



**To:** Llana Dostie, Administrative Assistant, Neighborhood Services, City of Whitewater

**From:** Sonja Kruesel, AICP, Vandewalle & Associates – City Consulting Planner

**Date:** October 4, 2023

**Re:** City of Whitewater – Dollar Tree Site Plan Review

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Vandewalle & Associates has completed a site plan review for the proposed Dollar Tree development at the corner of Main Street and Indian Mound Parkway. The submittal was reviewed in accordance with the City of Whitewater Zoning Code. We offer the following comments, clarifications, and concerns:

### **Zoning District, Land Use, & General Requirements**

- The proposed land use is in line with several permitted uses within the B-1 Community Business District. Permitted uses that apply to this development include “food and convenience stores without gasoline pumps”, “stationary stores, retail office supply stores”, and “variety stores”.
- The proposed project meets all setback and building height requirements of the B-1 Zoning District.

### **Plan Review Application Requirements (19.63.929)**

- A. Names, phone numbers, and addresses of the applicant, owner of the site, architect, professional engineer, contractor and all other individuals responsible for preparation of plan materials; **Complete**
- B. Identification of the subject site by lot, block and recorded subdivision, or by metes and bounds; **Complete**
- C. Description of the existing and proposed use or operation of the structure or site, number of employees, building lot coverage, landscaped surface ratio, residential density and existing zoning; **Incomplete**
- D. Building elevations and exterior architectural drawings, including enough detail to show the proposed building style, exterior materials, colors, mechanicals and lighting; **Complete**
- E. Site plans drawn to a scale not less than fifty feet to the inch, showing:
  1. The natural features of the site, including water bodies, wetlands, floodplains, environmental corridors, trees with trunks greater than four inches in diameter, existing drainage patterns, and topography at two-foot intervals; **Complete**
  2. The location and dimensions of proposed and existing structures in relation to street and property lines, including buildings, dumpsters, signs, mechanicals, walls and fences; **Complete**

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Shaping places, shaping change

3. The location, dimensions and arrangement of all open spaces, yards, and landscape plantings and buffer yards, including the species and size at time of planting for all landscaping; **Incomplete**
4. The location, arrangement and capacity of all areas used for vehicle and pedestrian access, off-street parking, off-street loading and unloading, including materials, methods for screening or fencing, and additional actions to keep parking orderly if three or more unrelated individuals live on the property; **Complete**
5. The capacity and arrangement of all buildings used or intended to be used for dwelling purposes; **N/A**
6. The proposed location and other characteristics of all outdoor lighting fixtures, pursuant to Section 19.57.150C.; **Incomplete**
7. The location and size of all existing and proposed utilities and all related easements; **Complete**
8. The location of any proposed stormwater management facilities, including proposed drainage patterns and detention/retention facilities where required; **Complete**
9. Other information deemed necessary by the zoning administrator or the plan and architectural review commission to fully assess the impacts of a proposed project.

## **Plan Review Criteria**

As the basis for determining the acceptability of an application for a zoning permit, the plan and architectural review commission shall apply the following criteria:

<b>Requirement</b>	<b>Note</b>
The proposed structure, addition, alteration or use will meet the minimum standards of this title for the district in which it is located	Site plan complies with this requirement
The proposed development will be consistent with the adopted city comprehensive plan	The comprehensive plan calls for this type of use. However, it does not meet the following comp plan recommendations for the B-1 district: carefully considering pedestrian and bicycle accessibility, heavily landscaped parking lots to buffer views from streets and residential uses, parking on the sides and rear of buildings. <b>Recommendation: submit landscaping plan and provide pedestrian path from public sidewalk to site with pavement striping for pedestrian crosswalks on the site.</b>
The proposed development will be compatible with and preserve the important natural features of the site	Site plan shows tree removal but no new landscaping or trees on the site. <b>Provide Landscaping Plan with application.</b>

The proposed use will not create a nuisance for neighboring uses, or unduly reduce the values of an adjoining property	Project is not adjacent to residential uses and conforms with zoning district requirements
The proposed development will not create traffic circulation or parking problems	See Parking, Vehicular Access, and Drive Lane requirements below.
The mass, volume, architectural features, materials and/or setback of proposed structures, additions or alterations will appear to be compatible with existing buildings in the immediate area	Site plan complies with this requirement; is located near other similarly constructed buildings
Landmark structures on the National Register of Historic Places will be recognized as products of their own time. Alterations which have no historical basis will not be permitted	The site is not on the National Register of Historic Places
The proposed structure, addition or alteration will not substantially reduce the availability of sunlight or solar access on adjoining properties.	The structure will not reduce availability of solar on adjoining properties

### **Parking, Vehicular Access, and Drive Lane Requirements**

Requirements	Notes
Parking required: 1 space per 250sf of primary floor area.	40 stalls required. 42 stalls provided. Site plan complies with this requirement.
Vision Clearance Triangle: At all intersections of streets or alleys, no fence, hedge, wall, sign or other structure shall be erected, placed, planted or allowed to grow in such a manner as to collectively impede more than fifteen percent of the vision area between a height of two and one-half feet and ten feet above the established curb level of the intersection of streets or alleys in the area bounded by the right-of-way lines and a line joining points along the right-of-way fifteen feet from the point of intersection.	Not shown on Site Plan. <b>Show Vision Triangle on Site Plan.</b>
In all districts except the B-2 central business district, adequate loading areas shall be provided so that all vehicles loading, maneuvering to do so, or unloading, are completely off the public ways, except alleys.	Site plan complies with this requirement.
Adequate access to a public street shall be provided for each parking space, and driveways shall be at least ten feet wide for parking areas for less than ten vehicles, and at least two ten-foot lanes for parking lots for ten or more vehicles, except as otherwise provided in Section 19.51.050(A)(2).	Site plan complies with this requirement
Driveways shall not exceed twenty-four feet in width at the street right-of-way line, except as otherwise determined by the plan and architectural review commission during site plan review.	Sheet C2.1 shows a 37 foot driveway width. <b>Reduce driveway width</b>

	<b>to 24 feet at the street right-of-way. A waiver from the Plan Commission could be pursued.</b>
No driveway may be closer than three feet to an abutting property line, except where two adjacent lots have a common driveway then the three-foot minimum distance shall not apply. Common, shared, and cross-access driveways between adjacent lots are permitted, provided that such driveways are established by recorded easement that may not be removed except by approval of the city or as otherwise permitted by law (such as nonconforming use or prescriptive easements).	Site plan complies with this requirement
All areas intended to be utilized as a driveway shall be surfaced with asphalt or concrete unless otherwise permitted in the zoning district, or approved by the planning commission under a conditional use permit (CUP) or permitted by neighborhood services. Plans for surfacing and drainage of driveways shall be submitted to the city for review and approval. All driveways regardless of material shall have a driveway apron and meet the standard of Section 19.51.050C.	Site plan complies with this requirement
The size of each parking space shall be at least nine feet wide and not less than one hundred eighty square feet exclusive of the space required for ingress and egress, except as follows: 1.End parking spaces may be seven and one-half feet wide and not less than one hundred fifty square feet. 2.Interior parking spaces may be eight and one-half feet wide and not less than one hundred fifty square feet, provided that internal driveways providing two-way access to parking spaces are not less than twenty-four feet in width.	Site plan complies with this requirement
Location shall be on the same lot as the principal use or not over six hundred feet from the principal use and comply with Section 19.51.140. All driveway and parking areas shall be surfaced with asphalt or concrete to control dust and drainage (unless otherwise permitted in the zoning district, or approved by the plan commission under a conditional use permit (CUP) or permitted by neighborhood services):	Site plan complies with this requirement
Driveway Aprons. The driveway apron is defined as the area between the sidewalk and the curb. The apron shall be installed from the street curb to the sidewalk. When there is no sidewalk, the apron shall extend a minimum of six feet from the back of the curb towards the property.	Site plan complies with this requirement
When a required off-street parking area for five or more vehicles is located within fifteen feet of any lot line or public right-of-way line in any district, a buffer yard or screen shall be required in accordance with Section 19.57.140 of this title, except where the adjoining property also contains a parking lot within fifteen feet of the shared lot line.	Site plan complies with this requirement; parking lot setback is 20 feet.
Landscaped islands shall be required at the ends of parking bays to clearly define lane and turning patterns, except in the M-1 district.	Site plan does not comply. <b>Provide landscaping plan with application</b>

All areas intended to be utilized for off-street parking areas shall be graded and surfaced with materials to control dust and drainage per city requirements for stormwater management. Hard surfaces shall be required for all multifamily residential and nonresidential uses, except that areas primarily used for parking of construction vehicles and related equipment may be surfaced with gravel if approved by conditional use permit. In all cases, permeable or pervious materials are preferred. Plans for surfacing and drainage of off-street parking areas shall be submitted to the city for review and approval. Any parking area for more than five vehicles shall have the aisles and spaces clearly marked.	Site plan complies with this requirement
Curbs or barriers shall be installed so as to prevent the parked vehicles from extending over any lot lines or required sidewalks.	Site plan complies with this requirement

## **Lighting**

A "lighting fixture plan" was not provided. **Provide a lighting plan or depict lighting on site plan according to 19.57.150**