



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

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.

None

CONSENT AGENDA

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

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 currently don't have any inquiries on this land.

McCormick wanted a confirmation that Hoffmann still owned the property.

Stanek stated that Mr. Hoffmann has been before 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