

MEMORANDUM

To: City of Whitewater Plan and Architectural Review Commission

From: Allison Schwark, Zoning Administrator

Date: December 8, 2025

Re: Preliminary and Final Plat Review

Summary of Request	
Requested Approvals:	Preliminary Plat Review
	Final Plat Review
Location:	E Bluff Rd, (A410100001, A410100002, A410100003, A503200001, A503200002)
Current Land Use:	Undeveloped
Proposed Land Use:	Single Family Homes
Current Zoning:	B-3, Highway Commercial and Light Industrial
Proposed Zoning:	R-1S, One-Family-Small lots Residence
Future Land Use, Comprehensive Plan:	Current: Highway Commercial
	Proposed: Single Family Residential

Staff Review

Stonehaven Development LLC is requesting a preliminary and final plat review to create 14 new parcels of land for the construction of 14 homes on E Bluff Rd. The land where a new plat is being proposed is currently undeveloped.

The applicant is seeking approval of a future land use map amendment, and rezone in correlation with the preliminary and final plat.

Plan Commission Action for Preliminary Plat (18.04.042(a)(5))

The city plan commission, within sixty days of the date of filing of preliminary plat with the secretary of the plan commission, shall approve, approve conditionally or reject such plat. In the case of rejection, the plan commission shall list reasons for rejection. The time period within which plan commission action is required shall not commence until the city has received all maps, plans, drawings, and related data necessary for review of the latest version of the preliminary plat. Failure of the city plan commission to act within sixty days shall constitute approval, except where such timeframe is extended by written agreement of the subdivider. After plan commission action, the plan commission secretary shall return one copy of the plat to the subdivider with the date and action endorsed thereon, along with a letter setting forth the conditions of approval or the reasons for rejection. One copy each of the plat and letter shall be placed in the city plan commission's permanent file.

Plan Commission Action for Final Plat (18.04.044(3)(5))

Review by Agencies. The plan commission secretary shall transmit an adequate number of copies to the city plan commission; and copies to all affected city boards, commissions or departments, for their review and recommendations concerning matters within their jurisdiction. For the final plat, the subdivider shall be responsible for making all written requests for approval and findings of no objections of the final plat to the State of Wisconsin, in accordance with Section 236.12, Wisconsin Statutes, unless exempted by other sections of Chapter 236. (4) Plan Commission Recommendation. The plan commission shall recommend approval, denial or approval with conditions, and transmit that recommendation to the city council.

City Council Action. The city council shall within sixty days from the date submitted, approve, approve conditionally or reject the final plat based on its determination of conformance with the intent and provisions of this ordinance, and all related plans and ordinances, and recommendations of appropriate city committees and commissions. If the final plat meets the requirements of this chapter, has been submitted within twelve months from the approval date of the preliminary plat, substantially conforms to the approved preliminary plat, and meets all conditions of preliminary plat approval, the council shall approve the final plat. In all cases, the time period within which city council action is required shall not commence until the city has received all maps, plans, drawings and related data necessary for plat review of the latest version of the final plat as outlined herein. Such time may be extended by written agreement of the subdivider. If the city council fails to act within sixty days, the period of time has not been extended by agreement, and no unsatisfied objections have been filed within that period, the plat shall be deemed approved, and upon demand, a certificate to that effect shall be made on the face of the plat by the city clerk.

Recording of Final Plat. The surveyor shall record a copy of the approved final plat with the appropriate register of deeds, but only after certificates of city council, surveyor, owner, and

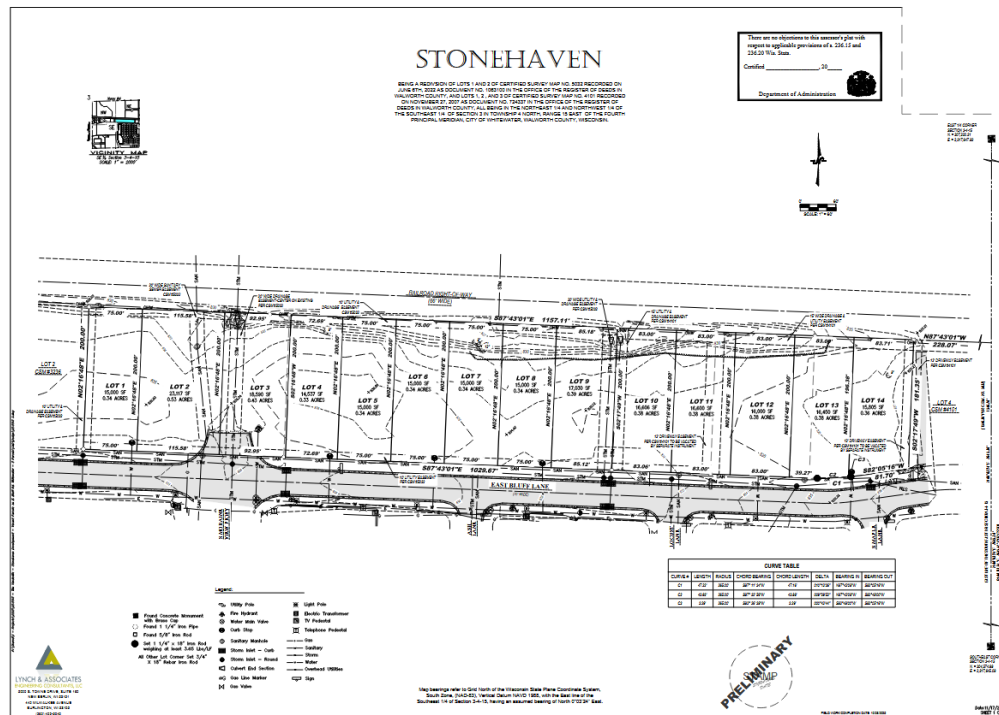
other certificates required by Section 236.21, Wisconsin Statutes are placed on the face of the plat.

Current Configuration



The proposed parcels, highlighted in yellow, are currently zoned B-3, Highway Commercial and Light Industrial, and would require rezoning to R-1S, One-Family-Small lots Residence. These 5 parcels would be divided into 14 individual lots, all similarly sized.

Proposed Preliminary Plat



The proposed preliminary plat shows 14 new parcels, all of which front E Bluff Road. Each home would be constructed off of E Bluff Road, and would have an individual driveway for access. There is an area between lots 2 and 3 where a road right of way was formally vacated and two easements for utilities are being proposed.

City staff has reviewed the preliminary plat and found it to be in full compliance with all requirements of the City of Whitewater municipal ordinances, specifically section 18.04.042 pertaining to preliminary platting.

Planner's Recommendations

- 1) Staff recommends that the Plan Commission **APPROVE** the Preliminary and Final Plat for the properties located on E Bluff Rd with the following conditions:
 - a. Preliminary Plat meets all requirements of Whitewater Municipal Code (18.04.042(b)).
 - b. The final plat shall meet all technical requirements of Chapter 236, Wisconsin Statutes. In addition, the city shall require the subdivider to furnish a final recorded copy of the approved plat.
 - c. Any other stipulations as indicated by the PARC.