



Plan & Architectural Review Meeting

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

Monday, November 11, 2024 - 6:00 PM

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

Plan and Architectural Review Commission
Nov 11, 2024, 6:00 – 8:00 PM (America/Chicago)

Please join my meeting from your computer, tablet or smartphone.
<https://meet.goto.com/821435909>

You can also dial in using your phone.
Access Code: 821-435-909
United States: +1 (571) 317-3122

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

AGENDA

CALL TO ORDER AND ROLL CALL

APPROVAL OF AGENDA

A commission 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 commission 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 Commission discusses that particular item.

CONSENT AGENDA

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

- [1.](#) October 14, 2024 Minutes

PUBLIC HEARING FOR REVIEW AND POSSIBLE APPROVAL

- [2.](#) Discussion and possible approval of a Conditional Use Permit for a Towing and Auto Repair Shop located at 601 E Milwaukee Street for Lee Loveall. Tax Parcel # /A288100001.

UPDATES / REPORTS

- [3.](#) Open Meetings Law Training

FUTURE AGENDA ITEMS

4. Update from Royal Hounds of Whitewater
R-2 Rezone for Cedar Court

NEXT MEETING DATE DECEMBER 9, 2024

ADJOURNMENT

Anyone requiring special arrangements is asked to call the Office of the City Manager / City Clerk (262-473-0102) at least 72 hours prior to the meeting. Those wishing to weigh in on any of the above-mentioned agenda items but unable to attend the meeting are asked to

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

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



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Monday, October 14, 2024 - 6:00 PM

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Plan and Architectural Review Commission
Oct 14, 2024, 6:00 – 8:30 PM (America/Chicago)

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

<https://meet.goto.com/301922029>

You can also dial in using your phone.

Access Code: 301-922-029

United States: +1 (872) 240-3412

Get the app now and be ready when your first meeting starts:

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MINUTES

CALL TO ORDER AND ROLL CALL

Called to order 6:00 p.m.

PRESENT

Chairman, Councilmember Neil Hicks

Board Member Bruce Parker

Vice Chairperson Tom Miller

Board Member Jeffery Weigel

Board Member Marjorie Stoneman

Board Member Brian Schanen

Board Member Lynn Binnie

ABSENT

Board Member Michael Smith
Board Member Carol McCormick

STAFF

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

APPROVAL OF AGENDA

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

Voting Yea: Chairman, Councilmember Hicks, Board Member Parker, Vice Chairperson Miller, Board Member Weigel, Board Member Stoneman, Board Member Schanen, Board Member Binnie

HEARING OF CITIZEN COMMENTS

No formal Plan Commission action will be taken during this meeting although issues raised may become a part of a future agenda. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Commission discusses that particular item.

None

CONSENT AGENDA

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

1. Approval of Minutes from September 9, 2024 Meeting.
 Motion made by Board Member Binnie, Seconded by Board Member Schanen.
 Voting Yea: Chairman, Councilmember Hicks, Board Member Parker, Vice Chairperson Miller, Board Member Weigel, Board Member Stoneman, Board Member Schanen, Board Member Binnie

PUBLIC HEARING FOR REVIEW AND POSSIBLE APPROVAL

2. Discussion and possible approval of a Conditional Use Permit for Vacant Lot 4 at Cedar Court for a planned residential development to call for a duplex.

Planner explained the applicant's request and history of the lots. It is at the Plan commission discretion how to proceed.

Binnie stated that it is an appropriate use of the land but has a problem with the stretch on how we are getting to the planned residential development. He feels it would be better to consider a rezone on the three remaining lots to R-2.

Hicks asked about the rezoning all at once.

Planner stated making the area R-2 could be feasible but we usually ask the owner to petition for a rezone. The City can rezone a property. Agrees all 4 parcels should be rezoned but the 8 unit on one of the properties would not be consistent with the R-2 zoning.

Parker suggested adjust the proposal to a zero lot line. Planner stated it would be more of a townhome development for a zero lot line development.

Planner stated that in an R-1 only a single family is allowed and the only Conditional Use if for a planned residential development

Binnie asked planner if she felt that one duplex is a stretch of the definition of a planned residential development.

Planner stated that personally and professionally yes that a singular duplex is a stretch on what we would consider a planned residential development. But feels that the most suitable fit for these lots is multifamily.

Applicant Abner Castro feels that with the history of the parcel and the multifamily on the back lot it doesn't attract someone to build a single family home.

Planner stated that changing to a zero lot would give the opportunity for two owners. But feels that the plan would be same plan.

Binnie stated that stretching the definition as much would not be in our best interest.

Castro stated he would prefer to not to defer.

Binnie asked the body if they were in agreement that this parcel should allow duplexes. Body is agreement with a duplex on this parcel.

Motion by Binnie if this applicant agrees to apply for R-2 zoning and the other land owners agree to apply for R-2 zoning we would proceed with that track subject to public hearing however; if the rezone fails approach fails than it would be our intention to approve the CUP.

Motion Failed for lack of second.

Planner stated that it would be better if the City of Whitewater to pursue the rezone.

Motion by Schanen move to approve the Conditional Use Permit for lot 4 on Cedar Court with condition that within 30 days the City of Whitewater rezone Lot 4, 2, and 1 to an R-2 zoning district.

Motion Failed for lack of second.

Move approval for the CUP conditionally w/ recommendation to City Council or other entities to take necessary steps to determine if an R-2 rezone of this parcel and adjacent parcels is in the best interest in the area.

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

- 3. Discussion and Recommendation to Council Regarding Annexation of Parcel at N9618 and N9622 Howard Road, Town of Whitewater, Owned by Michael Mason, Including Zoning Map Designation and Certified Survey Map Approval.

Planner provided history and what motions need to be approved. Zoning is recommended to be AT.

Binnie asked when the houses would be zoned.

Planner stated that AT stated that this zoning is the most appropriate zoning for these parcels since farming still continues.

Move approval of all three items.

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

- 4. Discussion and possible approval for a Conditional Use permit for an 18-foot pylon sign and more than 1 wall sign for Dollar Tree to be located at 1441 W Main Street Whitewater, WI 53190.

Parcel #: /A503300001.

Planner provided history of application.

Move approval with planner's conditions.

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

Voting Yea: Chairman, Councilmember Hicks, Board Member Parker, Vice Chairperson Miller, Board Member Weigel, Board Member Stoneman, Board Member Schanen, Board Member Binnie

DISCUSSION

- 5. Discussion and recommendations to Finance Committee on the Proposed Framework for Improving Public Participation.

EDD Zeinert gave an update as to this discussion. This came from the finance committee at their meeting. They would like feedback from other committees.

Asked about the language in public hearing "Per speaker time is the same." Language needs clarification

Allowing someone to speak twice there are times that someone needs to make another comment. Change the card section use may be used instead of shall be used.

Under the expectation of public keep the unruly behavior and speaking out when not recognized, but remove clapping.

UPDATES / REPORTS

FUTURE AGENDA ITEMS

Rezoning of the Cedar Court vacant lots.

- 6. Update from Royal Hounds of Whitewater
R-2 Rezone for Cedar Court

NEXT MEETING DATE NOVEMBER 11, 2024

ADJOURNMENT

Meeting adjourned at 7:14 p.m.

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

Voting Yea: Chairman, Councilmember Hicks, Board Member Parker, Vice Chairperson Miller, Board Member Weigel, Board Member Stoneman, Board Member Schanen, Board Member Binnie

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Whitewater, WI 53190
or ldostie@whitewater-wi.gov**

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MEMORANDUM

To: City of Whitewater Plan and Architectural Review

Commission

From: Allison Schwark, Zoning

Administrator

Date: November 11, 2024

Re: Conditional Use Permit

Summary of Request	
Requested Approvals:	Conditional Use Permit for Auto Repair and Towing
Location:	601 E Milwaukee Street
Current Land Use:	Auto Repair and Towing
Proposed Land Use:	Auto Repair and Towing
Current Zoning:	B-3 Highway Commercial & Light Industrial
Proposed Zoning:	N/A
Future Land Use, Comprehensive Plan:	Community Business

History:

The property located at 601 E Milwaukee Street, was built in the 1980’s and currently operates a towing and auto repair company known as Fero’s. This business has been in operation for many years, the current owners will be retiring, and new ownership would like to continue the existing use under a new name. Due to the

change in ownership a new Conditional Use Permit is required. Per Section 19.33.030 a Conditional Use Permit is required to operate such business within the City of Whitewater. Therefore, the applicant, Lee Loveall, who already has an established towing company within the City of Whitewater has submitted an application for consideration by the Plan Commission.

Planner's Recommendations

- 1) Staff recommends that Plan Commission ***APPROVE*** the Conditional Use Permit for the continuation of an existing towing and auto repair shop located at 601 E Milwaukee Street with the following conditions:
 - a. The applicant ensures that all junked, unlicensed, or inoperable vehicles be stored behind a fenced in area at all times.
 - b. The applicant apply for all applicable building and zoning permits, including sign permits, and junk vehicle license.
 - c. Property building appearance shall be maintained to abide by all City of Whitewater Municipal Ordinances pertaining to exterior property maintenance.
 - d. No vehicle shall be stored on the property for longer than 90 days.
 - e. The property owner/ tenant shall be responsible for installing a Knox box on the front of the property for the fire department and ensuring that the building and parcel is in full compliance with all applicable fire codes. Additionally, the fire department shall have access or be able to open gates in the event of an emergency.
 - f. No vehicle shall ever be stored in a manner where fluid, oil, or gasoline is leaking from the vehicle. In the event vehicle(s) are leaking fluids proper drip trays shall be placed at all times, and property shall be equipped with proper clean up equipment and materials such as sawdust, oil dry, etc. All vehicle fluids shall be properly disposed of.
 - g. All landscaping and lighting shall comply with City requirements.
 - h. No tires or vehicle parts shall be stored outside within public view.
- i. Any other conditions stipulated by the PARC.

Print

Conditional Use Permit Application - Submission #1118

Date Submitted: 10/4/2024

City of Whitewater

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

Conditional Use Permit Application

NOTICE:

The Plan Commission meetings are scheduled at 6:00 p.m. on the 2nd Monday of the month. All complete plans must be in by 4:00 p.m. four weeks prior to the meeting.

Address of Property*

601 EAST MILWAUKEE ST

City*

WHITEWATER

State*

WI

Zip Code*

53190

Owner's First Name*

Lee

Owner's Last Name*

Loveall

Applicant's First Name*

Lee

Applicant's Last Name*

Loveall

Mailing Address*

515 EAST MILWAUKEE ST

City*

WHITEWATER

State*

WI

Zip Code*

53190

Item 2.

Phone Number*

6085759580

Fax Number

Email Address*

thefnpainter@aol.com

Existing and Proposed Uses:

Current Use of Property*

TOWING AND AUTO REPAIR

Zoning District*

M1

Proposed Use:*

TOWING AND AUTO REPAIR

Conditions

The City of Whitewater Zoning Ordinance authorizes the Plan Commission to place conditions on approved conditional uses. "Conditions" such as landscaping, architectural design, type of construction, construction commencement and completion dates, sureties, lighting, fencing, plantation, deed restrictions, highway access restrictions, increased yards or parking requirements may be affected. "Conditional Uses" may be subject to time limits or requirements for periodic review by staff.

APPLICATION REQUIREMENTS

THE FOLLOWING INFORMATION MUST BE SUBMITTED IN ORDER TO CONSIDER THE APPLICATION COMPLETE:

1. Statement of use, including type of business with number of employees by shift.
2. Scaled plot plan with north arrow, showing proposed site and all site dimensions.
3. All buildings and structures; location, height, materials and building elevations.
4. Lighting plan; including location, height, materials and building elevations.
5. Elevation drawings or illustrations indicating the architectural treatment of all proposed buildings and structures.
6. Off-street parking; locations, layout, dimensions, circulation, landscaped areas, total number of stalls, elevation, curb and gutter.
7. Access; pedestrian, vehicular, service. Points of ingress and egress.
8. Loading ; location, dimensions, number of spaces internal circulation.
9. Landscaping: including location, size and type of all proposed planting materials.
10. Floor plans: of all proposed buildings and structures, including square footage.
11. Signage: Location, height, dimensions, color, materials, lighting and copy area.
12. Grading/draining plan of proposed site.
13. Waste disposal facilities; storage facilities for storage of trash and waste materials.
14. Outdoor storage, where permitted in the district; type, location, height of screening devices.

**One (1) full size, Fifteen (15) 11.x17, and One (1) Electronic Copy (include color where possible) site plan copies, drawn to scale and dimensioned.

STANDARDS FOR REVIEW AND APPROVAL

The Plan and Architectural Commission shall use the following standards when reviewing applications for conditional uses. The applicant is required to fill out the following items and explain how the proposed conditional use will meet the standard for approval.

Standards

That the establishment, maintenance, or operation of the Conditional Use will not create a nuisance for neighboring uses or substantially reduce value of other property. Applicant's explanation:*

THE USE OF THE BUILDING HAS BEEN TOWING AND AUTO REPAIR SINCE BEING BUILT IN THE 1980'S AND WILL CONTINUE WITH THE SAME USE UNDER US

That utilites, access roads, parking, drainage, landscaping and other necessary site improvements are being provided. Applicant's explanation:*

WE WILL NEED TO CLOSE IN THE OPEN AREA'S OF THE CURRENT FENCING TO MAKE IT A SECURE STORAGE AREA

That the conditional use conforms to all applicable regulations of the district in which it is located, unless otherwise specifically exempted by this ordinance. Applicant's explanations: *

USE OF THE PROPERTY WILL NOT CHANGE JUST THE NAME THAT THE BUSINESS IS OPERATING UNDER, DENNY AND JUDY WILL BE RETIRING

Item 2.

That the conditional use conforms to the purpose and intent of the City Master Plan. Applicant's explanation:*

USE OF THE BUILDING WILL NOT CHANGE

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

Applicant's Signature*

Date

LEE LOVEALL

10/4/2024

Plot Plan Upload

Choose File No file chosen

Plan Upload

Choose File No file chosen

Lighting Plan Upload

Choose File No file chosen

Landscape Plan Upload

Choose File No file chosen

File Upload

Choose File No file chosen

File Upload

Choose File No file chosen

TO BE COMPLETED BY THE NEIGHBORHOOD SERVICES DEPARTMENT

1. Application was filed and the paid at least four weeks prior to the meeting.

Filed on:

[Empty text box for Filed on]

Received by:

[Empty text box for Received by]

Receipt #

[Empty text box for Receipt #]

Application reviewed by staff members

[Empty text box for Application reviewed by staff members]

3. Class 2 Notice published in Official Newspaper on

[Empty text box for Class 2 Notice published in Official Newspaper on]

4. Notices of Public Hearing mailed to property owners on

[Empty text box for Notices of Public Hearing mailed to property owners on]

Plan Commission holds the PUBIC HEARING on

[Empty text box for Plan Commission holds the PUBIC HEARING on]

Public Comments may also be submitted in person or in writing to City Staff.

At the conclusion of the Public Hearing, the Plan Commission will make a decision.

ACTION TAKEN

Conditional Use Permit: By the Plan and Architectural Review Commission

Granted

Not Granted

CONDITIONS PLACED UPON PERMIT BY PLAN AND ARCHITECTURAL REVIEW COMMISSION:

Signature of Plan Commission Chairperson

Date

mm/dd/yyyy

Tips for Minimizing Development Review Costs-A Guide for Applicants

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

MEET WITH NEIGHBORHOOD SERVICES DEPARTMENT BEFORE SUBMITTING AN APPLICATION

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

SUBMIT A COMPLETE AND THOROUGH APPLICATION

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

FOR MORE COMPLEX OR TECHNICAL TYPES OF PROJECTS, STRONGLY CONSIDER WORKING WITH AN EXPERIENCED PROFESSIONAL TO HELP PREPARE YOUR PLANS

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

FOR SIMPLER PROJECTS, SUBMIT THOROUGH, LEGIBLE, AND ACCURATE PLANS

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

1. Be drawn to be recognized scale and indicate what the scale is (e.g. 1 inch=40 feet).
2. Include titles and dates on all submitted documents in case pieces of your application get separated.
3. Include clear and legible labels that identify streets, existing and proposed buildings, parking areas, and other site improvements.
4. Indicate what the property and improvements look like today versus what is being proposed for the future.
5. Accurately represent and label the dimensions of all lot lines, setbacks, pavement/parking areas, building heights , and any other pertinent project features.
6. Indicate the colors and materials of all existing and proposed site/building improvements. Including color photos with your application is one inexpensive and accurate way to show the current conditions of the site. Color catalog pages or paint chips can be included to show the appearance of proposed signs, light fixtures, fences, retaining walls, landscaping features, building materials or other similar improvements.

SUBMIT YOUR APPLICATION WELL IN ADVANCE OF THE PLAN AND ARCHITECTURAL REVIEW COMMISSION MEETING

The city normally requires that a complete application be submitted four (4) weeks in advance of the Commission meeting when it will be considered. For simple submittals not requiring a public hearing, this may be reduced to two (2) weeks in advance. The further in advance you can submit your application, the better for you and everyone involved in reviewing the project. Additional review time may give the City's planning consultant and staff an opportunity to address those issues before the Plan and Architectural Review Commission meeting. Be sure to provide reliable contact information on your application form and be available to respond to such questions or requests in a timely manner.

FOR MORE COMPLEX PROJECTS, SUBMIT YOUR PROJECT CONCEPTUAL REVIEW

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

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

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

HOLD A NEIGHBORHOOD MEETING FOR LARGER AND POTENTIALLY MORE CONTROVERSIAL PROJECTS

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

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

TYPICAL CITY PLANNING CONSULTANT DEVELOPMENT REVIEW COSTS

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

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

Type of development review being requested and planning consultant review cost range

Minor Site/Building Plan (e.g., minor addition to building, parking lot expansion, small apartment, downtown building alterations)

- When land use is a permitted use in the zoning district and for minor downtown building alterations-up to \$600
- When use also requires a conditional use permit, and for major downtown building alterations-\$700-\$1,500

Major Site/Building Plan (e.g., new gas station/convenience store, new restaurant, supermarket, larger apartments, industrial building)

- When land use is a permitted use in the zoning district-\$700-\$2,000
- When land use also requires a conditional use permit- \$1,600-\$12,000

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

- Up to \$600

Rezoning

- Standard (not PCD) zoning district-\$700-\$2,000
- Planned Community Development zoning district, assuming complete GDP & SIP application submitted at same time-\$2,100-\$12,000

Land Division

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

Annexation

- Typically between \$200-\$400

****Note:** The City also retains a separate engineering consultant, who is typically involved in larger projects requiring storm water management plans, major utility work, or complex parking or road access plans. engineering costs are not included above, but will be assigned to the development review applicant. The consultant planner and engineer closely coordinate their reviews to control costs.

Cost Recovery Certificate and Agreement

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

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

SECTION A: BACKGROUND INFORMATION-to be completed by the Applicant/Property Owner

Applicant's First Name*

Lee

Last Name*

Loveall

Applicant's Mailing Address

515 EAST MILWAUKEE ST

City*

WHITEWATER

State*

WI

Zip Code*

53190

Applicant's Phone Number*

6085759580

Fax Number

Applicant's Email Address*

thefnpainter@aol.com

Project Information

Name/Description of Development*

NONE YET

Address of Development Site*

601 EAST MILWAUKEE ST

Property Owner Information (if different from applicant):

Property Owner's First Name

Last Name

DENNIS AND JUDY

FERO

Property Owner's Mailing Address

601 EAST MILWAUKEE ST

City

State

Zip Code

WHITEWATER

WI

53190

SECTION B: APPLICANT/PROPERTY OWNER COST OBLIGATIONS. To be filled out by the Neighborhood Services Department

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

A. Application fee

B. Expected planning consultant review cost

C. Total cost expected of application (A+B)

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

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

No

Balance of costs

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

SECTION C: AGREEMENT EXECUTION -to be completed by the Applicant and Property Owner

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

Signature of Applicant/Petitioner*

Date

LEE LOVEALL

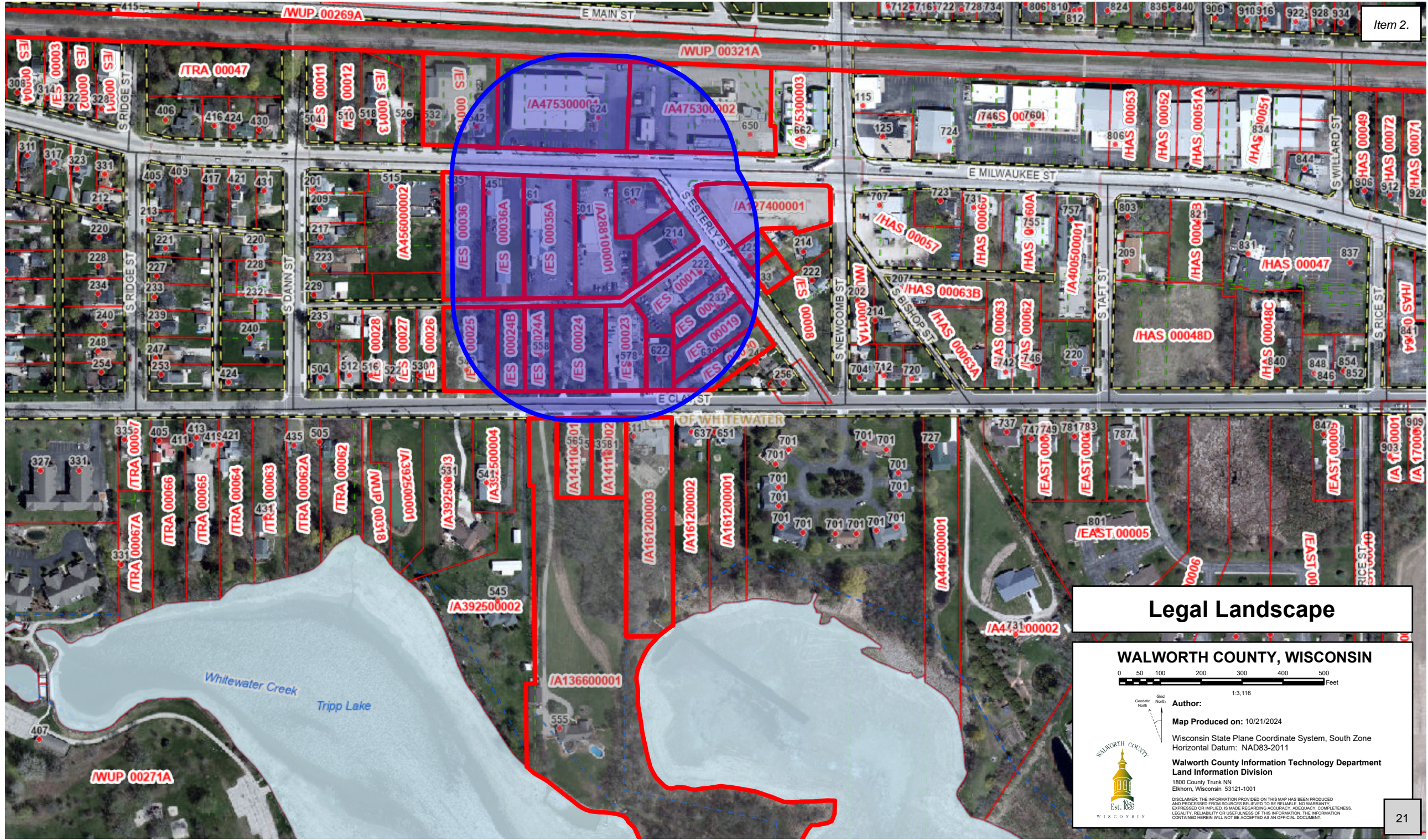
10/4/2024

Signature of Property Owner (if different)

Date

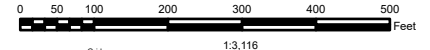
JUDY FERRO

10/4/2024



Legal Landscape

WALWORTH COUNTY, WISCONSIN



1:3,116



Author:
Map Produced on: 10/21/2024
 Wisconsin State Plane Coordinate System, South Zone
 Horizontal Datum: NAD83-2011



**Walworth County Information Technology Department
 Land Information Division**
 1800 County Trunk NN
 Elkhorn, Wisconsin 53121-1001

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FRAWLEY ENTERPRISES WHITEWATER
PO BOX 630
WHITEWATER, WI 53190

PATRICK A MCCORMICK TRUST
CAROL A MCCORMICK TRUST
555 E CLAY ST
WHITEWATER, WI 53190

SHANNON PREVITE
565 E CLAY ST
WHITEWATER, WI 53190-9000

ROBIN MERTENS
KORIE MERTENS
N6453 WHITE OAK CT
DELAVAN, WI 53115-1500

LOIS ZIPP TRUST
PO BOX 236
WHITEWATER, WI 53190-9000

DENNIS C FERRO
JUDY A FERRO
429 S PRINCE ST
WHITEWATER, WI 53190

JOHN A CORDIO
5902 N SESSLER CT
MILTON, WI 53563-6300

WKW PROPERTY
505 FOX HILL RD
FORT ATKINSON, WI 53538-3800

BONITA J VEIUM
233 S ESTERLY ST
WHITEWATER, WI 53190

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WHITEWATER, WI 53190

FRANK CORDIO JR
222 S ESTERLY ST
WHITEWATER, WI 53190

FRANK CORDIO
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WHITEWATER, WI 53190

RUSSELL G ASBURY JR
SANDRA K ASBURY
638 E CLAY ST
WHITEWATER, WI 53190

RUSSELL G ASBURY JR
SANDRA K ASBURY
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WHITEWATER, WI 53190

A J TANIS II LLC
1232 W WALWORTH AVE
WHITEWATER, WI 53190-9000

ALLAN T STARK
578 E CLAY ST
WHITEWATER, WI 53190-9000

MICHAEL STECK
BRANDON GIANAKOS
558 E CLAY ST
WHITEWATER, WI 53190-9000

MICHAEL STECK
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558 E CLAY ST
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MICHAEL STECK
BRANDON GIANAKOS
558 E CLAY ST
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ERNEST R STAEBLER TRUST
MARGARET N STAEBLER TRUST
419 E CLAY ST
WHITEWATER, WI 53190-0500

HARTMANN ENTERPRISES LLC
336 INDIAN MOUND PKWY
WHITEWATER, WI 53190

RICHARD H KRAUS JR TRUST
PAMELA T KRAUS TRUST
N8039 HWY 89
WHITEWATER, WI 53190-9000

GARY MICKELSON TRUST
1644 TURTLE MOUND LN
WHITEWATER, WI 53190-9000

STATE OF WISCONSIN DEPT OF TRANSPC
PO BOX 7921
MADISON, WI 53707-2100

FRAWLEY ENTERPRISES WHITEWATER
PO BOX 630
WHITEWATER, WI 53190-9000

CASEYS MARKETING CO
STORE #3715
PO BOX 54288
LEXINGTON, KY 40555-5500

REYNOLDS RENTALS LLC
12240 E BRADLEY RD
WHITEWATER, WI 53190-9000



PARC Agenda Item

Meeting Date:	November 11, 2024
Agenda Item:	Open Meetings Law Compliance Training
Staff Contact (name, email, phone):	Taylor Zeinert tzeinert@whitewater-wi.gov 262-473-0148

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

As part of our ongoing commitment to transparency and compliance with the Open Meetings Law, the training that was presented at the last Landmarks Committee meeting has been edited and must be shared with all boards and committees. The video is approximately 32 minutes long, and the Board will be watching together prior to adjournment.

Any Board Member who does not attend this meeting will be required to watch independently. Here is the link to the video on YouTube: <https://youtu.be/DQq3swWDZKc>

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

FINANCIAL IMPACT
(If none, state N/A)

STAFF RECOMMENDATION

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