

CITY OF WHITEWATER  
PLAN AND ARCHITECTURAL REVIEW COMMISSION  
Whitewater Municipal Building Community Room  
May 13, 2019

**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 6:00 p.m.

Present: Greg Meyer, Lynn Binnie, Andrew Crone, David Stone, Bruce Parker, Tom Miller, Sherry Stanek. 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 Stanek and seconded by Miller to approve the Plan Commission minutes of January 14, 2019 and April 8, 2019. Motion approved by unanimous roll call vote.

**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:**

<u>Property Address:</u>	<u>Tax ID #:</u>	<u>Property Owner:</u>
261 S. Church Street	/OT 00188	Geoffrey R. Hale Trust Jacqueline A. Hale Trust

This item will be discussed with the following item.

**Public hearing for consideration of a conditional use permit, in an R-2A Overlay Zoning District, to allow for 6 unrelated persons per unit to live in the house located at 261 S. Church Street for Geoffrey R. Hale Trust/Jacqueline A. Hale Trust (Geoff Hale).**

Chairperson Meyer opened the public hearing.

City Planner Chris Munz-Pritchard explained that Geoff Hale is requesting 6 unrelated persons to reside in the home. There is enough parking for six vehicles. Munz-Pritchard gave a little of the history of the home. The home does have 6 bedrooms that appear to have been there for a long time. There was a discrepancy in the amount of square footage of the home. The Building Inspector's calculations put the total square footage at approximately 1658.50 sq. ft. which would have enough habitable space for 4 unrelated persons. The home is 61 feet short of allowing for 5 unrelated persons. Chris Munz-Pritchard recommended Plan Commission to allow 4 unrelated

persons. There are no major exterior or internal building modifications proposed. Approval by Engineering, Building Inspector, Fire Inspector and other City Departments and any other conditions identified by City Staff or the Plan Commission.

Chairperson Meyer opened for public comment.

Geoff Hale, the applicant, stated that his design and drafting department did the work and came up with 1470 sq. ft. on the first floor and 804 sq. ft. on the second floor. The bedrooms are ample size. Both porches are used. The front porch is used spring, summer and fall.

Plan Commission members voiced concerns of: if the applicant had tried renting to families; how long he has owned the property?; the University had 560 empty beds last school year; there is a shortage of single family homes; months ago, the landlords told the Plan Commission they didn't need to do a housing study, no one will come in for an R-2A; There have been many requests for the R-2A Overlay Zoning to allow for more unrelated occupants in a residence since then.; Are there closets in the bedrooms?; even if the front porch is added, it still might not be enough habitable space for 5 unrelated persons.

Geoff Hale explained that he would rent to a family if a family wanted to rent the home. The home is surrounded by student housing. He has owned the property since 2009. Geoff Hale has rented the home to 3 unrelated persons. There are closets in bedroom 1 downstairs, bedroom 3 upstairs and bedroom 4 upstairs.

Chairperson Meyer closed public comment.

Plan Commission members voiced concerns of rutting along the side of the driveway. There is three feet or more destroyed on the house side of the driveway and another two feet on the north side. There was a van sitting on a 4 foot piece of drywall that was on the grass, half on and half off. The garage is being used as a party room and not for parking. Plan Commission should follow the ordinance so that it is fair to all landlords. The three season porch is not included in the habitable space. There is a discrepancy of the sq. ft. on the 1<sup>st</sup> floor; it may not even qualify for 5 unrelated even with the porch. This body cannot make a promise as to what a future body might do. There is a purpose for the sq. ft. requirement. There are rules for a reason. If there is any intention to use the porch as part of the habitable space, the applicant is to come back to the Plan Commission with a plan before he does the work. Plan Commission wants to treat everyone the same, coming back first would be a good plan.

Geoff Hale stated that he will repair the yard and put barriers up to keep the vehicles off the lawn.

Moved by Stanek and seconded by Binnie to recommend to the City Council, the change in the District Zoning Map for the parcel located at 261 S. Church Street, Tax Parcel # /OT 00188 and 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, and to approve the conditional use permit , in an R-2A Overlay Zoning District, to allow for 4 unrelated occupants to live in the house with the recommendations of the City Planner, and to make repairs to the

lawn area and add barriers to prevent parking or driving on the lawn area. Aye: Stanek, Binnie, Miller, Crone, Parker, Stone. No: None. Motion approved. (See conditional use permit.)

**Information Items:**

- a. 353 S. Scott Street – conversion – staff report. Chris Munz-Pritchard stated that this is a non-actionable item. Included in her report was some history on the proposal for this property. October 8, 2018 there was a planning review for a proposed duplex. The project never moved forward, though building and demo permits were pulled. On April 8, 2019 the Plan Commission review a proposed conversion of a single family home into four units. The project was tabled for the May 13<sup>th</sup>, 2019 meeting while the following information could be gathered.
- Per the memo from Brad Marquardt: the Water Department will be conducting hydrant flushing starting at the end April. I have asked them to do a flow test to obtain the pressure and gallons per minute at the hydrant located on Scott Street. Can I please have this provided with a memo stating what the minimum requirements are for hydrants and if this will be sufficient for this area.
  - Rough estimates on what it would cost to install additional hydrants in the area.
  - Best location for installing additional hydrants
  - A letter from Strand stating approval of the stormwater plan for the parking area.
- The bulk of the information was discussed at the 8:30 AM April 16<sup>th</sup> 2019 Project Manager Team (PMT) meeting. The process for these reports has either begun, or is attached to this memorandum for your information.
- On April 16<sup>th</sup>, at 12:38 PM Matt Kuehl by e-mail requested the 353 S Scott Street be withdrawn from the agenda. At this time no alternative plans have been provided. I have attached the e-mail.
- Plan Commission members were given copies of the emails from Mark Fisher on the stormwater management of this area; the email from Matt Kuehl, withdrawing the 353 S. Scott Street project; and the email from Rick Lien with information on the fire flow test on Scott Street.
- Chairperson Meyer stated that the City needs to work on getting more hydrants in the area. Plan Commission Member Miller explained that as a former fireman, he knows that laying a hose is not easy. It is a lot of work.
- b. Possible future agenda items. Chris Munz-Pritchard hopes to cancel the July Plan Commission meeting. If there must be a meeting it will either be moved to another day or the City Manager or someone else will cover the meeting. Mark your calendar for July 18, 2019 for a Planning and Zoning Workshop. Please register as soon as possible as spaces are limited. At the June Plan Commission meeting appointments to Boards and Commissions will be made.
- c. Next regular Plan Commission Meeting – June 10, 2019.

Moved by Crone and seconded by Stanek to adjourn. The motion was approved by unanimous voice vote. The meeting adjourned at approximately 6:45 p.m.

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Chairperson Greg Meyer