

MEMORANDUM

To: City of Whitewater Plan and Architectural Review Commission

From: Allison Schwark, Zoning Administrator

Date: November 11, 2025

Re: Conditional Use Permit, and Site Plan Review, and 4 Lot Certified Survey Map

Summary of Request	
Requested Approvals:	Conditional Use Permit (CUP) Site Plan Review Certified Survey Map
Location:	216 Main Street (/TRA 00003)
Current Land Use:	Vacant
Proposed Land Use:	Zero Lot Line Townhome Development (Residential)
Current Zoning:	B-2 Central Business District
Proposed Zoning:	N/A
Future Land Use, Comprehensive Plan	Central Business

Staff Review

The applicant is requesting a conditional use permit for first floor residential use in the B-2 zoning district. Habitat for Humanity has partnered with the City of Whitewater to complete a residential project located at 216 Main Street. The parcel previously had a dilapidated building on the site, and in previous years had been used as a vehicle parking area. The building has since been razed, and old alleyway has been formally vacated, and the site is ready for new development. Habitat for Humanity has proposed 2, two story side by side townhomes with a zero lot lines. Each side of the townhome will be constructed and sold individually as affordable housing options for the City of Whitewater. Each unit will contain 3 bedrooms, 1.5 bathrooms, and a full basement. The B-2 district requires a conditional use permit for all residential uses on

the first floor. Within the B-2 district, there shall be no minimum required ordinance design and dimensional standards or setbacks. This is being done to allow the most flexibility in the reuse and redevelopment of downtown. Therefore, the proposed development complies with all requirements of the B-2 zoning district. The proposed townhome project will act as a good transition between the downtown commercial uses, and the residential properties nearby. The adjacent properties directly north and east are all residential homes. In addition to the conditional use permit and site plan review, the applicant has provided a 4 lot Certified Survey Map (CSM) for consideration. The proposed CSM shows that the alleyway has been formally and legally vacated, and one lot will be converted into four, in preparation for the zero lot line duplexes to be constructed. The proposed CSM complies with all requirements of the B-2 district, and zero lot line development is permitted within this zoning designation. The lot sizes are consistent with typically zoned B-2 parcels.

Planner's Recommendations

- 1) Staff recommend that Plan Commission **APPROVE** the Conditional Use Permit, Site Plan Review, and 4 Lot CSM for first floor residential and new construction for the parcel located at 216 Main Street, tax key /TRA 00003 with the following conditions:
 - a. All lighting shall comply with the City of Whitewater Ordinances.
 - b. All zoning and building permits for construction be properly obtained.
 - c. 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.
 - d. Site plan shall not deviate from approved plans. Any deviation shall require additional PARC approval.
 - e. All residential development shall be subject to a park acquisition fee per dwelling unit and a park improvement fee per dwelling unit, payable before a building permit is issued. The fee will be recommended by the parks and recreation board and then approved by the common council. The fee will be on record at the city clerk's office. The amount of these fees may be reduced by any fee amount previously paid or credited at the time of subdivision, or by fifty percent if the new housing units are created as a result of the conversion or remodeling of a preexisting building. The park acquisition fee may also be reduced if sufficient land area was provided for park purposes at the time of subdivision, based on the calculations in Section 18.04.030(a)(1) of the Whitewater Municipal Code. The fee amounts shall be set by the city council.
 - f. Any other stipulations as indicated by the PARC.