



City Of Whitewater

Rezone Application (Public Hearing)

117 Questions

REZONE APPLICATION CHECKLIST

Applicant

1. Fill out Planning Request Form, Rezone Form. a digital copy of all submittal material:
 - a. Any other materials
2. Application shall include the following Plan requirements:
 - a. All plans shall be drawn to scale and show all sides of the proposed building.
 - b. All plans will exhibit property exterior building materials and colors to be used.
 - c. All plans will exhibit proposed/existing off-street parking stalls and driveway/loading docks.
 - d. Building elevations must include the lot on which the structure is to be built and the street(s) adjacent to the lot.
3. Submit fee to City of Whitewater using payment link
<https://www.paymentservicenetwork.com/PaymentPage.aspx?acc=RT28287>

City Building Inspector/Zoning Administrator

1. Review application for accuracy and all required information
2. Staff will review information for conformance to Ordinances.
3. Engineer will review Stormwater and Erosion Control Plans
4. Landscape Plan will be reviewed by Urban Forestry Commission
5. When application is complete and approved by all Staff it will then be forwarded to Plan Commission

Process

1. Plan Commission considers applicant's request and staff review is presented by Zoning Administrator, at the first initial appearance. If Plan Commission recommends changes and/or revisions, then the applicant must revise site plan, otherwise the matter is forwarded as is for the second appearance for approval/denial of the final site plan.

NOTE: Plan Commission normally meets the second Monday of each month at 6:00 p.m. If a public hearing is required, it will be scheduled at the beginning of the Plan Commission meeting.

Llana Dostie, Zoning Specialist

262-473-0144

ldostie@whitewater-wi.gov

Allison Schwark, Zoning Administrator

Municipal Code Enforcement

262-249-6701

mcodeenforcement@gmail.com

1) Planning Request *

☐ Site Plan Review \$150.00 plus \$0.05 per square foot

☐ Conditional Use Permit \$275.00

☐ Rezone/Land Use Amendment \$400.00

☐ Planned Unit Development \$500.00

☐ Preliminary Plat \$175.00

☐ Final Plat \$225.00

☐ Certified Survey Map \$200.00 plus \$10.00 per lot

☐ Project Concept Plan Review \$150.00

☐ Joint Conditional Use & Certified Survey \$500.00
+10.00 per lot

☐ Joint Rezoning & Certified Survey Map \$500.00 plus
\$10.00 per lot

☐ Joint Site Plan Review & Conditional Use \$350.00
plus \$10.00 per lot

☐ Board of Zoning Appeals \$300.00

☒ Annexation \$500.00

PLANNING REQUEST

1. General Project Information:

2) Parcel Tax Key # *

004-0515-3233-003

3) Project Address *

no address at this time

4) Project Title (if any)

2. Applicant, Agent & Property Owner Information

5) Applicant's Name *

Russell Walton

6) Applicant's Company

7) Address *

████████████████████

8) City *

██████████

9) State *

█

10) Zip Code *

██████

Phone Number *

██████████

12) Email Address *

██████████████████

13) Agent Name

14) Agent Company

15) Address

16) City

17) State

18) Zip Code

19) Phone Number

20) Email Address

21) Owner's Name

(if different from applicant)

22) Address

23) City

24) State

25) Zip Code

26) Phone Number

27) Email Address

28) 3. Planning Request *

(Check all that apply)

☒ Annexation

☐ Site Plan and Architectural Review \$150.00 plus
\$0.05 per s. ft (Floor Area)

☐ Conditional Use Permit \$275.00

☐ Rezone/Land use Amendment \$400.00

☐ Planned Unit Development \$500.00

☐ Preliminary Plan \$175.00

☐ Final Plat \$225.00

☐ Certified Survey Map \$200.00 plus \$10.00 per lot

☐ Project Concept Review \$150.00

☐ Joint Conditional Use & Certified Survey Map
\$500.00 plus \$10.00 per lot

☐ Joint Rezoning & Certified Survey Map \$500.00 plus
\$10.00 per lot

☐ Joint Site Plan & Conditional Use \$350.00 plus \$0.05
per sq ft (Floor Area)

☐ Board of Zoning Appeals/Adjustment \$300.00

29) Will translation services be needed during the Plan Board meeting? *

Yes

No

30) If yes, please specify the language required. *

english

Specific Project Information

31) Current Zoning District(s) *

Residential Unsewered R2

32) Proposed Zoning District(s) *

One & Two Family Residence R-2

33) Current Land Use *

Vacant land

34) Proposed Land Use *

4 unit apartment building

35) Gross Site Area *

19,910

36) Current Number of Lots *

1

37) Proposed Number of Lots

1

Rezone Application

I, (We) the undersigned owner(s)/agent do hereby petition the Plan Commission to grant a Zoning Amendment.

REZONE APPLICATION

Tenant Information

New Business Use/Operation Information

38) Description of Business Use or Operations

*

4 unit apartment building

39) Previous Use of Space *

none

40) Hours of Operations (Weekdays) *

n/a

41) Hours of Operations (Weekend) *

n/a

42) Total Area Space (SQF) *

n/a

43) # Toilet Fixtures *

n/a

44) # Full Time Employees *

n/a

45) # Part Time Employees *

n/a

46) Customer Seating *

Yes

No

47) Seating Capacity *

n/a

48) Seating Capacity* Total Employee Hours Per Year *

(include yourself if self-employed)

n/a

49) Sprinkler System *

Yes

No

50) Hazardous/Flammable Chemicals used/stored *

Yes

No

Specified Use of the Property and Building(s)

51) Building A *

residential

52) Building B

53) Building C

54) Will there be any problems resulting from this operation such as (check all that apply) *

☐ Odors

☐ Smoke

☐ Noise

☐ Light

☐ Vibrations

☒ None

Parking

55) Dimension of parking lot *

unknown at this time

56) Number of Spaces available *

unknown

57) Parking lot construction *

☒ Asphalt

☐ Concrete

58) Type of Screening *

☐ Fencing

☒ Plantings

59) Is employee parking included in "number of space available"? *

Yes

No

Signage (Sign Permit Application Needed)

60) Type *

☐ Free standing

☐ Monument

☐ Projecting

☐ Awning/Canopy

☐ Electronic Message

☐ Pylon

☐ Arm/Post

☐ Window

☐ Mobile/Portable or Banner

☐ Other

☒ None

61) If other describe *

none

62) Location of Signs *

none

Entertainment

63) Is there any type of music in this proposal? *

Yes (Separate License from Clerk's Office Required)

No

64) Live *

Yes

No

65) When will this be offered to customers (check all that apply) *

☒ Monday

☒ Tuesday

☒ Wednesday

☒ Thursday

☒ Friday

66) What time (s) will this be offered *

daily

Outdoor Lighting

67) Type *

led

68) Location *

on building

Utilities

69) Will you be connected to City *

☒ Water

☒ Sewer

70) Is there a private well on-site? *

Yes

No

71) Types of Refuse Disposal *

☒ Municipal

☐ Private

72) Approval Date by the Department of Natural Resources of the well proposed

73) Approval Date by the County Health Department of existing septic system

74) What types of sanitary facilities are to be installed for the proposed operation *

n/a

75) Surface water drainage facilities (describe or include in site plan) *

unknown at this time

Licenses/Permits

76) Is a highway access permit needed from the State, County or Local Municipality *

Yes

No

77) Is a cigarette license required? (Separate license from Clerk's Office) *

Yes

No

78) Is a liquor license required? (Separate license form Clerk's Office) *

Yes

No

79) Did Wisconsin Department of Safety and Professional Services Division of Industry Services approve building plans *

Yes

No

Signatures

80) Applicant's Signature *

Russell R. Walton

81) Date *

12/08/2026 07:15:00 AM

Cost Recovery Certificate and Agreement

Pursuant to Ordinance 19.74.010 and 16.04.270 of the City of Whitewater Municipal Code

The undersigned applicant hereby acknowledges and agrees to be bound by Ordinances 19.74.010 and 16.04.270 of the City of Whitewater Municipal Code, providing for city recovery of all city costs and disbursements incurred directly or indirectly related to the Applicant's request. All costs incurred by the city in the consideration of any requests by the Applicant related to the Applicant's request shall be recoverable, including but not limited to, all professional and technical consultant services and fees retained by the city and rendered in review of any application, including the engineer, planner, attorney, or any other professional or expert hired by the village for purposes of review of the application or pre-submission request. The Applicant agrees to reimburse the City for all costs recoverable pursuant to the terms of the above numbered ordinance within the time period set forth by the City of Whitewater Municipal Code. At no time shall any cost recoverable fees be waived, except through the process of a written request by the Applicant and the Common Council, review and evaluation by the Common Council, and official action taken by the Common Council.

Project Information

82) Project Name *

Tratt Street 4 unit

83) Project Address *

no address

Applicant Information

84) Name *

Russell R. Walton

85) Mailing (Billing) Address *

[REDACTED]

86) Phone *

[REDACTED]

87) Email Address *

[REDACTED]

Attorney Information

88) Name

89) Phone

90) Email Address

Rates

City Administration Hourly Rate Shall Not Exceed
Director of Community Development: Mason Becker \$59.53
Director of Public Works: Brad Marquardt \$79.73
Director of Finance: Rachelle Blitch \$72.71
Clerk: Heather Boehm \$43.91
Deputy Clerk: Tiffany Albright \$29.64
Zoning Specialist Llana Dostie \$41.70
City Attorney
Attorney Steven Cheseboro \$89.41
City Engineer
Strand and Associates \$247.63

Primary Contact: Mark Fischer
City Planners and Zoning Administrator
Primary Contact: Allison Schwark \$50.00

91) Signature of Applicant *

Russell R. Walton

92) Date *

12/08/2026 07:15:00 AM

93) Site *

Annexation Plat.pdf

94) Landscaping

95) Other Information
