

SITE PLAN APPLICATION CHECKLIST

Applicant

1. Fill out Planning Request Form and Plan of Operation Form. A digital copy of all submittal material:
 - a. Application Forms
 - b. Landscape plan indicating location, type and size of materials (Please review Landscaping Guidelines)
 - c. Stormwater and Erosion Control Applications (separate applications)
 - d. Lighting (Photometric) Plan
 - e. And 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 the City of Whitewater.

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 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.



www.whitewater-wi.gov

Community Dev. Director: 262-473-0148

Economic Dev. Coordinator: 262-473-0145

Zoning Specialist: 262-473-0144

Community Development Department

312 W. Whitewater St.

Whitewater, WI 53190

Urban Forestry Commission normally meets the fourth Monday of each month at 5:30 p.m.

Llana Dostie, Zoning Specialist

262-473-0144

ldostie@whitewater-wi.gov

Allison Schwark, Zoning Administrator

Municipal Code Enforcement

262-249-6701

mcodeenforcement@gmail.com



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PLANNING REQUEST

1. General Project Information:

Project Tax Key #: A444300002 and A444200002 Project Address: South of Innovation Dr / West of Howard Road

Project Title (if any): Lots 1T and 2T in the Whitewater University Technology Park

2. Applicant, Agent & Property Owner Information:

Applicant's Name: Larry Chapman Company: Lifetime Manufacturing LLC

Street Address: [REDACTED] City/State: [REDACTED] Zip: [REDACTED]

Telephone: () [REDACTED] Email: [REDACTED]

Agent: N/A Company: _____

Street Address: _____ City/State: _____ Zip: _____

Telephone: () _____ Email: _____

Owner, if different from applicant: N/A

Street Address: _____ City/State: _____ Zip: _____

Telephone: () _____ Email: _____

3. Planning Request (Check all that apply)

- ☐ Site Plan and Architectural Review \$150.00 plus \$0.05 per sq. ft (Floor Area)
- ☐ Conditional Use Permit \$275.00
- ☐ Rezone/Land Use Amendment \$400.00
- ☐ Comprehensive Plan Amendment \$400.00
- ☐ Planned Unit Development \$500.00
- ☐ Preliminary Plat \$175.00
- ☐ Final Plat \$225.00



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- Certified Survey Map \$200.00 plus \$10.00 per lot
- Project Concept Review \$150.00
- Joint Conditional Use Permit & 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 Area) \$350.00 plus \$0.05 per sq. ft. (Floor Area)
- Board of Zoning Appeals/Adjustment \$300.00

4. TRANSLATION SERVICES

Will Translation services be needed during the Meeting

- Yes
- No

If Yes, please specify the language required N/A

5. Specific Project Information:

Current Zoning District(s): 1T and 2T Proposed Zoning District(s): 1T and 2T
Current Land Use: Vacant Proposed Land Use: Manufacturing
Gross Site Area: 33.2 acres
Current Number of Lots: 2 Proposed Number of Lots: 2



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Plan of Operations

New Business Use/Operation Information

Description of Business Use or Operations Construction of a 200,000 square foot building for manufacturing, assembly, offices, sales, and general operations as a private use business.				
Previous Use of Space N/A		Hours of Operations (Weekdays) 6am-6pm		Hours of Operations (Weekends)
Total Area Space (SQF) 200,000	# Toilet Fixtures 6 - 3 men and 3 women bathrooms	# Full Time Employees 90 initial, plus 60 as the business grows	# Part Time Employees	<10
Customer Seating ☒ Yes ☐ No	Seating Capacity <20 seats in show room / retail area	Total Employee Hours Per Year (include yourself if self-employed) 200,000		
Sprinkler System ☒ Yes ☐ No		Hazardous/Flammable Chemicals used/stored ☐ Yes (Must attach MSDS sheets) ☒ No		

Specified Use of Property and Building(s)

Building A Manufacturing, assembly, offices, sales, general operations
Building B N/A
Building C N/A
Will there be any problems resulting from this operation such as: (Check all that apply) ☐ Odors ☐ Smoke ☐ Noise ☐ Light ☐ Vibrations ☒ None

Parking

Dimension of parking lot	Number of Spaces available 160
Parking lot construction ☒ Asphalt	Type of Screening Combo of fence and berm ☒ Fencing



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☐ Concrete

☒ Plantings

Is employee parking included in "number of spaces available"?

☒ Yes

☐ No

Signage (Separate Sign Permit Application Needed)

Type(Check all that Apply)	Location of Signs
☒ Free standing	At each of three entrances
☐ Monument	
☐ Projecting	
☐ Awning/Canopy	
☐ Electronic Message	
☐ Pylon	
☐ Arm/Post	
☐ Window	
☐ Mobile/Portable or	
Banner	
☐ None	
☐ Other _____	

Entertainment

Is there any type of music in this proposal?

☐ Yes (Separate License from Clerk's Office Required)

☒ No

☐ Live When will this be offered to customers N/A

☐ Monday

☐ Tuesday

☐ Wednesday

☐ Thursday

☐ Friday

☐ Saturday

☐ Sunday



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What time (s) will this be offered _____

Outdoor Lighting

Type
N/A

Location

Utilities

Will you be connected to City
(Check all that apply)

- ☒ Water
☒ Sewer

Is there a private
well on-site?

- ☐ Yes
☒ No

Types of Refuse Disposal

- ☒ Municipal
☐ Private

Approval Date by the Department of Natural Resources of the well for proposed
use ____/____/____

Approval Date by the County Health Department for existing septic system ____/____/____

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

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

Licenses/Permits

Is a highway access
permit needed from
the State, County or
local Municipality?

- ☐ Yes
☒ No

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

- ☐ Yes
☒ No

Is a liquor license
required? (Separate
license from Clerk's
Office)

- ☐ Yes
☒ No

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

- ☐ Yes
☐ No

Permitted Property Uses

Please check Uses you are applying for

☐ Single Family Dwelling	☐ Banks and other financial institutions without drive-thru facilities
☐ Two Family Dwelling	☐ Camera and photographic supply stores
☐ Modular Home	☐ Caterers
☐ Manufactured Home	☐ Clothing, shoe stores and repair shops
☐ Second or greater wireless telecommunication facility	☐ Clinics medical and dental
☐ Home occupations/professional home office for nonretail goods and services no customer access	☐ Department stores
☐ Multi-Family Dwellings	☐ Drug stores
☐ Art, Music and School supply stores and galleries	☐ Florist shops
☐ Antique, collectible and hobby craft shops	☐ Food and convenience stores without gasoline pumps
☐ Automotive and related parts stores, without servicing	☐ Furniture stores
☐ Hotel and motels	☐ Hardware stores
☐ Small appliance repair stores, computer or software sales and service	☐ Insurance agencies
☐ Barbershops/Beauty Parlors	☐ Jewelry stores
☐ Liquor stores without drive-thru facilities	☐ Meat markets
☐ Resale shops	☐ Paint, wallpaper, interior decorating and floor covering stores
☐ Professional and Business offices	☐ Restaurants without drive-thru facilities
☐ Self-service laundries and dry-cleaning establishments	☐ Sporting goods stores
☐ Stationery stores, retail office supply stores	☐ Variety stores
☐ Movie theaters	☐ Charitable or nonprofit institution and facilities
☐ Tourist homes and bed and breakfasts	☐ Light assembly uses including electronics, pottery, printing, contractor shops (heating, electrical plumbing, general contracting) provided that there are no significant environmental emissions (odor or waste)
☐ Bakeries or candy stores with products for sale on premise only	☐ Catalog and e-commerce sales outlets
☐ Appliance repair stores, including computer sales and service	☐ Day spas

☐ Coffee Shops	☐ Gift Shops
☐ Cultural arts centers and museums	☐ Public parking lots
☐ Post Offices	☐ Tourist information and hospitality centers
☐ Ice cream shops and cafes	☐ Dance Studio
☐ Toy stores	☐ College and Universities
☐ Agricultural services	☐ Private recreation facilities
☐ Lumberyards, building supply stores and green houses	☐ Freight terminals, trucking servicing and parking, warehousing and inside storage
☒ Manufacturing, fabrication, packing, packaging and assembly of products from furs, glass, leather, metals, paper, plaster, plastic, textiles, clay, woods and similar material	☐ More than one principal structure on a lot when the additional building is a material and direct part of the primary business
☐ Research facilities, development and testing laboratories, including testing facilities and equipment	☐ Pilot plants and other facilities for testing manufacturing, processing or fabrication methods or for the testing of products or materials
☐ Retail sales and services linked to manufacturing or warehousing	☐ Telecommunication centers (not including wireless telecommunications facilities)
☐ Production, or processing, cleaning, servicing, testing or remailer of materials, goods or products limited to the following uses, products, components, or circumstances: -Electronic and electrical products instruments, such as transistors, semiconductors, small computers, scanners, monitors and compact communication devices - High technology products related to the fields of physics, oceanography, astrophysics, metallurgy, chemistry, biology or other scientific field offered for study by University of Whitewater -Laser technology, radiology, x-ray and ultrasound products, manufacturing and assembly -Medical and dental supplies -Optical, fiber optical and photographic products and equipment -Orthopedic and medical appliances such as artificial limbs, brace supports and stretchers -Products related to process design, process stimulation, computer hardware and software development, safety engineering -Scientific and precision instruments and components, including robotics	



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Signatures

By signing below, I certify that the above information is true and accurate account of the information requested for my business site and its operation and use. Should an inspection be required, I agree to allow the Inspector(s) reasonable access to the space to verify compliance with the Municipality's Ordinance. In addition, I fully understand that completion of this or its approval does not preclude me from complying with all applicable State Statutes or Municipal Ordinances regarding my business and its lawful operations.

Applicant's Signature

A handwritten signature in black ink, appearing to be "LRS", written over a horizontal line.

Date

3/24/26



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Cost Recover 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 by 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

PROJECT NAME

Lots 1T and 2T in the Whitewater University Technology Park

PROJECT ADDRESS

A444300002 and A444200002

APPLICANT INFORMATION

NAME

Larry Chapman

MAILING (BILLING) ADDRESS

PHONE

EMAIL

ATTORNEY INFORMATION

NAME

PHONE

EMAIL

SIGNATURE OF APPLICANT

Dated this 20 day of March, 2026

Note to Applicant:

The City Engineer, Attorney and other City professionals and staff, if requested by the City to review your request, will be billed for their time at an hourly rate which is adjusted from time to time by agreement with the City. Please inquire as to the current hourly rate you can expect from this work. In addition to these rates, you will be asked to reimburse the City for those additional costs set forth in 19.74.10 and 16.04.270 of the Municipal Code.



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City Administration

Hourly Rate Shall Not Exceed

Community Development Director:	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
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City Engineer

Strand and Associates	\$247.63
Primary Contact: Mark Fischer	

City Planners and Zoning Administrator

Primary Contact: Allison Schwark	\$50.00
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