

# MEMORANDUM

To: City of Whitewater Plan and Architectural Review Commission

From: Allison Schwark, Zoning Administrator

Date: February 9, 2026

Re: Whitewater Middle School Site Plan Review

Summary of Request	
<b>Requested Approvals:</b>	Site Plan Review
<b>Location:</b>	401 S. Elizabeth Street (/WUP 00215 & /WUP00216)
<b>Current Land Use:</b>	Middle School
<b>Proposed Land Use:</b>	N/A
<b>Current Zoning:</b>	I – Institutional
<b>Proposed Zoning:</b>	N/A
<b>Future Land Use, Comprehensive Plan</b>	I – Institutional

## Staff Review

The applicant is requesting a site plan review for proposed parking lot additions in the I – Institutional zoning district. The Whitewater Unified School District is seeking to add 17 parking spaces for school buses adjacent to the north side of Whitewater Middle School and 6 stacking spaces for school buses on the portion of the property that is closest to the Elementary School. A new driveway will be constructed to connect the parking and stacking spaces to S. Elizabeth Street on the west and W. Highland Street on the north. The area of the property on the north side of the Middle School is currently undeveloped and abuts a development of single family homes. The area of the property that will be developed into stacking spaces is currently comprised of an outdoor athletic yard and abuts one single family homes to the east. Finally, the project also includes the construction of a basketball court and sidewalks to connect the school to the public right-of-way and school bus parking.

### **19.09.540 - Parking space or parking stall.**

"Parking space" or "parking stall" means a graded and paved area either enclosed or open for the parking of a motor vehicle, having adequate ingress and egress to a public street or alley except as additionally provided for in Section 19.51.010. All areas intended to be utilized as motor vehicle parking areas and motor vehicle driveways shall be surfaced with asphalt or concrete to control dust and drainage. The use of bricks, gravel or pavers will require a permit. Plans for surfacing and drainage of stalls and driveways shall be submitted to the city for review and approval.

**The proposed plan meets the requirement of asphalt surfacing.**

#### **Chapter 19.48 - I INSTITUTIONAL DISTRICT**

##### **19.48.020(D) – Permitted uses**

Public and semipublic uses, to include public and private schools; churches, cultural centers, and faith-based institutions; government facilities; active recreational parks; museums, medical facilities, libraries, public transportation terminals; and similar uses.

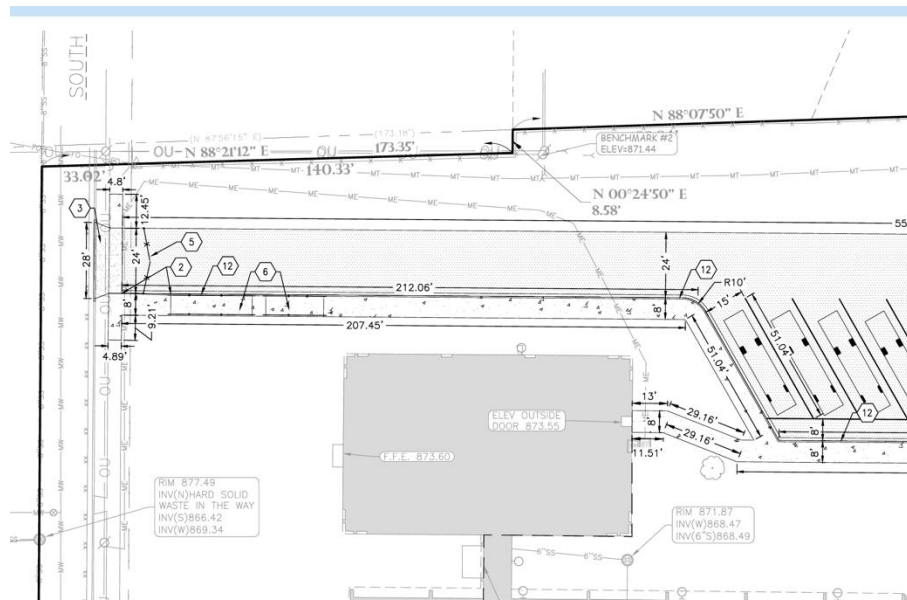
**The existing use of the property is a public middle school.**

##### **9.48.070 - Yard requirements.**

Minimum yard requirements in the I district are:

- A. Any street yard facing any zoning district other than the institutional district shall be no less than twenty-five feet, measured from the right-of-way, or one-half of the total height of the building, whichever is greater. Any street yard within an institutional district facing yards in an institutional district shall not be less than twenty-five feet, measured from the right-of-way. The building setback shall not in any event encroach on the intersection visibility requirements set forth in Whitewater Municipal Code, Section 19.51.010;
- B. Street yard for off-street parking—fifteen feet;
- C. Side yard shall be thirty feet or equal to the height of the structure, whichever is greater;
- D. Rear yard—thirty-five feet or equal to the height of the structure, whichever is greater.
- E. Shore yard, seventy-five feet. All shoreland shall be in compliance with Chapter 19.46 and in addition may require DNR approval.

**The proposed off-street parking additions meet the minimum required 15' street yard setback requirement. Sheet C2.1 does not provide a side yard setback dimension between the closest point of the driveway addition near S. Elizabeth Street and the property line shared with the neighboring residential property (See below). An updated site plan that provides a side yard setback dimension is desirable.**



Sheet C2.3 indicates a 36.32' side yard setback from the driveway to the property line shared with the neighboring residential property near the W. Highland Street driveway, meeting the side yard setback requirement.

### Planner's Recommendations

- 1) Staff recommends to **APPROVE** the site plan for parking lot additions at 401 S. Elizabeth Street / WUP 00215 & /WUP 00216 with the following conditions:
  - a. All lighting shall comply with the City of Whitewater Ordinances.
  - b. All zoning and building permits for construction be properly obtained.
  - c. Update sheet C2.1 to indicate side yard setback dimension.
  - d. Landscaping shall be completed to the specifications of the site plan in accordance with City of Whitewater landscaping guidelines. Any deviation from the site plan shall require additional staff approval.
  - e. All Engineering comments shall be addressed prior to construction starting.
  - f. Site plan shall not deviate from approved plans. Any deviation shall require additional staff approval.