aspects of Wisconsin planning law.
- **Project Approach -50 Points**
The Consultant is encouraged to provide an innovative approach and methodology to provide the requested services based on their experience. This includes demonstrated understanding of the deliverables; demonstrated experience and technical competence to adequately engage the public and incorporate public comment into the plan; and the ability to produce outcomes on schedule.
- **Budget Value and Management -20 Points**
This includes the ability to stay within budget while meeting all project requirements.

Contract Terms and Conditions

The selected consultant will enter into a professional services agreement with the City of Whitewater defining scope, compensation, schedule and responsibilities.

City Rights and Reservations

The City reserves the right to reject any or all proposals, waive informalities, request additional information, and negotiate scope and fees.

The City reserves the right to withdraw this RFP at any time without prior notice and makes no representation that any agreement will be awarded to any respondent. Additionally, the City expressly reserves the right to postpone opening responses to this solicitation for its own convenience.

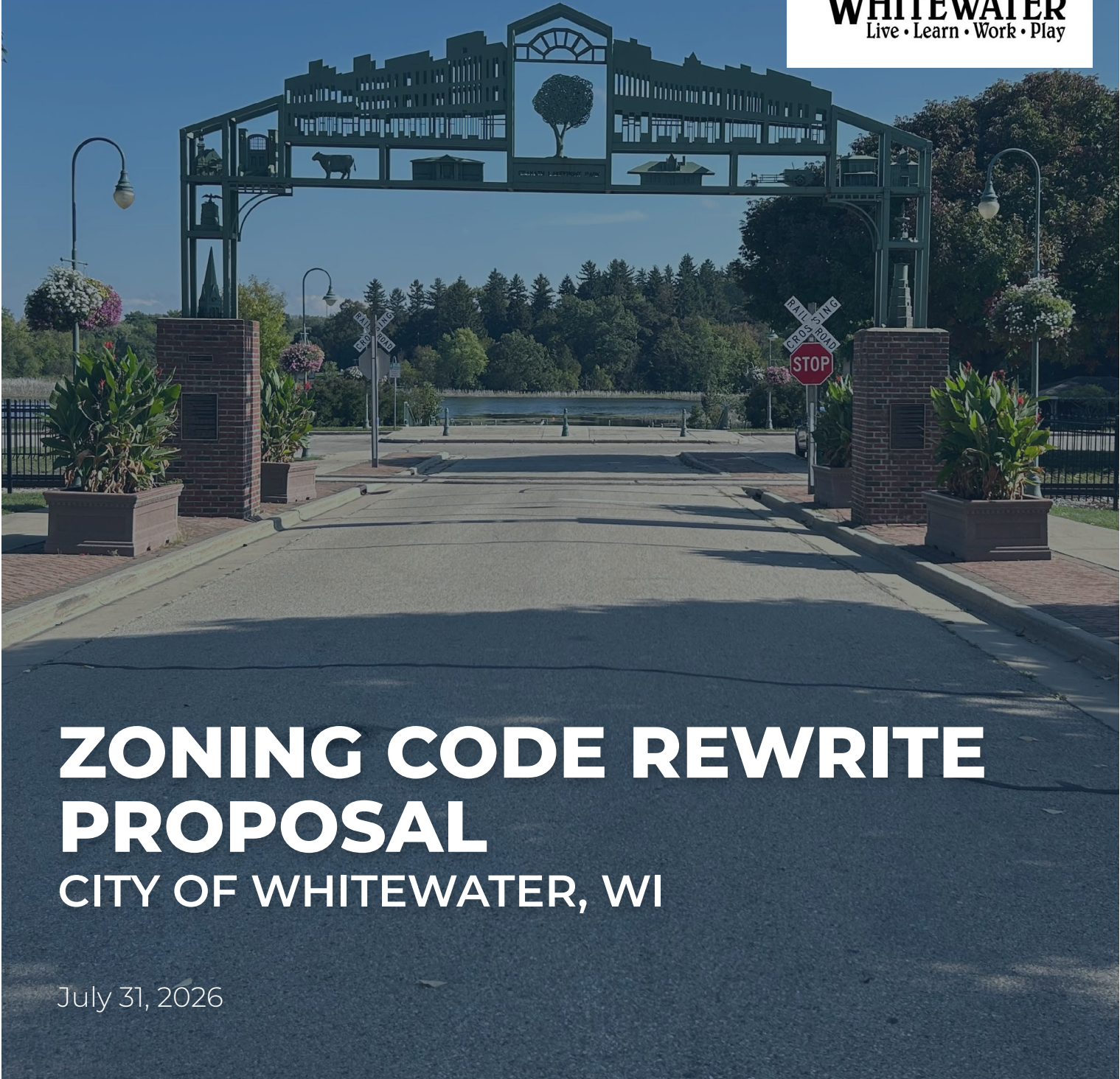
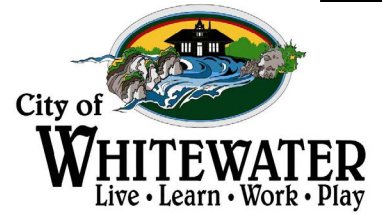
All cost associated with preparation and submission of proposals in response to this Request for Proposals shall be the sole responsibility of the proposer. The City of Whitewater shall not be liable for any costs incurred by proposers in the preparation of proposals or participation in selection process.

The City reserves the right to request clarification or additional information from any proposer regarding the contents of their proposal. Such requests may include written clarifications, additional documents, or participation in interviews or presentations.

The City reserves the right to determine whether the proposals are responsive to the requirements of this Request for Proposals. Proposals that are incomplete fail to comply with the requirements of this Request for Proposals or contain material irregularities may be rejected at the discretion of the City.



GRÄEF



ZONING CODE REWRITE PROPOSAL

CITY OF WHITEWATER, WI

July 31, 2026

IN PARTNERSHIP WITH:

CIVI TEK **Municipal****LAW**
CONSULTING & LITIGATION GROUP

PRIMARY POINT-OF-CONTACT:

Craig Huebner, AICP

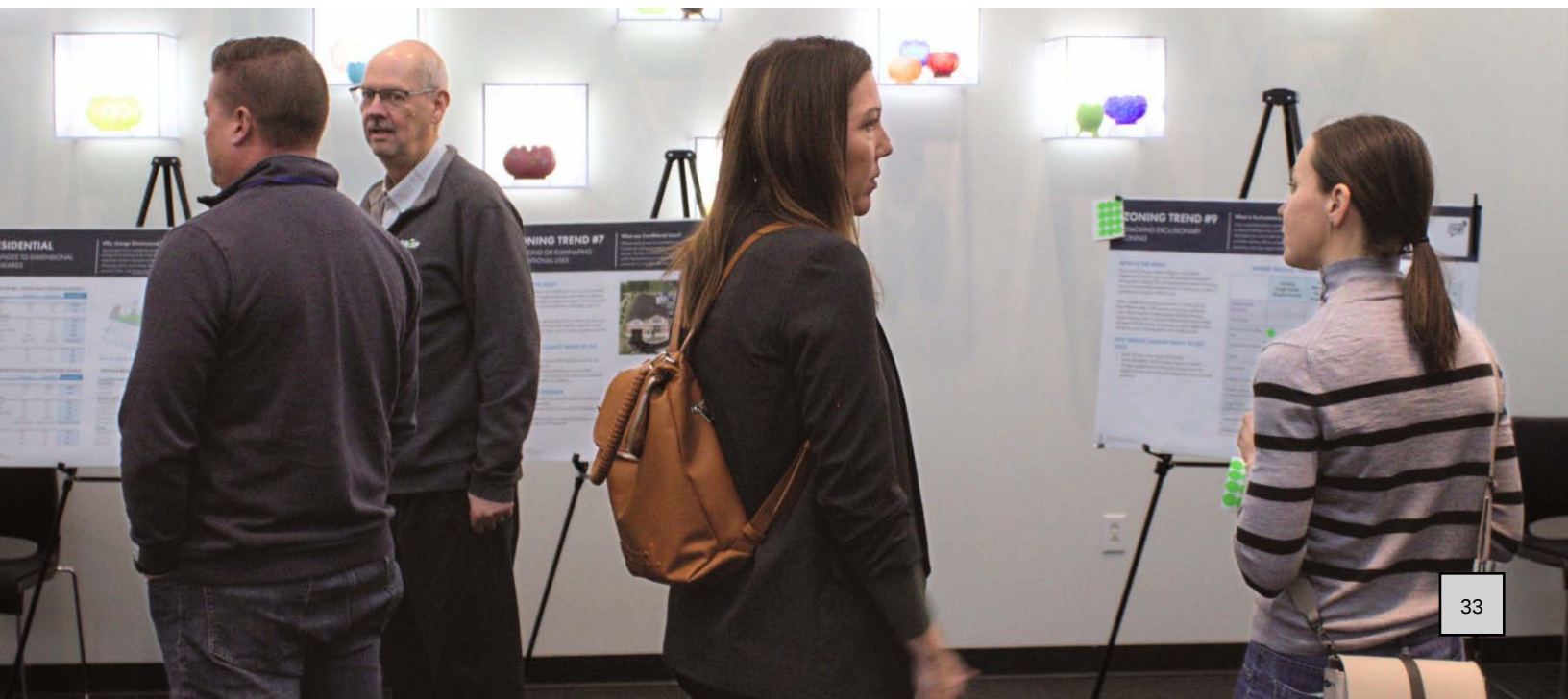
Project Manager

414 / 266 9228

craig.huebner@graef-usa.com

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July 31, 2026
Llana Dostie
Zoning Specialist
PO Box 178
312 W Whitewater Street
Whitewater, WI 53190

Subject: Request for Proposals: City of Whitewater Zoning Code Rewrite Proposal

Dear Brian,

On behalf of GRAEF, in partnership with Civi Tek and Municipal Law, we are pleased to submit our proposal for the City of Whitewater's Zoning Code Rewrite. Our team offers the right blend of local knowledge, national expertise, and inclusive community engagement to deliver a modern, easy to use code that supports Whitewater's updated Comprehensive Plan following its upcoming update.

We are zoning practitioners.

Our team's planners and legal partner author zoning codes and also administer them across Wisconsin, ensuring the new code is practical, modern, easy to administer, and responsive to real-world conditions faced by staff, developers, and property owners. We understand what makes zoning work on the ground.

We understand Wisconsin law.

With the Municipal Law team as a dedicated partner, we bring a deep knowledge of Wisconsin statutes, recent legislative updates, and emerging legal considerations that directly impact zoning and sign regulation. This ensures your new code will be legally defensible, compliant, and aligned with current and anticipated state requirements.

Getting to Yes Faster.

A modern zoning ordinance should do more than regulate development—it should help residents, businesses, developers, and staff navigate the development process with confidence. Our approach to this zoning code rewrite is centered on one guiding principle: Getting to Yes Faster.

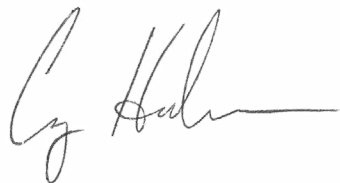
This does not mean lowering development standards or reducing public oversight. Rather, it means creating regulations that are easier to understand, easier to administer, and more predictable for everyone involved. A well-written zoning code provides clear expectations from the beginning, reducing unnecessary delays, minimizing revisions, and allowing applicants to move efficiently through the review process. The result will be a zoning ordinance that serves as both a regulatory document and a customer service tool.

We appreciate the opportunity to partner with the City on this transformative initiative and look forward to working closely with your team to create a zoning code that reflects Whitewater's vision for the future.

Thank you for your consideration. Please feel free to contact me with any questions.

GRAEF acknowledges and agrees to the minimum business terms and conditions set forth in the RFP. We further certify that all information contained in this Proposal, including all exhibits and attachments, is true, accurate, and complete to the best of our knowledge.

Sincerely,



Craig Huebner, AICP
Project Manager | Principal
414 / 266 9228
craig.huebner@graef-usa.com

SECTION 1

COMPANY BACKGROUND



Since its inception in 1961, GRAEF has grown from a small individual partnership to a prominent, multi-disciplinary international firm. GRAEF has a team of over 300 employees spread across ten offices in the Midwest, Florida, and Turks and Caicos.

For 65 years, GRAEF's unwavering dedication to excellence has been fueled by core values such as integrity, quality, and a steadfast commitment to exceptional customer service. These principles form the bedrock of GRAEF's operations, ensuring that clients receive the highest level of satisfaction and a seamless experience.

GRAEF has remained at the forefront of the industry, consistently adapting to emerging trends and embracing advancements, and is proud to be a reliable partner for clients seeking top-tier design services and unmatched expertise.

Item 2.

BY THE NUMBERS

300
TEAM
MEMBERS

122
REGISTERED
PROFESSIONALS

19
PROFESSIONAL
SERVICES

15
CLIENT
MARKETS

WE ARE A FULL-SERVICE ENGINEERING, PLANNING, AND DESIGN FIRM WITH A DEDICATED TEAM OF:

- ▶ Planners & Urban Designers
- ▶ Municipal Engineers
- ▶ Structural Engineers
- ▶ Site/Civil Engineers
- ▶ Mechanical, Electrical & Plumbing Engineers
- ▶ Transportation Engineers
- ▶ Environmental Engineers
- ▶ Landscape Architects
- ▶ Surveyors
- ▶ Industrial Architects
- ▶ Water Resource Engineers

WHY GRAEF?

DECADES OF MUNICIPAL EXPERTISE ACROSS
THE MIDWEST

A TEAM THAT ACTS AS A SEAMLESS
EXTENSION OF CITY STAFF

NATIONALLY RECOGNIZED FOR PLANNING
AND DESIGN EXCELLENCE

COMMITTED TO KEEPING WHITEWATER'S
FUTURE ON TRACK EFFICIENTLY,
TRANSPARENTLY, AND WITH RESIDENTS AT
THE CENTER

CIVITEK CONSULTING

We help communities
master the challenges and
opportunities they face.

Civi Tek Consulting helps communities tackle emerging issues and those nagging problems that have never been resolved.

Whether we are working for a small town or a large metro, our skills and expertise are seen in the solutions we offer. Solutions are always right-sized and crafted to meet the needs of our municipal clients.

Visioning + Plans We help communities think about their futures. Yes, there are more than one. We help them think about what's possible by asking tough questions, and then suggest options. Action-oriented, down-to-earth plans are what we strive for.

Implementation + Tools Although Civi Tek provides a wide range of services that help implement plans, we really specialize in crafting land-use regulations. Tweaking an existing regulation or starting from scratch, we've done both. Either way, we work hard to write regulations that are both simple and effective.

Focus Everything we do is focused on meeting our client needs in a timely and cost-effective manner. Civi Tek works exclusively for municipalities. We do that so our clients know that we're working in their best interest.

We enjoy the work we do for our clients — and it shows.

About the Firm

Tim Schwecke, AICP, formed Civi Tek Consulting in 2003 after having worked for local government and for consulting firms in Wisconsin and Florida. Depending on the needs of our client, we team with land-use attorneys, design professionals, and other planners.

Tim is also the founding member of Civic Webware, a technology firm that works at the intersection of innovative technology and community planning to help communities become Smart + Connected.

Services

- Zoning codes, updates and rewrites
- Unified land development codes
- Subdivision regulations
- Landscaping regulations
- Conservation subdivision design regulations
- Traditional neighborhood design standards
- Comprehensive plans
- Subarea/neighborhood plans
- Natural hazards mitigation plans
- Community surveys
- Environmental reviews
- Zoning code administration and plan review
- General municipal consulting

www.civitekconsulting.com

YOUR PLANNING EXPERTS

Your Partner for Whitewater's Future

At GRAEF, planning is a partnership. Our team of AICP-certified planners and urban designers bring the experience, creativity, and municipal knowledge to guide Whitewater through growth and change. Together, we'll ensure that every decision meets today's needs, but strengthens the City for generations to come.

LOCAL, INVESTED, & NATIONALLY RESPECTED

The Planning & Urban Design Group is focused on advancing the sustainability and resilience of our communities. We aspire to collaboratively innovate with our partners and clients. Listening and engaging are paramount to our work. Equity and inclusion are central principles in our practice. We like to prepare detailed plans, guidelines, and concepts that enhance development, preserve or restore the environment, and add value to a community. We integrate new development and redevelopment with existing neighborhoods, districts, and corridors to create livable, walkable, active public places – places tailored to fit local social, economic, and cultural activities. We view planning and urban design as simultaneously building on community traditions and crafting new and sustainable pathways for communities to evolve.

As planners and urban designers, we recognize the importance of a good working relationship with public officials, business operators, and local citizens. Through meaningful dialogue with public agencies, community leaders, and residents, we aim to catalyze consensus-based planning that leads to action.

Every GRAEF plan is guided by four core principles that align directly with the City's needs:

- ▶ Foster community citizenship and pride.
- ▶ Honor local heritage and tradition.
- ▶ Protect, respect and appreciate the environment.
- ▶ Expand social and economic well-being.

PLANNING EXPERTISE

Item 2.

- ▶ Zoning + Subdivision Ordinances
- ▶ Design Guidelines
- ▶ Comprehensive Plans
- ▶ Outdoor Recreation Plans (CORP)
- ▶ Park + Open Space Plans
- ▶ Area-Specific Master Plans
- ▶ Resilience + Sustainability Plans
- ▶ Bike/Pedestrian Plans
- ▶ Mobility Plans
- ▶ Ongoing Municipal Planning
- ▶ Streetscape Master Plans
- ▶ Placemaking + Public Space Design
- ▶ Economic Development
- ▶ Market Analysis
- ▶ Redevelopment Plans
- ▶ Grant Writing
- ▶ Public Engagement
- ▶ GIS
- ▶ Expert Testimony Services

CURRENT ONGOING PLANNING & ZONING SERVICES

City of Cudahy | Pop. 21,969
City of South Milwaukee | Pop. 20,309
Village of Bristol | Pop. 5,178
Village of Greendale | Pop. 14,540
Village of Union Grove | Pop. 5,085

ZONING CODE REWRITES

City of Cudahy
Village of Greendale
City of Hartford
City of Janesville
City of Manitowoc
City of Port Washington

Our continued relationship with these communities prepares us to take on new work as their trusted partners to achieve community development goals.

We also routinely provide comprehensive plan updates, master plans, economic development services, zoning amendments, and more for our clients that we provide ongoing planning and zoning services for, understanding that our continued relationship provides on-the-ground knowledge that is invaluable to these processes.

GRAEF'S APPROACH TO A SUCCESSFUL ZONING REWRITE

Our zoning experts use, administer, and design developments for zoning codes in communities of all sizes. We understand what makes them successful for municipal staff, developers, and the general public, because we use zoning codes from each of these different perspectives.



Our zoning rewrite approach breaks down the code into three key areas where important aspects of the code can be organized and defined: land uses, design, and administration. Successful coordination of these three elements is what it takes to make a zoning code work for our clients' community development goals:

Land Uses

Use-based zoning, or traditional Euclidean zoning, is the fundamental aspect of "what goes where?" that drives most older codes. Our core charge in recent years has been to navigate how to move away from single-use zoning districts to mixed-use compatible districts that foster more vibrant neighborhoods while maintaining control of nuisances and hazards. We work closely with our clients to define exactly what mix of uses are appropriate in each district, then working out how it needs to be designed and regulated in a predictable and acceptable manner. Use tables are a core part of our approach to land uses, making for easy comparison of permitted uses between districts and providing the full picture of the development regulatory landscape in a single location in the code.

Design

Once we know "what goes where?", we work to determine site layout and building design. "How it will look" has dramatic impacts on a development's real and perceived success, and it reflects on how local government is perceived in its ability to effectively administer good land controls. Our form-based codes provide a much-needed solution to the problems posed by moving away from Euclidean-based zoning in controlling the look and feel of mixed-use environments. We understand this crucial issue because we administer several codes in all sizes of communities where it is essential to have a code that can back up good design principles. It's essential to adopt objective and simple, yet flexible and inspiring design standards that steer developments to their best possible outcomes. From hot button issues like parking lot design, landscaping, and natural resource protection to more obscure issues like building materials, site orientation, and entryway design features, we understand how important it is to have a code that provides a clear answer to the seemingly endless number of questions that arise during development permitting. With good design principles, much needed investments such as new housing types, light industrial development, and commercial redevelopments become complementary to local character.

Administration

Having a good code is only as effective as the processes used to communicate and administer it. Many codes fail because of regulations that are missed rather than missing. A code rewrite is a great opportunity to ensure that new procedures are linear, clear from the beginning of the review process, and reduce uncertainty for all parties involved. Our approach to administration involves setting clear pathways for all types of development to go from A to B to C through the code with diagrams, tables, and graphics to help them understand along the way. We work closely with our clients to determine what types of reviews really need to be subject to public meetings, and we explore strategies to reduce development timelines for applicants by providing clear pathways for by-right developments where appropriate. We also have strong relationships with vendors for online solutions for code publishing, GIS-integration, and dynamic cross referencing solutions within codes that are at the cutting edge of zoning technology for the 21st century.

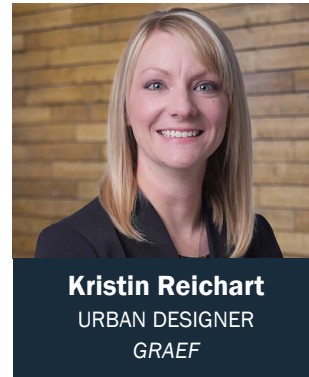
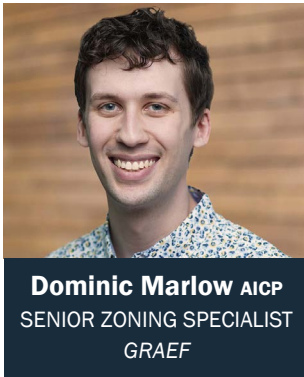
PROJECT TEAM

Our project team is fully qualified with the creativity and problem-solving skills that can help the City. Our assigned personnel are available to do this work and bring considerable experience to the table.



Craig Huebner, AICP **PROJECT MANAGER**

Craig Huebner will serve as Project Manager, facilitating ongoing coordination amongst the team members and the City, ensuring deadlines are met and the overall timeline of the project is on-track, and managing the community engagement plan, and stakeholder meetings. Craig's experience is detailed further in the enclosed resume.



Project Team Availability:

Due to the delayed project initiation, if selected, our team's availability may be adjusted to ensure sufficient availability for the project duration.

TEAM MEMBER	ROLE	AVAILABILITY
Craig Huebner	Project Manager	50%
Dominic Marlow	Senior Zoning Specialist	50%
Doug Seymour	Senior Planner	80%
Kristin Reichart	Urban Designer	80%
Tim Schwecke	Consultant Planner	70%
Eric Larson	Legal Consultant	20%



Craig Huebner AICP

PROJECT MANAGER

Craig is the Practice Team Leader for GRAEF's Planning + Urban Design group. Craig's academic background is in both architecture and urban planning, and he has several years of experience working in both fields. His work experience includes comprehensive planning, neighborhood master planning, commercial redevelopment, streetscape corridor planning/design, urban design, park and open space planning, and design guidelines. In addition, Craig has extensive experience in the creation of innovative public participation plans for a variety of planning projects.

PROJECT EXPERIENCE

Municipal Planning

Craig has extensive experience acting as an extension of municipal staff in the role of ongoing planning consultant in over a dozen communities across the midwest. In this role, Craig analyzes existing land use and zoning codes and policies, understands and interprets municipal master plans and ordinances, prepares staff reports for private sector development approval procedures, assists in economic development tasks (TIF analysis, grant assistance, etc.), and leads special planning projects (master plans, design guidelines, incentive programs, ordinance amendments, site planning/design, etc.). Craig's experience in different municipalities allows him to share best practices found in other communities for current projects.

Current Planning Municipal Clients

- City of Port Washington (Zoning Rewrite)
- City of Janesville (Zoning Rewrite)
- Village of Jackson (Zoning Update)
- Village of Greendale (Zoning Rewrite)
- City of Cudahy (Zoning Rewrite)
- Village of Bristol
- Village of Union Grove
- Village of Whitefish Bay

EDUCATION

Master of Architecture, 2012; Master of Urban Planning, 2012; Certificate in Real Estate Development, 2012, University of Wisconsin-Milwaukee, Milwaukee, WI
B.S., Architectural Studies, 2009, University of Wisconsin-Milwaukee, Milwaukee, WI

CERTIFICATIONS

American Institute of Certified Planners (AICP)

AFFILIATIONS

American Planning Association (APA)
Wisconsin Chapter of the American Planning Association (APA-WI)



Dominic Marlow AICP

SENIOR ZONING SPECIALIST

Dominic's experience encompasses urban planning and architectural design, including research, demographic studies, spatial planning, mapping, and architectural rendering. Following his Master's in City Design, Dominic has developed environmentally focused research on hydrological and stormwater planning and its intersection with the physical environment, social benefits, and the vibrancy of public spaces. Dominic's work seeks to manage the complexities of systems in the physical environment to improve public spaces, helping cities become adaptable to new or unforeseen changes. He is passionate about using design as a communication tool to help cities and communities envision their future.

PROJECT EXPERIENCE

Downtown + Lakefront Plan, Form-Based Code, Urban Design Guidelines, City of Port Washington, WI – Planner/Urban Designer:

Recommended development and redevelopment opportunities for the City of Port Washington to accommodate economic pressure from residential development, steering the vision for the future of the Downtown and Lakefront in a Master Plan. Recommendations included streetscaping, redevelopment concepts, park design, and form-based design guidelines for private development and public-private partnerships. Ongoing projects with the City of Port Washington include a full rewrite of their zoning code including a form-based code for their Downtown.

City of Manitowoc Zoning Rewrite, Manitowoc, WI (ongoing) - Project Manager: As project manager, Dominic leads the project team in the City's code rewrite. The rewrite process involves stakeholders focus groups and a detailed audit of existing plans and code requirements. The code will facilitate the transition of post-industrial areas to walkable, live-work communities in this historic waterfront community.

Form-Based Code and Downtown Zoning, South Milwaukee, WI - Project Manager: As project manager, Dominic developed a form-based code and developers agreement for South Milwaukee's downtown where former industrial sites were identified for redevelopment with a new street and block pattern and building design guidelines. The code determines a general pattern with flexible development guidelines to allow for innovative proposals and a mix of uses from residential to office and light manufacturing.

EDUCATION

Master of City Design from University of Illinois at Chicago
B.A. Urban Studies, University of Illinois at Chicago
B.A. Architectural Studies, University of Illinois at Chicago

CERTIFICATIONS

American Institute of Certified Planners (AICP)

AFFILIATIONS

Member APA-IL
(American Planning Association – Illinois)



Doug Seymour AICP

SENIOR PLANNER

Doug joined GRAEF's Planning + Urban design team as a Senior Planner after serving as the Director of Community Development for the City of Oak Creek for over 30 years. In his role at GRAEF, Doug focuses his time on municipal ongoing planning services, bringing his technical expertise and experience to every project. Doug is an innovative problem-solver with a passion for urban planning and economic development and has a demonstrated commitment for the betterment of all communities he serves.

PROJECT EXPERIENCE

Municipal Planning

Doug has extensive experience leading municipal planning efforts, resulting in successful outcomes for the communities he has served. For over 30 years, Doug served as the Director of Community Development for the City of Oak Creek, where he oversaw the City's major zoning code rewrite, created and managed fifteen tax incremental financing districts and two redevelopment districts, and played a crucial role in the City's planning and economic development efforts.

Ongoing City Planning Services, City of Cudahy, WI - City Planner: Doug serves as the primary planner for the City of Cudahy. In this role, Doug attends monthly Plan Commission, Design Review Board meetings, and attends a combination of in-person or virtual meeting with staff or residents/businesses. GRAEF reviews all development and zoning applications ranging from Comprehensive Plan amendments, zoning amendments, conditional use permits, site/building plan reviews, land divisions, sign reviews, and architectural reviews.

EDUCATION

B.S., Land Use Planning, Carrol College, Waukesha, WI

Master of Urban Planning, University of Wisconsin-Milwaukee, Milwaukee WI

REGISTRATION

American Planning Association (APA) - WI

CERTIFICATIONS

American Institute of Certified Planners (AICP)



Kristin Reichart

URBAN DESIGNER

Kristin is a multidisciplinary design professional with over 10 years of experience creating and managing architectural and environmental graphics projects from conception through implementation. She specializes in the development of impactful brand experiences for consumers, while keeping client objectives and future planning in mind.

PROJECT EXPERIENCE

Downtown + Lakefront Plan, Form-Based Code, Urban Design Guidelines, City of Port Washington, WI - Planner/Urban Designer: Recommended development and redevelopment opportunities for the City of Port Washington to accommodate economic pressure from residential development, steering the vision for the future of the Downtown and Lakefront in a Master Plan. Recommendations included streetscaping, redevelopment concepts, park design, and form-based design guidelines for private development and public-private partnerships. Ongoing projects with the City of Port Washington include a full rewrite of their zoning code including downtown design standards.

Greendale Planning Services - Ongoing, Village of Greendale - Greendale, WI: Kristin serves as the Primary Contact for ongoing planning services in the Village of Greendale. Her work includes application reviews for Plan Commissions and Design Review Boards as well as Zoning Code and Comprehensive Plan Amendments.

City of Hartford Zoning Rewrite - Hartford, WI: The GRAEF + CiviTek team was hired by the City of Hartford to perform a comprehensive re-write of the City's Zoning Code. For this ongoing project, the GRAEF + CiviTek team are creating a vastly simplified Zoning Code that is highly functional, efficient to administer, and easy to understand. Kristin has led 2d and 3d zoning illustrations to aid in bringing zoning regulations to life.

EDUCATION

Master of Architecture, Master of Urban Planning - University of Wisconsin - Milwaukee, 2011

B.S., Architectural Studies, Cert. of Urban Planning University of Wisconsin - Milwaukee, 2008



Tim Schwecke

CONSULTANT PLANNER

During his career in community planning that spans more than 30 years, Tim has been involved in a wide variety of projects and specializes in land-use regulations and community plans.

Tim is also the founder of ZoneHub and manages business operations, product design and development, and customer relations. He has a demonstrated ability to create core concepts, develop relationships, and move ideas from inception to successful completion.

EDUCATION

B.S. Recreation Resources Management, 1986,
University of Montana, Missoula, MT

M.S. Urban and Regional Planning, 1989, University of
Wisconsin, Madison, WI

PROJECT EXPERIENCE

- City of Bayfield Zoning Code Rewrite
- City of Hartford Code Rewrite
- Town of Rome Code Audit
- Town of West Bend Code Update
- Outagamie County Code Audit
- Village of Mukwonago Sign Code and Zoning Code
- Zoning Code Rewrite, Village of Richfield
- Sign Code Rewrite, Manitowoc
- Zoning Code Rewrite, Town of Mukwonago
- Sign Code Rewrite, Wisconsin Rapids
- Zoning Code Rewrite, Wisconsin Rapids
- Zoning Code Rewrite, Town of Eagle
- Zoning Code Rewrite Project, City of Washburn
- Zoning Code Rewrite Project, Winnebago County
- Zoning Code Rewrite, Wisconsin Dells
- Unified Land Development Code, City of Great Falls, Montana

Municipal LAW

& LITIGATION GROUP

EDUCATION

Earlham College (B.A., All College Honors, 1987);
University of Minnesota Law School (J.D., 1990).

Eric Larson

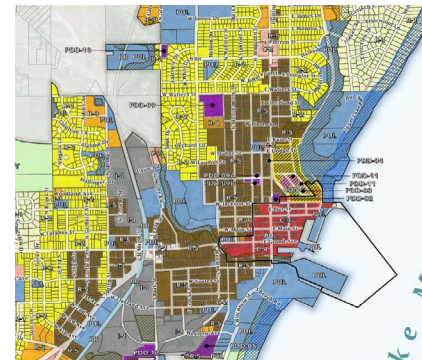
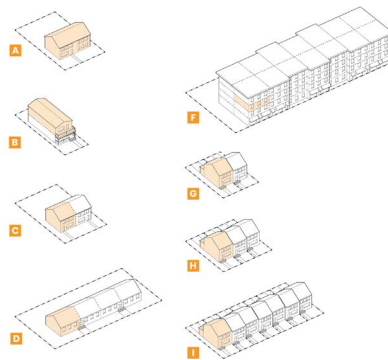
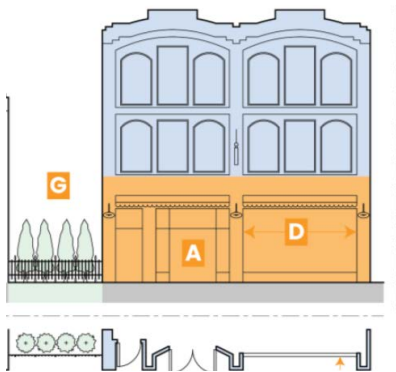
LEGAL CONSULTANT

Born in Northfield, Minnesota, November 20, 1964; admitted to Minnesota State Bar, 1990, U.S. District Court, District of Minnesota, 1992, Wisconsin State Bar, 1994, and U.S. District Court, Eastern District of Wisconsin, 1995.

Lecturer on municipal law topics sponsored by the League of Wisconsin Municipalities (1997, 2008, 2009, 2010, 2011, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2025, 2026) (President in 2024), the Wisconsin Town's Association (1997, 1998, 2006, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2024), the Waukesha County Bar Association, Municipal Law Section (since 2004), Waukesha County Technical College (2007, 2008); Wisconsin City/City Manager Association Regions 7 and 9 (2012) and State convention (2019); New Clerk's School, Wisconsin Clerk's and Treasurer's Institute, University of Wisconsin Extension (2014), Wisconsin Clerks Association (2017, 2021), Wisconsin Association for Public Procurement and Value in Government (2017), National Business Institute (2017, 2019, 2020, 2021, 2022, 2023), Strafford Webinar (2017, 2018, 2019), Wisconsin Association of County Corporation Counsels (2018), American Public Works Association (2019), Wisconsin Municipal Judge's Association (2019) and State Bar of Wisconsin (2022, 2025).

SAMPLE PROGRAMS INCLUDE:

- New Era of Zoning and Land Use
- Small Cellular Technology Roll Out
- Constitutional Issues in Municipal Regulation
- Liquor Licensing
- Conditional Use Authority
- Municipal Regulation of Telecommunications
- Shared Municipal Services
- Terminating Intermunicipal Agreements
- Urban Agriculture Legal Issues
- Officers and Employees
- Municipal Ethics
- Trees, Weeds and Stormwater Regulation
- Solutions to Stalled Development
- Public/Private Partnerships
- Single-Family Residential Zoning Issues
- Public Records Laws
- Open Meetings Laws
- Municipal Best Practices
- Financial Guarantees
- Regulation of Signs
- Permit Hearings
- Service Animals and Public Facilities
- Municipal Contracting
- Municipal Risk Management
- Zoning, Annexation, Land Use



PORT WASHINGTON ZONING CODE REWRITE

PORT WASHINGTON, WI

GRAEF, in partnership with Civi Tek Consulting is creating a comprehensive modernization of the City of Port Washington's 50-year-old zoning ordinance. Building upon GRAEF's previous planning work preparing the City's Downtown & Lakefront Plan, the zoning project was designed to translate the community's vision into an implementation-focused zoning framework that supports redevelopment, protects neighborhood character, addresses waterfront development opportunities, and improves the usability of the City's development regulations.

Downtown Design Overlay

A key aspect of the rewrite was the creation of form-based regulations for the downtown and lakefront areas of the city. GRAEF worked closely with the community and staff to model development scenarios and adjust bulk design standards to ensure appropriate view corridors to the lake were retained.

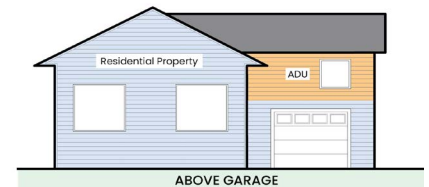
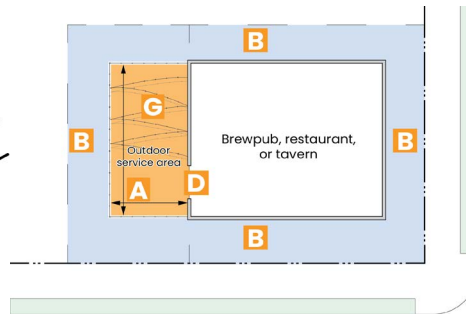
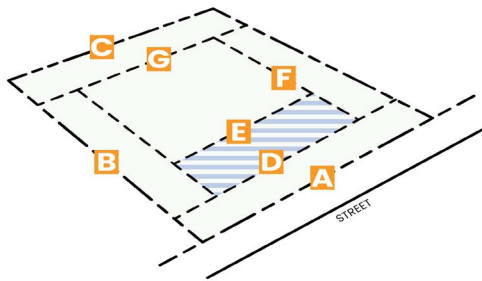
Data Center Regulations

During the zoning rewrite process, the City was actively working with a data center developer. GRAEF led the authorship alongside City staff for a specific data center

zoning district (Technology Campus). The new district included extensive use, site, building, and performance standards that have shaped the ongoing data center construction currently underway in the City.

Reference:

Bob Harris
City of Port Washington
Director of Planning & Development
100 W. Grand Avenue, P.O. Box 307
Port Washington, WI 53074
262-284-2600
RHarris@portwashingtonwi.gov



HARTFORD ZONING CODE RE-WRITE

HARTFORD, WI

The GRAEF + CiviTek team was hired by the City of Hartford to perform a comprehensive re-write of the City's Zoning Code. For this ongoing project, the GRAEF + CiviTek team are creating a vastly simplified Zoning Code that is highly functional, efficient to administer, and easy to understand. The GRAEF + CiviTek team brings a deep bench of professionals well-versed in nationally-recognized best land use practices to coordinate the Zoning Code re-write with the Washington County Next Generation Housing Initiative to help achieve community goals.

The Hartford project has involved several on-the-ground community engagement efforts to help solicit feedback and educate stakeholders about the Zoning Code. The consultant team launched an online survey and hosted a public Open House at City Hall to help stakeholders provide valuable feedback. In addition, the consultant team has attended several Plan Commission meetings to walk through the revised Code chapters, creating community and elected official buy-in throughout the process.

When finalized, the new Zoning Code will be available through the ZoningHub platform, a user-friendly, accessible

online platform that guides users through the various interconnected aspects of the Code to help them find the information they need. Hartford staff anticipate the new Code, hosted through ZoningHub, will alleviate many of the day-to-day questions that currently come into the Planning office, and make interpretation and execution of the Code significantly easier from the staff perspective. Hartford's ZoningHub site features interactive map elements as well as animated diagrams and images.

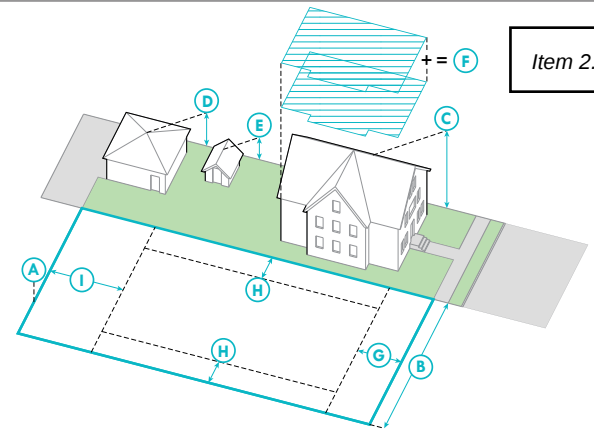
Reference:

Jacob Mass
City Planner/Director of Community Development
109 North Main Street
Hartford, WI 53027
262-673-8265
jmaas@hartford.wi.gov



PROPOSED RS-1 SINGLE-FAMILY RESIDENTIAL DISTRICT

	Existing RS-1	Existing RS-2	Proposed RS-1
Lot Standards			
A. Lot Area (Min)	9,000 ft ²	7,200 ft ²	5,000 ft²
B. Lot Width (Min)	75 ft	60 ft	40 ft
Building Standards			
C. Building Height (Max)	35 ft	35 ft	35 ft
D. Garage Height (Max)	15 ft	15 ft	20 ft
E. Accessory Building Height (Max)	10 ft	10 ft	20 ft
F. Building Area (Min)	1,400 ft ²	1,100 ft ²	900 ft²
Allowed Building Types	Single-Family	Single Family	Single Family
Setbacks			
G. Street Setback (Min)	25 ft	25 ft	15 ft
H. Side Yard (Min)	10 ft	5 ft	5 ft
I. Rear Yard (Min)	25 ft	25 ft	25 ft



Refer to the diagram above to understand the standards in each district.

PROPOSED RS-3 MANUFACTURED HOME PARK DISTRICT

	Existing RS-3	Proposed RS-3
Lot Standards		
A. Lot Area (Min)	9,000 ft ²	10 acres
B. Lot Width (Min)	75 ft	300 ft
Building Standards		
C. Building Height (Max)	35 ft	35 ft
D. Garage Height (Max)	15 ft	20 ft
E. Accessory Building Height (Max)	10 ft	20 ft
F. Building Area (Min)	720 ft ²	None
Allowed Building Types	Manufactured Home	Manufactured Home
Setbacks		
G. Street Setback (Min)	25 ft	75 ft
H. Side Yard (Min)	5 ft	40 ft
I. Rear Yard (Min)	25 ft	40 ft

CUDAHY ZONING REWRITE (ONGOING)

CUDAHY, WI

The City of Cudahy is partnering with GRAEF on a comprehensive rewrite of its Zoning Code, its first full-scale update in several decades. This modernization effort is designed to support renewed investment in Milwaukee County's south shore, attract new businesses to complement the City's strong manufacturing base, expand diverse housing options, and proactively respond to emerging community needs.

A key component of the project is a complete restructuring of Cudahy's zoning districts to better reflect the city's distinct corridors, neighborhoods, and development patterns. The updated code reimagines how land uses are regulated through a streamlined, intuitive framework that enables a wider range of desirable and compatible uses as many of those were not feasible under the current code. Lot and building standards are being realigned with Cudahy's historic development forms to reinforce the community's character.

Because GRAEF has been providing planning services to the City for several years, the team brings a strong understanding of how the current code works on the ground, who uses it, and where it falls short. That familiarity has helped create a productive network of stakeholders who've been sharing practical insights throughout the process.

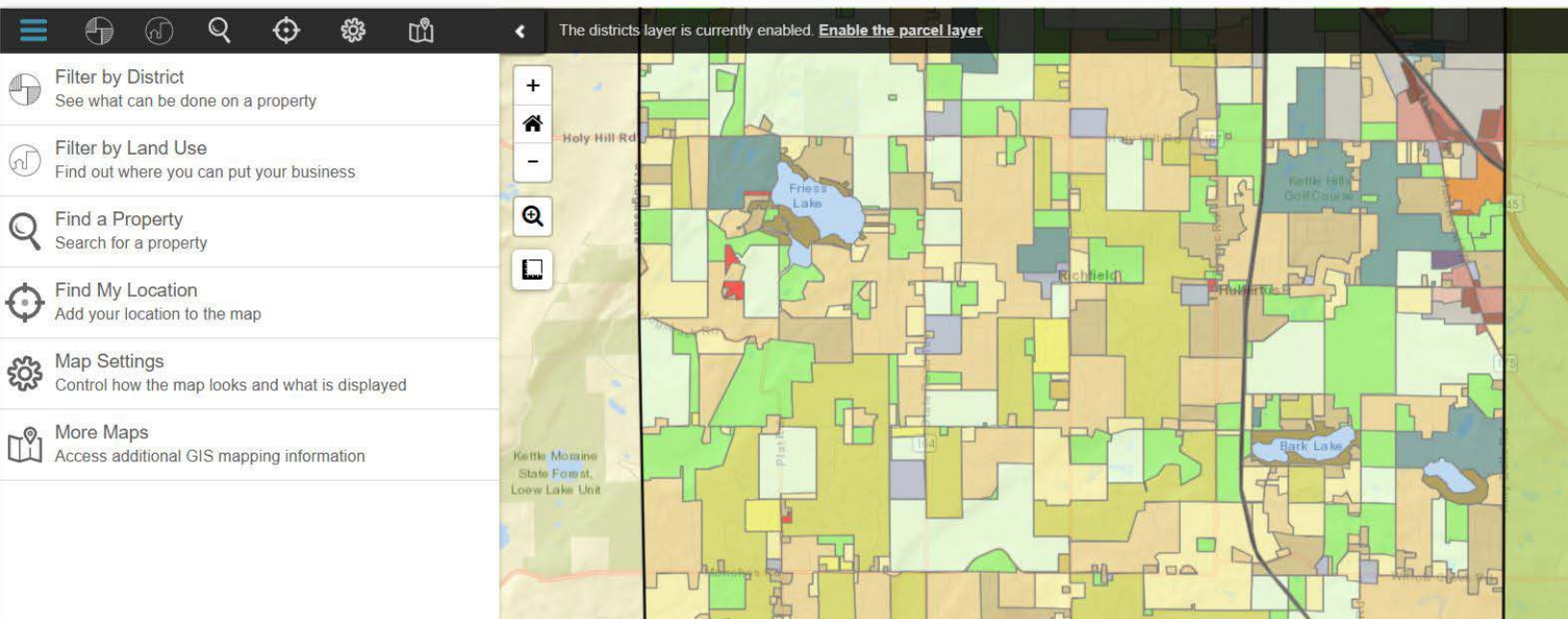
Public input has also played an important role, with many residents emphasizing the importance of sustainability and user-friendly design.

To help make the new code easier to navigate, it will include clear graphics and visually engaging tables that simplify administration for staff and improve day-to-day usability for the public.

GRAEF's comprehensive knowledge of Cudahy, its zoning intricacies, community values, and long-term goals, has shaped every step of this rewrite. The project highlights GRAEF's ability to craft tailored solutions that fit a community's unique identity, and reflects the pride the firm takes in its long-standing relationships with the places it serves.

Reference:

JJ Larson, City Administrator
City of Cudahy
414.769.2227
johnl@cudahy-wi.gov



VILLAGE OF RICHFIELD

RICHFIELD, WI

Village of Richfield is Civi Tek's most recent adopted zoning code rewrite. Civi Tek worked with a steering committee and Plan Commission to revamp (simplify) the village's zoning regulations while maintaining desired development outcomes. Most notably, the number of zoning districts was reduced by 30 percent, land uses were consolidated and new ones were added to account for new development options, and environmental districts were converted to overlay districts. The Village Board adopted the new code by unanimous vote in 2022.

[Village of Richfield, WI Table of Contents \(ecode360.com\)](https://www.ecode360.com/Village-of-Richfield-WI-Table-of-Contents)

Reference:

Jim Healy
Village Administrator
4128 Hubertus Road
Hubertus, WI 53033
262-628-2260
administrator@richfieldwi.gov

SECTION 2

PROJECT APPROACH

PROJECT UNDERSTANDING & APPROACH

The GRAEF + Civi Tek team proposes a comprehensive, collaborative approach tailored to Whitewater's vision and priorities. Our methodology combines planning innovation, legal rigor, and community engagement to deliver a modern, user-friendly zoning code. We welcome the opportunity to meet with you and further refine our approach to fully meet the City's needs.

PHASE 1: Initiation & Research

In contrast to the “one-size-fits-all” process some firms follow, the GRAEF + Civi Tek team's approach to rewriting a zoning code ultimately starts with listening. We propose to begin the project by hosting a kick-off meeting with City staff to introduce team members, outline preferred communication methods, begin discussing the public engagement and communication approach, review the project timeline, and provide an overview of next steps. This also serves as an opportunity to discuss anything that may have changed since the RFP was issued and identify anything within our proposed project approach that needs tweaking such as communications, public outreach, and schedule.

Following the kick-off meeting, our Team will begin a formal review and audit of Whitewater's current municipal code and complementary documents identified by City staff. This includes the City's new Comprehensive Plan, Title 19, Title

18, Title 12, Title 14, Title 20, Title 8, Landscape Policy (from 2010), and other background documents. We will provide a written version of the analysis to City staff for review to ensure all issues and opportunities are accounted for.

Civi Tek will assist GRAEF in identifying outdated, inconsistent, or ineffective provisions, including within and outside of the zoning ordinance, reviewing all ordinances for statute consistency, conciseness, and to minimize legal risk. Eric Larson of Municipal Law will work alongside GRAEF in providing legally sound, up-to-date, and forward-looking recommendations on the forms and uses regulated within the new zoning ordinance. These recommendations commonly include, but are not limited to, reducing legally challengeable conditional use procedures, Ensuring compliance with residential development statutes updated in 2023, and reducing reliance on subjective approval processes. GRAEF and Civi Tek, relying on its significant municipal planning administration experience, will also provide recommendations on updated administration procedures to streamline and ease the staff utilization of the new ordinance.



PHASE 2: Engagement Strategy

Following Phase 1 is the creation of a Stakeholder Engagement Plan that describes the ways in which the public and others will be involved in the preparation, review, and adoption of the new code. This strategy needs to be realistic and solicit public input in cost-effective and meaningful ways. The GRAEF team offers a robust suite of public participation options that appeal to a broad range of community members including project webpages, surveys, interactive comment maps, social media posts, infographics and print materials, and in-person events such as focus groups, open houses, and visioning sessions. By working with stakeholders across commissions, committees, departments, and backgrounds, we hope not only to coax out concerns and misconceptions, but also to set the stage to create buy-in for the new zoning code.

While multiple engagement touchpoints are possible, we believe that we can obtain meaningful community feedback through the following engagement strategies.

Project Webpage:

At the project onset, we will create a custom project website to keep stakeholders informed during the preparation, review, and adoption of the Ordinances. Our team can offer online engagement tools using the “Social Point” online engagement platform that is tailor made for urban planning, and this can be hosted on its own website or used as content for another website as determined by the City. The Social Point platform allows for seamless integration of GIS elements for map visualization, surveys, social media, video elements, and more. Initially, the project website will contain the following elements:

- Background information related to the project, including project purpose, key participants, timeline, and opportunities for public participation;
- Frequently asked questions;
- Contact information;
- A comment feedback form and/or survey;
- Links to resource documents;
- Links to meeting agendas and minutes;
- Content on the site will be kept current and specifically relate to pending matters throughout the project’s duration.

Conduct virtual stakeholder meetings

We will work with City staff to identify local residents, business owners, developers, architects, sign companies, other development partners and community stakeholders to participate in focus groups or stakeholder interviews to provide valuable insight into current perceptions regarding the effectiveness of the current code(s) and the how they can become a more effective tool for promoting community growth consistent with the Comprehensive Plan. We will also conduct

staff workshops with different department heads to address zoning issues across all municipal services.

Item 2.

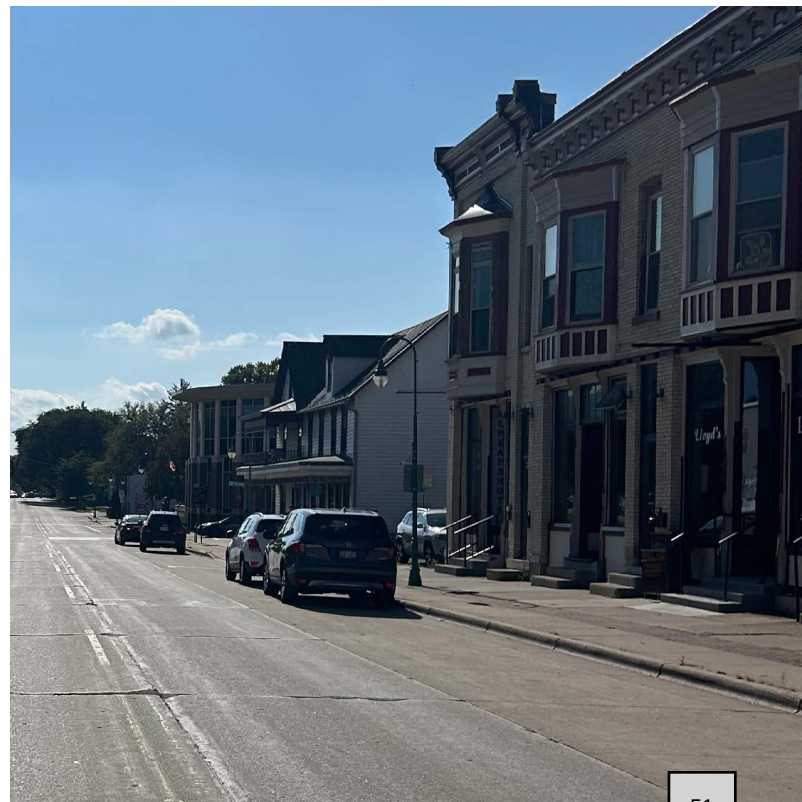
Online Survey(s)

Online survey questions are another way to garner feedback either on existing conditions or proposed elements of the zoning ordinance. We typically include one online survey early on in the project that asks questions about existing conditions and also introduces different zoning trends and ideas for the community to react to and determine what they may like to see in the community. Additional online surveys could be introduced later on in the project on specific areas of the code such as a visual preference survey or more design-focused survey to guide design standards to be drafted in the code.

Open Houses

Our team proposes two public open house sessions. The first public open house would be earlier in the project timeline and focus on gathering input, and also providing a summary of stakeholder and online feedback to-date. The second public open house would include drafts of key components of the zoning ordinance updates to solicit feedback. The project website can also be used to promote open houses to solicit community feedback-in person.

Our approach recognizes that each community has unique preferences, and what works well for one community may not be the most appropriate for another. Our job is to find what works best for Whitewater. Through this process, we hope to understand the community’s priorities and to best incorporate them into a zoning code that will withstand legal scrutiny, be easy to use and interpret, and be consistently and reasonably applied to the benefit of the community.



PHASE 3:

Preliminary Code Framework and Drafting of Revised Zoning and Subdivision Ordinance

We propose to start Phase 3 by providing an analysis of the community engagement-to-date that outlines key priorities we heard. Next, we will prepare an annotated outline that includes a chapter-by-chapter description of a proposed new zoning code and subdivision code, an overview of the proposed structure and substance of the new codes, a discussion of potential options for new and innovative practices, and a commentary explaining the rationale for the recommended approach to drafting the zoning code. Our Team will also present preliminary bulk standards and land use listings for City staff and Plan Commission feedback. This will include discussion of zoning district consolidation/creation/elimination, lot/building dimensional best practices, and permitted/conditional/prohibited uses and supplemental standards.

A key element of this process is to determine the desired approach to zoning district disposition (i.e. traditional Euclidean zoning districts with form-based elements, zoning districts based on the different Neighborhoods, Districts, and Corridors, an intensity-based or “transect” approach, etc.). Another key aspect will be ensuring that the revised code reflects already known city objectives listed in the RFP and other priorities identified through the engagement process. The proposed annotated outline will be submitted to City staff, the Plan Commission, and other stakeholders as deemed appropriate by the City and others for review and comment. After obtaining general agreement on the approach and contents of the initial draft of the annotated outline, we will prepare a final annotated outline, based on the comments received.

We will then begin to draft updates to each article within the zoning code. Civi Tek will lead the drafting process for the zoning and subdivision codes. While our proposal schedule and costs identify updates to the existing structure of the city’s zoning code (Title 19), it is important to note that there may be a complete restructuring of the zoning code based upon outcomes of earlier phases of this project.

As identified in the RFP, our team will interweave the below items into the new code structure:

- Expand Housing Choice and Diversity
- Integrate and Simplify the Zoning Framework
- Improve Clarity, Usability, and Ease of Implementation
- Facilitate Predictable and High-Quality Development Outcomes
- Ensure Legal Soundness and Consistency
- Coordination with the Comprehensive Plan and Park and Recreation Open Space Plan

During the drafting and revision process, we’ll work with City’s Attorney to ensure consistency with state statutes. As the draft begins to finalize, we’ll develop a package of graphics and photos to help ensure the user-friendliness of the Code for the general public. Prior to moving forward to the last phase, our team will coordinate legal review by our legal partner Eric Larson of Municipal Law to provide legal opinions as needed throughout the project as well as a legal review of the final draft.

Item 2.

PHASE 4:

Formalization & Adoption

Based on input received from City staff and the Plan Commission, a final draft of the zoning code and subdivision code will be prepared. This draft will be widely distributed to the public for review and comment. Various public meetings will be held to solicit input from the general public, stakeholders, and others. Upon completion of the code, Civi Tek will also host a staff training session to walk through usage of the new ordinances.



To date, there are more than 120 ZoningHub sites, serving more than 2.5 million residents.

If you have just a few minutes, check out the zoning details available at the parcel level for a property in the Village of East Troy.

[CLICK HERE](#)

To truly maximize the impact of the City’s significant investment in a new zoning code, we offer an optional service to create a one-stop online portal for the City’s zoning regulations using ZoningHub—at no up-front cost.

ZoningHub is a web-based service that seamlessly merges the zoning map, key parts of the text, and administrative functions to create an exceptional end-to-end solution. The interactive zoning map is especially powerful. It allows a person to quickly find zoning details at the parcel level with a few clicks. It shows what land uses are allowed in each of the zoning districts along with the applicable dimensional standards, and what procedures are needed to move ahead with a project.

Given the amount of time and money the City will spend on a new zoning code, it doesn't make a lot of sense to simply put it online in the usual way.

Why not make it interactive and fun to use? It will soon become the go-to place for property owners, Realtors, builders, local officials, and others to find the information they need.

More than 120 communities across the United States use the ZoningHub platform, ranging from small towns with 3,200 residents to large cities with more than 320,000 residents.

The City's ZoningHub site is not intended to replace the officially codified zoning ordinance maintained in Municode. Rather, it serves as a user-friendly companion that makes zoning information more accessible and easier to understand – all in a user-friendly map interface.

In addition to ZoningHub, our team can prepare custom administrative tools identified by City Staff as an optional service. The selected digital solutions would be based on a scoping process with Staff to create solutions deemed most useful and important. Examples include fillable applications for online submittals, digital checklists for development review by staff, etc.

During the final phase of the project, we'll work with City Staff to provide written copy for the public notices to promote the public hearing. The consultant team will attend the public hearing at which time the full draft of the proposed Zoning Code and map will be presented, and public input accepted. We will give a presentation regarding the project, explain the highlights, and respond to questions. Finally, we'll present the final draft to the Common Council. A final package of electronic documents will be provided to the City upon final adoption. The consultants can host a training session for City Staff to outline key portions of the new Code on which they may encounter questions.

ONGOING PROJECT COORDINATION

We will maintain constant contact with City staff and others throughout the process to ensure the project is moving forward consistent with the adopted timeline and resolve any issues that arise during the project. We will provide regular updates and maintain regular contact. We also anticipate monthly virtual working meetings with City staff over the project duration to focus on specific elements of the code. We also envision up to four (4) presentations to the Plan Commission at quarterly intervals of the project to provide updates and garner direction.

OPTIONAL SERVICES

Item 2.

The following includes optional services that would be additional cost outside of our base scope. We would be happy to talk through these services with the City as desired. Estimates costs for these optional services are listed in the Project Cost section of this proposal.

- **Administrative Application forms:** The new code will include new procedures for different development types (rezoning, conditional use, site plan review, etc.). This service would include the creation of new application forms and checklists to allow for clear procedural requirements for the development community not codified in the ordinance.
- **Development Scenarios:** Depending on the amount of revision to existing zoning standards, it is sometimes valuable to provide a visual that shows how a certain development would look with the existing and proposed zoning standards. This service would include 2d or 3d visuals for a specific site to show how a development would look with updated zoning regulations.
- **Online GIS-based zoning map platform:** Many communities have transitioned from hard copy zoning map to also including web-based, interactive zoning maps for the public to easily view and access zoning information online for specific properties.
- **Project Kick-off Video:** GRAEF can create a project engagement video early on in the project schedule. This video would be a professional video with a local City officials or staff who would be providing a summary of the project and its importance. This video can be used for social media and online postings.

CITY STAFF INVOLVEMENT

GRAEF envisions the following city staff involvement:

- Kick-off meeting including City Manager
- Provide background information and documents as may be required
- Offer continuous feedback to the project team
- Review and submit comments on various drafts
- Participate in working sessions with the project team
- Provide notices and secure venues for public meetings
- Provide food and refreshments for desired public meetings
- Serve as a liaison between the public and consultant

Communication between the project team and City staff will be critical. During the project, we will be in constant contact to document our progress and accomplishments and to discuss unresolved issues, upcoming milestones, and logistics for completing the project on time.

SECTION 3

BUDGET VALUE & MANAGEMENT

Whitewater Zoning Code Rewrite			Anticipated Schedule																Staffing							Hours
			*The GRAEF+Civi Tek team has the capacity to condense or extend this timeline as needed																\$ 195	\$ 148	\$ 169	\$ 130	\$ 99	\$ 153	\$ 250	
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	Craig	Dominic	Doug	Kristin	Support	Tim (Civi Tek)	Eric (Legal)	
Tasks		Costs	Jan '27	Feb '27	Mar '27	Apr '27	May '27	Jun '27	Jul '27	Aug '27	Sep '27	Oct '27	Nov '27	Dec '27	Jan '28	Feb '28	Mar '28	Apr '28	Hours							Total Hours
1	Phase 1: Initiation & Research	\$ 10,595																								
a	Host project kick-off meeting	\$ 1,393																	4					4		8
b	Coordinate data request and file sharing	\$ 396																					4			4
c	Review existing zoning code, comprehensive plan, and other relevant plans, studies, and ordinances	\$ 3,391																	4	4			8	8		24
d	Audit the existing code(s) and identify deficiencies, inconsistent or ineffective provisions, and provide existing conditions memo	\$ 5,415																	1	8			16	16		41
2	Phase 2: Engagement Strategy	\$ 23,953																								
a	Develop stakeholder engagement plan	\$ 716																	1			4				5
b	Create project webpage and ongoing web maintenance	\$ 4,097																	1			30				31
c	Coordinate and host up to four (4) stakeholder/developer interviews/focus group(s)	\$ 3,532																	12				12			24
d	Coordinate and host up to four (4) municipal staff workshops	\$ 3,568																	12					8		20
e	Prepare materials and attend up to two (2) public meetings/open houses	\$ 9,025																	8	8		16	30	8		70
f	Create up to two (2) online engagement surveys	\$ 3,015																	2			8	16			26
3	Phase 3: Preliminary Recommendations & Code Framework	\$ 55,346																								
a	Create annotated outline of possible zoning code structural organization and solutions	\$ 2,011																	2				4	8		14
b	Prepare preliminary bulk standards and land use listings	\$ 4,380																	4	16				8		28
c	Update Title 19.03 Title, Authority, and Purpose	\$ 807																	1					4		5
d	Update Title 19.06 General Provisions	\$ 807																	1					4		5
e	Update Title 19.09 Definitions	\$ 807																	1					4		5
f	Update Title 19.12 Zoning Districts	\$ 1,401																	1	4				4		9
g	Update Title 19.15-25 - Residential Districts	\$ 1,401																	1	4				4		9
h	Update Title 19.27-33 - Commercial Districts	\$ 1,401																	1	4				4		9
i	Update Title 19.36-38 - Manufacturing/Technology Park Districts	\$ 1,401																	1	4				4		9
j	Update Title 19.39 - PD Planned Development District	\$ 1,401																	1	4				4		9
k	Update Title 19.42 AT Agricultural Transition District	\$ 1,401																	1	4				4		9
l	Update Title 19.45-451 - C-1 and C-2 Overlay Districts	\$ 1,401																	1	4				4		9
m	Update Title 19.46-461 - Floodplain & FWW Floodway/Wetland Districts	\$ 1,401																	1	4				4		9
n	Update Title 19.48 I Institutional District	\$ 1,698																	1	6				4		11
o	Update Title 19.485 Large Retail and Commercial Service Development Standards	\$ 1,401																	1	4				4		9
p	Update Title 19.49 Wellhead Protection	\$ 807																	1					4		5
q	Update Title 19.51-52 Traffic, Parking, and Access & Access Standard Regulations	\$ 2,310																	1	6				8		15
r	Update Title 19.54 Sign Regulations	\$ 2,013																	1	4				8		13
s	Update Title 19.55 Wireless Telecommunications Facilities	\$ 1,419																	1					8		9
t	Update Title 19.57-58 Performance Standards & Noise Restrictions	\$ 2,013																	1	4				8		13
u	Update Title 19.66 Conditional Uses	\$ 2,310																	1	6				8		15
v	Update Title 19.63, 69-75 Administration and Review Powers	\$ 3,575																	1	4	2			16		23
w	Update Title 18 - Land Division and Subdivision	\$ 7,863																	2		8			40		50
x	Create draft zoning map	\$ 4,916																	2			24	8	4		38
y	Legal review of draft ordinances (Zoning and Subdivision)	\$ 5,000																						20		20
4	Phase 4: Formalization & Adoption	\$ 10,881																								
a	Revise the draft ordinances based on feedback to produce a final draft	\$ 6,037																	4				16	24		44
b	Present final draft at Plan Commission and Council meetings	\$ 1,393																	4					4		8
c	Conduct City staff training session	\$ 3,451																	2					20		22
5	Ongoing Coordination	\$ 17,397																								
a	Host monthly working meetings with City Staff (estimated 16 meetings)	\$ 5,573																	16					16		32
b	Present at up to 4 Plan Commission meetings quarterly	\$ 4,349																	16					8		24
c	Regular communication with Client and general project management	\$ 7,474																	32					8		40
Estimated Expenses																										
a	Travel expenses (\$80 per trip to Whitewater) (assumes 8 visits)	\$ 640																								
Estimate for Whitewater Zoning Ordinance Rewrite																										
	GRAEF Fee Subtotal	\$ 68,524																								
	Civi Tek Fee Subtotal	\$ 45,288																								
	Municipal Law Fee Subtotal	\$ 5,000																								
Optional Services																										
a	Create administrative forms for different development application types	\$500 per checklist																								
b	Create development scenario visuals to test fit updated zoning regulations	\$1000 per scenario																								
c	Create Zoning Hub Platform	no additional cost																								
d	Create introductory project kick-off video	\$2,000																								

*NOTE: While our proposal schedule and costs identify updates to the existing structure of the city's zoning code (Title 19 and Title 18), it is important to note that there may be a complete restructuring of the zoning code and subdivision code based upon outcomes of earlier phases of this project.

Litigation/Arbitration Summary Past 5 Years

Updated 02/25/2026

Pending or completed lawsuits for Graef-USA Inc.

Maria and Thomas Murphy v. Palos Community Hospital, et. al., Cook County Illinois Case No. 2015-L-066052. This civil action lawsuit against multiple parties arises from a slip/fall in a parking lot. This case was settled in May 2022.

Robin Matchett-Schmidt v. City of Oak Creek, et. al., Milwaukee County Wisconsin Circuit Court Case No. 19-CV-4295. This civil action against multiple parties arises from a slip/fall on a splash pad. This case was settled in May 2021.

Blue Skies of Texas, Inc. v. Skanska USA Building, Inc. et. al., Bear County Texas, 438th Judicial District. Case No. 2019-CI-19689. This is a civil action against multiple parties for alleged building deficiencies. This case was settled in August 2022.

Gran Paraiso Condominium Association, Inc. v. PRH Paraiso Two, LLC, et al., Miami-Dade County Florida 11th Judicial Circuit Court, Case No. 2023-015927-CA-01 (CA44). This is a civil action against multiple parties for alleged building deficiencies. This case was settled in November 2024.

Peacock + Lewis Architects & Planners, LLC v. RGD & Associates, Inc. and Consultant Engineering & Science, Inc., Palm Beach County, Florida. 15th Judicial Circuit Court, Case No. 50-2023-CA-014726 XXXA-MB. This is a civil action against multiple parties for alleged design deficiencies. This case was settled in July 2025.



Proposal for City of Whitewater Zoning and Land Division Ordinance

von Briesen & Roper, s.c. | RINKA

July 31, 2026

Item 2.

Community Development Department
Attn: Llana Dostie, Zoning Specialist
PO Box 178
312 W. Whitewater Street
Whitewater, WI 53190
ldostie@whitewater-wi.gov

Re: Request for Proposals – Zoning and Land Division Ordinance Rewrite

Dear Ms. Dostie:

On behalf of von Briesen & Roper, s.c. and RINKA, I am pleased to propose our firms' approach to rewriting the zoning and land division ordinances for the City of Whitewater. We understand that the city is looking to replace its 2002 land division and 2016 zoning ordinance with modern, simplified, and responsive documents that are easy to read, understand, and administer. We believe the City's unique blend of small-town character, university setting, and natural resources positions the city to lead Walworth and Jefferson Counties in contextually sensitive growth and development by attracting new residents and businesses, serving its student population, and preserving what its long-term residents cherish.

von Briesen and RINKA have assembled a team that brings unique strengths to Whitewater, which set us apart from typical consultants, and we affirm that we agree with the minimum business terms as stated in the RFP.

A unique partnership. We believe our unique team of Wisconsin's leading law firm and architecture and design firm brings a pairing that will provide zoning and land division codes that you could not get from a standard planning consultant. Among publishing legal updates for the American Planning Association – Wisconsin Chapter, winning numerous design awards, and participating in multiple industry groups, our teams are deeply interested in how we can leverage updated zoning and land division practices for the best, most straightforward outcomes for the City's residents and businesses.

We have deep, relevant experience. von Briesen's team of more than 50 government law and real estate professionals solves complex legal issues for municipal governments and private clients throughout the state. RINKA's design work for private and municipal clients has shaped the civic and commercial cores of communities across the state. Our team has worked from all perspectives and uses that experience to bring thoughtful, nuanced outcomes for all our client partners, and we have partnered on previous zoning projects for communities such as Salem Lakes and Germantown.

We care about the details. We share a profound interest in getting the little things right. Balancing private development rights with public regulation responsibilities is where we work every day, and setting context-sensitive use and form controls is how we build beloved communities. The city's residents and staff will have personal, thoughtful discussions with project team leaders who will personally draft the ordinances, so you can rest assured that feedback will directly influence your ordinances.

Our partnership brings together two firms interested in creating lasting relationships and places with and for our client partners. We look forward to discussing our ideas and experience with you in greater detail.

Sincerely,



Attorney Christopher R. Smith | von Briesen & Roper, s.c.
Page | 1

Contact Information

von Briesen & Roper, s.c.	RINKA
Christopher R. Smith christopher.smith@vonbriesen.com (414) 287-1499 Samuel A. Schultz samuel.schultz@vonbriesen.com (414) 287-1254 411 East Wisconsin Avenue Suite 1000 Milwaukee, WI 53202 Thor C. Jeppson thor.jeppson@vonbriesen.com 10 East Doty Street Suite 900 Madison, WI 53703	Eric Mayne emayne@RINKA.com (262) 455-1497 756 North Milwaukee Street Suite 250 Milwaukee, WI 53202



Christopher R. Smith

Attorney

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Fax: (414) 238-6441

Chris Smith is a Shareholder and co-Chair of the Real Estate Section. He focuses his practice on real estate development, eminent domain and property tax. He has significant experience in all phases of real estate development with a particular emphasis on drafting and negotiating development agreements, Tax Increment Financing (TIF) and public-private partnerships. He represents both public and private entities on eminent domain matters and property tax assessments. Chris is a frequent presenter on land use and tax issues.

Chris is also a member of the Government Law Group. In addition to working with counties and municipalities on real estate and development issues, Chris has experience conducting investigations, developing intergovernmental agreements, Police and Fire Commission hearings, and transactional matters. He currently serves as City Attorney for South Milwaukee and as Village Attorney for Mount Pleasant.

Chris is a frequent presenter on land use and tax issues. He also provides the monthly case law updates to the American Planning Association – Wisconsin Chapter.

Outside of the office, Chris serves as the President and Founder of the Da Crusher Foundation, a 501(c)(3) that successfully led the effort to create and install the famous Crusher Statue and continues to oversee the annual Crusherfest celebration in South Milwaukee.

Areas of Practice

- Real Estate
- Real Estate Development
- Property Tax Assessment
- Eminent Domain and Condemnation
- Government Law
- County and Municipal Governance
- New Markets Tax Credits

Education

- Marquette University, J.D., 2004
- University of Wisconsin-Whitewater, B.B.A., 2001

Bar Admissions

- Wisconsin
- U.S. District Court, Eastern District of Wisconsin

Professional and Civic Associations

- State Bar of Wisconsin
- Milwaukee Bar Association
- National Association of Industrial and Office Properties (NAIOP-WI)
- Commercial Association of Realtors Wisconsin (CARW)

Honors and Accomplishments

- *The Best Lawyers in America*®, Government Relations (2024-2026), Municipal Law (2025-2026), Real Estate Law (2025-2026)
- Wisconsin Rising Stars (2009-2018)

Item 2.

Community Involvement

- Milwaukee Development Corporation (MDC), Board of Directors
- Wisconsin Policy Forum, Government Finance and Economic Development Committees



Samuel A. Schultz

Non-Lawyer Professional

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Sam Schultz is a Land Use and Development Advisor working with the firm's Real Estate and Government Groups. Sam is an experienced community development professional helping both the public and private sector with short and long-range community planning projects. He has extensive experience with economic development, zoning and land division ordinances, community engagement, and parks and open space projects.

Sam is Certified by the American Institute of Certified Planners (AICP) and CNU-Accredited by The Congress for the New Urbanism. His educational background includes a Master of Urban Planning (2016) from the University of Wisconsin-Milwaukee and an Honors Bachelor of Science in Biological Sciences from Marquette University. He is an Assistant Adjunct Professor in Urban Planning at the University of Wisconsin-Milwaukee.

Sam is the President of the University of Wisconsin-Milwaukee Urban Planning Alumni Association and is a Commissioner of the Architectural Review Commission for the Village of Whitefish Bay.

Areas of Practice

- Land Use, Development and Zoning
- Real Estate Development
- Real Estate
- TIF District Development Projects
- Government Law
- County and Municipal Governance

Education

- University of Wisconsin-Milwaukee, Master of Urban Planning, 2016
- Marquette University, B.S., 2014

Professional and Civic Associations

- American Institute of Certified Planners (AICP Certified)
- The Congress for the New Urbanism (CNU-A)
- National Association of Industrial and Office Properties (NAIOP-WI)

Community Involvement

- University of Wisconsin-Milwaukee Urban Planning Alumni Association, President
- Wisconsin Architectural Review Commission for the Village of Whitefish Bay, Commissioner



Thor C. Jeppson

Non-Lawyer Professional

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Madison, WI 53703

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Fax: (608) 316-3144

Thor Jeppson is a Land Use and Development Advisor working with the firm's Real Estate and Government Groups. Thor is an experienced community development professional helping both the public and private sector with short and long-range community planning projects. He has extensive experience with all facets of zoning, policy development, site plan review and project development, sustainability, and long-range transportation planning.

His prior work experience includes the Wisconsin Department of Transportation where he served as an Urban and Regional Planner/Traffic Forecaster and most recently at the City of Monona where he served as Assistant Planner.

Areas of Practice

- Real Estate
- Land Use, Development and Zoning
- TIF District Development Projects
- Government Law
- County and Municipal Governance

Education

- University of Wisconsin-Madison, Master of Urban and Regional Planning, 2019
- University of Wisconsin-Madison, Master of Water Resources Management, 2019
- University of Wisconsin-Madison, B.S., *with honors*, Biology and Environmental Studies, 2013



KENNY ADAMS

Placemaking Strategist
kadams@RINKA.com

Kenny approaches each project with enthusiasm for learning about its community, landscape, and history. He draws inspiration from those studies and works with team leaders and project stakeholders to help establish design narratives that can help bring people together, and enhance both built and natural environments.

With experience in engineering, planning, and architecture, Kenny brings a collaborative and technical mindset that yields holistic problem solving at all scales and design phases.

BACKGROUND

Master of Architecture: UW-Milwaukee
Bachelor of Science in Architectural Engineering: University of Colorado - Boulder

CREDENTIALS

Registered Engineer: Colorado

Kenny leverages a multi-disciplinary background to celebrate community and landscape through problem-solving and collaboration during the planning proces.

SELECT PROJECT EXPERIENCE

Rock River District - Watertown, WI
Southridge Area Masterplan - Greendale, WI
Northern Gateway Community Collective - Saukville, WI
The Harvest at Pabst Farms - Oconomowoc, WI
Gary P. Grunau Memorial Plaza - Milwaukee, WI
Thrivent Development - Appleton, WI
R1VER Development – Milwaukee, WI
Loomis Multi-Family - Greenfield, WI
North Shore Athletic Village - Bayside, WI
Water’s Edge Development - Caledonia, WI
Village Green Center - Pleasant Prairie, WI



ERIC MAYNE

Vice President
Masterplanning Practice Leader
emayne@rinka.com

Eric brings a wide range of experience: hospitality, residential, sports and recreation, cultural buildings, and healthcare. He specializes in modern urban mixed-use projects. As the masterplanning practice area leader, he conducts multidisciplinary teams; applying his design skills to translate a client's vision, through leading community engagement, coordinating municipal entitlements, project delivery, and the technical execution of large complex projects.

BACKGROUND

Examination in Professional Practice, Southbank University, London Division of Architecture, England
Masters in Architecture, Bartlett School of Architecture, University College, England
Bachelor of Science in Architecture and Certificate in Urban Planning, SARUP, University of Wisconsin-Milwaukee

CREDENTIALS

AIA, Member
RIBA, Royal Institute of British Architects, Member

As an internationally registered architect and urban planner with over 20 years of award-winning design experience, Eric has built an impressive portfolio that encompasses many sectors.

SELECT PROJECT EXPERIENCE

Southridge Area Masterplan - Greendale, WI
Thrivent Development - Appleton, WI
Northern Gateway Community Collective - Saukville, WI
Highland Avenue Bridge - Milwaukee, WI
River Point District Masterplan - La Crosse, WI
Rock River District - Watertown, WI
Lakeshore Commons - Oak Creek, WI
Lakefront Gateway Plaza - Milwaukee, WI
Pleasant Prairie Mixed Use Masterplan - Pleasant Prairie, WI
Germantown Masterplan - Germantown, WI
American Orthodontics – Saukville, WI
Gateway Sports Academy – Saukville, WI
Gary P. Grunau Memorial Plaza - Milwaukee, WI
Zizzo Offices – Milwaukee, WI
Water’s Edge Condominiums – Caledonia, WI

Firm History

Founded in 1904, we are today more than 200 professionals strong with offices throughout Wisconsin, in Chicago and in Naples, Florida. Our practice is global, national, regional and local and we are regularly chosen by industry leaders for their most significant and complicated legal matters while at the same time assisting growing businesses, startups and entrepreneurs in addressing their legal needs. Neither "Big Law" nor a "small firm", we fit the niche that sophisticated consumers of legal services seek.

Our Knowledge in Real Estate Development

Real estate development is never one-size-fits-all and neither is our approach. We operate differently from everyone else because our clients expect more than cookie-cutter solutions. Whether working with a government entity or a private developer, our real estate development team thrives on creative thinking, bold problem-solving, and strategically navigating a broad range of legal, regulatory, and financial challenges.

We cover all the essential lanes: site selection, land acquisition, TID/TIF development, New Markets Tax Credits, environmental, brownfield redevelopment, urban renewal, development agreements and zoning regulations. By using one team with a unified strategy, your project moves forward faster and more efficiently.

Our experience spans the full spectrum of scale and complexity, ranging from municipal redevelopment efforts to high-value commercial ventures and multi-phased public-private partnerships. We integrate multiple legal disciplines under one roof, including:

- Purchase and Sale Transactions
- Commercial and Public Financing
- Construction
- Land Use and Zoning
- Site Selection and Feasibility
- Economic Development Incentives
- Environmental and Regulatory Compliance
- Tax
- Planned Development Districts

Whether it's a government-led initiative or a commercial real estate project, our team is built to deliver solutions that are as innovative as the developments we help bring to life. Because when it comes to real estate, you either develop and evolve with the times or get passed by.¹

Experience in Zoning

Our firm's professionals have much experience drafting and administering zoning ordinances. We pride ourselves on offering long-term guidance to our municipal client partners and aid many in keeping their ordinances up to date as planning practice and state statutes change over time. Some current municipal zoning client communities include the Village of Mount Pleasant, the City of Sheboygan, the City of Cudahy, the City of Kenosha, the Town of Spider Lake, and the Village of Salem Lakes.

¹ See: <https://www.vonbriesen.com/our-services/practice-areas/2718/real-estate-development>



YOUR STRATEGIC PARTNERS

We are planners, architects, interior designers, and brand strategists focused on your business goals. Founded in 2006, RINKA is a design collective specializing in creative problem-solving and innovative place-making to create meaningful experiences for people. We maintain a broad based architectural practice that connects inspiring designs with practical and functional solutions. Collaborating to ensure success, our team builds long-term relationships with progressive and visionary clients.

RECENT AWARDS

- 2025 ASID WI, Gold Award - American Orthodontics
- 2025 ASID WI, Gold Award - Norden Range
- 2025 ASID WI, Silver Award - Casera
- 2025 ASID WI, Silver Award - BVK
- 2025 IIDA WI - R1VER Office
- 2025 IIDA WI - The Bridgewater Modern Grill
- 2025 MKE Business Journal Real Estate Award - New Construction - The Couture
- 2025 Daily Reporter - Top Project - The Symphony
- 2025 Daily Reporter - Top Project - The Couture - Project of the Year
- 2025 Daily Reporter - Top Project - COAST @ Lakeshore Commons
- 2025 Daily Reporter - Top Project - American Orthodontics
- 2024 Slag Cement in Sustainable Concrete Project of the Year - The Couture
- 2024 ABC Project of Distinction - Gold Award - The Symphony
- 2024 AIA Merit Award - Camp Minikani
- 2024 MKE Downtown, Bid #21 – Downtown Achievement – Visionary Award - The Couture
- 2024 WI Ready Mix Concrete Association – Concrete Design Award - The Couture
- 2024 MKE Business Journal Real Estate Award - SoftwareONE
- 2024 Daily Reporter Top Projects - Woodnote Residences

SERVICES

ARCHITECTURE + INTERIORS

- Visioning
- Site Analysis + Feasibility
- Master Planning
- Architecture
- Interiors
- Landscape Design
- Construction Documentation
- Construction Administration

RESEARCH + COMPLIANCE

- LEED Certification
- WELL Certification
- Historic Preservation
- Code + Compliance Analysis

BRAND + EXPLORATION MEDIA

- Brand Creation + Development
- Website Brand Presence
- Graphic + Motion Design
- Virtual Augmented Reality Experiences

CONTACT

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Madison, WI 53703
608.283.9835



[linkedin.com/company/rinkamke](https://www.linkedin.com/company/rinkamke)



[instagram.com/we.are.rinka/](https://www.instagram.com/we.are.rinka/)



[facebook.com/We.Are.RINKA/](https://www.facebook.com/We.Are.RINKA/)

130+ INDUSTRY AWARDS

“If Milwaukee is getting a reputation as a great place to visit and to work, The Couture makes a bold statement about what it can be to live there. Here, you have to applaud the full utilization of the city’s features – a lakefront and rivers – that show the city at its best.”

- Daily Reporter Top Projects Judge, Jeff Beiriger

AUTHORIZED REPRESENTATIVE

Eric Mayne, AIA, RIBA
WI License Number: 3009-11
emayne@rinka.com
262.455.14

Proposed Approach

The project team proposes breaking the process down into three distinct phases. These phases help gather public sentiment, focus discussions throughout the drafting process, and enhance team feedback at each stage.

Inspiration

Research

The project team will analyze all pertinent city-adopted plans, which contain existing, approved goals and objectives, including Whitewater Forward 2045, recent housing affordability analyses, market analyses, City of Whitewater Parks and Recreation Open Space Plan 2026-2031, and transportation plans. The project team will also analyze the existing zoning and land division ordinances and, with the city staff's feedback, identify issues that need resolution, ways to simplify the ordinances, and ideas for streamlining processes, particularly in light of the identified cross-consistency sections identified in the RFP.

This research phase will provide preliminary recommendations for the zoning and land division ordinance rewrite, which, upon initial review, will likely include form-based controls, consolidated use tables, and simplified organization for ease of administration. Our project team also has extensive experience writing content-neutral sign ordinances, which we view as part of the entire zoning text and typically directly integrated in updated standards. The project team also has significant experience drafting objective conditional use standards which stand up to 2017 WI Act 67 scrutiny. We often recommend communities significantly reduce and objectify their conditional use requirements, and frequently have such conversations with municipal clients. In the Village of Mount Pleasant, for example, our work has helped reduce conditional use applications to fewer than two annually, while we assisted South Milwaukee in completely eliminating conditional uses from their ordinances. Other Whitewater-specific amendments may include changes such as residential district consolidation which both address city planning goals and address recent changes to state law, such as ensuring zoning ordinances align with the density ranges and growth areas identified in the Comprehensive Plan update, consistent with 2025 WI Act 173. The project team will also provide some comparison benchmark codes, including the pros and cons of their structure and implementation for consideration.

Understand

The project team will propose a comprehensive public outreach and participation plan for feedback and approval. This plan, designed to ensure the community's voice is heard and valued, will include project-branded visual media for city use, opportunities for public feedback, including at least two visioning sessions, a dedicated project portal on the city website, virtual engagement sessions, private stakeholder meetings, and presentations at city committee meetings. We will look to draft a public outreach plan that is sensitive to the seasonality of the University of Wisconsin-Whitewater academic calendar, balancing opportunities for potential student and faculty involvement with the quieter summer months.

Author

The project team will use the introductory public feedback, preliminary city staff meetings, and research to draft the ordinance's introductory articles, including a vision statement for the city's zoning and land division regulations, purpose statements, and related reference language. The initial feedback gathering, community ideas, and adopted comprehensive plan will shape the vision statement and purpose statements for the new regulations. The project team will present these introductory articles to the Plan Commission or a different city steering committee as directed.

Ideate

The second phase of the drafting process will dive into the detailed drafting of the new zoning and land division ordinances. The project team proposes breaking the zoning ordinance down into three major parts, Site Design Guidelines, Zoning Districts and Uses, Administration and Definitions, and one minor part, Introductory Provisions. Each part will begin with a staff ideation meeting, narrowing down the recommendations from the inspiration phase into discrete objectives for the new ordinance. For example, when working on the Site Design Guidelines, objectives may include drafting an ordinance that embraces the mixture of downtown, academic, and suburban contexts when considering the gentle density objectives. At the same time, the project team will begin amending the land division ordinance to comply with recent changes to state law, including 2025 WI Act 173, update statutory references, and ensure all land division design considerations comply and coincide with the draft zoning amendments so each ordinance works in tandem. The project team will circulate these drafts with the staff for cyclical feedback throughout the drafting process. During the Zoning Districts and Uses phase, the project team will also begin drafting high-level map amendments for cyclical review and input from City staff.

Prototype

Once the project team and the staff reach an acceptable framework, the project team will present the prototype ordinances to the Plan Commission and public stakeholders and post the prototype to the project website for additional feedback. The project team proposes drafting the parts in the order listed above because once communities are comfortable with their site design guidelines, consolidating zoning districts is often an easier discussion. When the Plan Commission and Common Council are comfortable with those documents, decisions about administrative delegation become easier.

Test

Throughout the drafting of each part, the project team will work with the staff to test, revise, and re-test the proposed zoning ordinance against the existing built environment and Whitewater's desired future state. The project team will also pay attention to the City staff's ease of administration post-adoption and draft ordinances that are flexible enough to withstand future refinements as a living document over time.

Implementation

Connect

Upon entering the final phase of the project, the project team will work to ensure that they have heard and addressed the concerns of all community stakeholders. This process may include another public open house meeting if desired by the City. The project team will also provide descriptive "one-page" summaries of major topics of change. These summaries will provide a clear and concise overview of the key changes in the zoning and land division ordinances, making it easier for the city to communicate these changes to the public both during and post-adoption. The project team recommends two virtual Q&A sessions, one at midday and one in the evening, along with a pre-recorded explainer video for the public, elected officials, and appointed officials to reference as needed.

Entitle

The project team will collaborate with the staff to finalize any edits and create a final draft of the written zoning and land division ordinances and map amendments for consideration by the Plan Commission and Common Council. The project team will also complete a full legal review of the finalized ordinances.

Adoption

The project team is committed to providing representation and guidance throughout the formal ordinance adoption process, including final Plan Commission meetings, public hearings, and Common Council meetings. After adoption, the project team will coordinate the implementation of zoning maps and ordinance text on city hosting services, address any post-adoption questions, and assist in drafting any requested post-adoption updates. The project team also emphasizes its long-term commitment to the city, where it will provide recommendations for updates to services as practice, state law, or market conditions change over time. The final ordinances should be a living document that provides an updated framework for Whitewater's long-term evolution.

Proposed Project Schedule

Inspiration

3 months

Month 1

- Meet with staff for project kickoff
- Start targeted background research
 - Deliverable: preliminary zoning ordinance recommendations and current shortcomings
- Draft public engagement plan
 - Incorporate adopted Comprehensive Plan goals and objectives into all materials
- Start public outreach
 - Deliverable: Public outreach marketing items (visual media: banners/flyers/web)
 - Deliverable: Dedicated project portal page on city website

Month 2

- Hold community visioning session
 - *Note: This session can be postponed depending on season, UWW academic calendar, and city feedback to maximize input.*
- Continue targeted background research
- Stakeholder meetings
- Meet with staff to discuss visioning session outcomes
 - Deliverable: Visioning session feedback forms and data summary
- Use visioning session and staff feedback to draft introductory chapter for zoning and land division ordinance

Month 3

- Meet with Plan Commission to summarize introductory articles for zoning ordinance and set the stage for detailed chapter drafting
 - Deliverable: Introductory articles

Ideation

12 months

Months 4-6

- Meet with staff monthly
- Draft consolidated use table, use definitions, and city-wide design guidelines
- Quarterly Plan Commission update
- Website progression updates
- Deliverable: Finalized use and design guidelines articles

Months 7-9

- Meet with city staff monthly
- Meet with city-recommended interest groups (business, homebuilders, common developers, inter-governmental partners)

- o *Note: These sessions can be moved earlier in the process to swap with the visioning session depending on city feedback*

- Draft zoning district and form guidelines
- Test proposed district standards against existing built environment
- Start drafting zoning map GIS updates
- Quarterly Plan Commission update
- Website progression updates
- Deliverable: Finalized district and form articles

Months 10-12

- Meet with staff twice
- Draft zoning administration and definitions articles
- Continue testing zoning map GIS updates
- Quarterly Plan Commission update
- Website progression updates
- Deliverable: Finalized administration and definitions articles

Months 13-15

- Meet with staff twice
- Consolidate zoning articles into full draft document
 - o Deliverable: Draft zoning ordinance
 - o Deliverable: Zoning ordinance update single topic explainer pages
- Finalize zoning map GIS updates

Implementation

3 months

Month 16

- Meet with staff to finalize implementation schedule
- Full legal review of draft
- Final public involvement meeting, virtual Q&A meetings (mid-day and evening recommended)
 - o Deliverable: Pre-recorded explainer video
- Second open house meeting
- Meet with Plan Commission and hold formal public hearing
 - o Incorporate final Plan Commission changes
 - o Forward Plan Commission recommendation to Common Council
 - o Deliverable: Plan Commission approved ordinance draft

Month 17

- Common Council vote on Plan Commission recommended ordinance
 - o Deliverable: Final adopted ordinance, formatted for Municode incorporation with associated mapping, image, and text files.

Month 18+

- Deliver finalized ordinance to staff
- Implement zoning text and map updates on code-hosting service and GIS
- Answer any post-adoption questions, assist drafting any post-adoption clarifications or updates
- Provide long-term code update recommendations for changes in practice or law

South Milwaukee Zoning Ordinance Rewrite

The zoning chapter rewrite in South Milwaukee aimed to streamline and simplify permitting and development processes by removing conditional uses, setting up objective site design standards, and allowing for administrative reviews of properly zoned site plans. The new comprehensive framework addressed the city's housing needs and levy constraints by allowing one- and two-unit dwellings as-of-right in all residential areas and encouraging growth along key corridors. The updated ordinance reduced the number of base zoning districts from 11 to 6, eliminating the public district and merging manufacturing areas while consolidating residential districts to create a more efficient and context-sensitive zoning approach based on intensity rather than strict use separation.

In addition to enhancing housing flexibility, the revised chapter allowed commercial and residential uses to sit closer together by permitting certain commercial uses along arterial streets in some districts. The new site design standards ensure functional, safe, and aesthetically pleasing developments, incorporating commercial façade guidelines and reducing parking minimums by over 50%. The new ordinance prioritized enhanced environmental sustainability through objective regulations for landscaping, screening, and outdoor lighting, including stronger requirements for native plantings and stricter light pollution controls. Collectively, these updates offer property owners significant flexibility while fostering a coherent and attractive urban environment in South Milwaukee.

For More Information

<https://www.southmilwaukee.gov/558/Zoning>

Contact:

Ericka Lang

Economic Development Manager/Zoning

Administrator

City of South Milwaukee

elang@smwi.org

414-762-2222 ext. 135

Table III-1: Uses						
Use	Z-1	Z-2	Z-3	Z-4	M-1	Reference
Assembly						
A-1 (Theaters, indoor sporting, outdoor activities)	—	—	—	P	—	§ 15.28A
A-2 (Food and drink)	—	—	>	P	—	§ 15.28A
A-3 (Amusement)	—	—	>	P	—	§ 15.28A
Business						
B (Professional or service)	—	—	>	P	P	§ 15.28B
Educational						
E (Schools and day cares)	—	—	>	P	P	§ 15.28E
Factory						
F (Low- and Moderate-hazard)	—	—	—	—	P	§ 15.28F
High-Hazard						
H (High-hazard)	—	—	—	—	P	§ 15.28H
Home Occupation						
HO-1 (Home office)	—	P	P	P	—	§ 15.28H
HO-2 (Small business)	—	P	P	P	—	§ 15.28H
Institutional						
I-1 (24-hour care facilities)	—	—	—	P	P	§ 15.28I
I-2 (Secure facilities)	—	—	—	—	P	§ 15.28I
I-3 (Day care facilities)	—	—	>	P	P	§ 15.28I
Mercantile						
M (Merchandise sales)	—	—	>	P	P	§ 15.28M
Outdoor						
O-1 (Cemeteries)	P	P	P	—	—	§ 15.28O
O-2 (Natural areas and recreation)	P	P	P	P	P	§ 15.28O
O-3 (Non-accessory parking)	—	—	P	P	P	§ 15.28O
Residential						
R-1 (Permanent ≤2)	—	P	P	—	—	§ 15.28R
R-2 (Permanent ≥3)	—	—	>	P	—	§ 15.28R
R-3 (Transient occupancy)	—	—	>	P	—	§ 15.28R
Storage						
S (Low- and moderate-hazard)	—	—	—	—	P	§ 15.28S
Utility and Miscellaneous						
U (Accessory structures and uses)	—	P	P	P	P	P

City of Sheboygan Zoning Ordinance Rewrite

Item 2.

von Briesen reorganized, consolidated, and strengthened the city's land use development regulations in numerous ways. The city is currently discussing the final draft through its committee structure. Specifically, the final draft includes the following changes.

1. A reorganized structure is easier to read, navigate, administer, and update to reflect the community's evolving priorities and needs.
2. Simplified administration procedures delegate review authority for day-to-day tasks to staff, focusing Plan Commission agendas on legislative, long-term planning, land division, planned development districts, and other high-level decisions that require public oversight.
3. A reduced reliance on subjective review procedures and conditional uses reduces legal risk associated with recent changes to state laws.
4. Consolidated zoning districts organize the city by intensity, rather than a strict separation of underlying uses, to better consider existing neighborhood context while still allowing the city to grow and adapt naturally over time.
5. Greater flexibility for residential developments, including allowing accessory dwelling units, duplexes, cottage courts, townhomes, and mixed-use buildings in a wider number of situations, also allows local, small-scale, and natural growth to address needed housing.
6. A consolidated use table allows for greater use flexibility within districts, while still regulating businesses most frequently cited as nuisances.
7. Objective site design regulations applied across the city update standards for native-focused landscaping; multi-modal access and parking lot design; dark sky lighting design; high-quality architecture; and similar publicly-visible aspects of development that provide flexibility for property owners while keeping high standards of development city-wide.

For More Information

Taylor Zeinert
Director of Planning & Development
taylor.zeinert@sheboyganwi.gov
(920) 459-3383

Village of Mount Pleasant Updated Residential Standards

von Briesen collaborated with the village to support a flexible, simple, and up-to-date zoning ordinance. Through this update, the firm:

- Updated detailed descriptions of residential districts to explain where applying those districts is appropriate;
- Updated the ordinance's organizational structure to consolidate repeated sections;
- Updated regulations on when more than one principal building is allowed per lot;
- Consolidated the lot and building regulations table;
- Switched from using maximum building coverage to maximum impervious surface coverage;
- Switched from measuring building height by feet to stories to both align with the ordinance's commercial regulations and have consistent neighborhood character;
- Moved the gardening regulations to the accessory uses and structures section where similar regulations regarding amateur radio service antennas, home occupations, and solar energy systems reside;
- Moved the garage regulations to the parking and access section to consolidate vehicle and parking-related regulations together; and
- Added an RN (Neighborhood Residential) district between the RL and RM district per Plan Commission request and made other minor updates based on Commission feedback.

This update and other administrative updates, including permitting staff review for all residential zoning applications in light of updated statutes from 2023 WI Act 16, allowed the city to review and permit more than 1,500 new housing units in the past few years. Those units include a mix of senior housing, detached houses, two-unit houses, cottage courts, and multi-family buildings.

§ 90-110.20: Permitted Building Types

Residential zones permit the building types listed in Table 90-110-2.

Building Type	Districts					See Section
	RE	RL	RN	RM	RH	
	P = Permitted					
	- = Prohibited					
	Residential Buildings					
Detached house	P	P	P	P	P	(A)
Two-unit house	P	P	P	P	P	(B)
Twinhouse	-	P	P	P	P	(C)
Townhouse building	-	-	P	P	P	(D)
Multi-unit building	-	-	P	P	P	(E)
Cottage court	-	-	P	P	P	(F)
Backyard cottage	P	P	P	P	P	(G)
	Nonresidential buildings					
Civic building	P	P	P	P	P	(H)

Table 90-110-0:2 Permitted Building Types

For More Information

<https://www.mtpleasantwi.gov/ArchiveCenter/ViewFile/Item/4522> (Page 61)

Tami Simons
Village Administrator
Village of Mount Pleasant
tsimons@mtpleasantwi.gov
(262) 664-7818

LA CROSSE PUD DESIGN & INFRASTRUCTURE STANDARDS



Table 3.1.5 - PEDESTRIAN LEVEL OF SERVICE
Walkability
Prioritize the pedestrian, create many pedestrian connections, ease of crossing all roadways
Two-way pedestrian movement
Parallel lanes for activity (curb, circulation, building use)
Various Landscape microclimate modifiers
Street Definition
Curb Extensions w/ strong corners
Continuity of building frontage (no gaps exceeding 75')
Layered building edges - relief in building facades between ground floor and upper levels
Visual Diversity with Architectural Harmony
Multiple lots & lot widths
Changes in texture, color, light and shade
Moderated continuity - height, proportion, architectural style
Visual Depth - Interior/Exterior Linkage
Frequent pedestrian access points and entrances
First level, upper levels, inside/outside
Maintenance
Comprehensive, daily, seasonal, private/public coordination and partnership
Quality
Detail, materiality, authenticity, genuine, original, timeless



Bicycle & Active Transit Lanes

The master plan encourages the use of bicycles and other forms of active transit across the site by providing infrastructure designed to support safety and comfort of use. **Green boulevard roadways throughout the site include travel lanes for vehicles and bicycles. Neighborhood streets are compact due to lower traffic frequency. See Figure 3.1.5 and Street Section Type A in Figure 3.1.1.2.**

Signage and streetscape character should encourage bicycles and other forms of active transit to operate within designated lanes rather than on

pedestrian sidewalks. Bicycle and active transit parking should be thoughtfully integrated throughout the site. Organized parking schemes decrease visual clutter and create pleasant pedestrian experiences. Areas of high commercial or retail activity, public parks, and amenities should provide bike racks or demarcated parking areas to encourage parking in specified areas.

Residential zones are encouraged to provide public bike racks/parking zones near major building entry points. Bike rack and parking zones should be designed to avoid impedance of pedestrian travel.



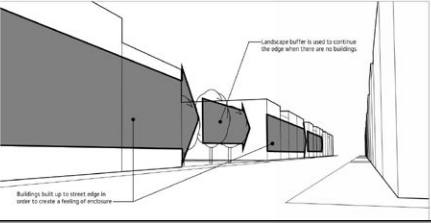
3.1.2 Build-to-Zones and Mixed Building/Landscape Zones

- Build-to-Zones (BTZ)**
- Active pedestrian streets are promoted through enclosure provided by buildings with ground floor activities linked to the street. Build-to-Zones (BTZ) help ensure that buildings are located near the front and corners of the building lot. A BTZ is defined as the space extending between the defining the edge of a public right-of-way and a predetermined maximum setback line. For the BTZ:
- Architectural elements such as porches, decks, stoops, bay windows, balconies, awnings, roof projections, covered walkways, ornamental features, and lighting should fall within the BTZ range
 - BTZs shall not extend into a utility easement, beyond a property line or interfere with required vision triangles
 - Temporary uses such as tables, planters, or similar elements should be allowed to extend within the public right-of-way. All encroachments must be permitted and approved by the City of La Crosse
 - At least 60% of the linear edge shall be building facade

Mixed Building/Landscape Zone (MLZ)

Applies to conditions in which it is difficult to prescribe the precise locations of building on the lot. In such cases a new building might occupy the edge of the lot along one side or be located in the middle of the lot. In such circumstances the zone along the outer perimeter of the lot, abutting the public right of way should be a layered approach to creating a harmonious combination of landscaping and building facade.

Landscaped areas should include multiple layers of continuous elements such as hedges, decorative fences, and closely spaced trees. The goal is to create a strong, rhythmic system of elements that clearly designates the public walkways/ easements and acts as an attractive, pedestrian friendly feature. Other features might be used to create a surrogate building face with free-standing pergolas, arbors, loggias, arcades, and garden walls.



3.1.1 Street Design

Vehicular circulation must be safe, designed efficiently to maintain/ operate, and be supportive of the major economic, environmental, and community goals of Riverside North. An internal vehicle and shared bicycle circulation pattern is facilitated by a hierarchy of public/private roads within the development. This internal system is intended to allow vehicles and bicyclists to navigate within the development site, connect to the existing city grid and thereby lessening the traffic burden on Copeland Avenue.

regulations shall remain in effect unless otherwise modified by the Plan Commission as a part of the approval of detailed site and building plans with recommendations by the City Engineering Staff.

The projects street sections are designed to include typical urban elements including sidewalks or paved trails, a green or paved terrace, parallel parking, required ROW infrastructure, and automobile/bicycle travel lanes. These elements support travel by foot, bicycle, and motor vehicle.

intersections are to be designed with a corner radius of 15'-0", and primary intersections are to be designed with a corner radius of 23'-0".

Where internal streets meet the new boulevard, curb extensions should be introduced and intersections shall be raised to reduce crossing distances and create parallel parking zones. Alleyways and parking courts will be used to minimize driveway curb cuts along streetscapes and enhance walkability with an emphasis on pedestrian safety.

The provisions of Chapter 44-Traffic and Vehicles of the Municipal Code pertaining to vehicular roadway

At street intersections, corner radii will be sized to support traffic calming measures. Secondary street

The road types planned for Riverside North are illustrated in Figure 3.1.1.1 and 3.1.1.2.



FIGURE 3.1.1.1: Active Street Types

RIVER POINT DISTRICT

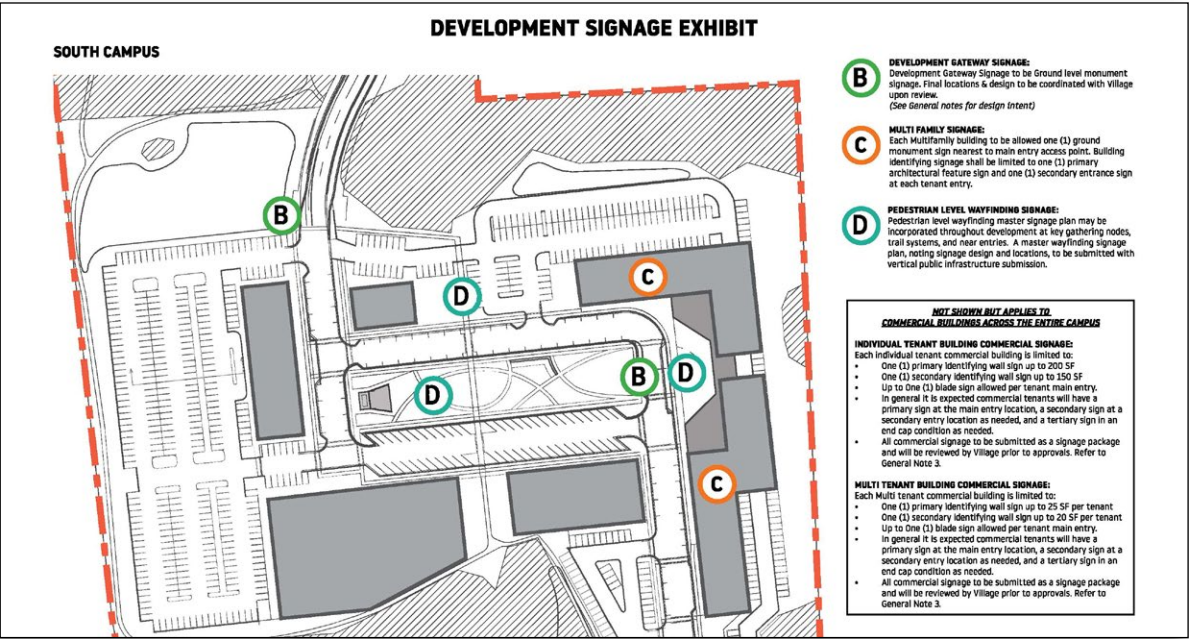
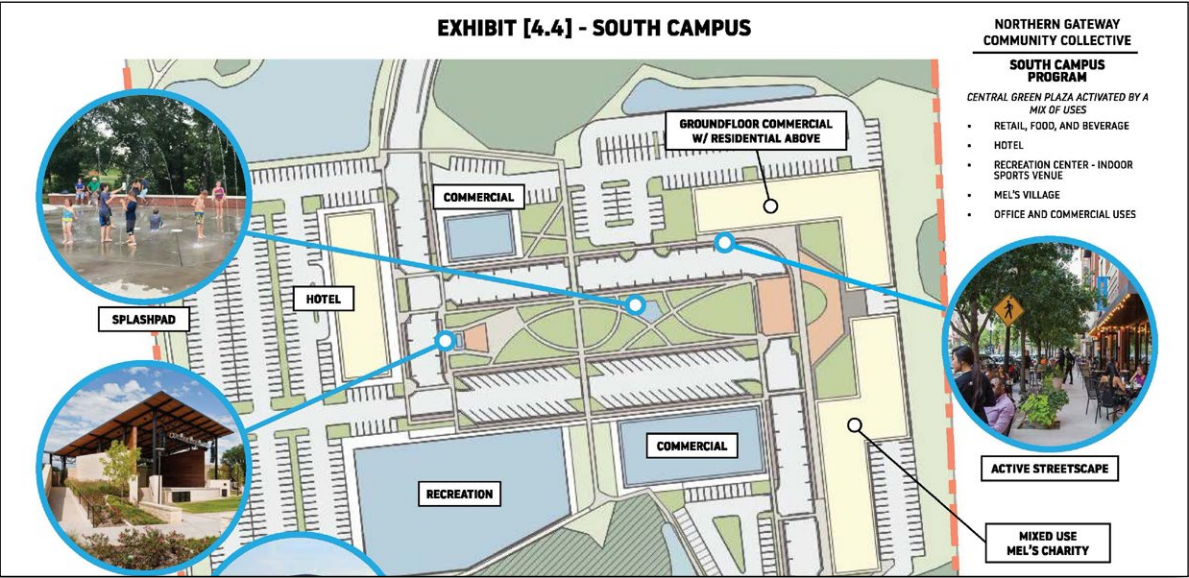
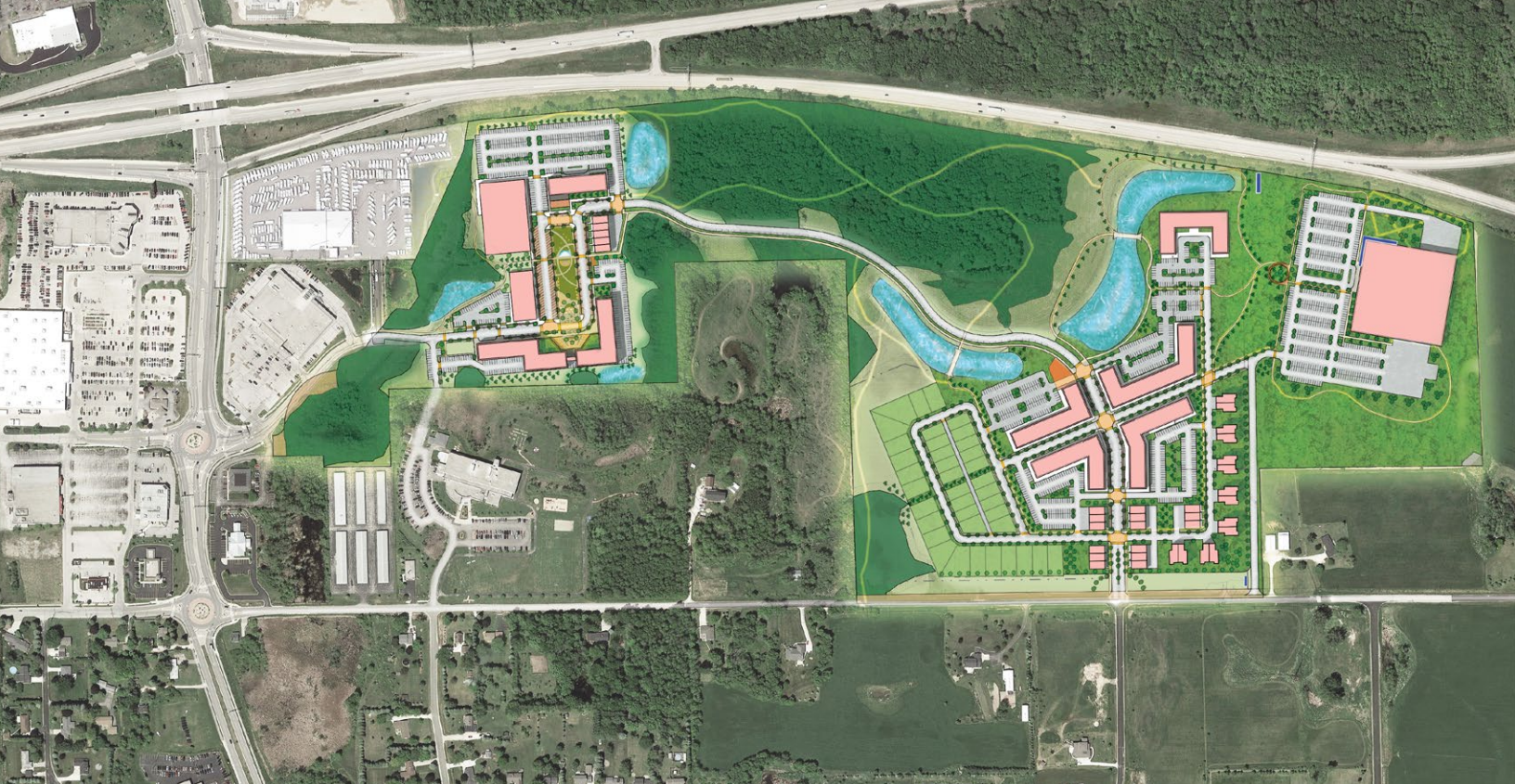
La Crosse, WI

Bordering the Mississippi River, this masterplan development site has a rich history of past industrial uses and continued ecologically valuable wetlands.

RINKA was chosen to lead the Masterplanning and visioning for a vibrant new community and neighborhood oriented mixed-use development. The development will engage nature and introduce lively and more urban design oriented conditions to create an elevated experience for living in this region. The layered introduction of a grid addresses the site's existing surroundings and expands promoting access to large green spaces. A main street feel with pedestrian focused accessibility throughout guides the design for this unique location.

STATUS	SIZE	PARTNERS
Ongoing	50 acres	City of La Crosse

SAUKVILLE PUD DESIGN & SIGNAGE STANDARDS



NORTHERN GATEWAY

Saukville, WI

Northern Gateway Community Collective is an inspirational masterplan designed for a vibrant new community in the village of Saukville.

The vision for the 118-acre community places ideal experiences first and has a vibrant mix of uses reinforcing a safe, walkable, and balanced community. The centerpiece of the community is a nurturing green space that will be supported and programmed by Mel's Charity to fully immerse IDD individuals into the community fabric. This amenity-rich green space will be an asset for local residents and a destination for surrounding communities.

STATUS	SIZE	PARTNERS
Ongoing	120 acres	Ansary Development & 3 Leaf Partners

7/8/2022 SAUKVILLE PUD OVERLAY ITEMS

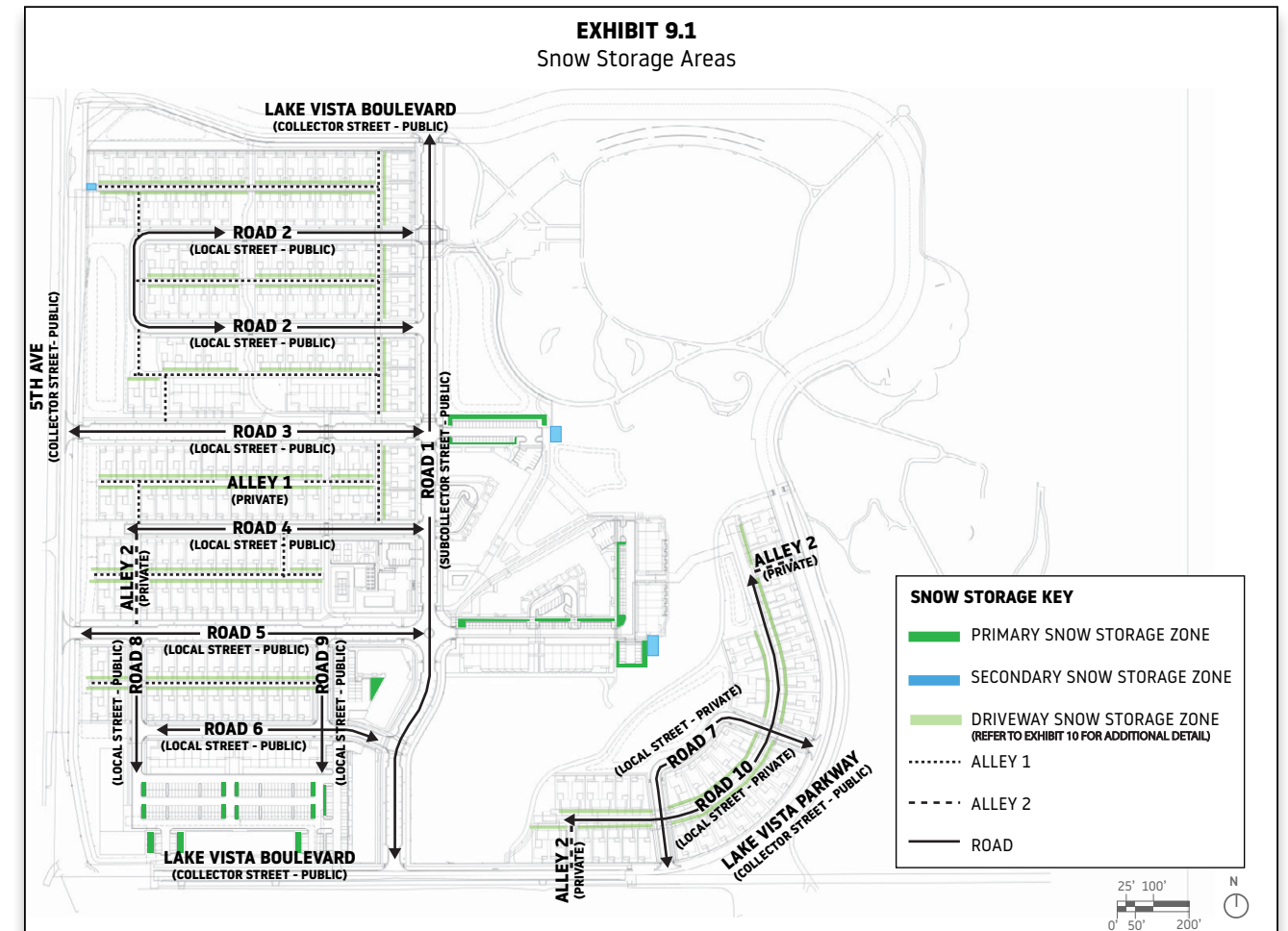
Revision #	Existing Code Section	Existing Code : Text Text	Proposed Deviation : Text Text Deviations
	Section J : Traditional Neighborhood Development Design Standards		
1	205-50 J(1)(b)	Individual businesses should not exceed 7,500 square feet in size.	Individual businesses (South Campus sports complex) should not exceed 50,000 square feet in size.
2	205-50 J(1)(b)(1)	Add permitted use.	Fitness, Recreation, and Sports Facility uses shall be permitted.
3	205-50 J(2)(a)(1)	The number of single-family attached and detached units permitted shall be five to eight plus dwelling units per net acre;	2.0 to 8+ dwelling units per net acre
4	205-50 J(2)(a)(2)	The number of multifamily units shall be 15 to 40 dwelling units per net acre.	5.8 to 40 dwelling units per net acre
5	205-50 J(2)(b)(1)	The number of single-family and multifamily dwelling units permitted shall be calculated the same as above plus an additional number of units not to exceed 10% of the amount permitted above.	Single-Family: 2.0 to 8+ dwelling units per net acre; Multi Family: 5.8 to 40 units per net acre



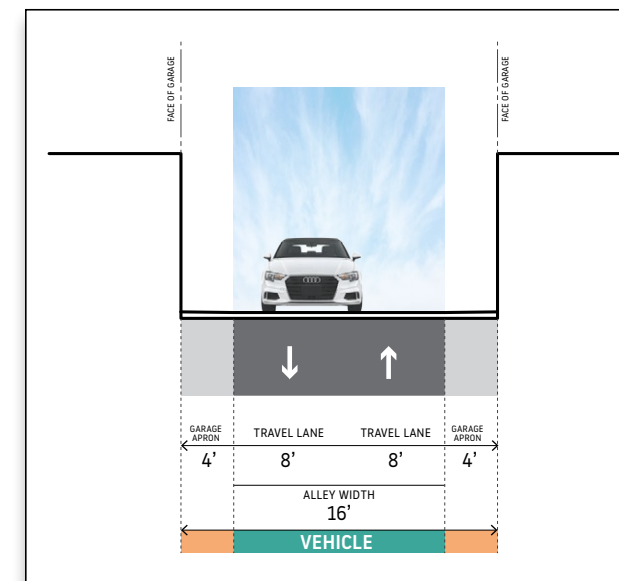
STREETS & ALLEY STANDARDS FROM RINKA PUD

Subdivision work coordinated
with Civil consultant

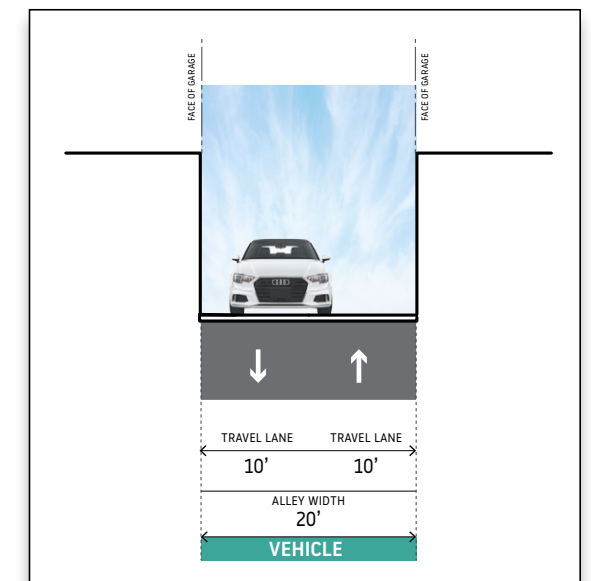
Item 2.



Alley 1: Typical



Alley 2: Phase Two



LAKESHORE COMMONS

Oak Creek, WI

Located on the shores of Lake Michigan, Lakeshore Commons is a nature-based community reimagining modern living.

Designed around sustainability and diversity, this self-sustaining community will offer a variety of housing types, active and passive amenities, and of course the natural beauty of Lake Michigan. Lakeshore Commons is built on interpersonal engagement and shared experiences, putting community connections first with paths, trails, and parks weaving throughout the community. From sipping a morning coffee, to walking kids to the playground, to a picnic with loved ones on the bluff, Lakeshore Commons is designed for a modern, active lifestyle and sustainable living.

STATUS	SIZE	PARTNERS
Under Construction	86 acres	City of Oak Creek

References

von Briesen & Roper, s.c.

Ericka Lang, Economic Development Manager/Zoning Administrator, City of South Milwaukee, elang@smwi.org, 414-762-2222 ext. 135

Tami Simons, Village Administrator, Village of Mount Pleasant, tsimons@mtpleasantwi.gov, (262) 664-7818

Paul Schmitter, Director of Development, Fiduciary Real Estate Development, Inc., pschmitter@fred-inc.com, (414) 312-3239

RINKA

Mason T. Becker, Community Development Director, City of Whitewater, WI, mbecker@whitewater-wi.gov, Office: 262.473.0148, Cell: 262.443.4458

Mike Hawes, ICMA-CM, Village Manager, 6500 Northway, Greendale, WI 53129, 414-423-2100 Ext. 3110, mhawes@greendale.org

Nate Piotrowski, Development Director, Village of Wawatosa, 7725 W. North Ave., Wauwatosa, WI 53213, 414.479.8907

Project Manager Qualifications

This project will be a collaborative effort. Samuel Schultz (1 FTE) will lead the project and will be directly involved in all phases of work. Sam will lead project meetings, draft zoning text and tables, coordinate project timelines, and publicly present project drafts through final adoption. Thor Jeppson (0.5 FTE) will aid all stages of work in coordination with Sam. Christopher Smith will provide firm shareholder oversight, project support, and all legal reviews, ensuring that we all work together towards a common goal keeping the City's legal and risk tolerances in mind.

RINKA, with its extensive expertise in public meeting leadership, virtual tools, and design assistance, will be a key contributor to the project. Its design prowess, from flyers to zoning diagrams, will ensure a visually appealing and easy-to-understand document. Moreover, its master planning proficiency will open up opportunities for planned development districts, specific local sites, and land division considerations in 21st-century placemaking. RINKA will also help with GIS test fitting and zoning map updates. Eric Mayne (1 FTE) will provide primary oversight for RINKA, with Kenny Adams (1 FTE) and other firm professionals as needed.

Cost for Requested Services

We estimate the cost of the project not to exceed \$100,000.00, which includes all the work, documents, travel, and meetings mentioned within this scope of services and listed below. We bill hourly up to the not to exceed amount, based on actual work completed with detailed invoices. We expect the city will provide typical meeting space for its normal public meetings and recommend public space for open houses and public engagement. We will bill the city for added services at the rates listed below or on an hourly basis. Below please find a chart with our current estimate of work on the project broken down by hours and cost. We can provide a more detailed cost breakdown upon request.

Fee Proposal						
<i>Phases</i>	<i>Hours</i>	<i>Staff</i>	<i>Cost</i>	<i>Meetings and Communications</i>	<i>Deliverables</i>	<i>Time</i>
Inspiration	75	von Briesen	\$26,500	3 monthly updates, 1 public open house, 1 Plan Commission, Stakeholder meetings	Public outreach materials, website materials, open house feedback summary, Introductory articles	3 months
	50	RINKA	\$10,000			
	125	Total	\$36,500			
Ideation	100	von Briesen	\$34,000	10 monthly updates, 4 Plan Commission meetings	Districts, Uses, and Site Design sections, GIS test maps, Draft ordinance, draft zoning map	12 months
	50	RINKA	\$10,000			
	150	Total	\$44,000			
Implementation	40	von Briesen	\$14,500	3 monthly updates, 1 public open house, 2 virtual Q&A sessions, 1 Plan Commission, 1 Common Council	Final adopted ordinance, post-adoption support	3 months
	25	RINKA	\$5,000			
	65	Total	\$19,500			
Total Project Scope	215	von Briesen	\$75,000			18 months
	125	RINKA	\$25,000			
	340	Total	\$100,000			

Schedule of Billing Rates	
S. Schultz	\$385 / hour
C. Smith	\$475 / hour
T. Jeppson	\$335 / hour
E. Mayne	\$200 / hour
K. Adams	\$ 120 / hour

M E M O R A N D U M

To: City of Whitewater Plan and Architectural Review Commission

From: Llana Dostie, Zoning Specialist

Date: September 14, 2026

Re: Final Certified Survey Map

Summary of Request	
Requested Approvals:	3 Lot Certified Survey Map (CSM)
Location:	Located on Walworth Avenue next to the High school, bisected by Hwy 12 Bypass. Parcel #'s /WUP 000324, /WUP 000325, /WUP 000327 and /WUP 000328
Current Land Use:	AT-Agricultural Transition
Proposed Land Use:	AT-Agricultural Transition
Current Zoning:	AT- Agricultural Transition
Proposed Zoning:	N/A
Future Land Use:	Lot 2-Residential, Lot 1 Mixed Use Commercial, Lot 2 Industrial

Application Summary

The City, with permission from the property owner, is requesting approval of a Certified Survey Map (CSM) to divide and combine portions of parcels WUP 000324, WUP 000325, WUP 000327, and WUP 000328. The properties are located along Walworth Avenue adjacent to the Whitewater High School and are bisected by the Highway 12 Bypass. The parcels currently comprise approximately 284.89 acres.

The proposed CSM would establish three clearly defined and legally identifiable lots:

- **Lot 1:** 33.56 acres
- **Lot 2:** 66.34 acres
- **Lot 3:** 204.02 acres

All three lots would remain zoned **AT – Agricultural Transition** at this time. The City's identified future land use designations for the properties are **Mixed Commercial** for Lot 1, a range of **low-, medium-, and high-density residential** uses for Lot 2, and **Industrial** for Lot 3.

The purpose of the proposed division and combination is to establish clean and legally compliant lot configurations, create accurate legal descriptions, and ensure that the properties can be properly conveyed and transferred in the future. The current parcel configurations do not accurately reflect the division of the properties that occurred when the Wisconsin Department of Transportation constructed the Highway 12 Bypass.

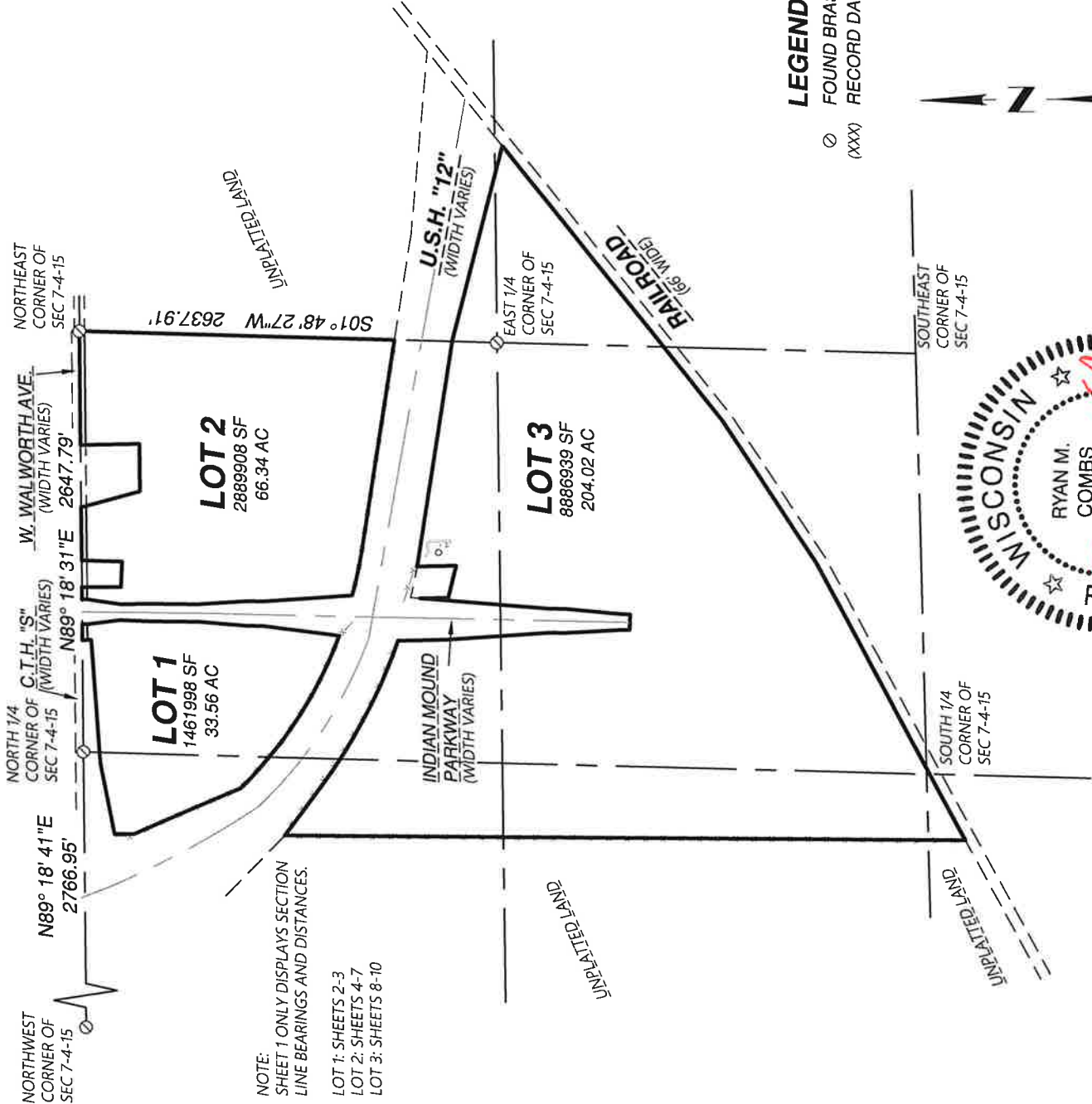
The proposed CSM will correct these existing parcel configuration issues and provide clearly defined boundaries for each resulting lot. Based on staff's review, the proposed lots appear to comply with the City's requirements for minimum lot area, lot width, and other applicable provisions of the municipal ordinance.

Planner's Recommendations

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

CERTIFIED SURVEY MAP NO. _____

PART OF ALL OF THE FOLLOWING QUARTER-QUARTERS: THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER, THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER, THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER, THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER, THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER, THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER, THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER, THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER, THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7, THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER AND THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 8, AND THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER AND THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 18, ALL IN T.4N., R.15E., OF THE 4TH PM, CITY OF WHITEWATER, WALWORTH COUNTY, WISCONSIN.



NOTES:
FIELDWORK COMPLETED AUGUST 17, 2026.

THIS SURVEY IS SUBJECT TO ANY AND ALL EASEMENTS AND AGREEMENTS, RECORDED AND UNRECORDED.

BEARINGS BASED ON THE WISCONSIN COORDINATE REFERENCE SYSTEM, WALWORTH COUNTY, THE NORTH LINE OF THE NORTHEAST QUARTER OF SEC. 7-4-15 BEARS N89°18'31"E.

DISTANCE UNITS BASED ON THE US SURVEY FOOT.

Project No. 126 - 260
or: CITY OF WHITEWATER



- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

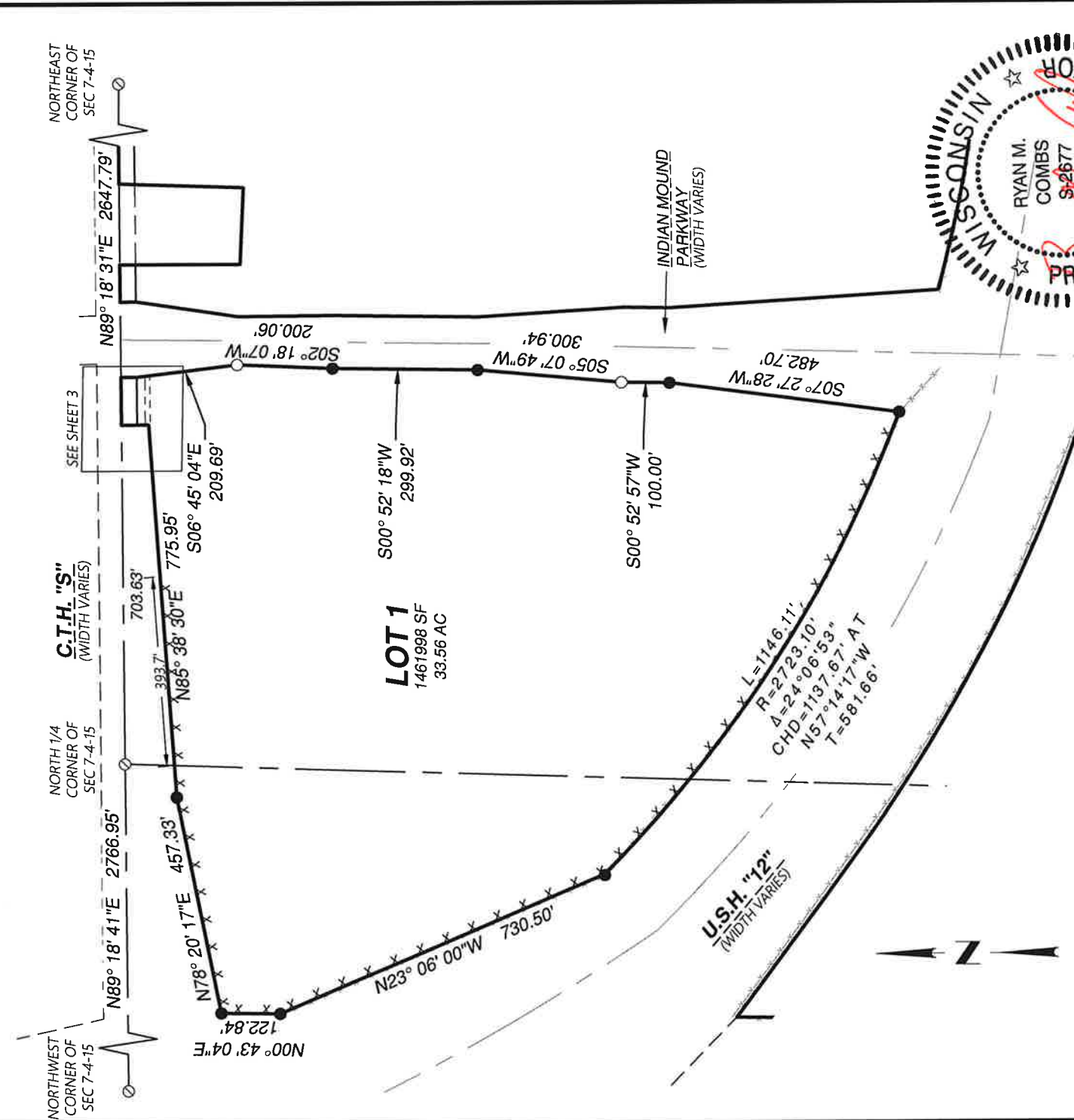
109 W. MILWAUKEE ST
JANESVILLE, WI 53548
www.combsurvey.com

tel: 608-752-0
fax: 608-752-0

Item 3.

CERTIFIED SURVEY MAP NO.

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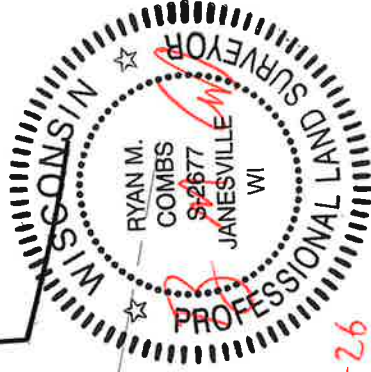


LEGEND

- FOUND 3/4" IRON PIN
- FOUND BRASS DISK
- SET IRON REBAR, 3/4"x 24",
(1.5 LBS./LIN.FT.)



(XXX)	RECORD DATA
X	NO ACCESS



8-26-26



- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEER -

Project No. 126 - 260
For: CITY OF WHITEWATER

SHEET 2 OF 14

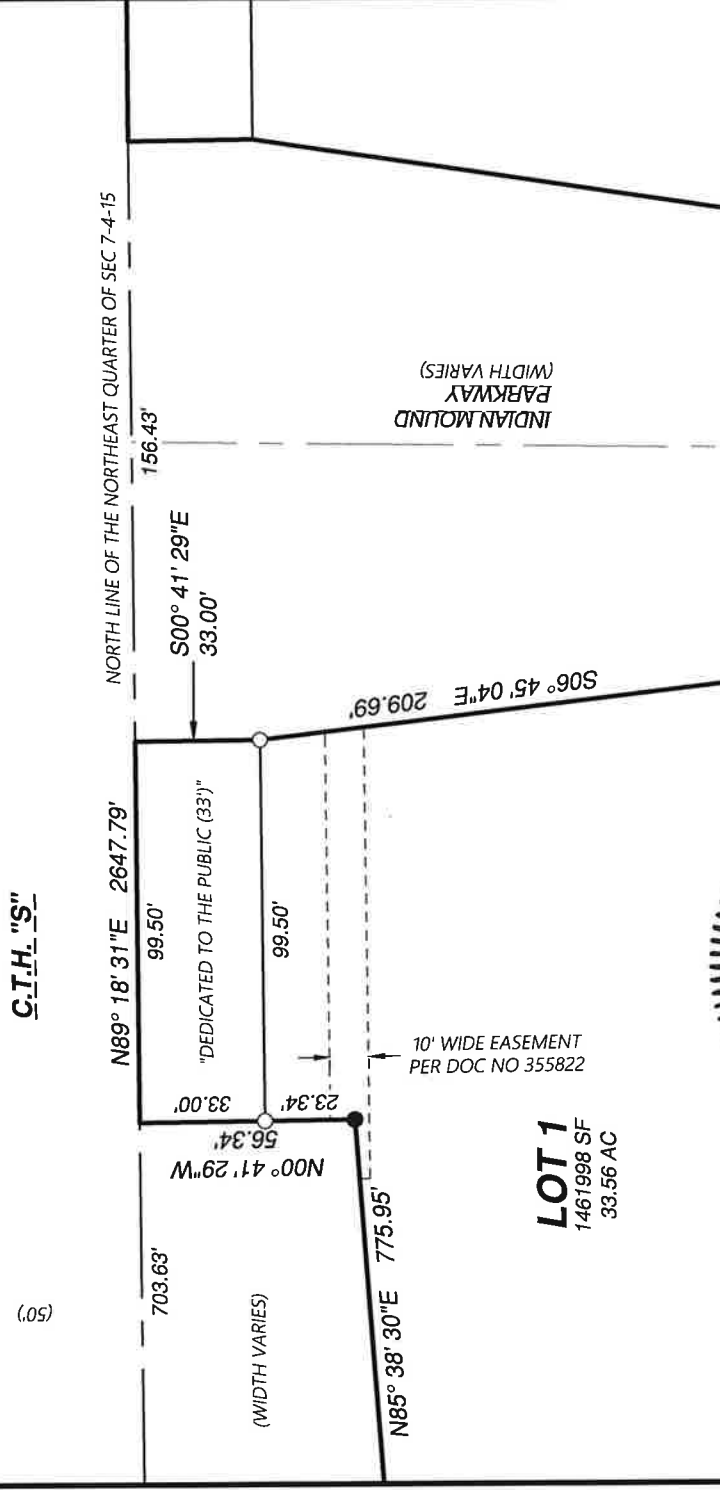
tel: 608-752-0
fax: 608-752-0

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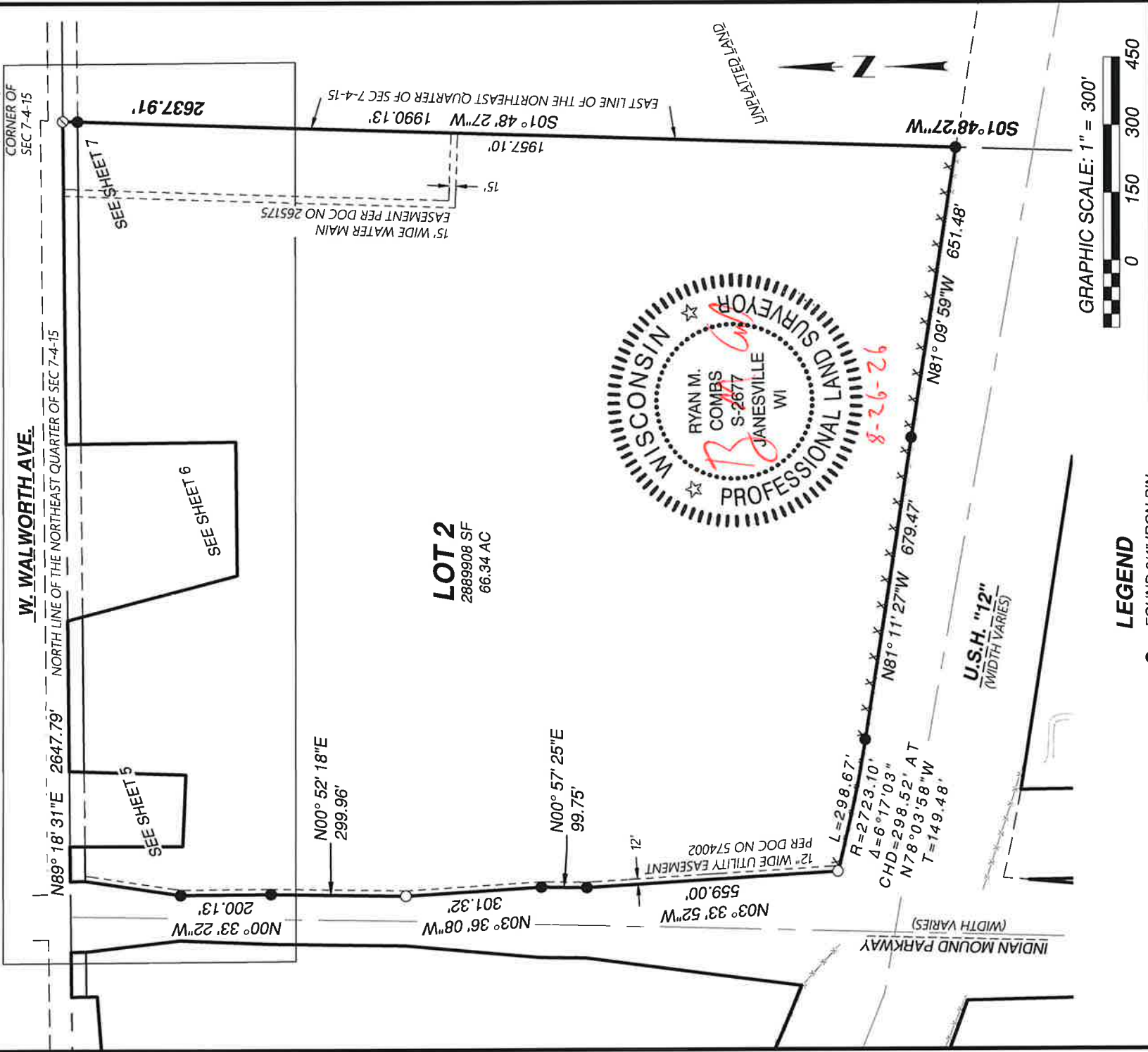
C.T.H. "S"



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(1.5 LBS./LIN.FT.)
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LEGEND

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- SET IRON REBAR, 3/4"x 24", (1.5 LBS./LIN.FT.)
- (XXX) RECORD DATA
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GRAPHIC SCALE: 1" = 300'

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Combs & Associates, Inc.

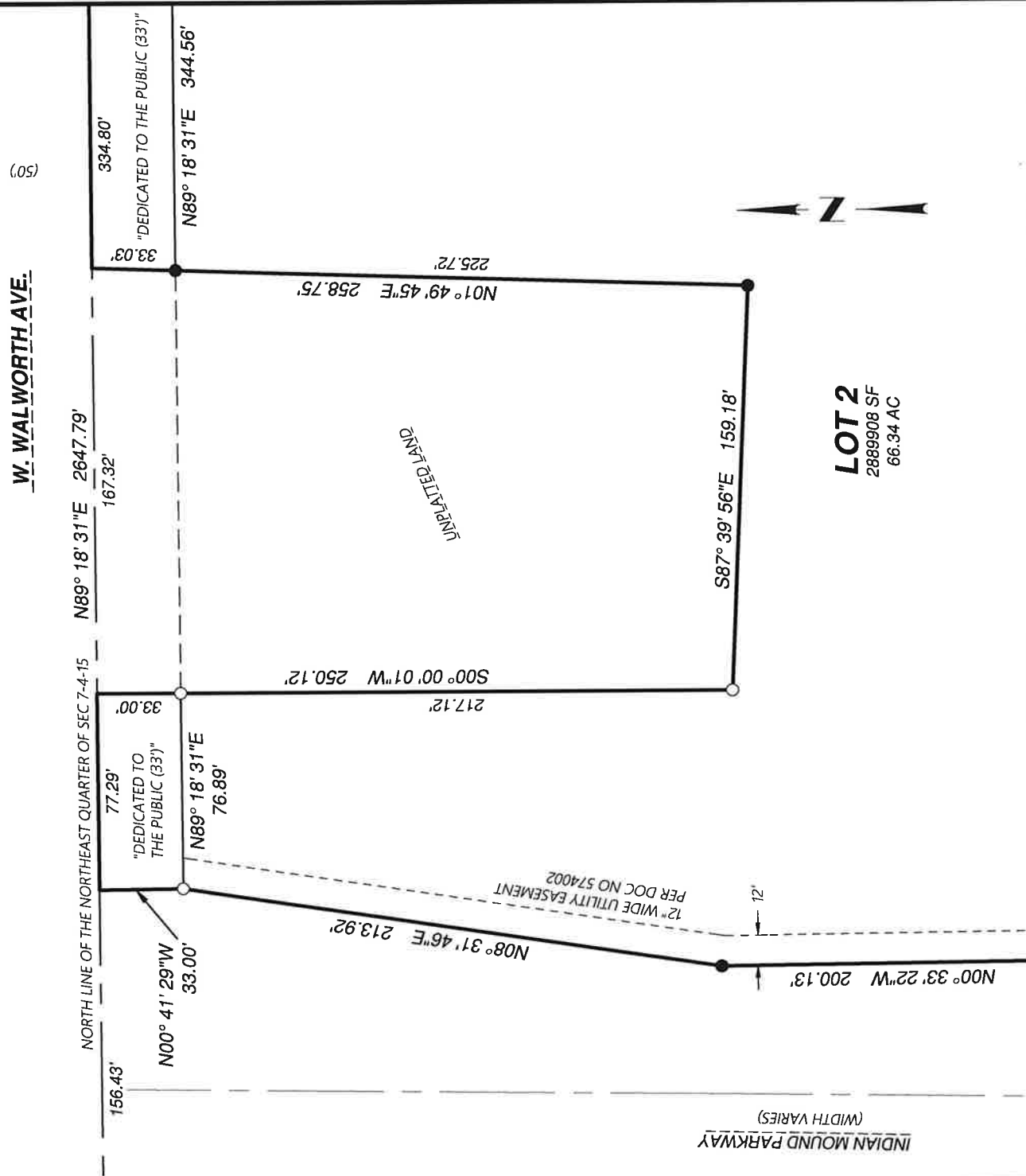
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- LAND PLANNING
- CIVIL ENGINEERING

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Item 3.

CERTIFIED SURVEY MAP NO. _____

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- LEGEND**
- FOUND 3/4" IRON PIN
 - SET IRON REBAR, 3/4"x 24", (1.5 LBS./LIN.FT.)
 - (XXX) RECORD DATA



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- LAND PLANNING
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fax: 608-752-0

CERTIFIED SURVEY MAP NO.

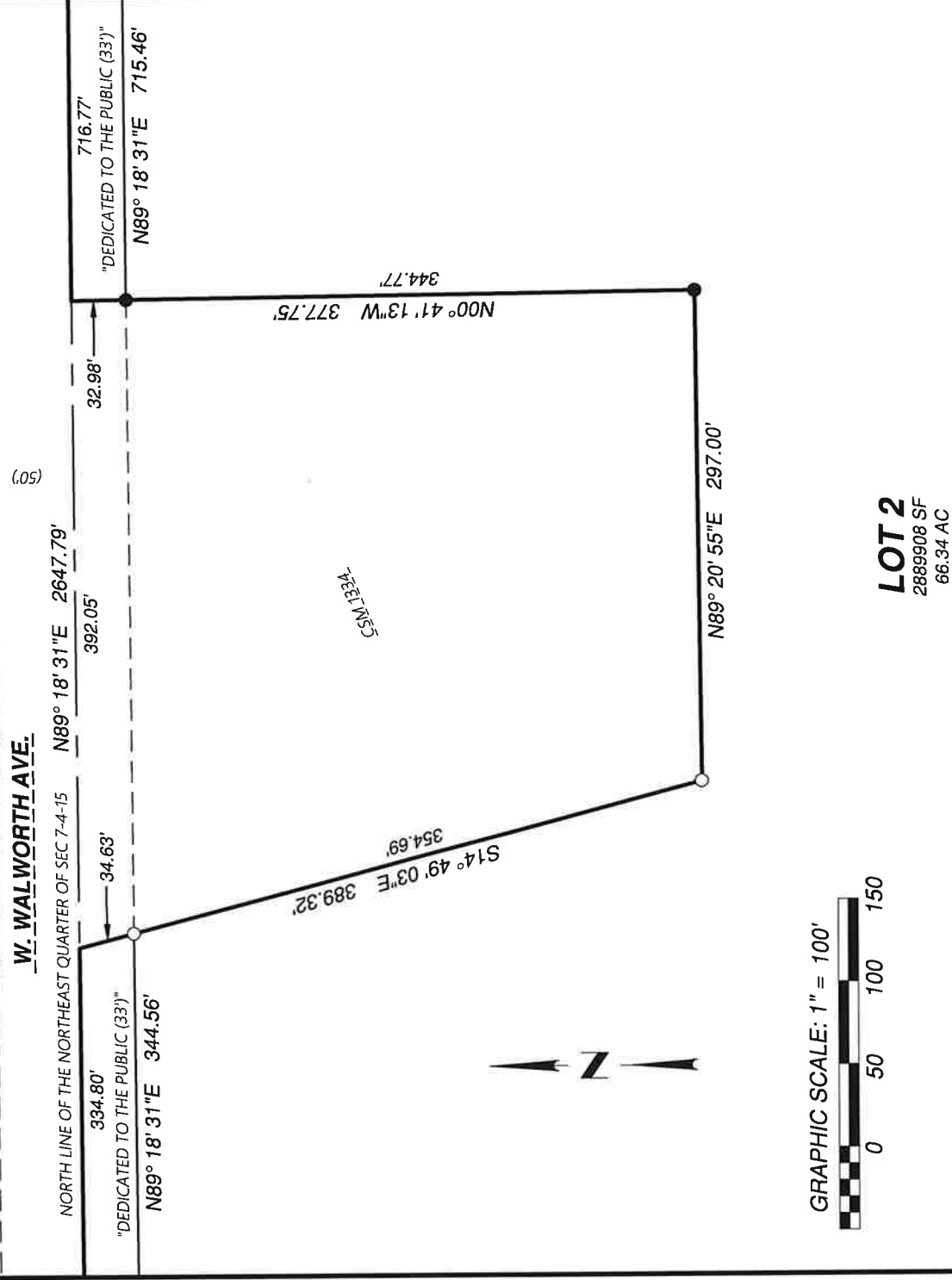
PART OF ALL OF THE FOLLOWING QUARTER-QUARTERS: THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER, THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER, THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER, THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER, THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER, THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER, THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER, AND THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 7, THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER AND THE NORTHWEST QUARTER OF THE SOUTHWEAT QUARTER OF SECTION 8, AND THERE NORTHWEST QUARTER OF THE NORTHEAST QUARTER AND THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 18, ALL IN T.4N., R.15E., OF THE 4TH PM,

CITY OF WHITEWATER, WALWORTH COUNTY, WISCONSIN.

CITY OF WHITEWATER, WALWORTH COUNTY, WISCONSIN.



8-26-26



GRAPHIC SCALE: 1" = 100'



LEGEND

- ☒ FOUND 3/4" IRON PIN
☐ SET IRON REBAR, 3/4"x 24",
 (1.5 LBS./LIN.FT.)
 (XXX) RECORD DATA

(XXX) RECORD DATA

LOT 2
2889908 SF
66.34 AC

Project No. 126 - 260
For: CITY OF WHITEWATER

89

SHEET 6 OF 14



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THE SOUTHWEST QUARTER, AND THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 7, THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER AND THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 8, AND THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER AND THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 18, ALL IN T.4N., R.15E., OF THE 4TH PM, CITY OF WHITEWATER, WALWORTH COUNTY, WISCONSIN.

Survey map of the Northeast Quarter of Section 7-4-15, Township 33N, Range 18E. The map shows the North Line of the Northeast Quarter of Section 7-4-15, which is 2647.79' long. Walworth Ave. is shown as a line crossing the North Line. The Northeast Corner of the section is marked with a circle. The map also shows the North Line of the Northeast Quarter of Section 7-4-15, which is 2647.79' long. The map is labeled with "W. WALWORTH AVE." and "NORTH LINE OF THE NORTHEAST QUARTER OF SEC 7-4-15". The map is also labeled with "N89° 18' 31\"E 2647.79'" and "716.77'". The map is also labeled with "N89° 18' 31\"E 715.46'" and "33.03'". The map is also labeled with "7.91'". The map is also labeled with "(33)".

"DEDICATED TO THE PUBLIC (33")
N89° 18' 31"E 715.46'
33.03' 7.91' (33')

1957.10'

48° 27' W 1990.13'

NORTHEAST QUARTER OF SEC 7-4-15

263

15'

LOT 2
2889908 SF
66.34 AC

5' WIDE WATER MAIN
ASSESSMENT PER DOC NO 265175

W

S01° 2'

EAST LINE OF THE N

UNPLATTED LAND

GRAPHIC SCALE: 1" = 40'

0 20 40 60

LEGEND

LEGEND

● FOUND 3/4" IRON PIN

○ FOUND BRASS DISK

(XXX) RECORD DATA

• LAND SURVEYING

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 For: CITY OF WHITEWATER
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 SHEET 7 OF 14
 Item 3.

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For: CITY OF WHITEWATER

SHEET 7 OF 14

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SHEET 7 OF 14

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7 3.

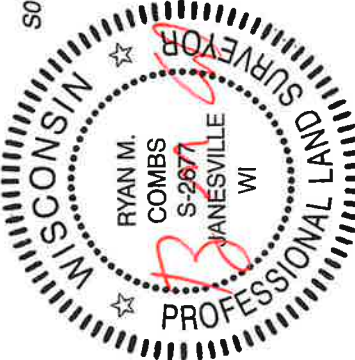
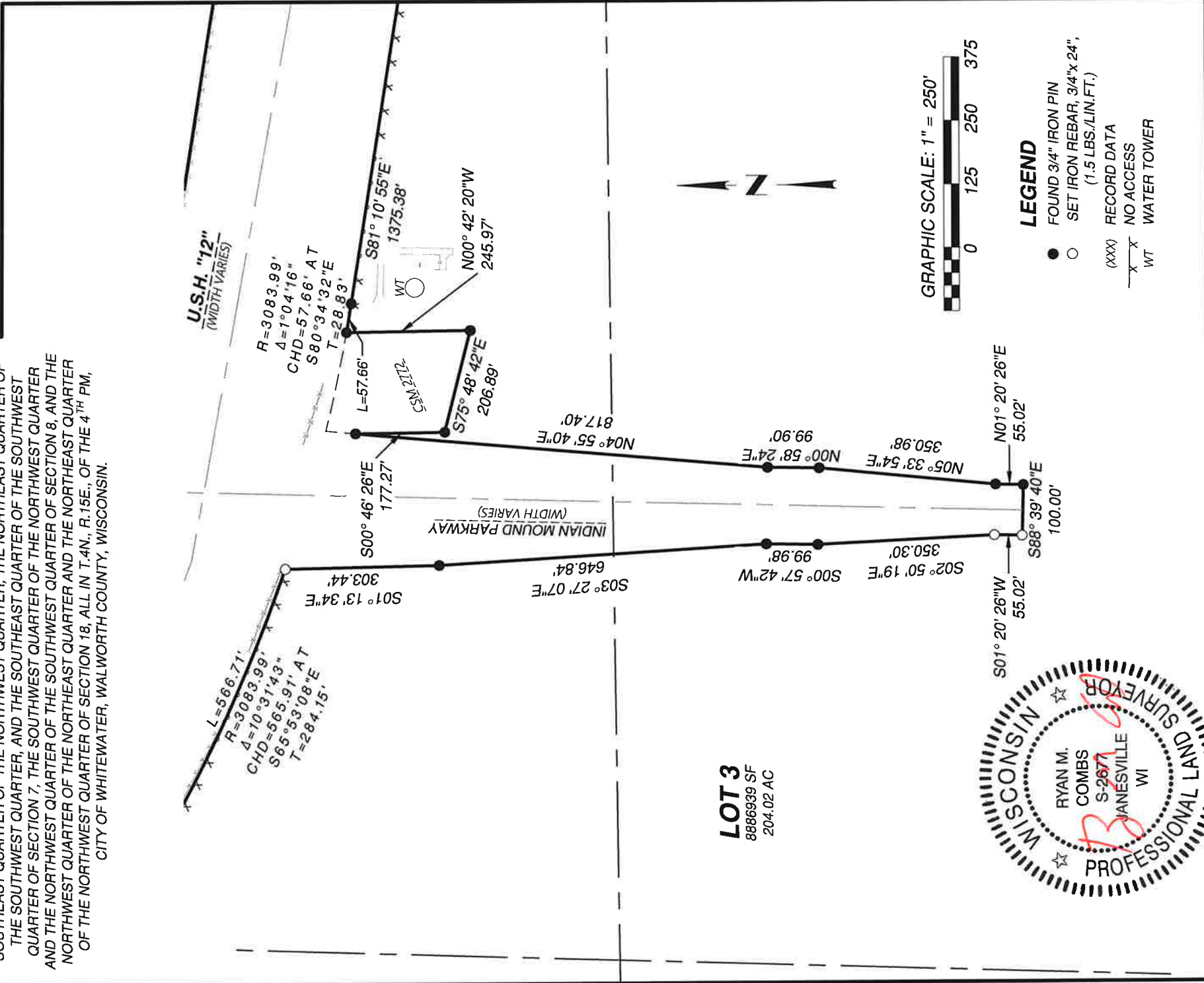
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CERTIFIED SURVEY MAP NO. _____

PART OF ALL OF THE FOLLOWING QUARTER-QUARTERS: THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER, THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER, THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER, THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER, THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER, THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER, THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER, THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER, THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 7, THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER AND THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 8, AND THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER AND THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 18, ALL IN T.4N., R.15E., OF THE 4TH PM, CITY OF WHITEWATER, WALWORTH COUNTY, WISCONSIN.



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CERTIFIED SURVEY MAP NO.

PART OF ALL OF THE FOLLOWING QUARTER-QUARTERS: THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER, THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER, THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER, THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER, THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER, THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER, THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER, THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER, THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER, THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER, AND THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 7, THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER AND THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 8, AND THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER AND THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 18, ALL IN T.4N., R.15E., OF THE 4TH PM; CITY OF WHITEWATER, WALWORTH COUNTY, WISCONSIN.

MUNICIPAL CORPORATE OWNER'S CERTIFICATE

AS OWNER, COMMUNITY DEVELOPMENT AUTHORITY OF THE CITY OF WHITEWATER, A MUNICIPAL CORPORATION DULY ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN, AS OWNER, DOES HEREBY CERTIFY THAT SAID CORPORATION CAUSED THE LAND DESCRIBED ON THIS MAP TO BE SURVEYED, DIVIDED, MAPPED AND DEDICATED AS REPRESENTED HEREON.

IN WITNESS WHEREOF, THE SAID COMMUNITY DEVELOPMENT AUTHORITY OF THE CITY OF WHITEWATER, CAUSED THERE PRESENTS TO BE SIGNED BY MASON BECKER, EXECUTIVE DIRECTOR OF THE COMMUNITY DEVELOPMENT AUTHORITY AT WHITEWATER, WISCONSIN

X

MASON BECKER, EXECUTIVE DIRECTOR OF THE COMMUNITY DEVELOPMENT AUTHORITY

STATE OF WISCONSIN

COUNTY OF WALWORTH SS.

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 20____,

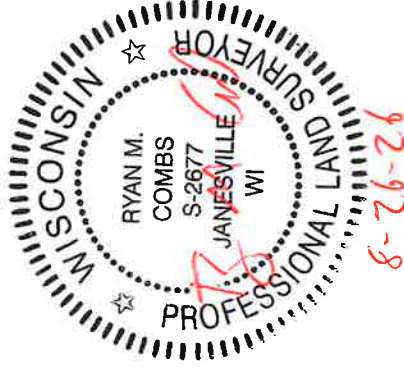
MASON BECKER TO ME WELL KNOWN TO BE THE PERSON WHO EXECUTED THE OWNER'S

CERTIFICATE HEREON SHOWN AND ACKNOWLEDGED THE SAME.

NOTARY PUBLIC, WALWORTH COUNTY, WISCONSIN

X

MY COMMISSION



Project No. 126 - 260

For: CITY OF WHITEWATER

SHEET 11 OF 14

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fax: 608-752-1111



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CERTIFIED SURVEY MAP NO. _____

PART OF ALL OF THE FOLLOWING QUARTER-QUARTERS: THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER, THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER, THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER, THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER, THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER, THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER, THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER, THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER, THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER, AND THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7, THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER AND THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 8, AND THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER AND THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 18, ALL IN T 4N., R.15E., OF THE 4TH PM, CITY OF WHITEWATER, WALWORTH COUNTY, WISCONSIN.

PLAN AND ARCHITECTURAL REVIEW COMMISSION APPROVAL

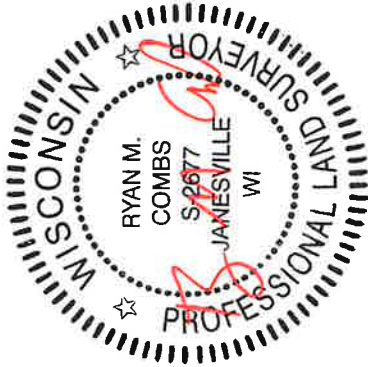
APPROVED BY THE PLAN AND ARCHITECTURAL REVIEW COMMISSION OF THE CITY OF WHITEWATER THIS _____ DAY OF _____, 20____.

AUTHORIZED SIGNATURE X _____

WALWORTH COUNTY TREASURER'S CERTIFICATE

I HEREBY CERTIFY THAT THE PROPERTY TAXES ON THE PARENT PARCEL ARE CURRENT AND HAVE BEEN PAID AS OF _____, 20____.

AUTHORIZED SIGNATURE X _____



92-92-8



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CERTIFIED SURVEY MAP NO.

PART OF ALL OF THE FOLLOWING QUARTER-QUARTERS: THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER, THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER, THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER, THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER, THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER, THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER, THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER, THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER, THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER, THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER, AND THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 7, THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER AND THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 8, AND THE NORTHWEST QUARTER OF SECTION 18, ALL IN T.4N., R.15E., OF THE 4TH PM, CITY OF WHITEWATER, WALWORTH COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

STATE OF WISCONSIN) SS. I, RYAN M. COMBS, PROFESSIONAL LAND SURVEYOR NO.2677, DO HEREBY CERTIFY THAT I HAVE
COUNTY OF ROCK) SURVEYED, DIVIDED AND MAPPED:

PART OF ALL OF THE FOLLOWING QUARTER-QUARTERS: THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER, THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER, THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER, THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER, THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER, THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER, THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER, THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER, THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER, THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER, AND THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 7, THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER AND THE NORTHWEST QUARTER OF SECTION 8, AND THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER AND THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 18, ALL IN T.4N., R.15E., OF THE 4TH PM, CITY OF WHITEWATER, WALWORTH COUNTY, WISCONSIN.

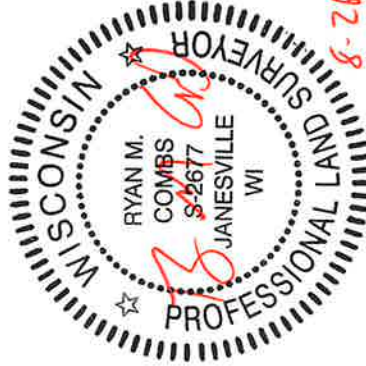
COMMENCING AT THE NORTH QUARTER CORNER OF SECTION 7 AFORESAID; THENCE N89°18'31"E ALONG THE NORTH LINE OF THE NORTHEAST QUARTER OF SECTION 7 AFORESAID A DISTANCE OF 703.63 FEET TO THE POINT OF BEGINNING FOR THE LANDS TO BE HEREIN DESCRIBED; THENCE CONTINUING N89°18'31"E ALONG SAID NORTH LINE A DISTANCE OF 99.50 FEET; THENCE S00°41'29"E A DISTANCE OF 33.00 FEET TO A SET IRON REBAR ON THE WEST LINE OF INDIAN MOUND PARKWAY; THENCE S06°45'04"E ALONG SAID WEST LINE A DISTANCE OF 209.69 FEET TO A SET IRON REBAR; THENCE S02°18'07"W ALONG SAID WEST LINE A DISTANCE OF 200.06 FEET TO A FOUND IRON PIN; THENCE S00°52'18"W ALONG SAID WEST LINE A DISTANCE OF 299.92 FEET TO A FOUND IRON PIN; THENCE S05°07'49"W ALONG SAID WEST LINE A DISTANCE OF 300.94 FEET TO A SET IRON REBAR; THENCE S00°52'57"W ALONG SAID WEST LINE A DISTANCE OF 100.00 FEET TO A FOUND IRON PIN; THENCE S07°27'28"W ALONG SAID WEST LINE A DISTANCE OF 482.70 FEET TO A FOUND IRON PIN AT THE START OF A CURVE TO THE RIGHT ON THE NORTHEASTERLY LINE OF UNITED STATES HIGHWAY "12"; THENCE ALONG SAID CURVE TO THE RIGHT A DISTANCE OF 1146.11 FEET TO A FOUND IRON PIN; SAID CURVE HAVING A RADIUS OF 2723.10 FEET AND A CHORD THAT BEARS N57°14'17"W A DISTANCE OF 1137.67 FEET; THENCE N23°06'00"W ALONG SAID NORTHEASTERLY LINE A DISTANCE OF 730.50 FEET TO A FOUND IRON PIN; THENCE N00°43'04"E ALONG SAID NORTHEASTERLY LINE A DISTANCE OF 122.84 FEET TO A FOUND IRON PIN ON THE SOUTH LINE OF COUNTY TRUNK HIGHWAY "S"; THENCE N78°20'17"E ALONG SAID SOUTH LINE A DISTANCE OF 457.33 FEET TO A FOUND IRON PIN; THENCE N85°38'30"E CONTINUING ALONG SAID SOUTH LINE A DISTANCE OF 775.95 FEET TO A FOUND IRON PIN; THENCE N00°41'29"W A DISTANCE OF 56.34 FEET TO THE POINT OF BEGINNING.

AND

BEGINNING AT THE NORTHEAST CORNER OF SECTION 7 AFORESAID; THENCE S01°48'27"W ALONG THE EAST LINE OF THE NORTHEAST QUARTER OF SECTION 7 AFORESAID A DISTANCE OF 1990.13 FEET TO A FOUND IRON PIPE ON THE NORTH LINE OF UNITED STATES HIGHWAY "12"; THENCE N81°09'59"W ALONG SAID NORTH LINE A DISTANCE OF 651.48 FEET TO A FOUND IRON PIPE; THENCE N81°11'27"W CONTINUING ALONG SAID NORTH LINE A DISTANCE OF 679.47 FEET TO A FOUND IRON PIPE AT THE START OF A CURVE TO THE RIGHT; THENCE ALONG SAID CURVE TO THE RIGHT A DISTANCE OF 298.67 FEET TO A SET IRON REBAR ON THE EAST LINE OF INDIAN MOUND PARKWAY, SAID CURVE HAVING A RADIUS OF 2723.10 FEET AND A CHORD THAT BEARS N78°03'58"W A DISTANCE OF 298.52 FEET; THENCE N03°33'52"W ALONG SAID EAST LINE A DISTANCE OF 559.00 FEET TO A FOUND IRON PIN; THENCE N00°57'25"E CONTINUING ALONG SAID EAST LINE A DISTANCE OF 99.75 FEET TO A FOUND IRON PIN; THENCE N03°36'08"W CONTINUING ALONG SAID EAST LINE A DISTANCE OF 301.32 FEET TO A SET IRON REBAR; THENCE N00°52'18"E CONTINUING ALONG SAID EAST LINE A DISTANCE OF 299.96 FEET TO A FOUND IRON PIN; THENCE N00°33'22"W CONTINUING ALONG SAID EAST LINE A DISTANCE OF 200.13 FEET TO A FOUND IRON PIN; THENCE N08°31'46"E CONTINUING ALONG SAID EAST LINE A DISTANCE OF 213.92 FEET TO A SET IRON REBAR; THENCE N00°41'29"W A DISTANCE OF 33.00 FEET TO A POINT ON THE NORTH LINE OF THE NORTHEAST QUARTER OF SECTION 7 AFORESAID; THENCE N89°18'31"E ALONG SAID NORTH LINE A DISTANCE OF 77.29 FEET; THENCE S00°00'01"W A DISTANCE OF 250.12 FEET TO A SET IRON REBAR; THENCE S87°39'56"E A DISTANCE OF 159.18 FEET TO A FOUND IRON PIN; THENCE N01°49'45"E A DISTANCE OF 258.75 FEET TO A POINT ON THE NORTH LINE OF THE NORTHEAST QUARTER AFORESAID; THENCE N89°18'31"E ALONG SAID NORTH LINE A DISTANCE OF 334.80 FEET; THENCE S14°49'03"E ALONG THE WEST LINE OF CERTIFIED SURVEY MAP NUMBER 1334 A DISTANCE OF 354.69 FEET TO A SET IRON REBAR; THENCE N89°20'55"E ALONG THE SOUTH LINE OF SAID CERTIFIED SURVEY MAP A DISTANCE OF 297.00 FEET TO A FOUND IRON PIN; THENCE N00°41'13"W ALONG THE EAST LINE OF SAID CERTIFIED SURVEY MAP A DISTANCE OF 377.75 FEET TO A POINT ON THE NORTH LINE OF THE NORTHEAST QUARTER AFORESAID; THENCE N89°18'31"E ALONG SAID NORTH LINE A DISTANCE OF 716.77 FEET TO THE POINT OF BEGINNING.

AND

(CONTINUED ON SHEET 14)



Project No. 126 - 260

For: CITY OF WHITEWATER

8-26-26
SHEET 13 OF 14



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CERTIFIED SURVEY MAP NO.

PART OF ALL OF THE FOLLOWING QUARTER-QUARTERS: THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER, THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER, THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER, THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER, THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER, THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER, THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER, THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER, THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER, THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER, AND THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 7, THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER AND THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 8, AND THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER AND THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 18, ALL IN T.4N., R.15E., OF THE 4TH PM, CITY OF WHITEWATER, WALWORTH COUNTY, WISCONSIN.

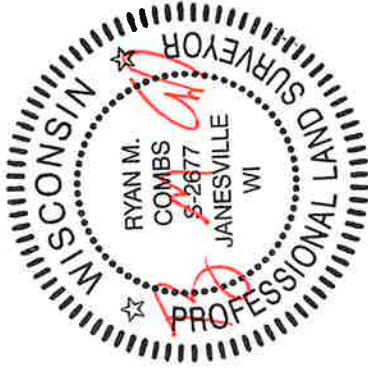
SURVEYOR'S CERTIFICATE (CONTINUED)

COMMENCING AT THE EAST QUARTER CORNER OF SECTION 7 AFORESAID, ALSO BEING THE WEST QUARTER CORNER OF SECTION 8 AFORESAID; THENCE N01°48'27"E ALONG THE EAST LINE OF THE NORTHEAST QUARTER OF SECTION 7 AFORESAID, ALSO BEING THE WEST LINE OF THE NORTHWEST QUARTER OF SECTION 8 AFORESAID, A DISTANCE OF 284.19 FEET TO A FOUND IRON PIN ON THE SOUTH LINE OF UNITED STATES HIGHWAY "12" AT THE POINT OF BEGINNING FOR THE LANDS TO BE HEREIN DESCRIBED; THENCE S75°25'06"E ALONG SAID SOUTH LINE A DISTANCE OF 1267.64 FEET TO A FOUND IRON PIN ON THE NORTHWESTERLY LINE OF A RAILROAD RIGHT-OF-WAY; THENCE S51°28'27"W ALONG SAID NORTHWESTERLY LINE A DISTANCE OF 2223.66 FEET TO A FOUND IRON PIN; THENCE S56°44'19"W CONTINUING ALONG SAID NORTHWESTERLY LINE A DISTANCE OF 1069.45 FEET TO A FOUND IRON PIN; THENCE S61°59'02"W CONTINUING ALONG SAID NORTHWESTERLY LINE A DISTANCE OF 1983.61 FEET TO A FOUND IRON PIN; THENCE N00°43'32"E A DISTANCE OF 4276.39 FEET TO A FOUND IRON PIN ON THE SOUTH LINE OF UNITED STATES HIGHWAY "12" AFORESAID; THENCE S53°28'47"E ALONG SAID SOUTH LINE A DISTANCE OF 413.37 FEET TO A FOUND IRON PIN AT THE START OF A FIRST CURVE TO THE LEFT; THENCE ALONG SAID FIRST CURVE TO THE LEFT A DISTANCE OF 441.49 FEET TO A SET IRON REBAR AT THE START OF A SECOND CURVE TO THE LEFT, SAID FIRST CURVE HAVING A RADIUS OF 3079.67 FEET AND A CHORD THAT BEARS S57°35'12"E A DISTANCE OF 441.11 FEET; THENCE ALONG SAID SECOND CURVE A DISTANCE OF 566.71 FEET TO A SET IRON REBAR ON THE WEST LINE OF INDIAN MOUND PARKWAY, SAID SECOND CURVE HAVING A RADIUS OF 3083.99 FEET AND A CHORD THAT BEARS S65°53'08"E A DISTANCE OF 565.91 FEET; THENCE S01°13'34"E ALONG SAID WEST LINE A DISTANCE OF 303.44 FEET TO A FOUND IRON PIN; THENCE S03°27'07"E CONTINUING ALONG SAID WEST LINE A DISTANCE OF 646.84 FEET TO A FOUND IRON PIN; THENCE S00°57'42"W CONTINUING ALONG SAID WEST LINE A DISTANCE OF 99.98 FEET TO A FOUND IRON PIN; THENCE S02°50'19"E CONTINUING ALONG SAID WEST LINE A DISTANCE OF 350.30 FEET TO A SET IRON REBAR; THENCE S01°20'26"W CONTINUING ALONG SAID WEST LINE A DISTANCE OF 55.02 FEET TO A SET IRON REBAR AT THE SOUTHERLY TERMINUS OF INDIAN MOUND PARKWAY; THENCE S88°39'40"E ALONG SAID SOUTHERLY TERMINUS A DISTANCE OF 100.00 FEET TO A FOUND IRON PIN ON THE EAST LINE OF INDIAN MOUND PARKWAY; THENCE N01°20'26"E ALONG SAID EAST LINE A DISTANCE OF 55.02 FEET TO A FOUND IRON PIN; THENCE N05°33'54"E CONTINUING ALONG SAID EAST LINE A DISTANCE OF 350.98 FEET TO A FOUND IRON PIN; THENCE N00°58'24"E CONTINUING ALONG SAID EAST LINE A DISTANCE OF 99.90 FEET TO A FOUND IRON PIN; THENCE N04°55'40"E CONTINUING ALONG SAID EAST LINE A DISTANCE OF 817.40 FEET TO A FOUND IRON PIN ON THE WEST LINE OF CERTIFIED SURVEY MAP NUMBER 2772; THENCE S00°46'26"E ALONG THE WEST LINE OF SAID CERTIFIED SURVEY MAP A DISTANCE OF 177.27 FEET TO A FOUND IRON PIN AT THE SOUTHWEST CORNER OF SAID CERTIFIED SURVEY MAP; THENCE S75°48'42"E ALONG THE SOUTH LINE OF SAID CERTIFIED SURVEY MAP A DISTANCE OF 206.89 FEET TO A FOUND IRON PIN AT THE SOUTHEAST CORNER OF SAID CERTIFIED SURVEY MAP; THENCE N00°42'20"W ALONG THE EAST LINE OF SAID CERTIFIED SURVEY MAP A DISTANCE OF 245.97 FEET TO A FOUND IRON PIN ON THE SOUTH LINE OF UNITED STATES HIGHWAY "12" AFORESAID, ALSO BEING THE START OF A CURVE TO THE LEFT; THENCE ALONG SAID CURVE TO THE LEFT A DISTANCE OF 57.66 FEET TO A FOUND IRON PIN, SAID CURVE HAVING A RADIUS OF 3083.99 FEET AND A CHORD THAT BEARS S80°34'32"E A DISTANCE OF 57.66 FEET; THENCE S81°10'55"E CONTINUING ALONG THE SOUTH LINE OF SAID UNITED STATES HIGHWAY A DISTANCE OF 1375.38 FEET TO THE POINT OF BEGINNING.

CONTAINING 13279507 SQUARE FEET OR 304.86 ACRES, MORE OR LESS.

THAT SUCH MAP IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION OF THAT LAND. THAT I HAVE MADE SUCH SURVEY, DIVISION AND MAP BY THE DIRECTION OF THE COMMUNITY DEVELOPMENT AUTHORITY OF THE CITY OF WHITEWATER AND THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236.34 OF THE WISCONSIN STATUTES IN SURVEYING, DIVIDING AND MAPPING THE SAME.

GIVEN UNDER MY HAND AND SEAL THIS 26TH DAY OF AUGUST, 2026 AT JANESVILLE, WISCONSIN.



8-26-26

Project No. 126 - 260
for: CITY OF WHITEWATER



- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

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Item 3.