



Plan & Architectural Review Meeting

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

Monday, July 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.

Plan and Architectural Review Commission
Jul 8, 2024, 6:00 – 10:00 PM (America/Chicago)

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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 to order at 6:00 p.m. by Vice Chairperson Miller.

ROLL CALL

PRESENT

Board Member Bruce Parker
Vice Chairperson Tom Miller
Board Member Michael Smith
Board Member Marjorie Stoneman
Board Member Brian Schanen
Board Member Carol McCormick

ABSENT

Chairman, Councilmember Neil Hicks
Board Member Lynn Binnie

STAFF MEMBERS

Taylor Zeinert, Economic Director
Allison Schwark, Planner
Attorney Jonathan McDonell
Llana Dostie, Neighborhood Services Administrative Assistant
Aftin Hill, Municipal Code Enforcement

APPROVAL OF AGENDA

A board 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 commission to be implemented. the agenda shall be approved at reach meeting even if no changes are being made at that meeting.

Motion made by Board Member Schanen, Seconded by Board Member McCormick.
Voting Yea: Board Member Parker, Vice Chairperson Miller, Board Member Smith, Board Member Stoneman, Board Member Schanen, Board Member McCormick

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.

None.

CONSENT AGENDA

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

1. Approval of June 10, 2024 Minutes.

Motion made by Vice Chairperson Miller, Seconded by Board Member McCormick.
Voting Yea: Board Member Parker, Vice Chairperson Miller, Board Member Smith, Board Member Stoneman, Board Member Schanen, Board Member McCormick

PUBLIC HEARING FOR REVIEW AND POSSIBLE APPROVAL

2. **MATTER REMOVED FROM AGENDA BY APPLICANT AFTER PUBLIC NOTICE WENT OUT.**
Discussion and possible approval of a Conditional Use Permit for a New Wireless Telecommunication Facility and 195 foot Free Standing Tower to be located at 1002 S Janesville Street Tax Parcel # /WUP 00341 for LCC Telecom Services.

3. Consideration to Approve and Recommend to Common Council a change to the City of Whitewater Municipal Code Chapter 19, Specifically Section 19.48.020 Institutional District Permitted Uses, adding Libraries, Municipal Buildings, Public and Semi Public Uses.

Planner explained that instead of using a Conditional Use Permit in a residential zoning the standard is to use the Institutional Zoning. Institutional uses are typically churches, schools, libraries, municipal buildings, community centers and university.

Smith asked about non governmental. The current institutional use zoning is only for the university. Schanen asked where it would go. Planner Schwark stated that it would be letter D adding the additional uses. Smith stated he has issues with public and private school, churches, parks. Smith is questioning whether this is a positive thing for these entities.

Planner Schwark it allows for permanent use for these entities.

Schanen asked if entities would have to come in front of the PARC to allow for the change. Planner Schwark confirmed that this would be the case.

Smith would have wanted to see examples from other communities.

Planner Schwark stated that the only difference has to do with our strict requirement of 1 acre lot size. Elkhorn has a minimum of 9,000 square feet.

Smith motion moved to make the minimum lot coverage to be 1/3 of an acre and second from Schanen.

Voting Yea: Board Member Smith, Board Member Stoneman

Voting Nay: Board Member Parker, Vice Chairperson Miller, Board Member Schanen, Board Member McCormick

Parker asked that Planner Schwark come back with numbers from other communities she works with for minimum lot sizes.

Schanen motioned to table 3, 5 and 6 till August meeting. Second by McCormick .

Ayes: Board Member Smith, Boardmember Stoneman, Board Member Schanen, Board Member McCormick, Board Member Parker and Vice Chairperson Miller.

4. Consideration to Approve and Recommend to Common Council a change to the City of Whitewater Municipal Code Chapter 19, Specifically section 19.55.070 Structural, Design and Aesthetic Standards, Removing letter F requiring Enclosed Buildings for Wireless Telecommunications Support Facilities.

McCormick asked if there were issues with safety. Planner Schwark stated everything is sealed and weather resistant.

Motion made by Board Member Schanen, Seconded by Board Member Parker.

Voting Yea: Board Member Parker, Vice Chairperson Miller, Board Member Smith, Board Member Stoneman, Board Member Schanen, Board Member McCormick.

5. Public Hearing for Consideration of a Change in the District Zoning Map to Rezone for the Irvin L. Young Library properties from R-2 (One and Two Family Residence District) to I (Institutional District) for Tax Parcel #'s /OT 00196 and /OT 00197.

Item Tabled

Schanen motioned to table 3, 5 and 6 till August meeting. Second by McCormick .

6. Public Hearing for Consideration of a Change in the District Zoning Map to Rezone for the Municipal Building properties from B-2 (Central Business District) to I (Institutional District) for Tax Parcel #'s /OT 00152, /OT 00153, /OT 00154, /OT 00155, /OT 00158, /OT 00159 and /OT 00160.

Item Tabled

Schanen motioned to table 3, 5 and 6 till August meeting. Second by McCormick .

7. Public Hearing for Consideration of a Change in the District Zoning Map to Rezone from B-1 (Community Business) to R-2 (One and Two Family Residence) Zoning District, Under Chapter 19.18 of the Zoning Ordinance of the City of Whitewater for the following Tax Parcel Number /HAS 00048D vacant land located at the corner of S Taft Street and E Clay Street.

Board Member McCormick happy with this change since she lives in the neighborhood and has been looking at this empty lot for years.

Motion made by Board Member Schanen, Seconded by Board Member Parker.

Voting Yea: Board Member Parker, Vice Chairperson Miller, Board Member Smith, Board Member Stoneman, Board Member Schanen, Board Member McCormick

8. Discussion and possible approval of a Conditional Use Permit for an 12-Foot High Electronic Monument Sign for St Patrick's Church 1235 W Main Street, Tax Parcel #'s /WUP 00219 and /WUP 00220.

Steve from Michael Signs appeared for Commission questions.

Parker asked about the vision triangle. Steve stated that the plan took into consideration all of the setback requirements. Planner Schwark confirmed that this should not effect the vision triangle.

Motion by parker to approve as long as vision triangle is met with Planners recommendations.

Barb Galeg administrator. The sign will be parellal from Elizabeth. Pine trees have all been removed.

Motion made by Board Member Parker, Seconded by Board Member Schanen.

Voting Yea: Board Member Parker, Vice Chairperson Miller, Board Member Stoneman, Board Member Schanen, Board Member McCormick

Voting Abstaining: Board Member Smith

- 9. Discussion and possible approval of a Conditional Use Permit for a proposed Second Wall sign to be located at 1002 S Janesville St., Tax Parcel #/WUP 00341 for Samuel & Dana Hatchett d/b/a Pro Landscape Supply.

Shaun from Innovative Sign was present to answer any questions.

Motion with Planner's recommendations.

Motion made by Board Member Parker, Seconded by Board Member McCormick.

Voting Yea: Board Member Parker, Vice Chairperson Miller, Board Member Smith, Board Member Stoneman, Board Member Schanen, Board Member McCormick

FUTURE AGENDA ITEMS

Look into Buffer Zone requirements for Public Hearings. Currently 300 feet.

NEXT MEETING DATE AUGUST 12, 2024

ADJOURNMENT

Adjourned at 6:56 p.m.

Motion made by Board Member Parker, Seconded by Board Member Schanen.

Voting Yea: Board Member Parker, Vice Chairperson Miller, Board Member Smith, Board Member Stoneman, Board Member Schanen, Board Member McCormick

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 Director
312 W. Whitewater Street
Whitewater, WI 53190
or Idostie@whitewater-wi.gov

A quorum of the Common Council might be present. This notice is given to inform the public that no formal action will be taken at this meeting by the Common Council.