



Plan & Architectural Review Meeting

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

Monday, September 08, 2025 - 6:00 PM

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

Plan and Architectural Review Commission
Sep 8, 2025, 6:00 – 7:30 PM (America/Chicago)

Please join my meeting from your computer, tablet or smartphone.
<https://meet.goto.com/875408261>

You can also dial in using your phone.
Access Code: 875-408-261
United States: +1 (224) 501-3412

Get the app now and be ready when your first meeting starts:
<https://meet.goto.com/install>

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

AGENDA

CALL TO ORDER AND ROLL CALL

APPROVAL OF AGENDA

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

HEARING OF CITIZEN COMMENTS

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

CONSENT AGENDA

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

1. Approval of Minutes of August 11, 2025

PUBLIC HEARING FOR REVIEW AND POSSIBLE APPROVAL

- [2.](#) Consideration to Approve and Recommend to Common Council a change in the District Zoning Map to Rezone Parcel #/TRA 00049, /TRA 00050 and /TRA 00051 Washington Elementary School located at 506 E Main Street from R-2 (One and Two Family Residence District) to I (Institutional District).

DISCUSSION/CONSIDERATION

- [3.](#) Conceptual Plan Review of possible subdivision to be located on Hale/Pearson Farm on Warner Road for Belinski Homes Parcel # /WUP 00332
- [4.](#) Update on Royal Hounds.
- [5.](#) Discussion and possible action regarding approval to proceed with negotiations to acquire real estate for right-of-way purposes at the southeast corner of Franklin Street and W Main Street.

FUTURE AGENDA ITEMS

NEXT MEETING DATE OCTOBER 13, 2025.

ADJOURNMENT

Anyone requiring special arrangements is asked to call the Office of the City Manager / City Clerk (262-473-0102) at least 72 hours prior to the meeting. Those wishing to weigh in on any of the above-mentioned agenda items but unable to attend the meeting are asked to send their comments to:
c/o Neighborhood Services
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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Plan and Architectural Review Commission

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MINUTES

CALL TO ORDER AND ROLL CALL

Meeting called to order at 6:01 p.m.

PRESENT

Chairman, Councilmember Neil Hicks

Board Member Bruce Parker

Board Member Tom Miller

Board Member Michael Smith

Board Member Marjorie Stoneman

Board Member Carol McCormick

Vice Chairman Lynn Binnie

ABSENT

Board Member Lisa Dawsey Smith

STAFF

Allison Schwark, Zoning Administrator

Emily McFarland, Interim Economic Development Director

Llana Dostie, Neighborhood Services Administrative Assistant

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

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

HEARING OF CITIZEN COMMENTS

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None.

CONSENT AGENDA

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1. Approval of July 14, 2025 Minutes

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

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

PUBLIC HEARING FOR REVIEW AND POSSIBLE APPROVAL

2. Discussion and possible approval of a Conditional Use Permit for more than 1 wall sign for Fanatico's located at 162 W Main Street, Whitewater, WI 53190. Parcel # /OT 00003.

Zoning Administrator Schwark stated this is a Conditional Use Application requested because all uses with a 2nd wall signage require a conditional use permit. They want to add lettering to the awning which would be classified as a sign. This would be a two line sign on the awning. Zoning Administrator recommends approval with conditions.

Motion to approve with planner's recommendation.

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

Motion passed.

3. Consideration to Approve and Recommend to Common Council a change in the District Zoning Map to Rezone Parcel #/WUP 00315A Whitewater High School located at 534 S Elizabeth Street from R-1 (One Family Residence District) to I (Institutional District).

Zoning Administrator explained that the school district met with zoning administrator and economic director. In preparation they wanted to properly rezone all of the schools. This would rezone to Institutional from R-1. This will allow them to move forward without having to come in for conditional use permits for changes. Zoning Administrator recommends approval.

Binnie asked about fraternity/sorority checked box on the application and wanted to know why that occurred.

Clint Sell on behalf of school district. The district has no interest in having any fraternity or sorority.

Dawn Kiernan 1125 W South Street can you explain what is going on?

Zoning Administrator explained that the school is already operating as an Institutional. They are located in a residential district and should not be. They are public use. They are just asking to rezone their properties properly.

Hicks stated that this is just to clean up the zoning.

Binnie stated that he would like the boxes that were incorrectly checked be marked as errors.

Zoning Administrator stated this can move forward till they amend the application.

Motion to approve with request that the application be revised.

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

Motion passed.

4. Consideration to Approve and Recommend to Common Council a change in the District Zoning Map to Rezone Parcel #/WUP 00202 Lincoln Elementary School located at 242 S Prince Street from R-2 (One and Two Family Residence District) to I (Institutional District).

Zoning Administrator stated that they are just petitioning to clean up the zoning.

Motion to approve with amendment to application.

Motion made by Vice Chairman Binnie, Seconded by Board Member M.Smith.

Voting Yea: Board Member Parker, Board Member Miller, Board Member M.Smith, Board Member Stoneman, Board Member McCormick, Vice Chairman Binnie

Voting Abstaining: Chairman, Councilmember Hicks

Motion passed.

CONSIDERATIONS/DISCUSSION/REPORTS

5. Review and possible approval of an Extraterritorial Certified Survey Map for Parcel of land located W2862 State Road 59 Town of Cold Spring. Parcel #004-0515-2533-001

Zoning Administrator Schwark extra territorial one lot certified survey map. A-3 for 5.265 acres and creates a new lot 10.5 natural resource area. Note on CSM that states these lots cannot be sold separately from one another.

Stoneman asked about the land same dimension.

Zoning Administrator stated it is the land is the same dimension.

Parker asked if the county has reviewed yet.

Joe Vuttalgio stated that no the county has not reviewed it yet.

Mark Mritiz the rezone has been approved. The County wanted the City to review first.

Parker asked if there are any unforeseen issues with County.

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

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

6. Discussion and possible approved of a site plan for the Police Department Evidence Storage Building to be located at 109 County Road U. Parcel # 292-0515-3313-000.

Zoning Administrator Schwark this is a site plan review for a new police storage building. This is located on the Wastewater Plant property. This property is owned by the City. The building will be 5,000 sq foot metal building. It will be used for training, evidence storage and vehicle storage. The site is 44 acres, most of it vacant.

Zoning Administrator Schwark has recommended approval.

Hicks asked about the masonry.

Zoning Administrator Schwark stated because they are in the M-2 with no covenants they don't need special facade.

Motion to approve with planner's recommendations.

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

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

7. Review and take action recommending resolution to Common Council deeding Tax Parcel Id's /A503200001 and /A503200002 to the Community Development Authority (CDA).

McFarland stated that we have been working with a developer for sale of property. The CDA has recommended the sale of these parcels.

Stoneman asked for clarification of the ask recommend to Common Council

Motion recommend to the common council to dead the parcel to the CDA.

Binnie requested typos be corrected in the deed.

Smith asked why the CDA and not City.

McFarland stated that the CDA has already approved the offer to purchase to Common Council.

Motion passed unanimously.

FUTURE AGENDA ITEMS

8. -Childcare Zoning Changes-September/October
-Rezone for Washington Elementary School-September
-Update on Royal Hounds-September

None

NEXT MEETING DATE SEPTEMBER 8, 2025.

ADJOURNMENT

Adjourned at 6:37 p.m.

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

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

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or Idostie@whitewater-wi.gov

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MEMORANDUM

To: City of Whitewater Plan and Architectural Review Commission

From: Allison Schwark, Zoning Administrator

Date: September 8, 2025

Re: Rezone Request

Summary of Request	
Requested Approvals:	Zoning Map Amendment (Rezone)
Location:	506 E Main Street (/TRA 00049, /TRA 00050, and /TRA 00051)
Current Land Use:	City of Whitewater Washington Elementary School
Proposed Land Use:	City of Whitewater Washington Elementary School
Current Zoning:	R-2 One & Two Family Residence
Proposed Zoning:	I Institutional
Future Land Use, Comprehensive Plan:	Institutional

Rezone Review

The City of Whitewater Elementary School seeks to rezone their current parcel of land located at 506 E Main Street from residential zoning to Institutional Zoning. The school district is preparing for some future additions, expansions, and renovations, and would like to become more conforming to our existing zoning ordinance. Amending their zoning district will allow them to make changes to their property without needing a Conditional Use Permit for each change like they would now with the existing zoning.

Planner's Recommendations

- 1) Staff recommend that Plan Commission recommend **APPROVAL** of the Rezone to the City of Whitewater Common Council for the parcel located at 506 E Main Street, as it meets all requirements of the zoning district and is consistent with the comprehensive plan and future land use plan.



NOTICE OF PUBLIC HEARING

TO ALL INTERESTED PARTIES:

A meeting of the PLAN AND ARCHITECTURAL REVIEW COMMISSION of the City of Whitewater will be held at the Municipal Building, Community Room, located at 312 W. Whitewater Street on the 11th day of August, 2025 at 6:00 p.m. to hold a public hearing for a change in the zoning for the Washington Elementary School located at 506 E Main Street. Tax Parcel Id # /TRA 00049 from R-2 (One and Two Family Residence District) to I (Institutional District).

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

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

For information, call (262) 473-0540

Llana Dostie, Neighborhood Services Administrative Assistant

Print

Rezone Application - Submission #1864

Date Submitted: 8/15/2025

City of Whitewater

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

Neighborhood Services

Rezone Application

Rezone Application Checklist (Please read)**Applicant**

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

City Building Inspector/Zoning Administrator

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

Process

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

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

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

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

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

Site Plan No fi...sen**Landscaping** No fi...sen**MSDS Sheet** No fi...sen**Other Information** No fi...sen**Planning Request (check all that apply)****1. General Project Information:****Project Tax Key #*****Project Address*****City*****State*****Zip Code*****Project Title (if any)****2. Applicant, Agent & Property Owner Information****Applicant's Name*****Applicant's Company*****Address***

City*	State*	Zip Code*
Stevens POint	WI	54481

Phone Number*

715-344-9999

Email Address*

annab@pobinc.com

Agent Name	Agent Company

Address

City	State	Zip Code

Phone Number

Email Address

Owner's First Name (if different from applicant)	Owner's Last Name

Address**City****State****Zip Code****Phone Number****Email Address****3. Planning Reqeust (Check all that apply)***

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

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

- ☐ Yes
- ☒ No

If yes, please specify the language required.**Rezone Application**

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

Address and legal description of the subject site*

506 E Main Street, Whitewater, WI

Tax Parcel #*/TRA 00049, /TRA00050,
/TRA 00051**Current Zoning District***

R-2

Requested Zoning District*

Institutional

**Requested zoning text
amendment Section***

Item 2.

Petitioner's interest in requested rezoning*

The School District would like to rezone the existng three parcels to Institutional to become more conforming to the zoning ordinance.

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

Elementary School

Property Owner Signature*

Samuel Karns

Owner's Agent Signature**Property Owner's Address***

419 South Elizabeth Street, Whitewater, WI

Owner's Agent Address**Property Owner's Phone Number***

262-472-8700

Owner's Agent Phone**Property Owner's Email***

skarns@wwusd.org

Owner's Agent Email**Zoning #****Application Reviewed by****Date**

Date Filed**Date Published****Date Notices Mailed****Item 2.****Plan Commission Recommendation****Date of Recommendation****Plan of Operations****Property Information****Tenant Information****Property Tax Key #*****Previous Business Name***

/TRA 00049, /TRA00050, /TRA 00051

-

Property Address***Years in Operation***

506 E Main Street, Whitewater, WI

-

Property Owner***New Business Name***

Whitewater Unified School District

-

Owner's Mailing Address***Name of Operator***

419 South Elizabeth Street

-

City, State and Zip Code***Operator's Mailing Address***

Whitewater, WI 53190

-

Owner's Phone #***City, State and Zip Code***

262-472-8700

-

Owner's Email*

skarns@wwusd.org

Operator's Phone and Email*

Item 2.

-

New Business Use/Operation Information**Description of Business Use or Operations***

-

Previous Use of Space*

-

Hours of Operations (Weekdays)*

-

Hours of Operations (Weekend)*

-

Total Area Space (SQF)*

-

Toilet Fixtures*

-

Full Time Employees*

-

Part Time Employees*

-

Customer Seating*☐ Yes☒ No**Seating Capacity***

-

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

-

Sprinkler System*☐ Yes☒ No**Hazardous/Flammable Chemicals used/stored***☐ Yes (must attach MSDS sheets)☒ No**Specified Use of the Property and Building(s)****Building A***

-

Building B**Building C**

Will there be any problems resulting form this operation such as (check all that apply)*

- ☐ Odors
- ☐ Smoke
- ☐ Noise
- ☐ Light
- ☐ Vibrations
- ☒ None

Parking

Dimension of parking lot*

-

Number of Spaces available*

-

Parking lot constructon*

- ☒ Asphalt
- ☐ Concrete

Type of Screening*

- ☐ Fencing
- ☒ Plantings

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

- ☒ Yes
- ☐ No

Signage (Sign Permit Application Needed)

Type *

- ☐ Free standing
- ☐ Monument
- ☐ Projecting
- ☐ Awning/Canopy
- ☐ electronic Message
- ☐ Pylon
- ☐ Arm/Post
- ☐ Window
- ☐ Mobile/Portable or Banner
- ☐ Other
- ☒ None

If other describe

Location of Signs

Entertainment**Is there any type of music in this proposal?***

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

Live*

- ☐ Yes
- ☒ No

When will this be offered to customers (check all that apply)

- ☐ Monday
- ☐ Tuesday
- ☐ Wednesday
- ☐ Thursday
- ☐ Friday

What time (s) will this be offered**Outdoor Lighting****Type***

-

Location*

-

Utilities**Will you be connected to City***

- ☒ Water
- ☒ Sewer

Is there a private well on-site?*

- ☐ Yes
- ☒ No

Types of Refuse Disposal*

- ☒ Municipal
- ☐ Private

Approval Date by the Department of Natural Resources of the well proposed**Approval Date by the County Health Department of existing septic system**

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

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

Licenses/Permits

<p>Is a highway access permit needed from the State, County or Local Municipality*</p> <div><input type="checkbox"/> Yes</div> <div><input checked="" type="checkbox"/> No</div>	<p>Is a cigarette license required? (Separate license from Clerk's Office)*</p> <div><input type="checkbox"/> Yes</div> <div><input checked="" type="checkbox"/> No</div>	<p>Is a liquor license required? (Separate license form Clerk's Office)*</p> <div><input type="checkbox"/> Yes</div> <div><input checked="" type="checkbox"/> No</div>	<p>Did Wisconsin Department of Safety and Professional Services Division of Industry Services approve building plans*</p> <div><input type="checkbox"/> Yes</div> <div><input checked="" type="checkbox"/> No</div>
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Permitted Property Uses (Check all that apply)*

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

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

Permitted Conditional Uses (Please check all that apply*)

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

Signatures

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

Applicant's Signature*

Anna Blake

Date*

08/15/2025

Inspector's Signature**Date**

Item 2.

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.

PROJECT INFORMATION**PROJECT NAME***

Washington Elementary School Rezone

PROJECT LOCATION*

506 E Main Street

APPLICANT INFORMATION**NAME***

Anna Blake

MAILING (BILLING) ADDRESS*

4941 Kirschling Ct, Stevens Point, WI 54481

PHONE*

715-344-9999

EMAIL ADDRESS*

annab@pobinc.com

ATTORNEY INFORMATION

NAME**PHONE****EMAIL ADDRESS****RATES**

City Administration Hourly Rate Shall Not Exceed

Interim Director of Economic Development: Emily McFarland \$

Director of Public Works: Brad Marquardt \$72.33

Director of Finance: Rachelle Blitch \$65.94

Clerk: Heather Boehm \$43.33

Deputy Clerk: Tiffany Albright \$29.20

NS Administrative Assistant Llana Dostie \$

Building Inspection Services

Building Inspector Commercial: Joe Mesler \$80.00

Building Inspector Residential: Jon Mesler \$80.00

City Attorney

Russell Law Offices, LLc

Attorney Timothy Brovold \$

City Engineer

Strand and Associates \$247.63

Primary Contact: Mark Fischer

City Planners and Zoning Administrator

Primary Contact: Allison Schwark \$49.00

SIGNATURE OF APPLICANT*

DATE*

08/15/2025

City Use Only Below this Line

Building Inspector Date
Received

Review By

Zoning Administrator Date
Received

Reviewed by

Occupancy Classification

Occupancy Classification of
Surrounding Units

Zoning of Property

Use Permitted

- ☐ By Right
- ☐ By CUP
- ☐ PC Approval
Required

Approval

- ☐ Approved
- ☐ Denied

Date

Approval

- ☐ Approved
- ☐ Denied

Date

Public Works
Approval

- ☐ Approved
- ☐ Denied

Date

City Engineer
Approval

- ☐ Approved
- ☐ Denied

Date

Police Department
Approval

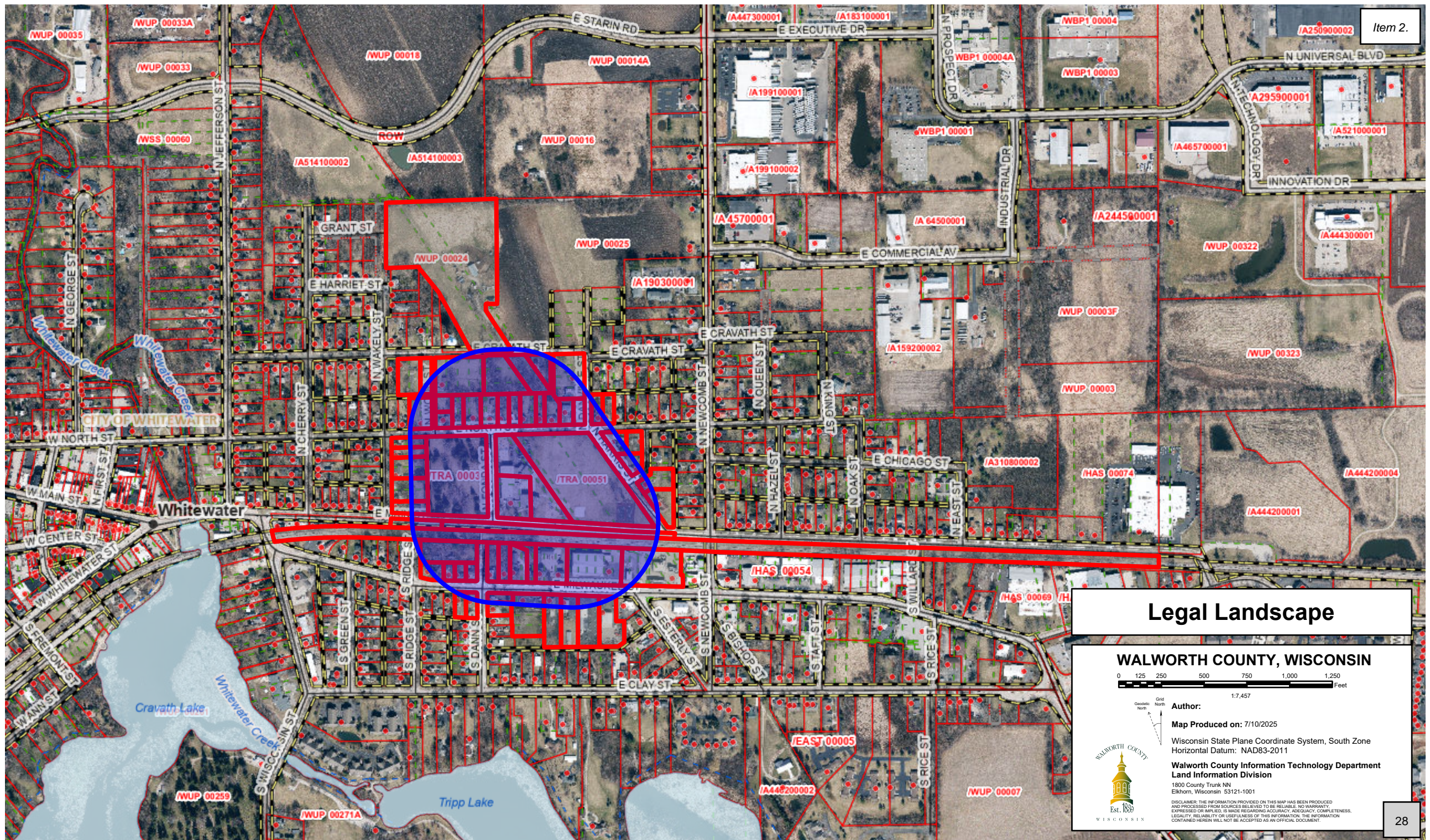
- ☐ Approved
- ☐ Denied

Date

Fire Department
Approval

- ☐ Approved
- ☐ Denied

Date



Jeffrey Kraatz
434 E North Street
Whitewater, WI 53190

Jeffrey and Melissa Naumann
226 Wood Street
Whitewater, WI 53190

Jonathan Tanis
PO Box 538
Whitewater, WI 53190

WKW Properties, LLC
505 Fox Hill Road
Fort Atkinson, WI 53190

JM Green Rentals, LLC
W7296 US Hwy 12
Whitewater, WI 53190

William and Kathryn Ewalt
135 Cramerton Ct
Lewisville NC 27023

Michelle Endres
615 E North Street
Whitewater, WI 53190

Aaron Cichon
142 Cook Street
Whitewater, WI 53190

Dennis & Judy Fero
429 S Prince Street
Whitewater, WI 53190

David Hall
424 E North Street
Whitewater, WI 53190

James and Therese McKenzie
409 E Cravath Street
Whitewater, WI 53190

Adam Rada
442 E North Street
Whitewater, WI 53190

Todd and Cindy Piper
N569 Fremont Road
Whitewater, WI 53190

Janice Millard
Tamara Rasmussen, et al
610 E North Street
Whitewater, WI 53190

Andrea Mendoza
606 E North Street
Whitewater, WI 53190

Nick Lee Trust
Bridget Lee Trust
N9007 Spring Brook Lane
Whitewater, WI 53190

Kevin Nelson
533 E Cravath Street
Whitewater, WI 53190

Jill Hoffmann
N1053 Marshall Road
Whitewater, WI 53190

Brian Wampole
N6515 Aspen Road
Elkhorn, WI 53190

Rafael Michael Ollivo Escobedo
518 E Milwaukee Street
Whitewater, WI 53190

Kelly Green
526 E Milwaukee Street
Whitewater, WI 53190

John Hackbarth
PO Box 316
East Troy, WI 53120

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

Gary Mickelson Trust
1644 Turtle Mound Lane
Whitewater, WI 53190

Michael Gray-Fow
Susan Williams
120 S Ridge Street
Whitewater, WI 53190

Watson Family Trust
406 E Milwaukee Street
Whitewater, WI 53190

Boarding House, LLC
W5335 Bark River Road
Fort Atkinson, WI 53190

Susan Troemel
424 E Milwaukee Street
Whitewater, WI 53190

Whitewater School District
419 S Elizabeth Street
Whitewater, WI 53190

Karina Ochoa
127 N Harris Street
Whitewater, WI 53190

Paul Rypel
117 N Harris Street
Whitewater, WI 53190

Braden Romber
431 E Milwaukee Street
Whitewater, WI 53190

Jennifer Stritzel
416 Venutra Lane
Whitewater, WI 53190

Daniel and Heath Schroedl
PO Box 116
Elk River, ID 83827

Todd and Laura Rochester
502 E North Street
Whitewater, WI 53190

Guadalupe Garcia
508 E North Street
Whitewater, WI 53190

A J Tanis II, LLC
1232 W Walworth Avenue
Whitewater, WI 53190

Vicki Fleegel
520 E North Street
Whitewater, WI 53190

Calixtro Villarreal
Juan Villarreal
9721 N 99th Street
Milwaukee, WI 53222

Gloria Buley
PO Box 238
Whitewater, WI 53190

City of Whitewater "Pump House"
312 W Whitewater Street
Whitewater, WI 53190

State of Wisconsin Dept of
Transportation
PO Box 7921
Madison, WI 53707-7921

Paul and Tricia Traxler
103 N Wakley St
Whitewater, WI 53190

Allison Bender
107 N Wakely Street
Whitewater, WI 53190

Leeann Mann
Kiersten Mann
603 W State Road 46
Center Point, IN 47840

John Radloff
133 N Wakely Street
Whitewater, WI 53190

Whitney Meisner
139 N Wakely Street
Whitewater, WI 53190

Oak Grove Cemetery
c/o Whitewater Cemetery Assoc
235 Newcomb Street
Whitewater, WI 53190

Lee F Loveall Jr
515 E Milwaukee Street
Whitewater, WI

Frawley Enterprises Whitewater
PO Box 630
Whitewater, WI 53190

Caseys Marking Co
Store #3715
PO Box 54288
Lexington, KY 40555

Reynolds Rentals LLC
12240 E Bradley Road
Whitewater, WI 53190

MEMORANDUM

To: City of Whitewater Plan and Architectural Review Commission

From: Allison Schwark, Zoning Administrator

Date: September 8, 2025

Re: Hale Farm Conceptual Review

Summary of Request	
Requested Approvals:	Conceptual Review
Location:	Vacant Lot Warner Road Parcel # /WUP 00332
Current Land Use:	Vacant Farmland
Proposed Land Use:	Residential Single-Family Development
Current Zoning:	R-2 One and Two Family Residence District
Proposed Zoning:	N/A
Future Land Use, Comprehensive Plan:	Future Neighborhood

Staff Review

The applicant is requesting a conceptual review of a 99 lot residential subdivision. The parcel is currently vacant land, approximately 33.5 acres. The developer is proposing minimum lots sizes of 6,000 square feet, with front and rear yard setbacks of 20 feet, and 8 feet side yard setbacks. The development includes new infrastructure that includes sidewalks on both sides of the streets, and a 60 foot right-of-way width. Additionally, the subdivision will include green space and proper stormwater detention ponds. The proposal is only at a conceptual level at this time, which allows the PARC an opportunity to provide comments and feedback on the proposed use. The developer would need to formally apply for a rezone, preliminary plat, and final plat in order to proceed.



The developer is proposing smaller lots, with reduced setbacks and leniency in regard to standard zoning regulations. The applicant has proposed a Planned Development, however, after further review it is recommended that the developer rezone the parcel to R-1S- one family residence district-small lots.

The purpose of this zoning district is to create, preserve, and enhance areas for moderate-density single-family detached dwellings at an approximate density of seven dwelling units per acre. This zoning district is already established within the City of Whitewater, and allows development of greater density, with reduced lot area and setbacks.

After a review of the proposed development, it appears that the proposed plan is in compliance with the requirements set forth in our zoning ordinance which allows single family homes as a permitted use.

19.19.040 – Lot Area.

Minimum lot area in the R-1S district is six thousand square feet.

19.19.050 – Lot Width.

Minimum lot width in the R-1S district is sixty feet. Minimum lot width on a corner lot is sixty-six feet.

19.19.055 – Lot Depth.

Minimum lot depth in the R-1S district is one hundred feet.

19.19.060 - Yard requirements.

Minimum yard requirements/setbacks in the R-1S district are as follows:

1. Minimum front setback is twenty feet; maximum is twenty-five feet.
2. Minimum side setback is six feet.
3. Minimum rear setback is twenty feet.
4. Minimum shore setback is seventy-five feet. All shoreland shall comply with Chapter 19.46, and in addition may require DNR approval.
5. Minimum lot frontage at right of way is thirty feet.
6. Minimum porch setback for front and side yard is twelve feet.
7. Minimum street side setback on a corner lot is ten feet.
8. Minimum pavement setback, from lot line to pavement and excluding driveway entrances, is five feet on the side and rear yards and ten feet from any street right of way.

19.19.070 - Lot coverage.

1. Minimum dwelling unit structure area is eight hundred square feet.
2. Maximum lot coverage (principal and accessory structures) in the R-1S district is fifty percent.
3. Maximum impervious surface: The maximum impervious surface ratio is seventy percent. The percentage of impervious surface shall be calculated by taking the total surface area of the existing and proposed impervious surface and dividing it by the total lot area (note the minimum lot requirement for new lots in R-1S is six thousand square feet).
4. Minimum green space: thirty percent.
5. Lots calculated over the maximum allowed impervious surface require the neighborhood service director approval of a stormwater management plan. Property owners shall work with neighborhood services to develop a practical site-specific stormwater management plan that allows for flexibility in the use of stormwater treatment devices including rain barrels, rain gardens and etc. Applicants may appeal the neighborhood services director's decision to the plan and architectural review commission.
 - a. Pre-engineered lots may be developed without management plans if mitigation has been accounted for during design of the lot.
 - b. The neighborhood services department and plan and architectural review commission shall consider surrounding topography when reviewing the necessary stormwater mitigation.
 - c. Property owners may also apply for a conditional use permit which may exempt properties from the requirement of a stormwater management plan.
6. The principles and standards set forth in the City of Whitewater Erosion Control and Stormwater Management Requirements Policy which includes the city's stormwater

management ordinance (Chapter 16.16) and the city's construction site control ordinance (Chapter 16.18), shall be used as a guide by the property owner and staff for drafting and reviewing stormwater management plans. The neighborhood services department shall develop written guidelines and policies to be used in development and review of stormwater mitigation plans.

19.19.080 - Building height.

Maximum principal building height in the R-1S district is thirty-five feet.



CONCEPT PLAN REVIEW

Hale / Pearson Farm Subdivision

A Bielinski Planned Residential Development with 99

Single Family Small Lot Subdivision in the City of Whitewater

DEVELOPMENT SUMMARY

Proposed Development:	Single Fam. Small Lot
Current Future Land Use Plan	Single Family Residential
Proposed Zoning:	RS-1 / PUD?
Parcel Acreage Area:	33.5
Total Number of Single Family Lots	99
Typical Lot Size Square Feet	7,200 s. f.
Typical Lot Width	60'
Typical Lot Depth	120' min
Density Per Acre	2.96 units
Public Road Length	4,570'
Open Space: Wetlands and Outlot	8.4 acres
Minimum PUD Zoning Request:	RS-1 PUD
Lot Area:	6,000 s. f.
Lot Width:	60' / 66' corner
Lot Depth:	100'
Building Height Max:	35'
Front Yard:	20'
Front Corner:	10'
Side Yard:	8'
Rear Yard:	20'
One Story Min. Sq. Ft.	1,200 s.f.
Two Story Min. Sq. Ft. 1st Floor	700 s.f.
Total Number of Homes	99
Estimated Project Value	\$37,500,000 to \$42,500,000

Summary:

The Hale Farm- Is a proposed single family subdivision with 99 residential small lots with some designed open green space with enhanced landscaping features, wetland & pond. Bielinski Homes is very excited about the future opportunity of constructing quality single family small homes in the City of Whitewater. This development will possible need PUD zoning to provide some relief & flexibility.

Proposed Public Infrastructure needed: Lift Station, 700' of sewer forcemain & 585' of watermain.

Possible PUD Relief:

Lot Area: 6,000 sf min. Lot Width: 60' min. (66' corner) x 110' Lot Depth

Sidewalks on one side of the street.

Setbacks: Front Street: 20' / Front Corner: 10'

Side Yard: 8' / Rear Yard: 20'



4100 N. CALHOUN RD
BROOKFIELD, WI 53005
t: (262) 790-1480
e: info@trioeng.com
www.trioeng.com

SITE DATA TABLE

- Total Area 33.51 ac
 - Wetland Area - 1.72 ac
 - Floodplain - 0.08 ac
 - Sub-total - 1.80 ac
 - Upland SEC - 3.95 ac
 - Sub-total - 5.75 ac
- Development Area 27.76 ac
 - **Proposed R-1S zoning**
 - **99 lot Single-family Subdivision**
 - Density = 99 / 33.51 = 2.95 un/ac
- Outlot Open space = 8.4 ac (25% of site)
- Total Road Length = 4,570 lf (46.16 lf/lot)
- Proposed Public Infrastructure:
 - Lift Station, 700' of forcemain & 585' of watermain

Proposed Zoning - R-1S

One-family Residence District - Small Lots

- Minimum Lot Area = 6,000 sf
- Minimum Lot Width = 60'
 - Min. Corner Lot = 66'
- Minimum Lot Depth = 100'
- Minimum Yard / Setbacks:
 - Front = 20' minimum 25' maximum
 - Side = 6'
 - Rear = 20'
 - Shoreland = 75'
 - Lot Frontage = 30'
 - Porch Setback = 12'
 - Street Side Setback on a corner lot = 10'
 - Pavement from lot line = 5'
- Max lot coverage = 50%
- Max impervious = 70%
- Min greenspace = 30%

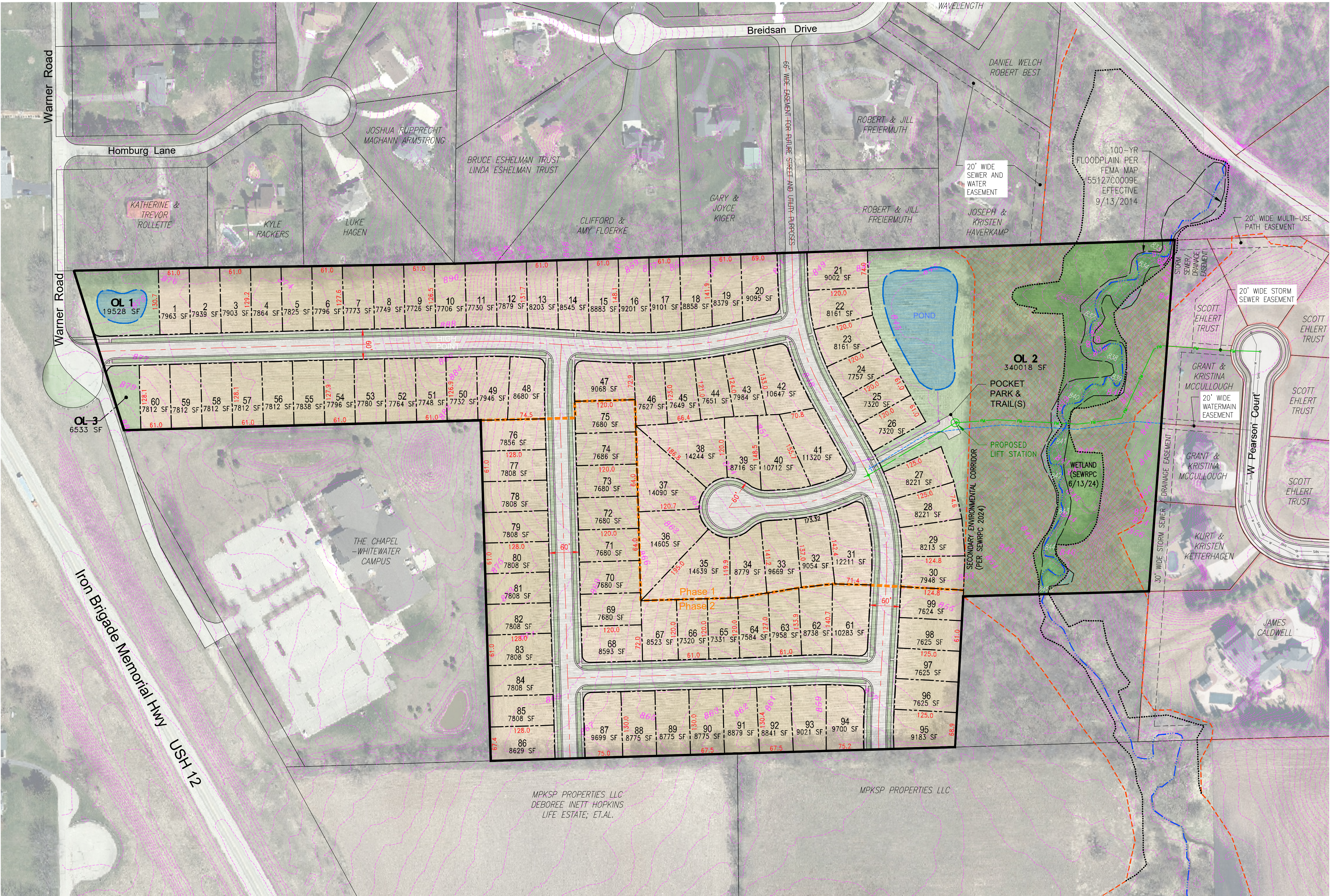
Storm Water Management

- City of Whitewater requirements:
- 80% TSS removal
 - Peak discharge rates shall be reduced to pre-development conditions for 2-yr thru 100-yr events
 - Infiltrate stormwater to reduce the runoff volume where applicable & appropriate



Scale: 1" = 100' (22"x34")
Scale: 1" = 200' (11"x17")

DATE: 8/5/2025



SITE PLAN

HALE FARM SUBDIVISION
WHITEWATER, WI





www.whitewater-wi.gov
Telephone: (262) 249-6701

Office of Neighborhood Services
312 W. Whitewater St.
Whitewater, WI 53190

August 28, 2025

To: Whitewater PARC

RE: Royal Hounds Update Vacant Parcel# /A323600002 E Bluff Road

On May 13, 2024, the City of Whitewater Plan Commission reviewed a Conditional Use Permit application submitted for a dog daycare and boarding facility to be constructed on a vacant lot off of E Bluff Road. After discussion and Public Hearing the Conditional Use Permit was approved with several conditions.

“Motion made by Chairperson Miller, Seconded by Board Member Smith.

Voting Yea: Councilmember Hicks, Board Member Schanen, Chairperson Miller, Board member McCormick, Board Member Weigel, Board Member Smith”

Per Section 19.66.070 If an applicant does not commence construction within one year after city approval of a conditional use permit, or complete construction according to all specified plans and conditions within two years after city approval, the previously approved conditional use permit shall be considered null and void.

Therefore, at this time the Conditional Use Permit that was approved on May 13, 2024 is now considered to be null and void and the development can not continue without seeking approval from the PARC once again. At this time, the applicant has no intention of re-applying for approval.

Sincerely,

A handwritten signature in black ink, appearing to read "Allison Schwark", written over a horizontal line.

Allison Schwark
Code Enforcement Officer
Zoning Administrator
City of Whitewater



Plan & Architectural Review Meeting Item 4.

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

Monday, May 13, 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
May 13, 2024, 6:00 – 8:30 PM (America/Chicago)

Please join my meeting from your computer, tablet or smartphone.
<https://meet.goto.com/385524925>

You can also dial in using your phone.
Access Code: 385-524-925
United States: +1 (408) 650-3123

Get the app now and be ready when your first meeting starts:
<https://meet.goto.com/install>

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.

MINUTES

CALL TO ORDER AND ROLL CALL

Meeting was called to order by Chairman Miller at 6:00 p.m.

PRESENT

Councilmember Neil Hicks
Board Member Brian Schanen
Chairperson Tom Miller
Board member Carol McCormick
Board Member Jeffery Weigel
Board Member Michael Smith

ABSENT

Board Member Bruce Parker
Board Member John Beerman

STAFF

Taylor Zeinert, Economic Development Director
Allison Schwark, Planner

Attorney Jonathan McDonell

Llana Dostie, Neighborhood Services Administrative Assistant

1. Approval of Minutes from April 8, 2024 Plan and Architectural Review Commission.
Motion made by Councilmember Hicks, Seconded by Board member McCormick.

Voting Yea: Councilmember Hicks, Board Member Schanen, Chairperson Miller, Board member McCormick, Board Member Weigel, Board Member Smith

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.

ELECTIONS OF CHAIRPERSON, VICE CHAIRPERSON AND REPRESENTATIVE TO THE URBAN FORESTRY COMMITTEE

Election of Chairperson

Board Member McCormick nominated Tom Miller for Chair with a Second from Board Member Hicks. Board Member Smith nominated Neil Hicks with a second by Board Member Weigel.

On the motion for Tom Miller as chair.

Ayes: Miller, Schanen, McCormick

Nays: Smith, Weigel, Hicks

On the motion for Neil Hick as chair.

Ayes: Smith, Weigel, Schanen, Hicks, McCormick

Election of Vice Chair.

Board Member Schanen nominated Tom Miller with a second from Board Member Smith.

Ayes: Weigel, Schanen, Hicks, McCormick, Miller, Smith

Election of Representative to Urban Forestry Commission.

Board Member McCormick asked Board Member Weigel if he was an alternate. Staff member Dostie confirmed that he was an alternate. Attorney McDonnell confirmed that if he is an alternate he cannot service as a representative.

Board Member Hicks nominated Board Member Carol McCormick with a second from Board Member Schanen.

Ayes: Hicks, Miller, Smith, Weigel, Schanen

Abstain: McCormick

SITE PLAN REVIEWS

2. Site Plan review and possible approval of remodel for of the Fire Department Bunkhouse Tax Parcel #'s /OT 00156 and /OT 00159 for the City of Whitewater Fire Department located at 312 W Whitewater Street.

Planner Schwark gave a brief description on the project. Planner would like to have the property should be rezoned institutional and the multi parcels need to be combined. Board Member McCormick asked why the female bathroom only has one sink and one mirror while the men's bathroom has two. Whether this had to do with square footage or less females in the department. And if there rational regarding it. Planner Schwark stated she had no knowledge as to why. Economic Director Zeinert stated Strand was contracted to do the plans. Board Member Smith asked if it was a fair questions to ask the number of mean and the number of woman. Economic Director Zeinert stated that is something we can ask Chief Freeman but at this time she had no knowledge of that information personally. Planner Schwark stated that she was not asked to review the plans with the Fire Department and only was requested to review the plans for the Plan Commission. Economic Director Zeinert asked if there where any other concerns other than the sink ratio, zoning or planning. Board Member Schanen asked how long an approval is typically good for. Planner Schwark stated typically the project needs to get started within a year before it expires. From that they have until the building permit expires with the standard building permit being good for two years. All said in and done they could techincally have three years.

Motion made by Chairperson Miller, Seconded by Board Member Smith.

Voting Yea: Councilmember Hicks, Board Member Schanen, Chairperson Miller, Board member McCormick, Board Member Weigel, Board Member Smith

DISCUSSION

3. Discussion about where the Plan Commission would like to see Dog Daycare & Boarding Facilities be place with a conditional use in our zoning districts.

Planner Schwark explained that this is a discussion item we placed on the agenda it is a discussion that we have to have tonight because we now have to make a decision on a lower item. This is a discussion we wanted to bring to the Plan Commission to get feedback. This is something that we need to change or ordinance and adapt to new and up and coming businesses coming to Whitewater. This is an area that is kind of a grey spot in our ordinance we currently don't have any areas to allow this type of business. Planner Schwark feels that this wasn't the City's intent to restrict this kind of business, however, when the code was written something like this wasn't included. In

some of our zoning districts we do allow veterinary services and this is the closest that we get to a doggie day care, dog park or dog facility. Planner Schwark wanted to bring this to the Board's attention and ask for feedback about where in our city would be a good location within our city zoning and land use to add this type of business in as a Conditional Use within the City. Chairman Hicks loves the idea of it. With communications that he has had with residents he feels that it is in a good location where it is sited. He doesn't want to see it in a residential district or an industrial district which could harm to the dogs by scaring them or causing them to bark more because you have loud machinery or traffic. Chairman Hicks stated that he felt his dog would like it.

Board Member McCormick stated she owns a pet and likes the idea of a dog boarding facility in Whitewater that it is needed. We did have a resident that was concerned about the noise. Concern about the railroad tracks making the dog barking worse. Board Member Smith shared he used to live in the area and can't see that the dogs barking would be any louder than the train. Planner Schwark stated that as we get into the scope of rewriting the code it sounds like a B-3 business district that the Plan Commission feels that this is a suitable for this type of business. She asked about an M-1 district. Economic Development Director Zeinert asked Planner Schwark to explain what an M-1 district is and Board Member Schanen asked also for a B-1 and B-3. Planner Schwark stated that an M-1 stated that this zoning will have your more industrial uses along with some lighter industrial uses. Examples manufacturing, freight terminals, research facilities and offices. B-3 zoning district that is highway commercial district is set up to accommodate your not nuisance industrial commercial that is highway oriented with higher land use. Examples would be private recreation facilities, mini warehouses. Board Smith stated that it sounded that B-3 is more restrictive than M-1. Planner Schwark stated that with the M-1 and B-3 districts in relationship to Dog Daycare and Dog Boarding facilities that they would be similar since we would be added this as a conditional use permit. Both would require the applicant to come forward and apply for a conditional use permit that would have to be approved by the Plan Commission. Board member Smith stated from what he is hearing an M-1 would be louder than a B-3. He stated that it sounds like a B-3 would be better and asked for more examples. Planner Schwark stated a general example is where the Dog Daycare that is proposed to locate is B-3. Board Member Schanen asked if downtown is zoned differently. Planner Schwark stated the downtown district is a B-2 Central Business District and this is completely different from a B-3 district and Dog Daycares or Dog Boarding facilities would still not be allowed in those districts. Board Member Hicks asked about the minimum lot size in an M-1 is. Planner Schwark stated 20,000 square feet. Board Member Hicks asked about whether the setbacks would be less than a B-1 and B-3. Planner Schwark stated that the setbacks would be front yard 30 ft, side yard 15 ft and rear yard 30 ft. Compared to a B-3 where the front is 15 ft, side yard is 15 ft and the rear yard is 20 ft. Planner will bring it back as a draft for our code ordinance.

PUBLIC HEARING FOR REVIEW AND POSSIBLE APPROVAL

4. Discussion and possible approval of a Conditional Use Permit for sale of alcohol by the drink located at 210 W Whitewater St., Parcel # /OT 00144 for Daniel Rodriguez d/b/a as Lloyd's formally known as Blacksheep.

Board Member Smith asked why if there was an alcohol board why they needed to approve since he was new. Planner Schwark explained that it is because of the conditional use permit. Our code only allows for sales by taverns alcohol by the drink with a conditional use permit. So because we have ownership change and they want to continue to sell alcohol by the drink we need to approve a new conditional use permit.

Motion made by Board member McCormick, Seconded by Board Member Schanen.

Voting Yea: Councilmember Hicks, Board Member Schanen, Chairperson Miller, Board member McCormick, Board Member Weigel, Board Member Smith

5. Discussion and possible approval of a Conditional Use Permit for sale of alcohol by the drink located at 162 W Main St., Parcel # /OT 00014 for Teuta Ademi d/b/a as Fanatico's.

No discussion.

Motion made by Board member McCormick, Seconded by Chairperson Miller.

Voting Yea: Councilmember Hicks, Board Member Schanen, Chairperson Miller, Board member McCormick, Board Member Weigel, Board Member Smith

6. Discussion and possible approval of a Conditional Use Permit for a proposed Dog Daycare Facility located on vacant land on Bluff Road Tax Parcel # /A323600002 for Daniel and Jhienelly Kistle d/b/a The Royal Hounds of Whitewater.

Planner Schwark explained that they are here for a Conditional Use Permit and Site Plan review. This is located on vacant land in our B-3 Highway Commercial District. Planner Schwark stated that dogs would not be kept overnight for boarding. Applicant corrected that. There is an outdoor area and parking lot for 8 vehicles. As previously discussed this is not something that our current zoning allows for in the B-3 district but the most similar land use requiring a Conditional Use Permit would be a vet clinic use. So we are using that to accommodate this request. In review the site plan it does appear to be in compliance with all of the requirements of the B-3 zoning ti area. It meets the minimum lot area and the minimum lot width. The building also meets all set backs. Planner Schwark had the item as pending due to the discussion that needed to be had. Planner Schwark would like the board to ponder these three questions as they make a decision tonight. Is the B-3 an appropriate location that you feel is appropriate for this business operation? Does the site plan show an adequate screening and buffer zone for noise control? And if the use is compatible with the zoning designation how many animals should be kept onsite at a time and what are the appropriate hours of operation? Applicants Daniel and Jhienelly Kistle 327 E Clay Street Unit 19. Daniel stated that they do intend to board dogs at nights. They would like to operate from 7 a.m. to 7 p.m. They put the parking lot on the north side because that is a time when the dogs are not their control and most likely to make noise and the building will serve as a buffer to

the neighborhood to the south. As for the yard with a 6 foot privacy fence along with a wall of arborvitae to further act as a buffer. Also, barky dogs are not allowed in since he can't have the dog agitating all the other dogs. He stated he has run a facility like this in Atlanta, GA behind luxury condos without complaint. Chairman Hicks stated that if the hours are 7 a.m. to 7 p.m. that the dogs would be boarded inside overnight. Applicant Daniel confirmed, yes they would inside their kennels. Board Member Smith asked about how many dogs. Applicant Daniel stated that there would be 40 total overnight at maximum capacity. He anticipates something more like 10 per average night. Board Member asked if he had room for 40 dogs and he stated it was engineered to do so. Board Member Schanen asked if that was assuming a mixture of sizes since 40 chihuahuas takes up less space than 40 greyhounds. Applicant Daniel stated that was correct that they would have space for 20 small and 20 large dogs. they will have 4 separate yards both indoors and out for large and small dogs separated. Board Member McCormick asked whether there would be someone there at all times. Applicant Daniel stated yes that in the begin he would be there until it takes off and there would be a minimum of 2 people onsite at all times. Chairman Hicks stated that he sees the dumpster with the chain link fence and asked about slats. Applicant Daniel confirmed that there would be slats. Board member Wiegel asked about how many staff he intended to have on hand. Applicant Daniel stated 2 once it is busier up to 4. And in the future 3 but there will always be a minimum of 2 onsite. Board Member Miller asked about vets and whether people would have to use their vets. Applicant Daniel stated that there would be strict vaccination records requirements and no sick dogs would be accepted. Board Member Schanen asked about the garage doors and the outside area and if it was going to be free access or would it be more of ok it's recess time, time to go outside. Applicant Daniel stated that on bad weather days they would keep them inside mostly. On fair weather days they would like them roam in and out. Board Member McCormick asked about their their statement on the application. Applicant Daniel confirmed that they do own a series of group homes and are expanding that. Chairman Hicks stated that I agree with this and we don't want to turn and business away from the the city we are growing. This is a market that is needed. He understands that the parking lot to the north is probably the most uncontrolled time for the barking. And I would also trust that if there was a nuisance dog that it would be addressed before it causes a larger issue. As far as the Planners questions. Number 1 I believe that we should have Dog Daycare or boarding facilities in the B-3 zoning district. Taking into account what the owners mentioned the arborvitae and 6 foot solid cedar fence noise control is adequate to mitigate noise. As for number 3 when we talk about 24 hours and the dogs would only be allowed outside from 7 a.m. to 7 p.m. that should affect someone's time sleeping. I also assume that if we go 24 hours there would be a plaque with a phone number so that if there is an issue someone can have a phone number to have the matter addressed. Attorney McDonnell stated that both the site plan and the conditional use can be approved together. Board member Miller amended his motion to include both the site plan and Conditional Use Permit. Planner Schwark stated that a couple of items to take into consideration that on the site plan it does look like the dogs enter and leave the outside area via garage door. There should be a condition within the conditional use that those garage doors should be closed after 8:00 pm. everyday or whatever time the board feels is appropriate, along with a maximum number of

animals. The owner mentioned that there would be no more than 40 dogs and Planner Schwark recommends that be added to the conditional use permit as a condition that they will never exceed that amount. In addition to that if anyone is nervous about the noise or would like to reevaluate this project does after they are open we can always have them come back for a look back period after one year of business operation to ensure that we have not received any noise complaints if we feel that is going to be a problem. Amend motion to include the garage doors should be closed between 7:00 p.m. to 7:00 a.m. and the planner's comments. And amended motion to include a max number of dogs up to 40 dogs.

Motion made by Chairperson Miller, Seconded by Board Member Smith.

Voting Yea: Councilmember Hicks, Board Member Schanen, Chairperson Miller, Board member McCormick, Board Member Weigel, Board Member Smith

7. Discussion and possible approval of a Conditional Use Permit for a New Wireless Telecommunication Facility and Free Standing Tower to be located at 312 Elkhorn Road. Tax Parcel #'s /A919 00002 and /A91900003 for LCC Telecom Services.

Planner Schwark stated this currently a vacant lot on the corner. They are requesting a 195 foot self supporting tower in a 100 x 100 foot lease area. They are requesting a variance because they are not building a building or screen roof top. The current proposed tower doesn't meet our set back ordinance. All the property around the tower is proposed land use is for residential. Board Member Smith asked if the set back requirements only had to do with the tower falling. Planner Schwark stated that not only is it for the safety but it also has to do with cell towers having health affects on individuals if they are living too close them and aesthetic reasons and reduced property value. Chairman Hicks stated that this may be a case of code not catching up to new engineering. They are designed to fall on themselves and there is a letter from an engineer in the packet. Board Smith asked about the radio waves. Representative John Burchfield from LLC Telecom Services 10700 W Higgins Road, Suite 240, Rosemount IL 60018 along with Jake Remington from Husch Blackwell, LLP 511 N Broadway, Suite 1100, Milwaukee WI 53203 who can speak on the state statute and federal requirements. This is for At & t to fill in a gap in their coverage on the southeast end of town. As far of the health concerns, cell phone towers are non-ionizing radiation. They are like radio and TV and don't pose a cancer risk. Board Member McCormick stated that she noticed based on their study there were other potential places to put this. The place chosen had the best signal. John Burchfield stated that yes they chose this parcel for various reasons. The parcel is a small parcel with existing trees and there is other trees on another parcel. It is boarder on the other side by B-1, Kwik Trip and Dollar General. Board Member McCormick stated that when she first saw the plans she thought you got to be kidding this is my neighborhood. This is a gateway into the eastern portion of Whitewater and don't think that it is a very welcoming sign to see an 192 foot tower and I'm sure we will be getting a lot of complaints from neighbors. This might diminish property values. John Burchfield stated that diminishing property values is speculative and we can have studies going both ways. As far as aesthetic the trees on the property should provide enough cover. Other landscape options can be discussed. The tower is currently set back from

the road. We have a 100 x 100 foot lease area but currently the plan is to only build a 70 x 70 foot fence area. We have extra space to add in drainage landscaping. Board Member Smith asked if this was a purchased property John was unsure if this was contingent on approval but yes it is a purchase. Board Member Smith also asked if there were other opportunities further away of that intersection. John Burchfield stated no not to meet that coverage area objective. We have another tower we are looking at putting in the City but that is further west to cover the southwest portion part of town. Board Member Smith asked if they had a output measurement of radiation that is emitted from the tower. John Burchfield stated that the FCC regulates that and has set standards. Economic Director Zeinert asked Planner Schwark to explain what a variance is. The current code requires that the exterior surfacing of buildings that hold the equipment has to be an exterior wall and a roof building over the equipment. The applicant has stated that this is not their current standard and they would like a variance to veer away from that. With the variance they would move forward and have to be heard in front of the Board of Zoning Appeals. The Board of Zoning Appeals would than decide if they have a hardship in order to grant that variance. If they feel there is a hardship on this property and there is valid reason they for why they don't or shouldn't meet our code requirements the Board of Zoning Appeals would than go forward and grant that variance, however fi there is not a hardship and they have made the determination that they shouldn't be accepted they would deny the variance and the applicant would have to appear before the Plan Commission to show that they meet all our code requirements. Chairman Hicks had a question on the variance language for wireless telecommunication towers is that specific to the B-3 district or city wide. Planner Schwark stated that is city wide related to all zoning districts that allow telecommunication facilities as a conditional use permit. Board Member Wiegel asked outside of the better cell phone coverage what other benefits are there for the City. John Burchman state that the main benefit that he could point out other than commercial cell phone coverage. AT & T is contracted for First Net they won the bid for that. First Net is the first network nation wide solely dedicated to First Responders. So this is something that AT & T is installing on all towers that Tillman is doing for them. The main benefit is safety. The coverage would extend over the eastern side of the city including all of Tripp Lake. Board Member McCormick asked would it be possible to do it in a more rural location or near a business park which is not that far from the intersection. John Burchman stated if there is something that can be discussed about the type of tower or appearance of the tower to make this more palatable to some of those residents we can try to discuss that. As far as moving to another location these things are engineered fairly specifically as to where they can go. If they move 600 feet to the east they are not going to get the type of coverage they are looking for and will increase the need for more sites in the future. Board Member McCormick asked is this a major difference or minimal difference. John Burchman stated he is not an RF engineer so he has to give a generic answer. You may get signal outside but not in a vehicle or building. Board Member Smith asked about what the signal strength since when you talk about 600 feet and double there is not a tower every 1200 feet. John Burchman stated it depends on the height of the tower. Cell phone towers he has seen can range from 40 feet above the ground to 400 feet above the ground. The taller your can get the towers up the more area you can cover. It also depends on traffic. So if you have more traffic on

a tower at any given time the functional range of the towers is less. Chairman Hicks stated he had a few things. He stated that he does work with wireless quite a bit but doesn't work in the industry. As for the support structure itself they are an outdoor cabinet and work fine for him but knows that they won't work fine for everyone. However, if we do provide that variance there would be fencing to cover entirely he would expect that it is blocked from all view even the top. Secondly with the set backs with the engineer letter that it is a 1/3 fall which is 65 feet but looking set backs they are currently less than 65 feet. If we approve it I would like to see setbacks at 1/3 of tower height which is 65 feet preferable from your lease area but if that can't be done the lot lines. Also, to go into RF coverage if things got to be changed but there is land to the south east that has more rural area. We can change power levels to increase the coverage area. John Burchman stated that they could do opaque fence and landscaping as approval. As far as the set backs we can look at that, reengineer or modify that. Having the 50 foot set back is better in the back is better for front landscaping. Chairman Hicks recommend that they don't use arborvitae since no one waters it and they die. John Burchman stated that they had looked at matching the landscaping that was in the middle of the roundabout. Jake Remington stated on the set backs issue wouldn't require a variance because going back to 66.0404 (r) if there is an ordinance that requires set backs it can be no greater than any other commercial structures. However under 66.0414 (2)(g) if an applicant provides an engineering certification showing that the structure is designed to collapse within a smaller area than the setback than those set backs don't apply. Board Member Schanen asked about what type of coverage is being improved here is it 4G or 5G. Jake Remington and John Burchman both stated it is likely the latest which is 5G. Chairman Hicks stated that in defense of the project the City did move to all cellular devices to First Net this would benefit the City not just he people within the City. Planner Schwark stated there is a benefit to bringing another cellular tower into the City of Whitewater it will improve the overall service of the area and help in the community. However, I do think there is a better location other than the proposed location before the board tonight. This is a gateway into your city center and this is what you see when you come into the City of Whitewater. Is surrounded by valuable residential land that will probably soon be developed and I don't feel this use is compatible with your surrounding and adjacent land uses. I do feel it will diminish the property values in this area. Motion was made to deny the conditional use permit for wireless telecommunication facility. Board Member Smith I wish it was just a 1/4 mile south. Jake Remington asked if the location of the tower was inconsistent with the surround uses. Chairman Hicks stated that as you come in 12 there residential and yes Kwik Trip and Dollar General but there is residential down Clay Street and there open farm land. Board Member McCormick stated that Walton is developing in that area shortly. Jake Remington asked it is the look of tower or the height or just a cell phone tower in that location I'm just looking for clarity. He stated that if the board wanted to table it they could propose a lower height or different type of structure instead of self supporting. Board Member McCormick stated that it is not the height that is the issue by the location. John Burchfield stated that yes if they move this significantly southwest they will lose coverage over the lake. There are a lot of issues moving a particular sight once we have got a location in mind. Board member McCormick stated

that don't they get monetary reward. John Burchfield stated yes but some people do want it and some don't.

Motion made by Board Member Schanen, Seconded by Board member McCormick.
Voting Yea: Board Member Schanen, Chairperson Miller, Board member McCormick,
Board Member Weigel
Voting Nay: Councilmember Hicks
Voting Abstaining: Board Member Smith

FUTURE AGENDA ITEMS

Chairman Hicks asked about the rezone of the library. Planner Schwark stated that the rezoning application and even though we are the City of Whitewater we are going to follow all the appropriate steps. And it requires a Public Hearing so it will be back in June. Chairman Hicks also asked that we do the same for the Fire Department.

Board member requested that they get an update on the old White Elephant. Economic Director Zeinert stated the Bowers House and asked if they wanted an update from the contractor of what they are doing or have done. Board Member McCormick stated, yes.

Board Member Schanen asked if it is possible to combine the parcels for the fire department. Staff Member Dostie explained that is all of City Hall and we currently sit on 9 parcel numbers.

NEXT MEETING DATE JUNE 10, 2024.

ADJOURNMENT

Meeting was adjourned at 7:25 p.m.

Motion made by Board member McCormick, Seconded by Board Member Schanen.
Voting Yea: Councilmember Hicks, Board Member Schanen, Chairperson Miller, Board member McCormick, Board Member Weigel, Board Member Smith

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



PARC Item

Meeting Date:	September 8, 2025
Agenda Item:	Franklin – Main Street Real Estate
Staff Contact (name, email, phone):	Brad Marquardt, bmarguardt@whitewater-wi.gov , 262-473-0139

BACKGROUND

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

The Public Works Committee was asked by Council to review the turning movements of semitrucks at the corner of Franklin Street and W. Main Street. Due to the configuration at the southeast corner, semitrucks have a hard time maneuvering the northbound to eastbound turn, often times hitting the bollards that are in place to protect the traffic signals from getting hit. After reviewing preliminary designs, the Public Works Committee and Council approved a Task Order from Strand Associates for the redesign of the southeast corner of the intersection. The realignment requires an acquisition of 212 square feet of real estate for right-of-way purposes. Receiving approval from the Planning and Architectural Review Committee to proceed with the necessary acquisition is the first step in the process.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

As mentioned above, the Public Works Committee and Council approved a Strand Task Order for the redesign of the intersection.

FINANCIAL IMPACT

(If none, state N/A)

The financial impact for the real estate acquisition is unknown at this time as negotiations with the property owner will need to take place.

STAFF RECOMMENDATION

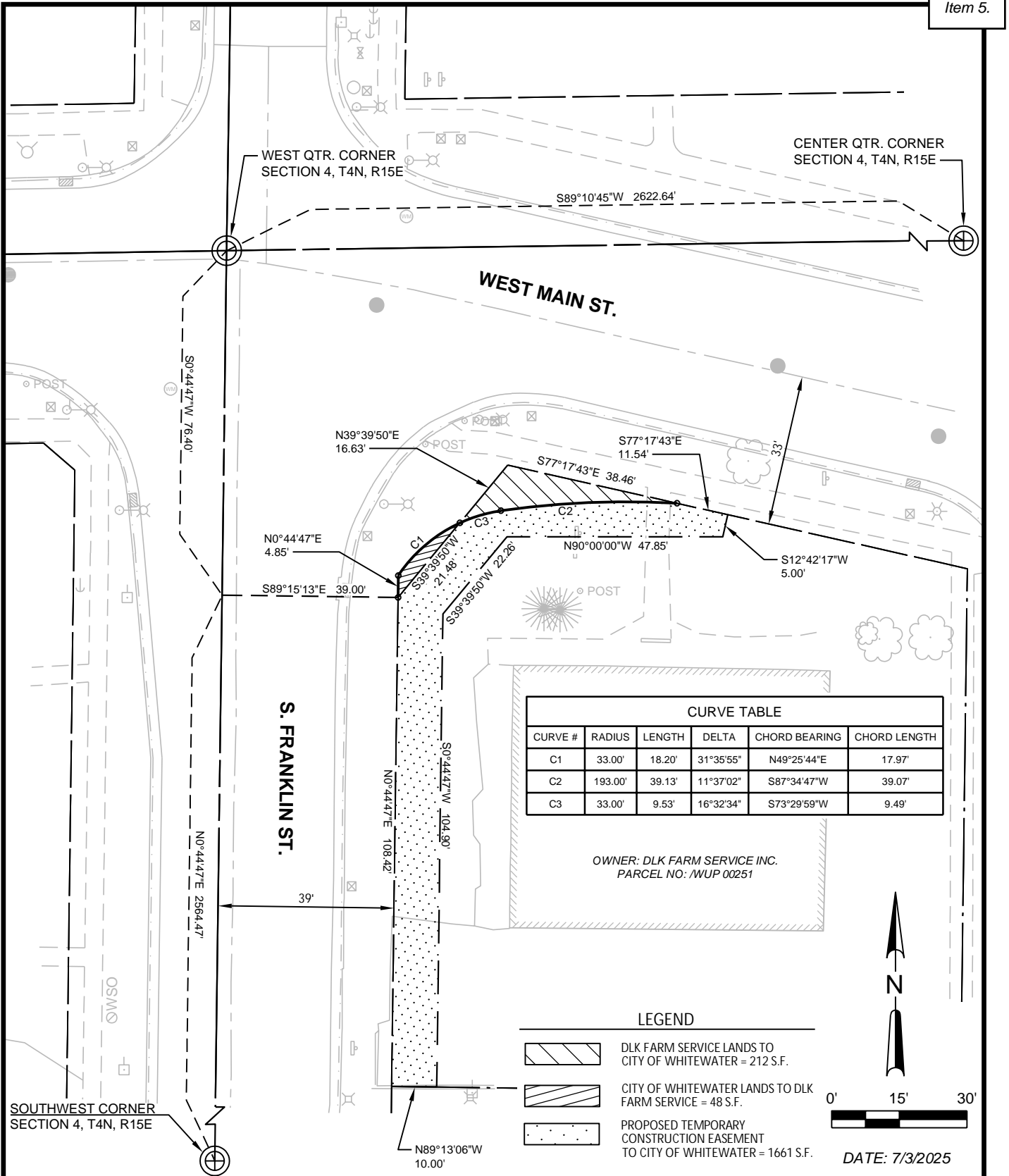
Staff recommends a motion to approve proceeding with the necessary real estate acquisition at the southeast corner of Franklin Street and W. Main Street for right-of-way purposes.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Right of Way Exhibit
2. Legal Description

File: S:\MAD\1400--1499\1407\154\Drawings\CAD\Civil 3d\RW\PRW GRAPHICS.dwg Time: Jul 02, 2025 -- 10:28am



PROPOSED R/W AND TEMPORARY CONSTRUCTION EASEMENT

CITY OF WHITEWATER
PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4
SECTION 4, TOWNSHIP 4 NORTH, RANGE 15 EAST
CITY OF WHITEWATER, WALWORTH COUNTY, WISCONSIN



EXHIBIT A

1407.154

LEGAL DESCRIPTION

Owner: DLK Farm Service Inc.
PO Box 239
Whitewater, WI 53190
Parcel No.: /WUP 00251

Fee title in and to the following described tract located in the Northwest 1/4 of the Southwest 1/4 of Section 4, TN, R15E, City of Whitewater, Walworth County, Wisconsin more fully described as follows:

Commencing at the West quarter corner of said Section 4;
 Thence, South 00° 44' 47" West, 76.40 feet along the West line of said Northwest 1/4 of the Southwest 1/4;
 Thence, South 89° 15' 13" East, 39.00 feet to the easterly right-of-way line of S. Franklin Street;
 Thence, North 39° 39' 50" East, 21.48 feet along said easterly right-of-way line to the point of beginning;

Thence, North 39° 39' 50" East, 16.63 feet continuing along said easterly right-of-way line to the southerly right-of-way line of West Main Street;
 Thence, South 77° 17' 43" East, 38.46 feet along said southerly right-of-way to a point of circular curve to the left having a radius of 193.00 feet
 Thence, westerly along the arc of said circular curve having a long chord which bears South 87° 34' 47" West, 39.07 feet to a point of circular curve to the left having a radius of 33.00 feet;
 Thence, westerly along the arc of said circular curve having a long chord bears South 73° 29' 59" West, 9.49 feet to the point of beginning.

Said tract contains **212 square feet, more or less.**

Also, a **temporary limited easement (TLE)** is a right for construction purposes as defined herein, including the right to operate necessary equipment thereon, the right of ingress and egress as long as required for such public purpose including the right to preserve, protect, remove or plant thereon any vegetation that the highway authorities may deem desirable. All TLE's expire at the completion of the construction project for which this instrument is given.

Said easement consists of the owner's interest in land contained within the following described tract located in the Northwest 1/4 of the Southwest 1/4 of Section 4, TN, R15E, City of Whitewater, Walworth County, Wisconsin more fully described as follows:

Commencing at the West quarter corner of said Section 4;
 Thence, South 00° 44' 47" West, 76.40 feet along the West line of said Northwest 1/4 of the Southwest 1/4;
 Thence, South 89° 15' 13" East, 39.00 feet to the easterly right-of-way line of S. Franklin Street and the point of beginning;

Thence, North 39° 39' 50" East, 21.48 feet to a point of circular curve to the right having a radius of 33.00 feet;

Thence, easterly along said circular curve having a long chord which bears North 73° 29' 59" East, 9.49 feet to a point of circular curve to the right having a radius of 193.00 feet;

Thence, easterly along said circular curve having a long chord which bears North 87° 34' 47" East, 39.07 feet to the southerly right-of-way line of West Main Street;

Thence, South 77° 17' 43" East, 11.54 feet along said southerly right-of-way line;

Thence, South 12° 42' 17" West, 5.00 feet;

Thence, North 90° 00' 00" West, 47.85 feet;

Thence, South 39° 39' 50" West, 22.26 feet;

Thence, South 00° 44' 47" West, 104.90 feet;

Thence, North 89° 13' 06" West, 10.00 feet to the easterly right-of-way line of S. Franklin Street;

Thence, North 00° 44' 47" East, 108.42 feet along said easterly right-of-way line to the point of beginning.

Said tract contains **1661 square feet, more or less.**

Subject to all other easements, restrictions, and covenants recorded and unrecorded.