



Plan & Architectural Review Meeting

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

Monday, April 08, 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.

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

Meeting called order at 6:00 pm.

ROLL CALL

PRESENT

Councilmember Neil Hicks
Board Member Bruce Parker
Vice Chairperson Sherry Stanek
Chairperson Tom Miller
Councilmember Brienne Brown
Board Member Jeffery Weigel
Board Member Michael Smith

ABSENT

Board Member Brian Schanen
Board member Carol McCormick
Board Member John Beerman

STAFF

Taylor Zeinert, Economic Director
Allison Schwark, Municipal Code Enforcement, Planner
Llana Dostie, Administrative Assistant

APPROVAL OF AGENDA

Motion to table items 5 and 6 on the agenda moved by Board Member Parker with a second from Councilmember Hicks. Board Member Smith asked what the reason for the attorney. Economic Director Zeinert explained the attorney is on vacation, the back up is on vacation and we had reached out to numerous attorneys for a replacement and none was found. Board Member Smith asked specifically why these two items. Planner Schwark responded that since these two items are

conditional use permits and that legal present. We want to make sure that if we are acting on conditional use permits and adding conditions it is good for use to have legal present to guide us.

Voting Yea: Councilmember Hicks, Board Member Parker, Vice Chairperson Stanek, Councilmember Brown,

Voting Nay: Chairperson Miller, Board Member Weigel, Board Member Smith

APPROVAL OF MARCH MINUTES

1. Approval of Minutes for March 8, 2024

Motion made by Councilmember Hicks, Seconded by Councilmember Weigel.

Voting Yea: Councilmember Hicks, Board Member Parker, Vice Chairperson Stanek, Board Member Smith, Chairperson Miller, Councilmember Brown, Board Member Weigel

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.

John Wallace from LLC telecom services. They provide services to cell phone industry. He asked if there was any additional information that the plan commission would want. Board did not provide feedback since this was just a comment session. Economic Director Zeinert commented to the Board that if there was something they would like to contact Staff member Llana for that information.

Becky Jones 1277 E Bluff Road Unit 5 concerned about Dog facility not sure how big it will be. It is right in a residential area, right in my back yard. With the train coming through it is going to get loud. All the dogs are going to hear it and the dogs are going to start barking. She is requesting clarification about the tax parcel id. Since it is incorrect on the notice.

J. Kisel asked about what can be discussed. Economic Director Zeinert explained she discuss the project but no formal comments can be made.

SITE PLAN REVIEWS

2. Conceptual Plan Review of a possible multi-family development to be located on vacant land Tax Parcel # WPB 00044 for Chris Slater.

Cory Kreuzer is a partner with Chris. Putting in a multifamily unit development. It would be about 128 units. It would be a two-phase project geared toward larger units mostly two bedrooms with some three bedrooms as well. It would not require any tax credit. They will be applying for a TIF. Nice quality housing that a growing community's needs. Chris stated the property is zoned for apartments and that they are at less density from a prior approval. The project would be as proposed in conceptual plan. Councilmember Hicks stated that this would be a great project to fill in some of the housing gaps we have in the City. In general, has a minor issue. He wants to request a second entrance into the lot. Either on the north side of Moraine View Parkway or not sure about accessing

through Bluff Ridge Drive which a private drive. There is a specific fire code regarding this. The fire chief is concerned about fire hoses or apparatus across Moraine View Parkway could cause an access issue. Councilmember Brown wants to make sure there are some trees and vegetation in there. Board member Parker asked about the parking requirements. Planner Schwark stated that it does currently meet all of the R-3 zoning district at a preliminary review. Just to be clear that the vote tonight would be to accept the concept plan but that they would come back for a site plan review and conditional use permit. Parker asked about whether park fees would be figured into this project. Planner Schwark confirmed that they would.

Motion was brought by Councilmember Hicks to approve with Stipulation of addition of second driveway and to have landscape plan to Urban Forestry. Second was received from Board Member Smith.

Voting Yea: Councilmember Hicks, Board Member Parker, Vice Chairperson Stanek, Chairperson Miller, Councilmember Brown, Board Member Weigel, Board Member Smith

3. Site Plan Review and possible approval of Addition and Renovations for the Irvin L. Young Library located at 431 W Center Street Tax Parcel #'s /OT 00196 and /OT 00197.

Planner Schwark stated this is a site plan review for a large renovation project of our library here in the city. They will be adding an addition and a new parking lot. The site plan follows our zoning ordinance. The only thing that was noted was in the review it is recommended that the library sits on two separate parcels and it is in the City's best interest to combine those into one and in addition, the parcel is actual zoned residential right now, so to keep things consistent and up to date. We should have this property rezoned to institution to reflect it's use. Board Member Smith asked about taxpayer money. Economic Director Zeinert answered she believed so but would have to double check. Councilmember Brown stated that Library has matched it. Councilmember Hicks asked about the new meeting space but there is no IT closet accounted for on plans. Marisa for StudioGC they have been working with the technical engineers to make sure there is an area that will fit an IT closet and working with Tim Neubeck. Board Member Stanek stated that Urban Forestry stated that they requested this be reviewed prior to coming to the Plan Commission. Board Member Stanek asked if this was conceptual or final. Planner Schwark confirmed that this was final. Board Member Stanek is bothered by the removal of the Oak trees and vegetation. The Plans look like it is all pavement but it could be grass. Councilmember Hicks mentioned he would hate to see the two massive trees cut down for firewood and would like something do with them like furniture. Marisa stated that the trees have been dropping branches they are looking at have benches made. They are creating a new walk way that is a nature path area. Board member Parker asked about the pavers for stormwater and how that will act in the winter. Matt Whisler from RTM stated that they require less salt and are set up for our winter environment. Board member Parked raised concern about the ice damming issues that are currently associated with the building. Council Member Brown asked about why the project was decided to not move East. Marisa confirmed that this was explored this and it would need to be a 2-story building. Jennifer Mascto it was more expense to go to the East. It would cause service point issues. The library owned those properties but in the

last year they have been sold off to raise funds towards this project. Board Member Parker asked if we owned the property east of the parking lot. Planner Schwark stated that none of that property is City owned anymore. Councilmember Hicks asked if it is not feasible to build a new roof line over the current building and expand it. Marisa stated that it is not feasible with the type of programming the Library requires. The meeting room is currently not meeting the needs for programming.

Motion made by Councilmember Brown to approve this plan with landscaping plan going to Urban Forestry Commission and approved by Urban Forestry and the conditions from the planner's report, Seconded by Board Member Weigel.

Voting Yea: Councilmember Hicks, Board Member Parker, Vice Chairperson Stanek, Chairperson Miller, Councilmember Brown, Board Member Weigel

Voting Abstaining: Board Member Smith

PUBLIC HEARING FOR REVIEW AND POSSIBLE APPROVAL

4. Discussion and possible approval of a Certified Survey Map (CSM) for Land Division creating two new lots for Tax Parcel # /HAS 00067 located at 218 Elkhorn Road for Knudson-East Troy, LLC.

Planner Schwark stated that this is a two-lot proposal. The CSM does meet all of the requirements all of the B-1 zoning area. They applicant knows that they can not build on the easements. Board member Parker asked if the private easements need to be shown on the CSM. Planner Schwark stated no.

Motion made by Councilmember Hicks, Seconded by Vice Chairperson Stanek.

Voting Yea: Councilmember Hicks, Board Member Parker, Vice Chairperson Stanek, Chairperson Miller, Councilmember Brown, Board Member Weigel, Board Member Smith

5. Discussion and possible approval of a Conditional Use Permit for a proposed Dog Daycare Facility located on a vacant lot on Bluff Road Tax Parcel Id # /A 353600002 for Daniel and Janiel Kistle d/b/a The Royal Hounds of Whitewater.

ITEM WAS TABLED UNTIL LEGAL COUNCIL CAN BE PRESENT

6. 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 # /A919 00003 for LCC Telecom Services.

ITEM WAS TABLED UNTIL LEGAL COUNCIL CAN BE PRESENT

FUTURE AGENDA ITEMS

Items 5 and 6 will be on May agenda. There will be a few Conditional Use permits in relationship to alcohol licenses.

Hicks would like that the library be rezoned and combined lots.

NEXT MEETING DATE MAY 13, 2024.

ADJOURNMENT

Meeting was adjourned at 6:40 p.m.

Motion was made by Councilmember Brown and second by Council Member Hicks.

Voting Yea: Councilmember Hicks, Board Member Parker, Vice Chairperson Stanek, Chairperson Miller, Councilmember Brown, 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