



Plan & Architectural Review Meeting

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

Monday, August 11, 2025 - 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

Aug 11, 2025, 6:00 – 8:30 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 AND ROLL CALL

Meeting called to order at 6:01 p.m.

PRESENT

Chairman, Councilmember Neil Hicks

Board Member Bruce Parker

Board Member Tom Miller

Board Member Michael Smith

Board Member Marjorie Stoneman

Board Member Carol McCormick

Vice Chairman Lynn Binnie

ABSENT

Board Member Lisa Dawsey Smith

STAFF

Allison Schwark, Zoning Administrator

Emily McFarland, Interim Economic Development Director

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 Board Member Miller, Seconded by Board Member McCormick.

Voting Yea: Chairman, Councilmember Hicks, Board Member Parker, Board Member Miller, Board Member M.Smith, Board Member Stoneman, Board Member McCormick, Vice Chairman Binnie

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 July 14, 2025 Minutes

Motion made by Vice Chairman Binnie, Seconded by Board Member Parker.

Voting Yea: Chairman, Councilmember Hicks, Board Member Parker, Board Member Miller, Board Member M.Smith, Board Member Stoneman, Board Member McCormick, Vice Chairman Binnie

PUBLIC HEARING FOR REVIEW AND POSSIBLE APPROVAL

2. Discussion and possible approval of a Conditional Use Permit for more than 1 wall sign for Fanatico's located at 162 W Main Street, Whitewater, WI 53190. Parcel # /OT 00003.

Zoning Administrator Schwark stated this is a Conditional Use Application requested because all uses with a 2nd wall signage require a conditional use permit. They want to add lettering to the awning which would be classified as a sign. This would be a two line sign on the awning. Zoning Administrator recommends approval with conditions.

Motion to approve with planner's recommendation.

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

Motion passed.

3. Consideration to Approve and Recommend to Common Council a change in the District Zoning Map to Rezone Parcel #/WUP 00315A Whitewater High School located at 534 S Elizabeth Street from R-1 (One Family Residence District) to I (Institutional District).

Zoning Administrator explained that the school district met with zoning administrator and economic director. In preparation they wanted to properly rezone all of the schools. This would rezone to Institutional from R-1. This will allow them to move forward without having to come in for conditional use permits for changes. Zoning Administrator recommends approval.

Binnie asked about fraternity/sorority checked box on the application and wanted to know why that occurred.

Clint Sell on behalf of school district. The district has no interest in having any fraternity or sorority.

Dawn Kiernan 1125 W South Street can you explain what is going on?

Zoning Administrator explained that the school is already operating as an Institutional. They are located in a residential district and should not be. They are public use. They are just asking to rezone their properties properly.

Hicks stated that this is just to clean up the zoning.

Binnie stated that he would like the boxes that were incorrectly checked be marked as errors.

Zoning Administrator stated this can move forward till they amend the application.

Motion to approve with request that the application be revised.

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

Motion passed.

4. Consideration to Approve and Recommend to Common Council a change in the District Zoning Map to Rezone Parcel #/WUP 00202 Lincoln Elementary School located at 242 S Prince Street from R-2 (One and Two Family Residence District) to I (Institutional District).

Zoning Administrator stated that they are just petitioning to clean up the zoning.

Motion to approve with amendment to application.

Motion made by Vice Chairman Binnie, Seconded by Board Member M.Smith.

Voting Yea: Board Member Parker, Board Member Miller, Board Member M.Smith, Board Member Stoneman, Board Member McCormick, Vice Chairman Binnie

Voting Abstaining: Chairman, Councilmember Hicks

Motion passed.

CONSIDERATIONS/DISCUSSION/REPORTS

5. Review and possible approval of an Extraterritorial Certified Survey Map for Parcel of land located W2862 State Road 59 Town of Cold Spring. Parcel #004-0515-2533-001

Zoning Administrator Schwark extra territorial one lot certified survey map. A-3 for 5.265 acres and creates a new lot 10.5 natural resource area. Note on CSM that states these lots cannot be sold separately from one another.

Stoneman asked about the land same dimension.

Zoning Administrator stated it is the land is the same dimension.

Parker asked if the county has reviewed yet.

Joe Vuttalgio stated that no the county has not reviewed it yet.

Mark Mritiz the rezone has been approved. The County wanted the City to review first.

Parker asked if there are any unforeseen issues with County.

Motion made by Board Member Parker, Seconded by Vice Chairman Binnie.

Voting Yea: Chairman, Councilmember Hicks, Board Member Parker, Board Member Miller, Board Member M.Smith, Board Member Stoneman, Board Member McCormick, Vice Chairman Binnie

6. Discussion and possible approved of a site plan for the Police Department Evidence Storage Building to be located at 109 County Road U. Parcel # 292-0515-3313-000.

Zoning Administrator Schwark this is a site plan review for a new police storage building. This is located on the Wastewater Plant property. This property is owned by the City. The building will be 5,000 sq foot metal building. It will be used for training, evidence storage and vehicle storage. The site is 44 acres, most of it vacant.

Zoning Administrator Schwark has recommended approval.

Hicks asked about the masonry.

Zoning Administrator Schwark stated because they are in the M-2 with no covenants they don't need special facade.

Motion to approve with planner's recommendations.

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

Voting Yea: Chairman, Councilmember Hicks, Board Member Parker, Board Member Miller, Board Member M.Smith, Board Member Stoneman, Board Member McCormick, Vice Chairman Binnie

7. Review and take action recommending resolution to Common Council deeding Tax Parcel Id's /A503200001 and /A503200002 to the Community Development Authority (CDA).

McFarland stated that we have been working with a developer for sale of property. The CDA has recommended the sale of these parcels.

Stoneman asked for clarification of the ask recommend to Common Council

Motion recommend to the common council to dead the parcel to the CDA.

Binnie requested typos be corrected in the deed.

Smith asked why the CDA and not City.

McFarland stated that the CDA has already approved the offer to purchase to Common Council.

Motion passed unanimously.

FUTURE AGENDA ITEMS

8. -Childcare Zoning Changes-September/October
-Rezone for Washington Elementary School-September
-Update on Royal Hounds-September

None

NEXT MEETING DATE SEPTEMBER 8, 2025.

ADJOURNMENT

Adjourned at 6:37 p.m.

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

Voting Yea: Chairman, Councilmember Hicks, Board Member Parker, Board Member Miller, Board Member M.Smith, Board Member Stoneman, Board Member McCormick, Vice Chairman Binnie

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.