



Plan & Architectural Review Meeting

Whitewater Municipal Building Community Room,
312 West Whitewater St., Whitewater, WI 53190

*In Person and Virtual

Monday, May 12, 2025 - 6:00 PM

MINUTES

CALL TO ORDER AND ROLL CALL

Meeting called to order at 6:00 p.m.

PRESENT

Chairman, Councilmember Neil Hicks
Vice Chairperson Tom Miller
Board Member Marjorie Stoneman
Board Member Carol McCormick
Board Member Lynn Binnie
Board Member Lisa Dawsey Smith

ABSENT

Board Member Bruce Parker

STAFF

Allison Schwark, Planner
Llana Dostie, Neighborhood Services Administrative Assistant

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.

Motion made by Vice Chairperson Miller, Seconded by Board Member Stoneman.

Voting Yea: Chairman, Councilmember Hicks, Vice Chairperson Miller, Board Member Stoneman, Board Member McCormick, Board Member Binnie, Board Member Dawsey Smith

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.

1. Approval of April 14, 2025 Minutes

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

Voting Yea: Chairman, Councilmember Hicks, Vice Chairperson Miller, Board Member Stoneman, Board Member McCormick, Board Member Binnie, Board Member Dawsey Smith

UPDATES / REPORTS

2. Discussion and possible approval of the Site Plan Review and Certified Survey Map for the expansion of Lavelle Industries located at 1215 Universal Blvd. Tax Parcel # /A455700001.

Planner Schwark stated the applicant Lavelle Industries is currently located at 1215 Universal Blvd. They are asking for a site plan review and a one lot certified survey map. They do have an existing structure and are currently operating out of that structure. They are requesting a 43,495 warehouse and dock extension with a 6,370 in fill area. The new warehouse addition will include one new ingress and egress off of Innovation Drive. They have a Universal Blvd address, however their parcel has two street sides as it stretches to Innovation Drive. They are proposing one new ingress and egress that will be used for the truck docking station. They want to combine all the parcels into one parcel. The parcel to the east is not in the existing CSM so they are requesting to combine all the parcels into one.

The truck docking station in the rear on Innovation Drive technically does not meet our ordinance requirements. That ingress and egress far exceeds the width requirements in our ordinance. However, staff did meet with Lavelle prior to them submitting this. Both myself and the Director of Public Works, Brad Marquardt would be agreeable to the width of 83.4 feet because it is necessary for semi traffic and it was the best location for their docking station. The ordinance does state that they are able to ask for lenience, but it has to be approved by Plan Commission.

The Certified Survey Map meets all requirements of our ordinance.

Jacob Rechler from Kapur and Associates stated the main concern that they have is there is a request to install 6 trees along the east edge or bottom of the south east edge of the property. Our main concern is that is located in an already existing drainage easement with a steep slope. We have concerns about planting trees there and blocking flow or not getting good germination from those trees due to the slope and they are not going to necessarily last in the long term.

Stoneman asked about the fill requirements. No record of what fill is under the site. If they are going to remove it or accept the risk.

Leslie Scherrer Pell with PSG stated that once they start excavating they will see what type of fill they find. And if they need to take further steps they will do so at that time.

Binnie asked about the the aesthetic. There seems to be a large berm on Innovation Drive that seems to have been put there to do some buffering for the Innovation Center. That large berm is going to be largely eliminated from the docking area.

Planner Schwark stated there are no buffer requirements due to this being M-1 and not next to residential.

McCormick mentioned about the trees on the redline from Andrew Beckman. Suggested to bring it back to Urban Forestry.

Binnie moved approval of site plan and certified survey map for the expansion of Lavelle industries with planner's recommendations and subject to a discussion with Urban Forestry regarding the trees to the east.

All lighting shall comply with the City of Whitewater Ordinances.

All new or additional signage on site shall be approved by the zoning department, and a separate application will be required.

All zoning and building permits for construction be properly obtained.

No use shall be so conducted as to cause the harmful discharge of any waste materials into or upon the ground, into or within any sanitary or storm sewer system, into or within any water system or water, or into the atmosphere. All uses shall be conducted in such a manner so as to preclude any nuisance, hazard, or commonly recognized offensive conditions or characteristics, including creation or emission of dust, gas, smoke, noise, fumes, odors, vibrations, particulate matter, chemical compounds, electrical disturbance, humidity, heat, cold, glare, or night illumination.

Landscaping shall be completed to the specifications of the site plan within 30 days after the completion of construction. Any deviation from the site plan shall require additional PARC approval.

Knox box shall be installed on site for each building, and owner and occupants shall work with City of Whitewater Fire Department to ensure compliance with fire code.

Motion made by Board Member Binnie, Seconded by Board Member Dawsey Smith.
Voting Yea: Chairman, Councilmember Hicks, Vice Chairperson Miller, Board Member Stoneman, Board Member McCormick, Board Member Binnie, Board Member Dawsey Smith

3. Discussion and possible approval of an Amendment to the Specific Implementation Plan for WES Homes & Condos, LLC and Teronomy Builders. Located on S Waters Edge Drive and Parkside Drive. Tax Parcel #'s /LC 00001 thru /LC 00018.

Planner Schwark stated the applicant is requesting a minor specific implementation plan (SIP) amendment. The majority of the plat has been mainly completed. They original plan had four 4-unit buildings and 1 two-unit building. Due to market conditions and the change in the market over the last several years, the developer would like to amend the SIP and construct eight 2 two family homes in the same location. There is already one duplex there that was constructed per the previous approval. They are looking to add the last units. The overall density is not changing. Their previous SIP was approved for 16

overall units. The only difference is instead of 16 units over four 4-unit buildings verses two-unit buildings. They feel that two unit buildings will be more desirable.

McCormick asked about the pricing plan on these units.

Paul Van Henkelum from Teronomy Builders is unsure at the time. They use market pricing. The plan was to do the 16 units at one time. And they are still empty lots. The plan was to do these units and then complete the rest. They did talk to the two owners of the units currently there and they did grant permission for modification of the condo documents.

Motion by Binnie to approve amendment to the specific implementation plan with the planner's conditions.

Motion made by Board Member Binnie, Seconded by Vice Chairperson Miller.

Voting Yea: Chairman, Councilmember Hicks, Vice Chairperson Miller, Board Member Stoneman, Board Member McCormick, Board Member Binnie, Board Member Dawsey Smith

ELECTION OF CHAIRMAN

Binnie nominated Neil Hicks with a second by Stoneman.

Motion made by Board Member Binnie, Seconded by Board Member Stoneman.

Voting Yea: Chairman, Councilmember Hicks, Vice Chairperson Miller, Board Member Stoneman, Board Member McCormick, Board Member Binnie, Board Member Dawsey Smith

ELECTION OF CO-CHAIRMAN

McCormick nominated Lynn Binnie seconded by Hicks.

Motion made by Board Member McCormick, Seconded by Chairman, Councilmember Hicks.

Voting Yea: Chairman, Councilmember Hicks, Vice Chairperson Miller, Board Member Stoneman, Board Member McCormick, Board Member Dawsey Smith

Voting Abstaining: Board Member Binnie

ELECTION OF REPRESENTATIVE TO URBAN FORESTRY

McCormick stated that she was stepping down and did not want to be nominated.

McCormick nominated Marjorie Stoneman seconded by Hicks.

Voting Yea: Chairman, Councilmember Hicks, Vice Chairperson Miller, Board Member McCormick, Board Member Binnie, Board Member Dawsey Smith

Voting Abstaining: Board Member Stoneman

FUTURE AGENDA ITEMS

-Tech Park Board meeting update

-Update on Rezone for Cedar Court

4. 4. -Family Childcare Homes (June)
 - Rezone for all Whitewater Schools
 - Landscaping Guidelines Policy (June)
 - Update on Royal Houses-Q3
 - Tech Board Park Meeting
 - Rezone Cedar Court

NEXT MEETING DATE JUNE 9, 2025.

ADJOURNMENT

Adjourned 6:27 p.m.

Motion by Dawsey-Smith, Seconded by Board Member McCormick.

Voting Yea: Chairman, Councilmember Hicks, Vice Chairperson Miller, Board Member Stoneman, Board Member McCormick, Board Member Binnie, Board Member Dawsey 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 Director
312 W. Whitewater Street
Whitewater, WI 53190
or ldostie@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.