



Plan & Architectural Review Meeting

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

Monday, October 12, 2026 - 6:00 PM

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

<https://teams.microsoft.com/meet/27415920533529?p=V9z2q5QZ9HzKMHmSF3>

Dial in by phone

+1 929-229-5663,,845522109# United States, New York City Find a local number

Phone conference ID: 845 522 109#

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

AGENDA

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

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

HEARING OF CITIZEN COMMENTS

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

CONSENT AGENDA

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

1. Approval of Minutes of August 10, 2026.
2. Approval of September 24, 2026 Minutes.
3. Approval of the Joint Common Council & Plan Commission September 24, 2026 Minutes.

PUBLIC HEARING FOR REVIEW AND POSSIBLE APPROVAL

4. Discussion and possible recommendation to Common Council the annexation of property located in Town of Cold Spring on N Tratt Street for Russell & Kimberly Walton Family Trust. Tax Parcel #004-0515-3233-003.

CONSIDERATION/DISCUSSION/REPORTS

FUTURE AGENDA ITEMS

-Jefferson Street Project-Stanek

NEXT MEETING DATE NOVEMBER 9, 2026.

ADJOURNMENT

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

c/o Community Development Department
312 W. Whitewater Street
Whitewater, WI 53190
or ldostie@whitewater-wi.gov

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

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



Plan & Architectural Review Meeting

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

Monday, August 10, 2026 - 6:00 PM

MINUTES

CALL TO ORDER

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

ROLL CALL

PRESENT

Chairman, Councilmember Neil Hicks
Board Member Bruce Parker
Board Member Marjorie Stoneman
Board Member Carol McCormick
Vice Chairman Lynn Binnie
Board Member Sheryl Stanek

ABSENT

Common Council Representative Gavin Kelleher

STAFF

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

APPROVAL OF AGENDA

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

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

HEARING OF CITIZEN COMMENTS

No formal Plan Commission action will be taken during this meeting although issues raised may become a part of a future agenda. Specific items listed on the agenda may not be discussed at this time;

however, citizens are invited to speak to those specific issues at the time the Council discusses that particular item.

None

CONSENT AGENDA

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Motion by Binnie with corrections that he will turn in.

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

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

1. Updated Preliminary and Final Certified Survey Map Policy.
2. Approval of July 13, 2026 Minutes.

Binnie will turn in corrections to be sent in

PUBLIC HEARING FOR REVIEW AND POSSIBLE APPROVAL

3. Discussion and possible approval of a Conditional Use Permit for alcohol by the Drink for Rosalio Mondragon d/b/a Taqueria la Estrella. Located at 1170 W Main Street. Tax Parcel #/ WUP 00164D.

Zoning Administrator Schwark provided a background as to the application.

McCormick asked about the incorrect check mark

Motion to approve the conditional use permit with planner's recommendation.

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

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

CONSIDERATION/DISCUSSION/REPORTS

4. Discussion and possible approval of a Land Split Certified Survey Map (CSM) for a vacant property located at the end of W South Street off of S Elizabeth St for US Shelter Homes. Tax Parcel # /A373900003.

Zoning Administrator Schwark provided a background to the application which is a two lot land split certified survey map.

Motion to approve 2 lot certified survey map.

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

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

5. Discussion and possible recommendation to Common Council the sale of vacant land located on Starin Road. More commonly known as lot 2 of Hospital Hill. Tax Parcel # /A514100002.

Applicant pulled application after notices went out.

6. Discussion and possible recommendation to Common Council the sale of Vacant Land on Enterprise Blvd and wraps around East West Company on N. Prospect Drive. Tax Parcel #292-0515-3432-000.

Community Development Director provided a background to the offer the purchase.

McCormick asked about job creation.

Kevin Graf answered 15 to 20 in the future.

Motion to recommend to Common Council sale of the property.

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

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

7. Discussion and possible approval of the Final Certified Survey Map for splitting Moraine View Park off from the portion of the property located at the end of Universal Boulevard. Tax Parcel #/WUP 00322.

Zoning Specialist Dostie provided a background to the final certified survey map.

Motion to approve Final Certified Survey Map.

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

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

8. Discussion and possible approval of the Final Certified Survey Map for the property located on Enterprise Blvd and wraps around East West Company on N. Prospect Drive. Tax Parcel #292-0515-3432-000.

Zoning Specialist Dostie provided information regarding the final certified survey.

Community Development Director Becker stated that Anderson has been marketing these properties as separate.

Parker stated that in the past there was a discussion regarding stormwater detention drainage area for area south of lot 2.

Community Development Director Becker stated that he has spoken to Brad and nothing was mentioned.

Motion to approve to confirm if a future stormwater pond would be needed in the future.

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

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

9. Discussion and possible approval of the Final Certified Survey Map for the property located at the Corner of E Main Street and N Jefferson. Tax Parcel #'s /BIRW 00001, /BIRW 00002 and /BIRW 0003A.

Zoning Specialist Dostie provided a background to the Final Certified Survey Map.

Stanek was happy to see trail easement.

McCormick asked if the house was being excluded.

Community Development Director Becker confirmed that it is privately owned.

Hicks asked if the trail easement would remain unless they came back to this board.

Motion to approve with staff recommendations.

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

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

FUTURE AGENDA ITEMS

None

NEXT MEETING DATE SEPTEMBER 14, 2026.

ADJOURNMENT

Meeting adjourned at 6:22 p.m.

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

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



Plan & Architectural Review Meeting

Whitewater Municipal Building Community Room,
312 West Whitewater St., Whitewater, WI 53190

*In Person and Virtual

Monday, September 14, 2026 - 6:00 PM

MINUTES

CALL TO ORDER

Meeting called to order 6:00 p.m.

ROLL CALL

PRESENT

Board Member Marjorie Stoneman
Board Member Carol McCormick
Vice Chairman Lynn Binnie
Board Member Sheryl Stanek
Common Council Representative Gavin Kelleher

ABSENT

Chairman, Councilmember Neil Hicks
Board Member Bruce Parker
Board Member Tom Miller

STAFF

Mason Becker, Community Development Director
Llana Dostie, Zoning Specialist
Aftin Hill, Zoning Administrator, Designee

APPROVAL OF AGENDA

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HEARING OF CITIZEN COMMENTS

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None

CONSENT AGENDA

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None

CONSIDERATION/DISCUSSION/REPORTS

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

Zoning Administrator Designee Hill provided a background to the application for extra territorial certified survey map.

Motion to approve extraterritorial CSM.

Motion made by Common Council Representative Kelleher, Seconded by Board Member McCormick.

Voting Yea: Board Member Stoneman, Board Member McCormick, Vice Chairman Binnie, Board Member Stanek, Common Council Representative Kelleher

2. Discussion and possible recommendation to Common Council the proposal from Graef for the Zoning Code Rewrite.

Zoning Specialist Dostie provided a background to the RFP and the proposals

Community Development Director Becker provided that the City does work with Von Briesen and he has worked with both firms and was happy with them. We felt that the Graef proposal more fully met our needs.

Kelleher asked if the difference in price was due to more staff time.

Dostie stated that Graef had more hours in their proposal.

Becker explained that this is not an update to the code but a full rewrite.

Motion to recommend Graef with Staff recommendations to Common Council.

Motion made by Board Member Stanek, Seconded by Common Council Representative Kelleher.

Voting Yea: Board Member Stoneman, Board Member McCormick, Vice Chairman Binnie, Board Member Stanek, Common Council Representative Kelleher

3. Discussion and possible approval of the Final Certified Survey Map splitting and combining into a three lot Certified Survey Map for Tax Parcel #'s /WUP 00324, /WUP 00325, /WUP 00327 and /WUP 00328. The properties are collectively known as the Hoffmann Property. Located on Walworth Avenue next to the High school, bisected by Hwy 12 Bypass.

Zoning Specialist Dostie provided a background to the CSM and why it was needed.

Community Development Director Becker stated we don't have any currently don't have any proposed inquires on this land.

McCormick wanted a confirmation that Hoffmann still owned the property.

Stanek stated that Mr. Hoffmann has been the Plan commission a few times over the years and she was wondering why Mixed use Commercial for the lot closest to the bypass on Walworth.

Motion to approve final certified survey map as presented.

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

Voting Yea: Board Member Stoneman, Board Member McCormick, Vice Chairman Binnie, Board Member Stanek, Common Council Representative Kelleher

FUTURE AGENDA ITEMS

Jefferson Street Project was asked about by Stanek.

NEXT MEETING DATES

**SEPTEMBER 24, 2026 JOINT COMMON COUNCIL & PLAN & ARCHITECTURAL REVIEW
OCTOBER 12, 2026.**

ADJOURNMENT

Meeting adjourned at 6:18 p.m.

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

Voting Yea: Board Member Stoneman, Board Member McCormick, Vice Chairman Binnie, Board Member Stanek, Common Council Representative Kelleher



Joint Common Council and Plan an Architectural Review Commission

Item 3.

Whitewater Municipal Building Community Room,
312 West Whitewater St., Whitewater, WI 53190

*In Person and Virtual

Thursday, September 24, 2026 - 6:00 PM

MINTUES

CALL TO ORDER

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

ROLL CALL

PRESENT

Councilmember Michael Smith
Councilmember Steven Sahyun
Councilmember Neil Hicks
Councilmember Gavin Kelleher

ABSENT

Council President Patrick Singer
Councilmember Brian Schanen
Councilmember Orin Artsmith

PLAN AND ARCHITECTURAL REVIEW COMMISSION

PRESENT

Board Member Sherry Stanek
Co-Chairman Lynn Binnie

ABSENT

Board Member Marjorie Stoneman
Board Member Tom Miller
Board Member Bruce Parker

STAFF

Mason Becker, Community Development Director
Llana Dostie, Zoning Specialist

RDG Design & Planning

Charlie Cowell, AICP Partner

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

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Motion made by Councilmember Smith, Seconded by Councilmember Kelleher.

Voting Yea: Councilmember Smith, Councilmember Sahyun, Councilmember Hicks, Councilmember Kelleher, PARC Co-Chairman Binnie, PARC Board Member Stanek

HEARING OF CITIZEN COMMENTS

No formal Council action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. 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.

To make a comment during this period, or during any agenda item: On a computer or handheld device, locate the controls on your computer to raise your hand. You may need to move your mouse to see these controls. On a traditional telephone, dial *6 to unmute your phone and dial *9 to raise your hand.

None

CONSIDERATIONS

1. Community Development Director Becker provided a background to the project and that this is a draft and not a finalized document.

RDG Cowell provided a presentation and explanations of the current draft of the Whitewater Forward Comprehensive Plan. It is recommended that Plan should be reviewed annually.

Sahyun asked about are there other business growth zones outside of the business park.

RDG Cowell stated it would be the business park, downtown and gateway areas.

Stanek stated the plan was nicely done, liked the mobility plans.

Smith talked about if the property tax rates could be maintained at the 2026 if these plans are implemented. Can we create a tool to project the tax impact of certain economic development. Asked about if that was the direction to drive that lower or is this a discussion we need to have relating to policy.

Kelleher asked about the development pushing to other areas.

Sahyun asked about potential North/South Development.

Hicks asked about the maps being accessible on internal GIS. Bypass is an untapped resource.

Community Development Director Becker conformed that the maps would be added to the internal GIS.

Kelleher asked about more housing development on east side.

David Stone 303 Ann Street asked that the FEMA maps and associated should be used. He provided a handout to members of the boards.

FUTURE AGENDA ITEMS

None.

ADJOURNMENT

Meeting adjourned at 6:54 pm.

Motion made by Councilmember Smith, Seconded by Councilmember Sahyun.

Voting Yea: Councilmember Smith, Councilmember Sahyun, Councilmember Hicks, Councilmember Kelleher, PARC Co-Chair Binnie, PARC Boardmember Stanek.

DRAFT

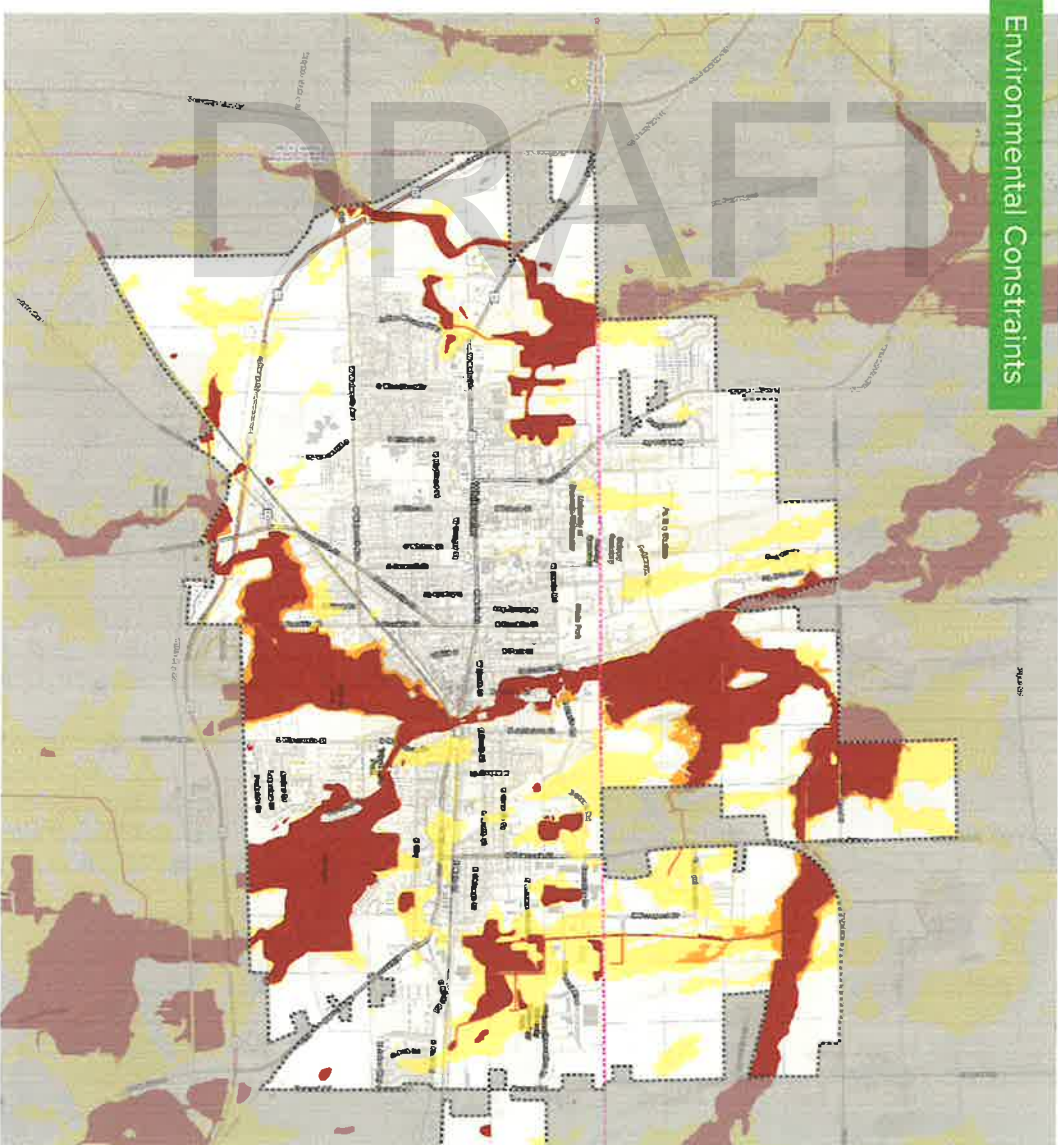
I would request that the FEMA maps and the associated descriptions available online directly from the official FEMA Flood Map website should be considered when determining floodplain decisions.

ENVIRONMENTAL FACTORS

Developmental suitability considers areas that should be preserved and/or receive special considerations during development. It includes the FEMA 100-year and 500-year floodplains, floodways, wetlands, water quality protection zones, hydric soils, and steep slopes. Areas with these characteristics are best left undeveloped and reserved for preservation, recreation, or agriculture.

- **Major Risks (Red).** Areas within the FEMA 100-year floodplain, floodways, and wetlands are best left reserved for preservation, greenways, recreation, or agriculture.
- **Higher Risks (Orange).** These areas should consider localized, low-impact development. This includes areas such as the 500-year floodplain and steep slopes.
- **Minor Risks (Yellow).** These areas may be developed, but developers should be mindful of development impacts on the land and surrounding areas, and design in a way that help mitigate potential negative impacts.

- FEMA Floodway, 100-Year Floodplain
- FEMA 500-Year Floodplain
- Hydric Soils and Steep Slopes



Source: FEMA, USGS

MEMORANDUM

To: City of Whitewater Plan and Architectural Review Commission

From: Allison Schwark, Zoning Administrator

Date: October 12, 2026

Re: Annexation, and Zoning Map Designation

Summary of Request	
Requested Approvals:	Annexation Zoning Map Designation
Location:	Parcel no. 004-0515-3233-003
Current Land Use:	Undeveloped
Proposed Land Use:	Four-Unit Apartment Building
Current Zoning:	County Zoning
Proposed Zoning:	R-2 ONE- AND TWO-FAMILY RESIDENCE DISTRICT
Future Land Use, Comprehensive Plan:	Medium Intensity Residential (MIR)

Project History and Request for Annexation:

The applicant, Russell Walton, on behalf of Russell and Kimberly Walton Family Trust, is requesting an Annexation of approximately .45 acres of land from the Town of Cold Spring, into the City of Whitewater. Currently, the property is undeveloped land. The applicant has future plans to develop the property with a four-unit apartment complex.

Zoning:

19.12.040 - Annexations and consolidations.

A. Annexations to or consolidations with the city subsequent to June 24, 1982, the effective date of the ordinance codified in this title shall be placed in the AT agricultural transition district, unless the annexation ordinance temporarily places the land in another district. Within one year, the city plan commission shall evaluate and recommend a permanent classification to the common council. The applicant is requesting to rezone the property to R-2 ONE- AND TWO-FAMILY RESIDENCE DISTRICT.

Relationship to City Plans:

19.18.010

The purposes of the R-2 two-family residence district is established to provide medium density residential areas.

19.18.020 - Permitted uses.

Permitted uses in the R-2 district include:

- A. One-family detached dwellings;
- B. Two-family attached dwellings (except for conversions of single-family to two-family dwellings);
- C. Home occupations/professional home offices for nonretail goods and services (defined in this district as businesses that do not require customer access);
- D. A nonfamily household in R-2 shall be limited to three unrelated persons;
- E. The second or greater wireless telecommunications facility located on an alternative support structure already supporting a wireless telecommunications facility or on a pre-existing wireless telecommunications facility, with wireless telecommunications support facilities allowed as permitted accessory uses, all per the requirements of [Chapter 19.55](#).

19.18.030 – Conditional Uses

- A. Attached townhouse dwellings, up to four units per building: minimum lot area requirements for such uses shall be regulated by [Chapter 19.21](#);

Future Land Use: The property in question is considered Medium Intensity Residential (MIR) on the future land use map. The proposed land use is compatible with the future land use designation, subject to the petition and approval the CUP. Additionally, the applicant owns property north and east of the proposed CSM that is improved with existing medium density residential uses.

Planner's Recommendations

- 1) Staff recommends that Plan Commission recommend APPROVAL of the Annexation petition for .45 acres of land located at parcel no. 004-0515-3233-003 to the City of Whitewater Common Council.

- 2) Staff recommends that Plan Commission recommend APPROVAL of the permanent zoning designation of R-2 ONE- AND TWO-FAMILY RESIDENCE DISTRICT for .45 acres of land located at parcel no. 004-0515-3233-003.

LEGAL DESCRIPTION: ANNEXATION PARCEL

Part of the Southwest Quarter of the Southwest Quarter (SW 1/4 - SW 1/4) of Section 32, T. 5 N, R.15 E, of the 4th P.M., Town of Cold Spring, Jefferson County, Wisconsin.

DESCRIBED AS FOLLOWS: Commencing at the Southwest corner of Section 32 (T. 5 N, R.15 E); thence North 89° 41' 22" East along the South line of the Southwest quarter of said Section 32 a distance of 1325.54 feet to a found 1-3/4" iron pipe being the South 1/16 corner; thence North 2°16'51" West along the North/South 1/16 Section line a distance of 564.27 feet to a found 1-3/4" iron pipe at the Northeast corner of Lot 1 Certified Survey Map No. 5445; thence South 88°47'28" West a distance of 230.49 feet to the centerline of County Highway Trunk "N"; thence North 27°22'23" West along said centerline 200.55 to the Point of beginning of the parcel hereinafter described; thence continuing North 27°22'23" West along said centerline a distance of 99.85 feet; thence North 88°50'51" East along the South line of Lot 12 of South Blooming Field Acres a distance of 244.20 feet; thence South 01°06'46" East along the West line of said Lot 12 a distance of 89.69 feet; thence South 88°52'49" West a distance of 200.02 feet to the Point of Beginning.

Containing 19,910 square feet (0.457 acres) of land, more or less.

City of Whitewater Plan Commision Approval

THIS ANNEXATION PLAT APPROVED BY THE CITY PLAN

COMMISSION THIS ____ DAY OF _____, 2026.

CITY COUNCIL REP.

CLERK

Kristin J. Belongia
Kristin J. Belongia, P.L.S.
Wisconsin Professional Land Surveyor S-2943

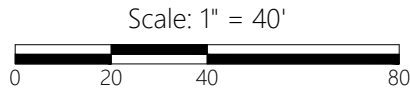
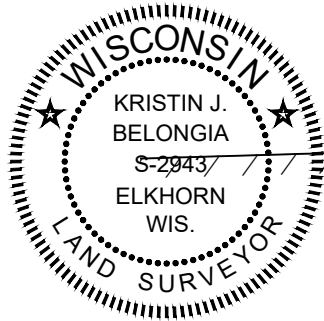
State of Wisconsin } ss
County of Walworth }

That I hereby certify that the Plat of Annexation as described and hereon drawn correctly represents said territory as described and said Plat is true and correct.

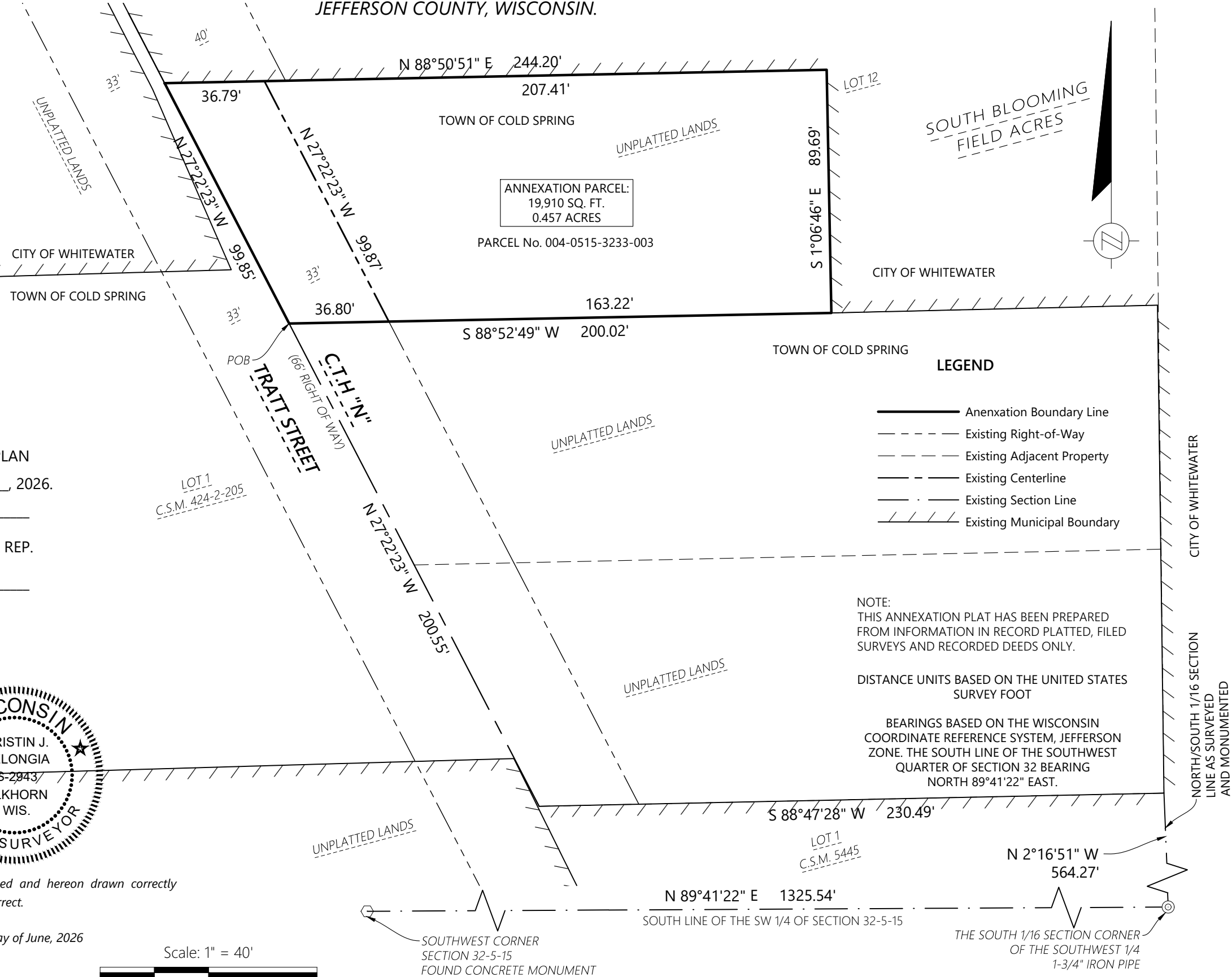
Given under my hand and seal at Elkhorn, Wisconsin this 11th day of June, 2026

Last day of field work June 2, 2026

Revised: 9/28/2026



ANNEXATION PLAT
BEING PART OF THE SW 1/4 OF THE SW 1/4 OF SECTION 32,
T. 5 N., R. 15 E., OF THE 4TH P.M., TOWN OF COLD SPRING,
JEFFERSON COUNTY, WISCONSIN.



LEGEND

- Anenxation Boundary Line
- - - Existing Right-of-Way
- - - Existing Adjacent Property
- - - Existing Centerline
- - - Existing Section Line
- /// Existing Municipal Boundary

NOTE:
THIS ANNEXATION PLAT HAS BEEN PREPARED
FROM INFORMATION IN RECORD PLATTED, FILED
SURVEYS AND RECORDED DEEDS ONLY.

DISTANCE UNITS BASED ON THE UNITED STATES
SURVEY FOOT

BEARINGS BASED ON THE WISCONSIN
COORDINATE REFERENCE SYSTEM, JEFFERSON
ZONE. THE SOUTH LINE OF THE SOUTHWEST
QUARTER OF SECTION 32 BEARING
NORTH 89°41'22" EAST.

Item 4.

Batterman
engineers surveyors planners
BELOIT | ELKHORN | JANESVILLE
2857 S. Bartells Dr., Beloit, WI 53511
608.365.4464 | www.rhbatterman.com

ANNEXATION PLAT

FOR THE EXCLUSIVE USE OF:
Christine Riedel
N8994 State Road 89
Whitewater, WI 53190

ORDER NO: 35951
FIELD CREW: DGM
DRAWN BY: JRT
SHEET 1 OF 1

© Name: J:\35900 - 35999\35951 - Walton Rental\SURVEY\RH-B DRAWING FILES

17



State of Wisconsin Department of Administration

Tony Evers, Governor

Kathy Blumenfeld, Secretary

Dawn Vick, Division Administrator

Division of Intergovernmental Relations

Date: August 10, 2026

PETITION FILE NO. 14863

To: HEATHER BOEHM, CLERK
CITY OF WHITEWATER
PO BOX 178
WHITEWATER, WI 53190-0178

HEATHER REU, CLERK
TOWN OF COLD SPRING
P.O. BOX 358
WHITEWATER, WI 53190

From: **Municipal Boundary Review**
PO Box 1645, Madison WI 53701
Voice (608) 261-6097
Email: wimunicipalboundaryreview@wi.gov
Web: <http://doa.wi.gov/municipalboundaryreview>

Subject: WALTON FAMILY TRUST ANNEXATION

The proposed annexation submitted to our office on July 20, 2026, has been reviewed and found to be in the public interest. In determining whether an annexation is in the public interest, s. 66.0217 (6), Wis. Stats. requires the Department to examine "[t]he shape of the proposed annexation and the homogeneity of the territory with the annexing village or city..." so as, to ensure the resulting boundaries are rational and compact. The statute also requires the Department to consider whether the annexing city or village can provide needed municipal services to the territory. The subject petition is for territory that is reasonably shaped and contiguous to the **CITY OF WHITEWATER**, which is able to provide needed municipal services.

Although the territory lies within an existing town island, the proposed annexation serves to partially eliminate that irregularity and thereby improves the overall homogeneity and contiguity of the City's boundary in this area. While town islands are generally prohibited under s. 66.0227, Wis. Stats., this proposed action does not create a new prohibited island; rather, it incrementally reduces an existing one, resulting in a more rational and compact municipal boundary consistent with s. 66.0217(6), Wis. Stats.

The Department reminds clerks of annexing municipalities of the requirements of s. 66.0217 (9)(a), Wis. Stats., which states:

"The clerk of a city or village which has annexed shall file immediately with the secretary of administration a certified copy of the ordinance, certificate and plat, and shall send one copy to each company that provides any utility service in the area that is annexed. The clerk shall record the ordinance with the register of deeds and file a signed copy of the ordinance with the clerk of any affected school district..."

State and federal aids based on population and equalized value may be significantly affected through failure to file with the Department of Administration. Please file a copy of your annexing ordinance, including a statement certifying the population of the annexed territory. **Please include your MBR number 14863 with your ordinance.** Ordinance filing checklist available at <http://mds.wi.gov/>, click on "Help on How to Submit Municipal Records". Email scanned copy of required materials (color scan maps with color) to mds@wi.gov or mail to: Wisconsin Department of Administration, Municipal Boundary Review, PO Box 1645, Madison WI 53701-1645.

The petition file is available for viewing at: <http://mds.wi.gov/View/Petition?ID=2939>
Please call me at (608) 261-6097, should you have any questions concerning this annexation review.

Sincerely,



Bradley T. Vowels-Katter
Municipal Boundary Review – DOA
Direct (608) 261-6097
bradley.vowelskatter@wisconsin.gov
<http://doa.wi.gov/municipalboundaryreview>

cc: petitioner

**AN ORDINANCE AN ORDINANCE ANNEXING TERRITORY TO THE CITY OF
WHITEWATER, WISCONSIN, PURSUANT TO SECTION 66.0217(2)
WISCONSIN STATUTES BY UNANIMOUS APPROVAL**

WHEREAS, this ordinance was reviewed by the Plan and Architectural Review Commission and is recommended for adoption by said committee; and,

WHEREAS, in accordance with Section 66.0217(2) of the Wisconsin Statutes and the direct annexation by unanimous approval filed with the City Clerk on the 21st day of July, 2026, by the owner of the entire parcel to be annexed, there are two residents in the area, the following described territory in the Town of Cold Spring, Jefferson County, Wisconsin, is annexed to the City of Whitewater, Wisconsin. and,

A parcel of land in the Southwest Quarter of the Southwest Quarter of Section 32, Township 5 North, Range 15 East, Town of Cold Spring, more particularly described as follows:
Commencing at the South 1/16 section corner of said Southwest Quarter and lying 1325.65 feet North 90°00' East from the Southwest corner of said Section 32; thence North 0°10' West along the North-South 1/16 section line of said Southwest Quarter 84.44 feet to a point on the centerline of County Trunk Highway "M"; thence continue North 0°10' West along said 1/16 section line 479.92 feet to a point; thence South 89°21' West to a point on the centerline of County Trunk Highway "M"; thence Northerly 200 feet along the centerline of County Trunk Highway "M" to a point which is the point of beginning; thence East 200 feet to a point; thence North 0°10' West 90 feet to a point; thence West 244 feet, more or less, to the centerline of County Trunk Highway "M" to the place of beginning.

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, does ordain as follows:

SECTION 1: Effect of Annexation. From and after the date of this ordinance, the territory described in Section 1 shall be a part of the City of Whitewater for any and all purposes provided by law and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the City of Whitewater.

SECTION 2: Zoning Classification.

- (a) Upon recommendation of the Plan Commission, the territory annexed to the City of Whitewater by this ordinance is zoned R-2, One and Two Family Residence District transition pursuant to Section 66.0217(2) of the Wisconsin Statutes.

SECTION 3: Ward Designation. The territory described in Section 1 of this ordinance is hereby made a part of Ward 12 of the City of Whitewater, subject to the ordinances, rules and regulations of the City of Whitewater governing wards.

SECTION 4: Severability. If any provision of this ordinance is invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application.

SECTION 5: Effective Date. This ordinance shall take effect upon passage and publication as provided by law.

This Ordinance was introduced by Council Member _____, who moved its adoption.

Seconded by Council Member _____.

DATE								
READING	FIRST				SECOND			
	YES	NO	PASS	ABSENT	YES	NO	PASS	ABSENT
Michael Smith								
Orin Smith								
Steven Sahyun								
Brian Schanen								
Neil Hicks								
Greg Majkrzak								
Patrick Singer								
Total:								

ADOPTED: _____

John Weidl, City Manager

ATTEST:

Heather Boehm, City Clerk



NOTICE OF PUBLIC HEARING

TO ALL INTERESTED PARTIES:

In compliance with §66.0217(4) of the Wisconsin Statutes, notice is hereby given by the PLAN AND ARCHITECTURAL REVIEW COMMISSION of the City of Whitewater that a public hearing will be held at the Municipal Building, Community Room, located at 312 W. Whitewater Street on the 12th day of October, 2026 at 6:00 p.m., or shortly thereafter, for request by Russell and Kimberly Walton Family Trust (owner: Tax Parcel #004-0515-3233-003) for Attachment of Real Estate by Boundary Adjustment from the Town of Cold Spring to the City of Whitewater, Walworth County, Wisconsin. The property is further described as follows:

A parcel of land in the Southwest Quarter of the Southwest Quarter of Section 32, Township 5 North, Range 15 East, Town of Cold Spring, more particularly described as follows: Commencing at the South 1/16 section corner of said Southwest Quarter and lying 1325.65 feet North 90°00' East from the Southwest corner of said Section 32; thence north 0°10' West along the North-South 1/16 section line of said Southwest Quarter 84.44 feet to a point on the centerline of County Trunk Highway "N"; thence continue North 0°10' West along said 1/16 section line 479.92 feet to a point; thence South 89°15' West to a point on the centerline of County Trunk Highway "N"; thence Northerly 200 feet along the centerline of County Trunk Highway "N" to a point which is the point of beginning; thence East 200 feet to a point; thence North 0°10' West 90 feet to a point; thence West 244 feet, more or less, to the centerline of County Trunk Highway "N" to the place of beginning.

A copy of the proposed ordinance and scaled map are on file in the Community Development 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, Zoning Specialist



City Of Whitewater

Rezone Application (Public Hearing)

117 Questions

REZONE APPLICATION CHECKLIST

Applicant

1. Fill out Planning Request Form, Rezone Form. a digital copy of all submittal material:
 - a. Any other materials
2. Application shall include the following Plan requirements:
 - a. All plans shall be drawn to scale and show all sides of the proposed building.
 - b. All plans will exhibit property exterior building materials and colors to be used.
 - c. All plans will exhibit proposed/existing off-street parking stalls and driveway/loading docks.
 - d. Building elevations must include the lot on which the structure is to be built and the street(s) adjacent to the lot.
3. Submit fee to City of Whitewater using payment link
<https://www.paymentservicenetwork.com/PaymentPage.aspx?acc=RT28287>

City Building Inspector/Zoning Administrator

1. Review application for accuracy and all required information
2. Staff will review information for conformance to Ordinances.
3. Engineer will review Stormwater and Erosion Control Plans
4. Landscape Plan will be reviewed by Urban Forestry Commission
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 request and staff review is presented by Zoning Administrator, at the first initial appearance. If Plan Commission recommends changes and/or revisions, then the applicant must revise site plan, otherwise the matter is forwarded as is for the second appearance for approval/denial of the final site plan.

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

Llana Dostie, Zoning Specialist
262-473-0144

ldostie@whitewater-wi.gov

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

Item 4.

1) Planning Request *

☐ Site Plan Review \$150.00 plus \$0.05 per square foot

☐ Conditional Use Permit \$275.00

☐ Rezone/Land Use Amendment \$400.00

☐ Planned Unit Development \$500.00

☐ Preliminary Plat \$175.00

☐ Final Plat \$225.00

☐ Certified Survey Map \$200.00 plus \$10.00 per lot

☐ Project Concept Plan Review \$150.00

☐ Joint Conditional Use & Certified Survey \$500.00
+10.00 per lot

☐ Joint Rezoning & Certified Survey Map \$500.00 plus
\$10.00 per lot

☐ Joint Site Plan Review & Conditional Use \$350.00
plus \$10.00 per lot

☐ Board of Zoning Appeals \$300.00

Item 4.

☒ Annexation \$500.00

PLANNING REQUEST

1. General Project Information:

2) Parcel Tax Key # *

004-0515-3233-003

3) Project Address *

no address at this time

4) Project Title (if any)

2. Applicant, Agent & Property Owner Information

5) Applicant's Name *

Russell Walton

6) Applicant's Company

7) Address ***8) City *****9) State *****10) Zip Code *** **Phone Number *****12) Email Address *****13) Agent Name****14) Agent Company**

15) Address

16) City

17) State

18) Zip Code

19) Phone Number

20) Email Address

21) Owner's Name

(if different from applicant)

22) Address

23) City

24) State

25) Zip Code

26) Phone Number

27) Email Address

28) 3. Planning Request *

(Check all that apply)

☒ Annexation

☐ 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

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

Yes

No

30) If yes, please specify the language required. *

english

Specific Project Information

31) Current Zoning District(s) *

Residential Unsewered R2

32) Proposed Zoning District(s) *

One & Two Family Residence R-2

33) Current Land Use *

Vacant land

34) Proposed Land Use *

4 unit apartment building

35) Gross Site Area *

19,910

36) Current Number of Lots *

1

37) Proposed Number of Lots

1

Rezone Application

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

REZONE APPLICATION

Tenant Information

New Business Use/Operation Information

38) Description of Business Use or Operations

*

4 unit apartment building

39) Previous Use of Space *

none

40) Hours of Operations (Weekdays) *

n/a

41) Hours of Operations (Weekend) *

n/a

42) Total Area Space (SQF) *

n/a

43) # Toilet Fixtures *

n/a

44) # Full Time Employees *

n/a

Item 4.

45) # Part Time Employees *

n/a

46) Customer Seating *

Yes

No

47) Seating Capacity *

n/a

48) Seating Capacity* Total Employee Hours Per Year *

(include yourself if self-employed)

n/a

49) Sprinkler System *

Yes

No

50) Hazardous/Flammable Chemicals used/stored *

Yes

Item 4.

No

Specified Use of the Property and Building(s)

51) Building A *

residential

52) Building B

53) Building C

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

☐ Odors

☐ Smoke

☐ Noise

☐ Light

☐ Vibrations

☒ None

Parking

55) Dimension of parking lot *

unknown at this time

56) Number of Spaces available *

unknown

57) Parking lot construction *

☒ Asphalt

☐ Concrete

58) Type of Screening *

☐ Fencing

☒ Plantings

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

Yes

No

Signage (Sign Permit Application Needed)

60) Type *☐ Free standing☐ Monument☐ Projecting☐ Awning/Canopy☐ Electronic Message☐ Pylon☐ Arm/Post☐ Window☐ Mobile/Portable or Banner☐ Other☒ None**61) If other describe ***none

62) Location of Signs *none

Entertainment

63) Is there any type of music in this proposal? *

Yes (Separate License from Clerk's Office Required)

No

64) Live *

Yes

No

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

☒ Monday

☒ Tuesday

☒ Wednesday

☒ Thursday

☒ Friday

66) What time (s) will this be offered *

daily

Outdoor Lighting

67) Type *

led

68) Location *

on building

Utilities

69) Will you be connected to City *

☒ Water

☒ Sewer

70) Is there a private well on-site? *

Yes

No

71) Types of Refuse Disposal *

☒ Municipal

☐ Private

72) Approval Date by the Department of Natural Resources of the well proposed

73) Approval Date by the County Health Department of existing septic system

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

n/a

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

unknown at this time

Licenses/Permits

76) Is a highway access permit needed from the State, County or Local Municipality *

Yes

No

77) Is a cigarette license required? (Separate license from Clerk's Office) *

Yes

Item 4.

No

78) Is a liquor license required? (Separate license form Clerk's Office) *

Yes

No

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

Yes

No

Signatures

80) Applicant's Signature *

Russell R. Walton

81) Date *

12/08/2026 07:15:00 AM

Cost Recovery Certificate and Agreement

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

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

Project Information

82) Project Name *

Tratt Street 4 unit

83) Project Address *

no address

Applicant Information

84) Name *

Russell R. Walton

85) Mailing (Billing) Address *

86) Phone *

87) Email Address *

Attorney Information**88) Name**

89) Phone

90) Email Address

Rates

City Administration Hourly Rate Shall Not Exceed
Director of Community Development: Mason Becker \$59.53
Director of Public Works: Brad Marquardt \$79.73
Director of Finance: Rachelle Blitch \$72.71
Clerk: Heather Boehm \$43.91
Deputy Clerk: Tiffany Albright \$29.64
Zoning Specialist Llana Dostie \$41.70

City Attorney

Attorney Steven Cheseboro \$89.41

City Engineer

Strand and Associates \$247.63

91) Signature of Applicant *

Russell R. Walton

92) Date *

12/08/2026 07:15:00 AM

93) Site *

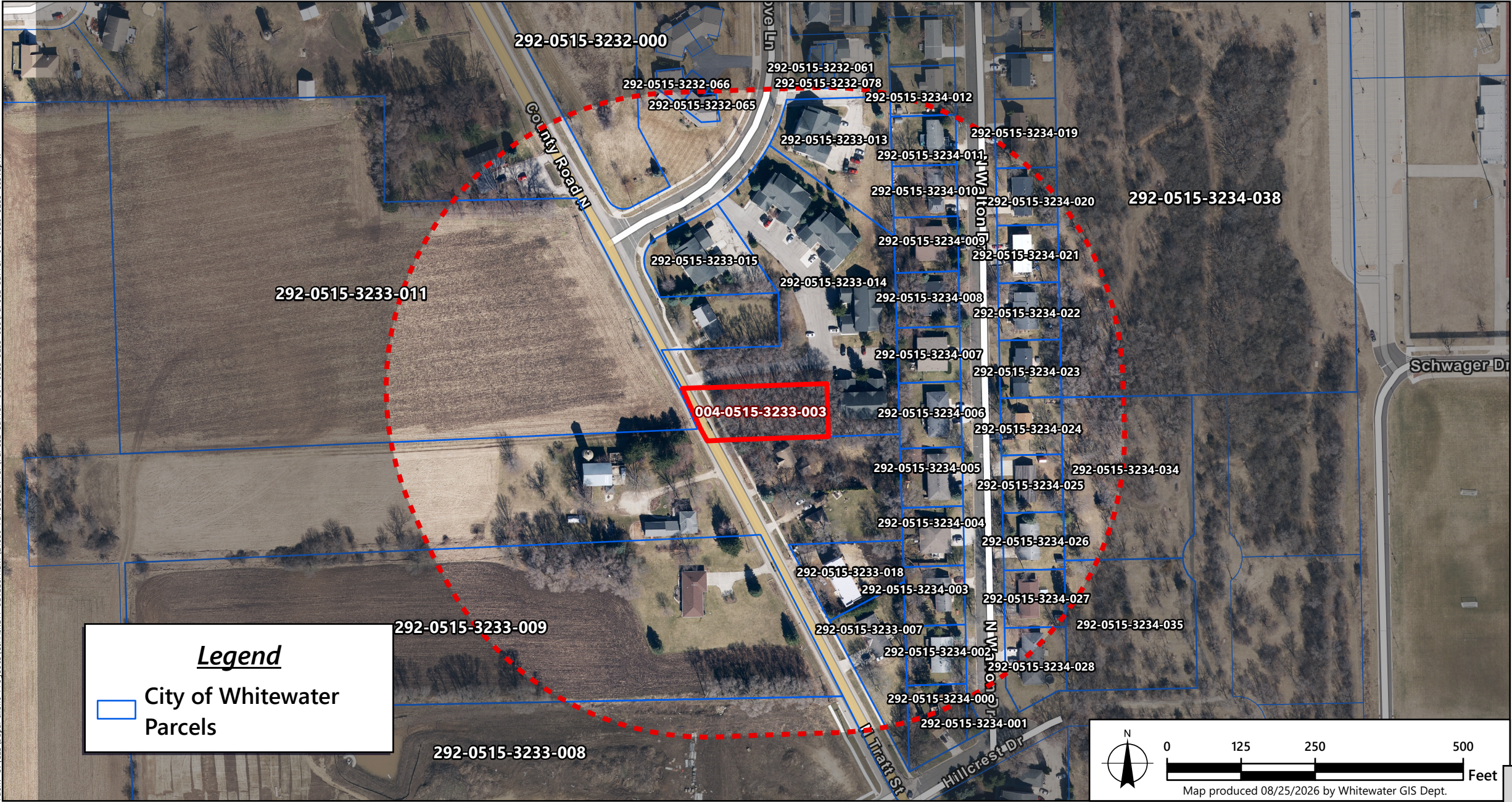
Annexation Plat.pdf

94) Landscaping

95) Other Information

PARCEL 004-0515-3223-003 BUFFER

JEFFERSON COUNTY



Path: G:\GIS\Department Projects\COMMUNITY DEVELOPMENT\4538 Parcel Buffer\Parcel Buffer 004-0515-3223-003.aprx

DLK ENTERPRISE INC.
PO BOX 239
WHITEWATER WI 53190

SPRUCE HOLDINGS LLC
2514 GOLF RD STE 3
EAU CLAIRE WI 54701

LINDA J WOOLRIDGE
618 FOXGLOVE LN
WHITEWATER WI 53190

JUDITH M BINNING
622 FOXGLOVE LN
WHITEWATER WI 53190

RUSSELL WALTON TRUST
1005 W MAIN ST STE C
WHITEWATER WI 53190

PATEL RENTALS LLC
PO BOX 425
WHITEWATER WI 53190

DANIEL VANG
W5255 E RAPIDS RD
JEFFERSON WI 53549

GAYLE M MERCER
N148 COUNTY RD N
WHITEWATER WI 53190

FREDRICK E HUFFMAN SR
N142 COUNTY ROAD N
WHITEWATER WI 53190

JOE ESTHER
N696 COW PATH LN
FORT ATKINSON WI 53538

THOMAS J CROMOS
N149 COUNTY ROAD N
WHITEWATER WI 53190

ST JOHNS EVANGELICAL
LUTHERAN
120 S CHURCH ST
WHITEWATER WI 53190

ARCH DEVELOPMENT LLC
2317 STOUGHTON RD
MADISON WI 53716

ARKI TRATT LLC
W396 S3675 HARDSCRABBLE
DOUSMAN WI 53118

JOHN DAVID CALEBAUGH
500 WALTON DR
WHITEWATER WI 53190

SCOTT EHLER TRUST
291 COBURN LN
WHITEWATER WI 53190

BOARD OF REGENTS OF STATE
UNIVERSITIES
142 E GILMAN ST
MADISON WI 53701

MARLENE STRAIT TRUST
244 S COTTAGE ST
WHITEWATER WI 53190

NANCY S DADE
519 WALTON DR
WHITEWATER WI 53190

TIM NELSON
524 WALTON DR
WHITEWATER WI 53190

EUNICE M LEHNER
529 WALTON DR
WHITEWATER WI 53190

MICHAEL A LONG
APRIL R LONG
532 WALTON DR
WHITEWATER WI 53190

WAYNE G LUEBKE
539 WALTON DR
WHITEWATER WI 53190

ARKI LLC
W396 S3675 HARDSCRABBLE
DOUSMAN WI 53118

FELIPE PALOMECA
549 WALTON DR
WHITEWATER WI 53190

KEVINMICHAEL KEATING TR
561 WALTON DR
WHITEWATER WI 53190

THOMAS J STONEQUIST
PO BOX 54
WHITEWATER WI 53190

KORIE W MERTENS
N6453 WHITE OAK CT
DELANA WI 53115

THOMAS P FULLER
W3218 PIPER RD
WHITEWATER WI 53190

245 PRAIRIE LLC
N1190 COUNTY ROAD N
WHITEWATER WI 53190

TERRY J TSCHANZ
584 WALTON DR
WHITEWATER WI 53190

ROBIN MERTENS
N6453 WHITE OAK CT
DELAVAN WI 53115

JOHN E STORCK
E10460A HOGSBACK RD
BARABOO WI 53913

Item 4.

TERRENCE L STRITZEL
W5524 TRI COUNTY RD
WHITEWATER WI 53190

JOSE GARCIA
602 WALTON DR
WHITEWATER WI 53190

JESUS BARAJAS AVILA
127 S MAPLE LN
WHITEWATER WI 53190