

CITY OF WHITEWATER  
PLAN AND ARCHITECTURAL REVIEW COMMISSION  
Whitewater Municipal Building Community Room  
January 14, 2018

**ABSTRACTS/SYNOPSIS OF THE ESSENTIAL ELEMENTS OF THE OFFICIAL  
ACTIONS OF THE PLAN AND ARCHITECTURAL REVIEW COMMISSION**

**Call to order and roll call.**

Chairperson Meyer called the meeting of the Plan and Architectural Review Commission to order at 6:30 p.m.

Present: Greg Meyer, Lynn Binnie, Bruce Parker, Sherry Stanek, Andrew Crone, Tom Miller, David Stone. Absent: None. Others: Chris Munz-Pritchard (City Planner), Wallace McDonell (City Attorney).

**Hearing of Citizen Comments.** There were no citizen comments.

**Approval of Plan Commission Minutes.** Moved by Binnie and seconded by Miller to approve the Plan Commission minutes of November 12, 2018. Motion approved by unanimous voice vote. The December 10, 2018 Plan Commission minutes were not available for review.

**Public hearing for consideration of a conditional use permit application for the change of ownership of a used car dealership at 515 E. Milwaukee Street – Big Deal Motors for Stephen Belawski and Michael Marti.** This item was pulled from the agenda by the applicant 12/26/2018 after notices were sent out.

**Housing and Neighborhood Workshop summary (November 7, 2018).** City Manager Cameron Clapper wanted to give a follow up presentation to each committee that was involved in the charrette workshop on November 21, 2018. Vandewalle facilitated the workshop and wrote a summary report. This is the first body to look at the report. He will be presenting it to the CDA and then it will go to City Council. Seventeen out of eighteen people attended. They discussed issues related to housing, identifying issues, assets and opportunities. Issues were prioritized by vote. Then they brainstormed and discussed potential initiatives.

The top priorities were affordable single family housing with 40% of the vote; housing and neighborhood conditions with 20% of the vote; and identifying shared visions and initiatives with 20% of the vote. The first item to address to City Council is affordable single family/workforce housing, the lack of single family homes. One area that is missing is housing for those that don't fit the mold for existing offerings such as rentals for graduate students who are at the conclusion of their schooling or young faculty that are not ready to purchase a home but are looking for some place either in the downtown or away from the university area.

Market Assessment and Analysis: The thing that always comes up when we start talking housing, is student housing. At this time we are not interested in talking about student housing, we are focusing on other areas. We plan to build on the 2018 efforts of the GWC (Greater

Whitewater Committee) Housing Task Force. We will be adding data to back what was provided and will be in communication with stake holder groups. It will be determined where development will be easily and most likely to happen. Available incentive programs will be assessed, regional programs, Housing and Urban Development programs etc. The Zoning Ordinances should be looked at with changes made in order to facilitate development. For example, starter homes (in the price range of \$150,000 to \$200,000) could be much smaller and not need as much space.

Housing and Neighborhood Conditions: Neighborhood preservation efforts, identifying target areas focusing on improvements to neighborhoods using loan programs that exist for homes that could use a little TLC, but the owners don't have the resources to do the work. Programs could be created making small loans to those that don't fit the mold.

Exploring strategies for code enforcement and resources, considering the number of individuals that are able to help with code enforcement and what are the ways to better educate residents of the community as to how and when to report violations, making sure everyone knows the process. Get the community involved and get feedback.

With Vandewalle's help, we have identified shared visions and initiatives, needs and assessments; tie them back to the comprehensive plan, engage the community, share data and get feedback, make sure we communicate effectively.

When asked how we can reach out to the Whitewater's English as a second language population, noted that the school district and the university have translators. The Latino Task Force could also be utilized.

City manager Cameron Clapper will make the presentation to the CDA on January 17, 2019 and it will go to the City Council on February 5, 2019. Quarterly updates will be given as things progress.

**Continuation of the public hearing to consider a change of the District Zoning Map for the following parcel to enact an ordinance to impose the R-2A Residential Overlay District Zoning classification under Chapter 19.19 of the Zoning Ordinance of the City of Whitewater on the following area:**

<b><u>Property Address:</u></b>	<b><u>Tax ID #:</u></b>	<b><u>Property Owner:</u></b>
231 S. Janesville Street	/WS 00001	Ceranske Property Management (Brad and Patty Ceranske)

The discussion for this item is included with the following item.

**Continuation of the public hearing for a Conditional Use Permit, in an R-2A Overlay Zoning District, to allow for 4 unrelated persons per unit to live in the house located at 231 S. Janesville Street for Ceranske Property Management (Brad and Patty Ceranske).**

Chairperson Meyer opened the public hearing.

City Planner Chris Munz-Pritchard explained that 231 S. Janesville Street is requesting the R-2A Overlay Zoning with a conditional use permit to allow for 4 unrelated persons. Parking stalls are to be hard surfaced. Brad Ceranske submitted a plan for six parking stalls. Plan Commission requested that the parking and the driveway and curb cut on S. Janesville Street be removed and trees planted in that area. Munz-Pritchard suggested that 231 S. Janesville Street and 225-227 S. Janesville Street have a joint parking area with access from S. Franklin Street. They would be required to have a minimum of 10 stalls and a joint use agreement so if one property sold, they would still have use of the parking. The applicant will need a permit for removing the curb cut etc. Chris Munz-Pritchard read the rest of her recommendations.

City Planner Chris Munz-Pritchard explained that 243 S. Janesville Street is requesting the R-2A Overlay Zoning with a conditional use permit to allow for 5 unrelated persons. She read her recommendations, recommending 4 unrelated due to the intent of the R-2A zoning was to fill existing bedrooms and not create new bedrooms and square footage of habitable space.

Brad Ceranske explained that 243 S. Janesville Street did have a bedroom addition which was there when he bought the property. The Building Inspector showed him what was not up to code. He hired plumbing and building contractors to fix what was not up to code. He just needs to do the roof. It is a big building and he would like to have 5 kids in the house.

Plan Commission Members voiced concerns of the property at 243 S. Janesville St.: how the first parking stall is accessed at 243 S. Janesville Street?; are the three baths full baths?; okay with parking; asked for building inspector's perspective of occupancy; calculations of open space; need exact sq. ft.?; with sq. ft. of 1973, leaning toward 5 unrelated persons for 243 S. Janesville St; only concern is the discrepancy of sq. ft.; has the building inspector made an accurate measurement of the livable space?

Brad Ceranske explained that they run on fumes in the spring, density does matter. The properties need to generate income. He has contractors to help him do the work. This was a lesson well learned. The cavalier attitude was passed down from others. There are three full baths. The porch is a three season porch.

City Attorney McDonell stated that it was not inappropriate to hear the building inspector's perspective of infrastructure and layout.

City Building Inspector Greg Noll stated that there was no violation of occupation (243 S. Janesville St.). Everything was now building code compliant. Each room is of adequate size for occupancy.

City Attorney McDonell stated there should be two separate motions/votes for these properties. As far as the habitable space, a decision could be made with verification of the sq. ft.

There was no public comment. Chairperson Meyer closed the public comment.

Moved by Stanek and seconded by Binnie to recommend to City Council to approve the R-2A overlay zoning; and to approve the conditional use permit to allow for 4 unrelated persons to live at 231 S. Janesville Street per the City Planner recommendations and proposal for parking at 225

and 231 S. Janesville Street with a joint parking area (circular drive) with staff oversight. And conditioned upon bedroom #2 to be reconfigured to meet standards set with a wall large enough to put a bed on (10 feet of unobstructed wall). Aye: Stanek, Binnie, Miller, Crone, Parker, Stone, Meyer. No: None. Motion approved. (See attached conditional use permit.)

**Continuation of the public hearing to consider a change of the District Zoning Map for the following parcel to enact an ordinance to impose the R-2A Residential Overlay District Zoning classification under Chapter 19.19 of the Zoning Ordinance of the City of Whitewater on the following area:**

<b><u>Property Address:</u></b>	<b><u>Tax ID #:</u></b>	<b><u>Property Owner:</u></b>
243 S. Janesville Street	CL 00105A	Ceranske Property Management (Brad and Patty Ceranske)

This item was included with the following item.

**Public hearing for consideration of a conditional use permit application, in an R-2A Overlay Zoning District, to allow for 5 unrelated persons per unit to live in the house located at 243 S. Janesville Street for Ceranske Property Management (Brad and Patty Ceranske).**

The discussion of this item was discussed with the item for 231 S. Janesville St.

Moved by Stanek and seconded by Binnie to recommend to City Council to approve the R-2A overlay zoning; and to approve the conditional use permit to allow for 5 unrelated persons to live at 243 S. Janesville Street per the City Planner recommendations, conditioned upon measurements of the habitable space to be approved by city staff. If the property does not meet the habitable space, city staff to reduce the number of allowed unrelated persons to 4. Aye: Stanek, Binnie, Miller, Parker, Stone, Meyer. No: Crone. Motion approved. (See attached conditional use permit.)

**Review and recommendation to the City Council for the discontinuation of Lauderdale Drive in the City of Whitewater.** This item will be discussed with the following item.

**Review and recommendation to the City Council for the discontinuation of Graham Avenue in the City of Whitewater.** City Planner Chris Munz-Pritchard explained the history of the two streets. The University found some issues during the construction of the new dorm. They found that the City still owns the Graham Avenue right of way north of Starin Road. UW-W has been taking care of it for over 20 years. The process of vacating these streets has never been completed. Munz-Pritchard recommended that all parts of the Lauderdale Drive and Graham Street be turned back to the University. This needs to be properly documented with both Counties. An access easement or joint use agreement needs to be granted and tied to Calvary Cemetery to guarantee access.

City Attorney McDonnell explained that there is a lot of paperwork with a discontinuance of a road. In this case it requires City and University actions. The University cannot cut off public access to a property, in this case Calvary Cemetery. The University has a detailed agreement

with the property owner. We are basically correcting paperwork from the 1960's. We would retain any easements.

Moved by Miller and seconded by Parker to recommend to the City Council to vacate the two streets, Graham Avenue and Lauderdale Drive in the City of Whitewater. Aye: Miller, Parker, Binnie, Crone, Stanek, Stone and Meyer. No: None. Motion approved.

**Review portion of the proposed fence ordinance 19.06.120(C)(1)(b) and make recommendation to the City Council.** Plan Commission Member David Stone recused himself from this item.

City Planner Chris Munz-Pritchard explained that this amendment to the sign ordinance is going to the next meeting of the City Council for its second reading. Fences 6 feet and taller require a building permit.

Plan Commission Member Binnie stated that the amendments that went to City Council required the neighbors' input. He recommended that we go with what went to City Council.

City Attorney McDonell explained that if the neighbors give input, consider it. There are gray areas of how to deal with it. Getting some level of overall review and allowing certain things be required to be considered. Neighborhood Services could say the fence was not compatible with the neighborhood and deny the permit.

Plan Commission Members voiced concerns of: why are no permits required for fences?

City Planner Chris Munz-Pritchard explained that permits are required for fences over 6 feet tall. The City does not want to require permits for fences because it would be very hard to keep track. All those who have fences now would be grandfathered in.

City Attorney McDonell explained that if the location of the fence is part of the permitting process, there is no surveyor on staff if it becomes the City's burden to determine the lot line etc.

Moved by Miller and Stanek to recommend to the City Council to approve the proposed fence ordinance amendments. Aye: Miller, Stanek, Binnie, Parker, Meyer. No: Crone. Abstain: Stone. Motion approved.

**Review possible change in Plan Commission start time to 6:00 p.m.** Plan Commission Members noted that when the starting time was 6:00 p.m., it seemed to work well. Plan Commission Member Binnie stated that he thought the time was changed to 6:30 to conform with City Council meetings starting at 6:30p.m.

Moved by Miller and seconded by Crone to change the Plan Commission meeting starting time to 6:00 p.m. Motion approved by unanimous roll call vote.

### **Information Items:**

- a. Possible future agenda items. City Planner Chris Munz-Pritchard stated that she had to cancel a planned meeting with the university because she was sick. She hasn't

forgotten about the request for information in regard to the property at the west end of W. Center Street (Former Junior High property). She was meeting with someone with the Foundation who owns the property about maybe doing a possible joint community garden effort. She had talked with the University Planner who stated that this property is part of their open space requirement. In order to do something with it, they would have to exchange for open space somewhere else.

- b. Next regular Plan Commission Meeting – February 11, 2019.

Moved by Parker and seconded by Stanek to adjourn. The motion was approved by unanimous voice vote. The meeting adjourned at approximately 8:05 p.m.

---

Chairperson Greg Meyer