



CITY OF WHITEWATER

PLAN AND ARCHITECTURAL REVIEW COMMISSION

Whitewater Municipal Building
Community Room
312 W. Whitewater Street
Whitewater, WI 53190
August 8, 2011
6:00 p.m.

1. Call to order and roll call.
2. **Hearing of Citizen Comments.** No formal Plan Commission action will be taken during this meeting ON CITIZEN COMMENTS although issues raised may become a part of a future agenda. Items on the agenda may not be discussed at this time.
3. Approval of the minutes of June 13, 2011.
4. Review and action on one-lot extraterritorial jurisdiction certified survey map for the Mary Ellen Pope Revocable Trust, located in Section 12 along North County Line Road in the Town of Lima.
5. Hold a public hearing for the consideration of an amendment to the conditional use permit for the proposed addition to the parking lot at 445 N. Warner Road for CrossPointe Community Church.
6. Information:
 - a. Possible future agenda items.
 - b. Next regular Plan Commission meeting- September 12, 2011.
7. Adjourn.

Anyone requiring special arrangements is asked to call the Zoning and Planning Office 24 hours prior to the meeting. Those wishing to weigh in on any of the above-mentioned agenda items but unable to attend the meeting are asked to send their comments to c/o Zoning Administrator, 312 W. Whitewater Street, Whitewater, WI, 53190 or jwegner@whitewater-wi.gov.

The City of Whitewater website is: whitewater-wi.gov

CITY OF WHITEWATER
PLAN AND ARCHITECTURAL REVIEW COMMISSION
Whitewater Municipal Building Community Room
June 13, 2011

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

Chairperson Torres called the meeting of the Plan and Architectural Review Commission to order at 6:00 p.m.

PRESENT: Torres, Binnie, Dalee, Coburn, Meyer, Henry (Alternate). ABSENT: Knedler, Miller. OTHERS: Wallace McDonell/City Attorney, Mark Roffers/City Planner, Bruce Parker/Zoning Administrator.

HEARING OF CITIZEN COMMENTS. This is a time in the agenda where citizens can voice their concerns. They are given three minutes to talk. No formal Plan Commission Action will be taken during this meeting although issues raised may become a part of a future agenda. Items on the agenda may not be discussed at this time.

There were no citizen comments.

MINUTES. Moved by Binnie and Coburn to approve the Plan Commission minutes of May 9, 2011. Motion approved by unanimous voice vote.

REVIEW EXTRA-TERRITORIAL ONE LOT CERTIFIED SURVEY MAP TO CREATE A 3 ACRE LOT WITH AN EXISTING HOUSE LOCATED ON COUNTY HIGHWAY D FOR JAMES REU. Zoning Administrator Bruce Parker explained that this survey is on the border of the 1 ½ mile City of Whitewater Extra-territorial review. The parcel is located outside the City of Whitewater Sewer Service District area.

City Planner Mark Roffers recommended approval.

Moved by Binnie and Dalee to approve the extra-territorial one lot certified survey map to create a 3 acre lot with an existing house located on County Highway D for James Reu. Motion approved by unanimous roll call vote.

REVIEW EXTRA-TERRITORIAL ONE LOT CERTIFIED SURVEY MAP TO CREATE A 2.61 ACRE LOT WITH AN EXISTING HOUSE LOCATED ON ISLAND ROAD FOR LYLA PONTEL. Zoning Administrator Bruce Parker explained that this survey is near the 1 ½ mile City of Whitewater Extra-territorial review area. The parcel is also located outside the City of Whitewater Sewer Service District area. There is an error on the second page description of the parcel, which will be corrected.

City Planner Mark Roffers recommended approval with the correction of the description.

Moved by Meyer and Coburn to approve the extra-territorial one lot certified survey map to create a 2.61 acre lot with an existing house located on Island Road for Lyla Pontel. Motion approved by unanimous roll call vote.

PUBLIC HEARING FOR A CONDITIONAL USE PERMIT FOR AN ENTERTAINMENT ESTABLISHMENT (KARAOKE ENTERTAINMENT) AND A CONDITIONAL USE PERMIT FOR A CLASS B BEER LICENSE FOR MARTIN RUDE, TO SERVE BEER BY THE BOTTLE OR GLASS AT 206 & 210 W.

WHITEWATER STREET. Chairperson Torres opened the public hearing for consideration of a conditional use permit for an entertainment establishment (Karaoke Entertainment) and a conditional use permit for a Class B Beer License for Martin Rude, to serve beer by the bottle or glass at 206 and 210 W. Whitewater Street.

Zoning Administrator Bruce Parker explained that the proposed Karaoke operation will be at the former Dan's Meat Market. They are asking to serve beer in the large room, Karaoke Lounge/Bar. This area is closed off from the other areas. No beer would leave the room. There is no charge to go into the karaoke lounge/bar, but you would be charged if you wanted to go up on stage and sing. The karaoke bar is for people 21 years of age or older, and will be policed. There will be five karaoke areas. The developer would also like to re-utilize the existing framework for their proposed projecting sign.

Martin Rude, the applicant, explained that he planned to have a karaoke and gaming center. The two smaller rooms would hold 7 to 10 people and could be used as a home theatre or karaoke. Rooms would be rented at an hourly rate. The gaming center (arcade center) would be open to the public. There would be no alcohol served in any of the rooms except the lounge/bar area. There is security for the gaming center. There is a half wall, where the customers would pay for the rooms.

Plan Commission Member Coburn asked about having alcohol served in any of the other rooms.

Martin Rude explained that if a group rented a room, he would like the option of serving beer to that room. However, if there was anyone under the age of 21, they would not allow beer in the room. The serving of beer would be determined prior to it being rented.

Plan Commission Member Henry asked about a family party or graduation party.

Martin Rude suggested that the group would rent the gaming center. There are two entrance doors to the building. One goes directly into the karaoke lounge/bar area and the other directly into the gaming center. He handed out some noise information. There are areas where there will be double walls with sound proofing sheet rock on the interior walls which is supposed to reduce the noise level by 60 decibels.

Chairperson Torres closed the public hearing.

City Attorney McDonell explained that when the proposal is taken to the City Council, they would need a description of the premises in which alcohol would be served. Generally, the area is either all the way in or all the way out.

City Planner Mark Roffers explained that the Plan Commission is reviewing the proposal in terms of land use. Is this karaoke establishment an appropriate land use for this site? A karaoke establishment is a conditional use in this downtown (B-2 Zoning District) site. It is also a conditional use to serve beer. City Council is responsible for reviewing liquor licenses and license premises which the Police Department monitors. Roffers recommended the Plan Commission allow this business based on the whole establishment and leave it to the City Council to determine where in the building alcohol could be served.

City Attorney suggested that if the Plan Commission gives the conditional use for the entire premises, if the area in which to serve alcohol is changed, they would be able to re-submit the change in the area to be approved to serve alcohol to the City Council and not have to amend the conditional use at the Plan Commission level.

City Planner Mark Roffers recommended the following conditions:

1. The project shall be developed and operated in accordance with all building, operational, sign, and other plans and representations included in and with the 5/13/11 application.
2. The Plan and Architectural Commission's approval of the conditional use permit would allow the sale of alcoholic beverages throughout the establishment, per the "Handling of alcohol and sale of alcohol (Proposal 2)" provisions included with the 5/13/11 application, recognizing that City Council approval of the liquor license may further limit the premises for selling alcohol if the Council chooses.
3. The conditional use permit shall run with the business owner and not the land. Any change in ownership or change in concept from a karaoke entertainment establishment will first require approval of a conditional use permit amendment.
4. The project shall meet the City's noise ordinance at all times, with sound mitigation measures implemented to buffer music noise from upstairs apartments as proposed in the "Sound Proofing details" sheet presented at the June 13, 2011 Plan and Architectural Review Commission meeting.
5. The proposed sign shall not be backlit plastic in design, and any exterior sign lighting shall be directed downward and towards the sign only.

Moved by Binnie and Meyer to approve the conditional use permits for the karaoke entertainment and for a Class B Beer License for Martin Rude to serve beer by the bottle or glass, subject to the City Planner Mark Roffers' conditions. Motion approved by unanimous roll call vote.

PUBLIC HEARING FOR A CONDITIONAL USE PERMIT FOR AN 18-UNIT STUDENT APARTMENT BUILDING, TO BE BUILT ON THE PROPERTIES AT 234 N. PRINCE STREET AND 1006 W. FLORENCE STREET FOR CATCON WHITEWATER LLC.; AND THE REVIEW AND APPROVAL OF THE SITE PLAN AND CERTIFIED SURVEY MAP. THIS IS AN R-3 MULTI-FAMILY ZONING DISTRICT. Chairperson Torres opened the public hearing for consideration of a conditional use permit for a proposed 18-unit student apartment building, to be built on the properties at 234 N. Prince Street and 1006 W. Florence Street for CatCon Whitewater LLC.; and the review and approval of the site plan and certified survey map. This is in an R-3 Multi-family Zoning District.

City Planner Mark Roffers explained that this project has been before the Plan Commission in different configurations over the last 9 months. The current project is for an 18-unit student rental housing on N. Prince Street, just north of W. Florence Street. This project is consistent with the R-3 (Multi-family Residence) Zoning. It requires: a conditional use permit because the building has more than 4 units in one building; site plan approval; and the certified survey map which combines two lots into one lot. The project no longer includes the property at 1018 W. Florence St; and no longer includes the church occupying any portion of the building. They have submitted new plans that have been adjusted to accommodate the planning, engineering and Fire Department reviews.

Developer Matt Burow, CatCon Whitewater LLC., stated that they have taken the information from the previous meeting in order to make sure that they have the most marketable and desired property. Matt introduced Tom Schermerhorn from Excel Engineering (building site) and Josh Pudelko, President of Trio Engineering LLC., (stormwater, drainage) who gave information on the project.

Tom Schermerhorn explained that the project has changed from when it first came at 88 units and is now reduced to 18 units (17 4-bedroom and 1 1-bedroom apartments). There are 70 parking spaces with 25 of them being below grade (under the building). The building design has been transformed in order for the project to meet all the R-3 Zoning District requirements.

Josh Pudelko explained that the site layout has all the parking at the back of the building. There will be no parking in the street yard. To the west of the parking is a retaining wall. In order to preserve as many trees as possible, they are setting the wall around the drip line of the trees. There is a patio at the front of the building and service access on both ends of the building. In order to handle the stormwater management, discharge control and water quality, there is an underground detention in the front yard area. He stated that as described in the City Planner report, they are providing landscaping above and beyond the City minimum requirements.

Plan Commission Member Coburn asked about the removal of the two spruce trees in the front yard area; and the canopy trees in the back (black walnut trees).

Pudelko explained that the two spruce trees are in the underground stormwater detention area and where the utilities will run to the building. They are replacing the trees plus more. He explained that they are saving the trees in the northwest corner of the property, but some along the north property line that fall within the construction area will be removed. They are making every effort to keep as many trees as possible.

Don Gregoire, Whitewater Fire Chief, stated that the 2nd story sticks out on the back side of the building with an 8 to 10 foot roof area. He wanted it documented that there would not be a deck area, the windows would be secured with no in and out for the students. Another concern was the hydrant located behind the building must have access at all times (no snow, mopeds, garbage around the hydrant). They would like the FDI C hook up on the south end of the building in front of the H2O room with a Knox box and run a 5" into it. They don't want to compromise the driveway going in. This is a 4 story wood structure building. The Fire Department would take care of the life safety issues first and then the building. Buildings 10 units or larger must have a loop system. Fire Chief Gregoire also requested that the water main improvements in Prince Street be completed before occupancy of the building. The Fire Department would need the water flow. He stated that he had not seen any revised plans.

Jeff Knight, 405 S. Panther Court, voiced his concerns of the project that this proposal is significantly below the trends and standards that the Plan Commission has approved in the past. He feels that the developer is on the right track and getting closer, but is not there yet.

Bill Levy, President of BMOC, which would manage the property, stated that his company manages apartments all over the country. In these apartments, each student has their own room. Traditionally students shared rooms. The type of apartments for students has changed over the years.

Matt Burow clarified that the building is three stories, the first floor is precast concrete, then two stories of wood structure. Life safety is most important. They will do whatever they need to make things work with the Fire Department and City Staff. There is no access to the back roof.

The roof will have cameras and will house mechanical equipment (condensers etc.).

The Plan Commission voiced their concerns of: would like to see a better design for the closet space in the bedrooms (felt there was very little room there); why the foreclosure and vacancy rate graphs were included in the packet; the size of the bedrooms in comparison to Starin Hall.

Jeff Knight stated that the current vacancy rate for Whitewater is 9.2%. A survey on the number of foreclosures or distressed sales was 45%.

City Planner Mark Roffers recommended approval with the following conditions as amended at the meeting. He noted that the certified survey map has three separate conditions of approval as listed below.

1. The applicant shall make building and site improvements and operate the site in accordance with the following plans and other supporting documents, except as any changes to any of these plans and supporting documents are required to meet the remaining conditions of approval:
 - a. The following materials dated 6/6/11: Existing Site and Demolition Plan (sheet C1.0); Site Plan (sheet C1.1); Turning Movement Exhibit (sheet C1.1X); Grading and Erosion Control Plan (sheet C1.2); Details and Specifications (sheets C1.4 and C1.4A); Landscape Plan (sheet C1.5); First Floor Plan (sheet A1.1); Second Floor Plan (sheet A1.2); Third Floor Plan (sheet A1.3); Roof Plan (sheet A1.4); Elevations (sheet A2.0); Photometric Plan (sheet PXP1); exterior lighting details (sheet PXP2).
 - b. The Utilities Plan (sheet C1.3) dated 6/7/11.
 - c. The following materials dated 5/16/11: Stormwater Management Plan (bound document); Agreement to Maintain Stormwater Facilities; Operation Plan for The Element (except management company may change with City staff approval); Parking Information (includes Parking Memorandum, Information and Parking Form, Parking Terms and Rates, and Parking Rules and Regulations).
 - d. Other materials with no date: Catalog Page for retaining wall; Sustainable Design Features list
2. Prior to the issuance of a building permit for this project, the applicant shall:
 - a. Address requirements of the Fire Code to the satisfaction of the Fire Chief.
 - b. Address all outstanding issues related to stormwater management, grading, erosion control, and utilities, as determined by and to the satisfaction the City's engineering consultant.
 - c. Pay a park improvement fee and a fee-in-lieu of parkland dedication in accordance with City ordinance standards for the 17 additional housing units being added to this property.
 - d. Amend the "Operation Plan for the Element" to specify that maximum occupancy of each apartment unit shall be limited to the number of bedrooms in that unit, and the maximum occupancy of each bedroom shall be one tenant, which shall be a ongoing requirement for this project.
 - e. Amend the "Operation Plan for the Element" to include a security plan to restrict and monitor access to all roof sections of the building.
 - f. Correct the "Parking Memorandum" to indicate the revised number of parking spots, per the approved site plan.
 - g. Amend the "Parking Rules and Regulations" sheet to indicate how indoor versus outdoor spaces will be managed to maximize use of both areas for residents
 - h. Amend the "Parking Rules and Regulations" sheet to include clear restrictions against vehicular parking in any location that is not a designated parking space on the approved site plan.

- i. Obtain approval of the City Forester of the street terrace tree planting plan and make any associated adjustments to the landscape plan.
 - j. Address other minor comments from the City Planning Consultant on the landscape plan, primarily related to quantities shown on the map versus in the map legend.
 - k. Specify a 4 foot height for the fence section in the required front yard area near Prince Street, and to discontinue that fence 15 feet from the northeast corner of the subject lot.
 - l. Indicate the westerly extension of the privacy fence along the south side of the subject lot, in the area directly adjacent to the lot at 1018 Florence Street.
 - m. Indicate the installation of undercanopy lights at all building entrances.
 - n. Confirm that the front canopy extends at least 6 feet from the front entrance and all other canopies extend at least 4 feet from appropriate entrances.
 - o. Correct the misplaced "stone veneer" label near the building's base on the west building elevation.
 - p. Update and resubmit for City Planning Consultant approval all plans that are necessary to assure compliance with the above conditions.
3. The applicant shall work with the City to coordinate utility, stormwater, and other proposed improvements within the Prince Street right-of-way with the City's proposed reconstruction project for that street, and the implementation of associated plans may vary to reflect the results of that coordination, as approved by the Director of Public Works.
 4. The first floor Game Room and Business Center may not be used for any sort of residential or church use.
 5. The applicant shall outfit the proposed front yard patio, as represented on the approved site plan, with outdoor seating and other appropriate outdoor improvements no later than one year from the date of initial building occupancy.
 6. No parking space designated on the site plan shall be used at any time for any other purpose than the parking of operable motor vehicles. No snow storage shall be allowed in parking spaces.
 7. Parking permits shall be allocated for tenants of the project, per the approved "Parking Rules and Regulations" document. In no case shall the number of permits that are issued for resident parking exceed the number of spaces available in the off-street parking lots, less spaces to accommodate visitors per the approved Parking Memorandum sheet.
 8. The applicant shall include with all leases provisions related to the following:
 - a. Limits on occupancy to (i) one tenant for each bedroom and (ii) a number of tenants in each apartment unit not exceeding the number of bedrooms in that unit.
 - b. Parking rules and regulations in accordance with this conditional use permit approval.
 9. In the event that not all site and landscape improvements are completed before occupancy of this building, the applicant shall provide the City with a site improvement deposit in the amount of \$2,000.

Approval conditions for CSM*

1. The CSM may not be recorded until after at least one of the existing principal buildings within the CSM area has been demolished.
2. The CSM shall be recorded prior to occupancy of the apartment building that is authorized through City conditional use permit and site plan approval for the same property.

3. Prior to the addition of the City Clerk's signature on the CSM and its recording, the legal description on Sheet 2 of the CSM shall be corrected to accurately reflect the current boundaries of the CSM area and the water main easement shall be adjusted if necessary based on Fire Department comments.

* Because CSM includes a grant of a water main easement to the public, City Council approval is also required.

Plan Commission Member Henry asked what future things needed to be decided.

City Planner Mark Roffers explained that the site plan needed to be tweaked a bit; the fire codes needed to be addressed. It would give a chance to work with the applicants and address the Fire Chief requests, which are not too radical from what would be approved at this meeting.

Bob Freiermuth, a local investor and President of the Landlord Association, voiced his concerns of the vacancy rates and the quality of life of the community at large that is dependent upon the U.W. System. If occupancy cannot be maintained, properties deteriorate. It is not easy to find tenants. It is hard to get and keep tenants. Freiermuth is on the Council of the University of Whitewater which is trying to increase retention. The drop-out rate is pretty much the same as it was 40 years ago. Vacancy rate is important to the community at large as far as quality of life.

Plan Commission Member Binnie asked if the 10 inch water main for N. Prince Street would be done by fall of 2012.

Bob Freiermuth (son) asked if the water main was being updated for this particular project or was it previously planned.

Zoning Administrator Bruce Parker explained that the N. Prince Street water main project will go to the City Council to do the engineering this fall. The N. Prince Street water main project has been planned for the last 3 to 5 years.

Chairperson Torres closed the public hearing.

Plan Commission Member Henry stated that one of the big concerns at a previous meeting was that there needed to be the same playing field for all developers. Are there any special considerations given to this developer that are likely to cause problems later? Henry also had concerns of storage in the bedroom.

City Planner Mark Roffers explained that there is nothing with this project that does not comply with the ordinances.

Matt Burow explained that they are providing all the furniture for the apartments. In the bedrooms, the beds are raised and have dressers underneath. There will be storage in the garage area of the building for bulky items such as bicycles etc. They want a marketable product and will make sure there is plenty of storage.

Moved by Binnie and Coburn to approve the conditional use permit, site plan, and certified survey map for a proposed 18-unit student apartment building at 234 N. Prince Street for CatCon Whitewater LLC. based on the Planning Consultant's recommendation in writing as well as the revisions made at the meeting. Motion approved by unanimous roll call vote.

CONCEPTUAL REVIEW OF THE PROPOSED EXPANSION OF THE EXISTING SITE LOCATED AT 804, 808, 818, AND 826 W. WALWORTH AVE. FOR CRAIG POPE. THIS PROPOSAL WOULD INCLUDE; A REZONING OF THE RESIDENTIAL PROPERTIES AT 818 AND 826 W. WALWORTH AVE. FROM R-2 (ONE AND TWO FAMILY) TO B-1 (COMMUNITY BUSINESS) ZONING DISTRICT; THE INSTALLATION OF AN AUTOMATIC CAR WASH; EXPANSION OF THE PARKING/DRIVEWAY AREA; A BUILDING ADDITION TO THE WEST END OF THE BUILDING; THE INSTALLATION OF A 4TH FUEL PUMP ISLAND; AND A NEW ALTERNATIVE FUEL ISLAND AND CANOPY. Chairperson Torres removed himself from this item as he has a conflict of interest in being an employee of Craig Pope. Vice Chairperson Binnie presided over this item.

Zoning Administrator Bruce Parker explained that this is a conceptual review. The BP gas station and convenience store property at 804 W. Walworth Ave. is zoned B-1 (Community Business). The B-1 Zoning District goes from this property south along S. Janesville Street. The residential properties next to the BP property to the west, properties to the north and to the east are zoned R-2 (One and Two Family Residence). Craig Pope wants to utilize the two residential properties to the west for the installation of a car wash, an addition to the building and additional fuel pumps. Parker has talked with Craig Pope and suggested that Craig have a neighborhood meeting to inform the neighbors and get their feedback. This would require a rezoning of the two residential properties to the west. A variance would also be required for the building addition. This meeting is to get input from the residents and the Plan Commission for Craig to determine how he wants to proceed.

Vice-Chairperson Binnie explained that this is a conceptual review looking for input from the Plan Commission and the public.

Craig Pope explained that this is a concept plan to get information back from the Plan Commission and the neighbors. He has not had a neighborhood meeting, but has spoken with most of the neighbors over the last couple of years. His intention is to update petroleum/expand petroleum. This is relatively close to the petroleum that was proposed 13 years ago. At that time he left off an island that has been plumbed in already. The addition on the back of the building has footing and was intended to be built out. The access on Walworth Ave. will be moved further to the west to make it a little safer for the intersection. He is moving the pylon sign over to the vacated area and repositioning it there as per Mark Roffers' comments. If they proceed with this project, a new roof system (metal) would be put on the building, the canopy would be removed and the columns would be removed. They would upscale the building to maybe brick and stone, like a bank building would be. There would be energy efficiency measures, inside and outside of the building. The plan does not show parking in front of the building, which they plan to provide. The car wash is positioned about 30 feet from the neighborhood (nearly half the width of the lot) to provide a nice buffer. The west side of the car wash will be masonry. They lengthened the car wash to provide a complete wash and dry within the building which makes the car wash sound proof. Pope feels this project will make a nicer buffer, emitting much less noise than there is now.

John Steuerwald, 920 W. Walworth Ave., appreciates Craig Pope as an entrepreneur, but has concerns about the rezoning of the residential area to B-1 and moving the business further into the existing residential area. He also has concerns of another car wash in Whitewater. We have four of them at this time. He would like to see something other than a carwash. The noise of a car wash is loud and would disrupt families. He is also concerned about the brick home on the other side of Walworth Ave. that has sat there for many years without anything happening there.

Dave Jensen, of Reliable Plus Car Wash Systems, said they build 40 to 50 car washes per year in the Minnesota, Wisconsin and Upper Michigan areas. They do have ways to reduce the decibel levels of car washes. The petroleum and car wash industries go hand in hand. The successful businesses have multiple businesses on a site. There are two ways to address the noise. One is to have a larger building with a drive through air drier inside the building and to operate the car wash with the doors down. The other way is to have a smaller building with the drier on the machine itself. This one would also be operated with the doors closed. The noise would be approximately 50 decibels 45 feet from the door. When asked about comparables, normal road noise is about 70 decibels. Ambient noise (dishwasher in the next room, or a quiet neighborhood) is about 50 decibels.

Chairperson Binnie asked if there were plans for vacuum cleaners on the site. The answer was no.

Zoning Administrator Bruce Parker asked if there were car washes in the area that Reliable Plus Car Wash Systems has installed.

Jensen stated that they have installed 98 to 100% of the Kwik Trip car washes. In ten years they have installed 190 units for Kwik Trip. They installed the one in Madison "Severson Citgo" which has a 64 unit apartment building behind it. The building is 40 feet from the property line. The car wash is built right to the property line. They have had no complaints in 6 years. When asked if there was a guarantee that the doors would be closed during the process, Jensen stated that it was computer controlled and could be set to have the doors closed during the wash and dry cycles. The entire site would be automated. The majority of the car washes would happen between 9 a.m. and 3 p.m. The business could be closed at night, 11 or 12 p.m.

Deb Grubbe, 429 S. Whiton Street, and also owner of 230 S. Woodland Drive, submitted a petition from the neighborhood asking for Plan Commission to deny Craig Pope to expand his development. The petition had 18 signatures that they were able to get in the time allowed. The residents object to the rezoning. This is a residential area and the change would be incompatible with the Master Plan. The request for this proposal is incomplete. Maintenance of this property has not been complied with. A Master Plan amendment would need to be updated before a change of zoning could happen. This should be denied to comply with the City of Whitewater Comprehensive Plan and to maintain the residential integrity of the neighborhood. Grubbe listed many items that were not shown in the plans, such as lighting, and existing trees (4" or larger are to be shown). The landscaping was not to scale, so could not determine whether it would meet the approximate 18,000 sq. ft. of landscape surface that is to be provided. The plans are not accurate. A survey from 1995 shows the building to be 5.9 feet from the lot line on the northeast corner of the building and 3.9 feet on the northwest corner of the building. She believes there have been other additions to the building that may have changed those distances. They are now proposing another addition to the west of the building. The existing building is non-conforming. The yard required for a principal building from a residential district is 30 feet. A variance would be needed which could not be done for economic gain, the proposal could not impair neighboring property values, and it would need to be proved a hardship if a variance was not granted. This is a permitted use as it is. The dumpster should be 30 feet from the property line. And there should be a 15 foot vision triangle coming off the alley on the Northeast corner of the property. The northwest corner of the property (staff parking) should be a buffer area for the neighbors.

Vice Chairperson Binnie explained, with respect, that a conceptual review is to provide opportunity for feedback without a lot of detail. The Plan Commission encourages developers to have a conceptual review to get input from the public and the City prior to investing a lot of money into a development.

Craig Stauffer, 437 S. Whiton Street, explained that he bought the house in 2005. The two houses between his house and the gas station were a buffer for him. If the developer puts up a 6 foot fence, cars will be parking less than 5 feet away from his property. The noise would be very annoying. There is supposed to be a fence between the house and the BP gas station now, but it is not.

Plan Commission Member Henry explained that she liked to support the local people, but this is a residential neighborhood. Her grandson and family live on the street and were concerned, when they bought in the area, if it was going to be a residential neighborhood. Henry has been on several committees where the concern is for protecting neighborhoods. The City talks about preserving and protecting neighborhoods and would like young couples to buy single family homes and fix them up. She is afraid that people will not want to buy here if plans are easily changed. She has met a lot of the neighbors and sympathizes with them. Henry suggested that Craig Pope meet with the neighborhood.

Plan Commission Member Coburn understands the concept, but wants to protect the neighborhoods. People will trust the City more if they don't easily convert. She would not support an expansion of this site. It would also create more congestion than is already there.

Vice-Chairperson Binnie personally does not have an issue with the car wash. He has a car wash near his home. The car wash issues could be mitigated.

City Planner Mark Roffers explained that the Comprehensive Plan cannot be changed without the public knowing it. The Comprehensive Plan does not indicate any change being made to the two homes to the west. The next step would be to have further neighborhood meetings. If a plan does come forward, there would be 3 public hearings with much more detailed plans than for a conceptual review.

Craig Pope appreciated the input. He felt this was an opportunity for redevelopment and to make the development look nicer. The redevelopment would not happen without the car wash. The economy is not there. He respects the neighbors, input.

INFORMATION:

Kevin Brunner, City Manager, explained to the Plan Commission per the direction of the City Council, that they will be sending out RFP's for the rewriting of the Zoning Code. The movement is from measurement based (historical) toward form based. They are looking for one Plan Commission member to be on the committee. They expect the process to take approximately 1 ½ years.

Zoning Administrator Bruce Parker announced his retirement as of July 1st. He thanked the Plan Commission for all that they do.

City Manager Kevin Brunner thanked Bruce Parker for all he has done in his 37 years of service to this community. He asked the Plan Commission to mark their calendars for July 12th, as the City will be having a dinner in his honor.

- a. **Future agenda items:** Zoning Administrator Bruce Parker stated that there were no submittals at this time for the July meeting.
- b. The next regular Plan Commission meeting will be July 11, 2011.

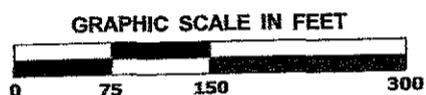
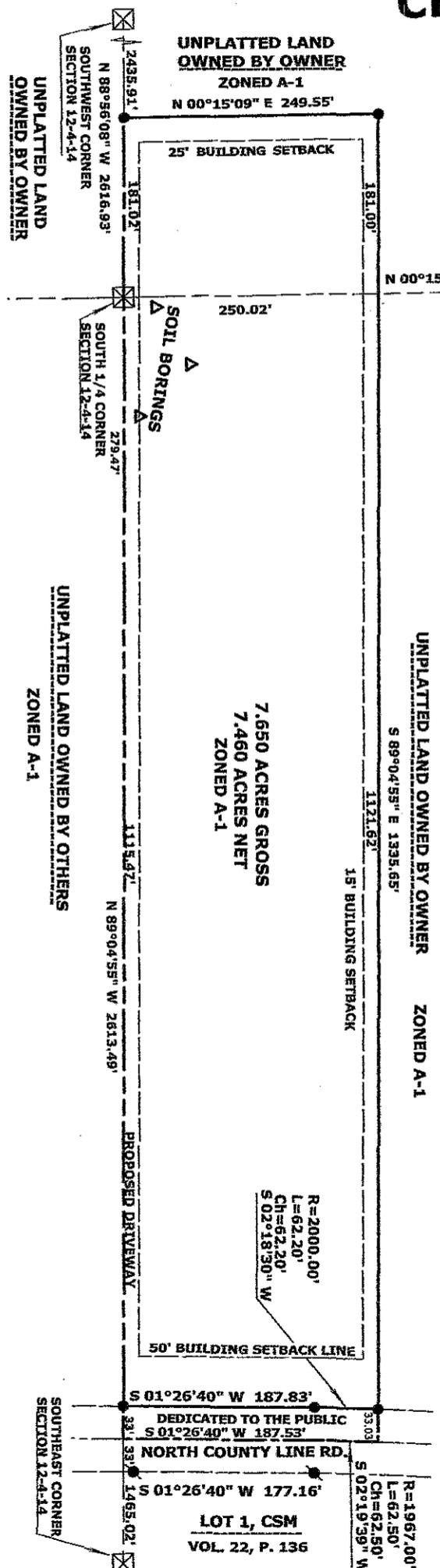
Moved by Meyer and Coburn to adjourn at approximately 8:00 p.m. Motion was approved by unanimous voice vote.

Chairperson Gregory Torres

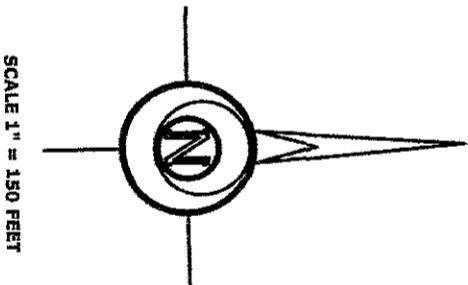
DRAFT

CERTIFIED SURVEY MAP

A CERTIFIED SURVEY MAP OF PART OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 AND PART OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 12, TOWN 4 NORTH, RANGE 14 EAST, LIMA TOWNSHIP, ROCK COUNTY, WISCONSIN.



- Legend**
- ☒ Found County Section Corner Concrete Mon. with Brass Cap
 - Found iron pipe 1 1/4" dia.
 - Set 3/4" dia. iron rod, 18" long weighing 1.13 lbs./ lin. ft.
 - (xx) Recorded Dimension



Horizontal Datum is based on the Rock County Coordinate System, North American Datum of 1983 (NSRC 2007). The South line of the se 1/4 of Section 12-4-14 was assumed to bear N 89°04'55" W

OWNER:
 MARY ELLEN POPE REVOCABLE TRUST
 MARY ELLEN POPE: TRUSTEE
 10041 N. COUNTY LINE ROAD
 WHITEWATER, WI 53190



Mark L. Miritz
 MARK L. MIRITZ
 WI. REGISTERED LAND SURVEYOR S-2582
 JULY 30, 2011

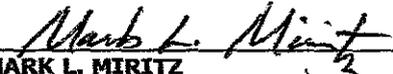
SHEET 1 OF 3 SHEETS
 PROJECT NO. 11.405

CERTIFIED SURVEY MAP

A CERTIFIED SURVEY MAP OF PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 AND PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 12, TOWN 4 NORTH, RANGE 14 EAST, LIMA TOWNSHIP, ROCK COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE:

I, MARK L. MIRITZ, REGISTERED LAND SURVEYOR, DO HEREBY CERTIFY THAT AT THE DIRECTION OF MARY ELLEN POPE REVOCABLE TRUST, MARY ELLEN POPE: TRUSTEE, OWNER, I HAVE SURVEYED THE PROPERTY HEREON DESCRIBED AND THAT THE CERTIFIED SURVEY MAP HEREON SHOWN IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION OF IT AND THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236.34 OF THE WISCONSIN STATE STATUTES, AND WITH THE SUBDIVISION REGULATIONS OF ROCK COUNTY, WISCONSIN. THIS LAND IS PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 AND PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 12, TOWN 4 NORTH, RANGE 14 EAST, LIMA TOWNSHIP, ROCK COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS: BEGIN AT THE SOUTH 1/4 CORNER OF SAID SECTION 12; THENCE North 88°56'08" West ALONG THE SOUTH LINE OF SAID SOUTHWEST 1/4, 181.02 FEET TO A SET IRON ROD; THENCE North 00°15'09" East 249.55 FEET TO A SET IRON ROD; THENCE South 89°04'55" East 1335.65 FEET TO THE CENTERLINE OF NORTH COUNTY LINE ROAD; THENCE ALONG SAID CENTERLINE ON A CURVE TO THE LEFT HAVING A RADIUS OF 1,967.00 FEET, A DELTA OF 01°49'14", AN ARC LENGTH OF 62.50 FEET, AND A CHORD WHICH BEARS South 02°19'39" West HAVING A CHORD DISTANCE OF 62.50 FEET; THENCE South 01°26'40" West ALONG SAID CENTERLINE 187.53 FEET TO THE INTERSECTION WITH THE SOUTH LINE OF SAID SOUTHEAST 1/4; THENCE North 89°04'55" West ALONG SAID SOUTH LINE 1148.47 FEET TO THE POINT OF BEGINNING, AND CONTAINING 332,999 SQUARE FEET OR 7.650 ACRE(S) OF LAND, MORE OR LESS.


MARK L. MIRITZ
REGISTERED LAND SURVEYOR S-2582
JULY 30, 2011



OWNER'S CERTIFICATE:

MARY ELLEN POPE, TRUSTEE OF THE MARY ELLEN POPE REVOCABLE TRUST, I HEREBY CERTIFY THAT I HAVE CAUSED THE LAND DESCRIBED ON THIS CERTIFIED SURVEY MAP TO BE SURVEYED, DIVIDED, AND MAPPED AND DEDICATED AS REPRESENTED HEREON.

MARY ELLEN POPE, TRUSTEE

STATE OF WISCONSIN) SS
COUNTY OF WALWORTH)

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 201____
THE ABOVE NAMED MARY ELLEN POPE TO ME KNOWN TO BE PERSON
WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THE SAME.

NOTARY PUBLIC
MY COMMISSION EXPIRES _____
_____ COUNTY, WISCONSIN.

TOWN OF LIMA APPROVAL:

I CERTIFY THAT THIS CERTIFIED SURVEY MAP PREPARED FOR MARY ELLEN POPE REVOCABLE TRUST, IS ACCEPTED FOR PURPOSE OF DEDICATION AND APPROVED FOR RECORDATION BY THE LIMA TOWN BOARD.

DATE _____
_____ TOWN CHAIRPERSON

CITY OF WHITEWATER APPROVAL:

RESOLVED, THAT THE CERTIFIED SURVEY MAP HEREON, BEING LOCATED IN THE EXTRATERRITORIAL PLAT JURISDICTION AREA FOR THE CITY OF WHITEWATER, WISCONSIN, MARY ELLEN POPE REVOCABLE TRUST, OWNER, IS HEREBY APPROVED BY THE CITY OF WHITEWATER PLAN AND ARCHITECTURAL REVIEW COMMISSION.

DATED THIS _____ DAY OF _____, 2011.
_____ MICHELLE SMITH, CITY CLERK

ROCK COUNTY TREASURER'S CERTIFICATE:

I HEREBY CERTIFY THAT THE PROPERTY TAXES ON THE PARENT PARCEL ARE

CURRENT AND HAVE BEEN PAID AS OF _____, 201____

ROCK COUNTY TREASURER _____

THIS INSTRUMENT DRAFTED BY MARK L. MIRITZ

PROJECT NO. 11.405
SHEET 2 OF 3 SHEETS

N9330 KNUTESON DRIVE
WHITEWATER, WI 53190

LAND-MARK SURVEYING
www.Land-MarkSurveying.com

PHONE: (262) 495-3284
CELL: (262) 949-1239
FAX: (262) 495-8421

CERTIFIED SURVEY MAP

A CERTIFIED SURVEY MAP OF PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 AND PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 12, TOWN 4 NORTH, RANGE 14 EAST, LIMA TOWNSHIP, ROCK COUNTY, WISCONSIN.

ROCK COUNTY PLANNING AND DEVELOPMENT:

THIS FINAL LAND DIVISION NO. _____ IS APPROVED THIS _____ DAY OF _____, 2011, PURSUANT TO CHAPTER 15 OF THE ROCK COUNTY LAND DIVISION REGULATIONS.

AUTHORIZED SIGNATURE _____

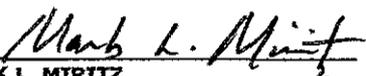
RECEIVED FOR RECORDING THIS _____ DAY OF _____, 2011, AT _____ O'CLOCK ____M.

AND RECORDED IN VOLUME _____ OF CERTIFIED SURVEYS OF ROCK COUNTY AT PAGES _____

DOCUMENT NO. _____

CERTIFIED SURVEY MAP NO. _____

ROCK COUNTY REGISTER OF DEEDS


MARK L. MIRITZ
REGISTERED LAND SURVEYOR S-2582
JULY 30, 2011



PROJECT NO. 11.405

SHEET 3 OF 3 SHEETS

N9330 KNUTESON DRIVE
WHITEWATER, WI 53190

LAND-MARK SURVEYING

www.Land-MarkSurveying.com

PHONE: (262) 495-3284
CELL: (262) 949-1239
FAX: (262) 495-8421

THIS LOT IS FOR A NEW HOME FOR

18.04.040

DON POPE. DON'S HOUSE ON THE EAST SIDE OF
COUNTY LINE RD. BURNED DOWN.

Site Assessment Checklist for Subdivisions (Plats and Certain CSMS)		
ITEM OF INFORMATION	YES	NO
I. Land Resources. Does the project site involve:		X
A. Changes in relief and drainage patterns (Attach a topographical map showing, at a minimum, 2-foot contour intervals)		X
B. A landform or topographical feature in- cluding perennial streams		X
C. A floodplain (If "yes," attach 2 copies of the 100-year floodplain limits and the floodway limits)		X
D. An area of soil instability--greater than 18 percent slope and/or organic soils, peats, or mucks at or near the surface as depicted in the applicable "County Soils Atlas"		X
E. An area of bedrock within 6 ft. of the soil surface as depicted in the appli- cable "County Soils Atlas" or a more detailed source		X
F. An area with groundwater table within 10 feet of the soil surface as de- scribed in the applicable "County Soils Atlas" or a more detailed source		X
G. An area with fractured bedrock within 10 feet of the soil surface as depicted in the applicable "County Soils Atlas"		X
H. Prevention of future gravel extraction		X
I. A drainageway with a tributary area of 5 or more acres		X
J. Lot coverage of more than 50 percent impermeable surfaces		X
K. Prime agricultural land as depicted in the applicable "County Soils Atlas" or adopted farm land reservation plans	X	
L. Wetlands as depicted on DNR wetland in- ventory maps or more detailed sources		X
M. Environmental corridors, as mapped by SEWRPC or more detailed sources		X
II. Water Resources. Does the project involve:		
A. Location in an area traversed by a navigable stream, intermittent stream, or dry run		X
B. Impact on the capacity of a stormwater storage system or flow of a waterway within 1 mile		X

Site Assessment Checklist for Subdivisions (Plats and Certain CSMS) (Continued)		
ITEM OF INFORMATION	YES	NO
C. The use of septic tank(s) for on-site waste disposal	X	
D. Lowering of water table by pumping or drainage		X
E. Raising of water table by altered drainage		X
F. Lake or river frontage		X
III. Biological Resources. Does the project involve:		
A. Critical habitat for plants and animals of community interest per DNR or SEWRPC inventory		X
B. Endangered, unusual or rare animal or plant species per DNR or SEWRPC inventory		X
C. Trees with a diameter of 6 or more inches at breast height		X
D. Removal of over 30 percent of the present trees on the site		X
IV. Human and Scientific Interest per State Historical Society Inventory. Does this project site involve:		
A. An area of archeological interest		X
B. An area of historical interest, including historic buildings or monuments		X
V. Energy, Transportation and Communications.		
A. Would the development increase traffic flow on any arterial or collector street by more than 10 percent based upon the most recent traffic counts and trip generation rates provided by the Institute of Transportation Engineers (ITE)		X
B. Is the land traversed by an existing or planned roadway corridor, as shown on the city's official map or comprehensive plan		X
C. Is the land within a highway noise impacted area		X
D. Is the land traversed by an existing or planned utility corridor (gas, electrical, water, sewer, storm, communications)		X
VI. Population.		

Site Assessment Checklist for Subdivisions (Plats and Certain CSMs)		
ITEM OF INFORMATION	YES	NO
A. Which public school service areas (elementary, middle and high) are affected by the proposed development, and what is their current available capacity?	E: Cap: M: Cap: H: Cap:	
VII. Comments on any of the above which may have significant impact.		
VIII. Appendices and Supporting Material. (NOTE: All "yes" answers must be explained in detail by attaching maps and supportive documentation describing the impacts of the proposed development.)		

(NOTE: The plan commission may waive the filing of a site assessment checklist for subdivisions of less than 5 acres total area.)

Land-Mark Surveying

Mark L. Miritz, Registered Land Surveyor
N9330 Knuteson Drive Day (262) 893-1468
Whitewater, WI 53190 Evening (262) 495-3284
www.Land-MarkSurveying.com

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August 2, 2011

Re: Donald N. Pope

Donald N. Pope's house recently burned to the ground on Lot 1 of CSM found in Vol.22 on page 136. This lot is directly across the street to the East from the proposed CSM. Mary Ellen Pope, the divider, is also the mother of Donald N. Pope. Donald N. Pope wishes to swap land with Mary Ellen Pope for the purpose of building a new residence. This swap has been approved by the Town of Lima with the condition that a deed restriction is applied to the existing Donald N. Pope property for NO future residence be built on said property.

Mark L. Miritz
Registered Land Surveyor

#9

Jane Wegner

From: Mark Roffers [MRoffers@vandewalle.com]
Sent: Wednesday, August 03, 2011 11:44 AM
To: Jane Wegner; Mary Nimm
Subject: Comments on Mary Ellen Pope CSM Along North County Line Road, Town of Lima

Hi Mary and Jane—

I reviewed this CSM against the City's Comprehensive Plan, subdivision regulations, and Official Map, and find the proposed CSM to be consistent with all three City policy documents.

While well within the City's extraterritorial jurisdiction, it is outside of the City's sewer service area boundary and planned growth area. (And, as a legal matter, any City expansion into the Town of Lima/Rock County would require approval by both the town and county board.) In any case, I understand that no additional development beyond what has existed here historically would occur as result of the CSM. The integrity of the area as a planned "agricultural preservation area" as represented in city, town, and county plans would be maintained.

I recommend that the City Plan and Architectural Commission approve the CSM as presented.

Please forward this email on to the Plan Commission and the applicant.

Thanks,
Mark

Mark Roffers, AICP
City of Whitewater Planning Consultant

Vandewalle & Associates Inc.
Shaping Places, Shaping Change
120 East Lakeside Street
PO Box 259036
Madison, WI 53725-9036

608.255.3988
www.vandewalle.com

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Neighborhood Services • Code Enforcement / Zoning and Department of Public Works
312 W. Whitewater Street / P.O. Box 178, Whitewater, WI 53190
(262) 473-0540 • Fax (262) 473-0549
www.ci.whitewater.wi.us

NOTICE OF PUBLIC HEARING

TO ALL INTERESTED PARTIES:

A meeting of the PLAN AND ARCHITECTURAL REVIEW COMMISSION of the City of Whitewater will be held at the Whitewater Municipal Building, Community Room, located at 312 W. Whitewater Street on the 8th day of August, 2011 at 6:00 p.m. to hold a public hearing for consideration of an amendment to the conditional use permit for the proposed addition to the parking lot at 445 N. Warner Road for CrossPointe Community Church.

The proposal is on file in the Planning and Zoning Office at 312 W. Whitewater Street and is open to public inspection during office hours Monday through Friday, 8:00 a.m. to 4:30 p.m.

This meeting is open to the public. COMMENTS FOR, OR AGAINST THE PROPOSED PROJECT MAY BE SUBMITTED IN PERSON OR IN WRITING.

For information, call (262) 473-0540


Mary Nimm, Zoning Administrator

TOWN OF WHITEWATER
W8590 WILLIS RAY ROAD
WHITEWATER WI 53190

RON FERO, CHAIRPERSON
TOWN OF WHITEWATER
W7683 SHEREDA ROAD
WHITEWATER WI 53190

CROSSPOINTE COMMUNITY
CHURCH
445 N WARNER ROAD
WHITEWATER WI 53190

WUP-332
GEOFFREY R HALE
JACQUELINE HALE
599 S FRANKLIN STREET
WHITEWATER WI 53190

WISCONSIN DEPT OF
TRANSPORTATION
HIGHWAY DIVISION
MADISON WI 53702

WUP-348
DEBOREE INETT HOPKINS
N9334 WARNER ROAD
WHITEWATER WI 53190

City of Whitewater

July 12, 2011

To whom it may concern;

Crosspointe Community Church has grown and as a result of increased attendance at Sunday services we need to add an additional blacktop parking area to accommodate the 60 -70 vehicles that currently park along both sides of the drive coming up to the church entrance. During the winter and rainy days this can be a problem as the ground is either icy or too soft and muddy. We spoke with Bruce Parker about blacktopping these areas and he said that would be OK but eventually it would become a city street and would get torn up and we would then have to add to the parking lot, so we thought it best to do it now.

It was brought to our attention that we may need to have a traffic impact analysis conducted in order to complete this parking area expansion.

We are requesting that this step be waived as the new parking will not bring in additional vehicles, but rather allow space for those vehicles to be parked in a paved lot rather than on the edge of the driveway. We have received no complaints of problems at the intersection of Warner rd and Business 12 as the traffic is very light on Sunday mornings and do not anticipate any issue related to traffic flow.

Any additional growth will require us to add a second service on Sunday mornings, so no additional parking areas will be required after this is completed.

Thank you for your consideration of this request,

CrossPointe Community Church Trustees

Whitewater, WI 53190

NOTICE: The Plan Commission meetings are scheduled on the 2nd Monday of the month. All complete plans must be in by 9:00 a.m. four weeks prior to the meeting. If not, the item will be placed on the next available Plan Commission meeting.

CITY OF WHITEWATER
CONDITIONAL USE PERMIT APPLICATION PROCEDURE

1. File the application with the Code Enforcement Director's Office at least four weeks prior to the meeting. \$100.00 fee. Filed on 7-11-11.
2. Class 1 Notice published in Official Newspaper on 7-28-11.
3. Notices of the Public Hearing mailed to property owners on 7-26-11.
4. Plan Commission holds the PUBLIC HEARING on 8-8-11. They will hear comments of the Petitioner and comments of property owners. Comments may be made in person or in writing.
5. At the conclusion of the Public Hearing, the Plan Commission makes a decision.

PLEASE COMPLETE THE FOLLOWING APPLICATION.

Refer to Chapter 19.66 of the City of Whitewater Municipal Code of Ordinances, entitled CONDITIONAL USES, for more information on the application.

Twenty complete sets of all plans should be submitted. All plans should be drawn to a scale of not less than 50 feet to the inch; represent actual existing and proposed site conditions in detail; and indicate the name, address, and phone number of the applicant, land owner, architect, engineer, landscape designer, contractor, or others responsible for preparation. It is often possible and desirable to include two or more of the above 8 plans on one map. The Zoning Administrator or Plan and Architectural Review Commission may request more information, or may reduce the submittal requirements. If any of the above 10 plans is not submitted, the applicant should provide a written explanation of why it is not submitted.

SITE PLAN SUBMITTAL REQUIREMENTS

This checklist must be completed before making application for a City of Whitewater Zoning/Building Permit. If not complete, the application will be returned to the owner and will not proceed until all information and forms are complete.

Drawings must be legible and drawn to scale not less than 1/4" per foot unless noted.

Address of Project _____

Zoning of Property _____

1. **Site Plan**, including the location and dimensions of all buildings, parking, loading, vehicle and pedestrian circulation, signs, walls, fences, other structures, outdoor storage areas, mechanicals, and dumpsters. Adjacent streets and uses and methods for screening parking, loading, storage, mechanical, and dumpster areas should be shown. Statistics on lot area, green space percentage, and housing density should be provided. The Plan Commission encourages compliance with its adopted parking lot curbing policy.
2. **Natural Features Inventory Map**, showing the existing limits of all water bodies, wetlands, floodplains, existing trees with trunks more than 4 inches in diameter, and any other exceptional natural resource features on all or part of the site.
3. **Landscape Plan**, prepared by a professional, and showing an overhead view of all proposed landscaping and existing landscaping to remain. The species, size at time of planting, and mature size should be indicated for all plantings. Areas to be left in green space should be clearly delineated. The Plan Commission encourages compliance with its adopted landscaping guidelines, available from the Zoning Department.
4. **Grading and drainage plan**, meeting the City's stormwater management ordinance if required. The plan should show existing and proposed surface elevations on the site at two foot intervals or less, and proposed stormwater management improvements, such as detention/retention facilities where required. Stormwater calculations may be required.
5. **Utilities plan**, showing locations and sizes of existing and proposed connections to sanitary sewer, water, and storm sewer lines, along with required easements. Sampling manholes may be required for sanitary sewer. The City's noise ordinance must be met.
6. **Building elevations**, showing the dimensions, colors, and materials used on all sides of the building. The Plan Commission encourages variety and creativity in building colors and architectural styles, while respecting the character of the surrounding neighborhood.
7. **Sign plan**, meeting the City's sign ordinance, and showing the location, height, dimensions, color, materials, lighting and copy area of all signage.
8. **Lighting plan**, meeting the City's lighting ordinance, and showing the location, height, type, orientation, and power of all proposed outdoor lighting—both on poles and on buildings. Cut sheets and photometric plans may be required for larger projects.

9. **Floor plan** which shows:
- A. The size and locations of:
- 1) Rooms;
 - 2) Doors;
 - 3) Windows;
 - 4) Structural features - size, height and thickness of wood, concrete and/or masonry construction;
 - 5) Exit passageways (hallways) and stairs (including all stair dimensions - riser height, tread width, stair width, headroom and handrail heights);
 - 6) Plumbing fixtures (bathroom, kitchen, etc.) - lavatory, water closet, water heater, softener, etc.;
 - 7) Chimney(s) - include also the type of construction (masonry or factory built);
 - 8) Heating equipment;
 - 9) Cooling equipment (central air conditioning, if provided);
 - 10) Attic and crawl space access; and
 - 11) Fire separation between dwelling and garage.
 - 12) Electrical service entrance/transformer location.

10. **Elevation drawings** which show:
- A. Information on exterior appearance (wood, stone, brick, block, colors);
- B. Indicate the location, size and configuration of doors, windows, roof chimneys and exterior grade level.
- C. Indicate color of Trim_____, Siding_____, Roofing_____.
- D. Electrical service entrance/transformer location.

11. **Type of Project:**
- A. Single family;
- B. Duplex;
- C. Multifamily # units _____;
 Condominium # units _____;
 Sorority # units _____;
 Fraternity # units _____;
- D. Office/Store;
- E. Industrial;
- F. Parking lot # of stalls _____;
- G. Other;

City of Whitewater
Application for Conditional Use Permit

IDENTIFICATION AND INFORMATION ON APPLICANT(S):

Applicant's Name: CrossPointe Community Church
Applicant's Address: 445 N Warner Rd
Whitewater Phone # 473-2380

Owner of Site, according to current property tax records (as of the date of the application):
CrossPointe Community Church

Street address of property: 445 N. Warner Rd.

Legal Description (Name of Subdivision, Block and Lot or other Legal Description):
1A 3865 00001

Agent or Representative assisting in the Application (Engineer, Architect, Attorney, etc.)

Name of Individual: Robert C. Cutschall

Name of Firm: _____

Office Address: _____

Name of Contractor: _____

Has either the applicant or contractor ever been convicted of a crime involving fraud or dishonesty?
If YES, please include details: _____

Phone: 262 949 1944

in any property? YES NO
conditions have been complied with.

EXISTING A

Principal Use: _____

Accessory or Secondary Use: _____

Use for conditional use: _____

Increased Parking

No. of occupants proposed to be accommodated: _____

No. of employees: _____

Zoning District in which property is located: _____

Section of City Zoning Ordinance that identifies the proposed land use as a Conditional Use in the Zoning District in which the property is located: _____

PLANS TO ACCOMPANY APPLICATION

Applications for permits shall be accompanied by drawings of the proposed work, drawn to scale, showing, when necessary, floor plans, sections, elevations, structural details, computations and stress diagrams as the building official may require.

PLOT PLAN

When required by the building official, there shall be submitted a plot plan in a form and size designated by the building official for filing permanently with the permit record, drawn to scale, with all dimension figures, showing accurately the size and exact location of all proposed new construction and the relation to other existing or proposed buildings or structures on the same lot, and other buildings or structures on adjoining property within 15 feet of the property lines. In the case of demolition, the plot plan shall show the buildings or structures to be demolished and the buildings or structures on the same lot that are to remain.

STANDARDS

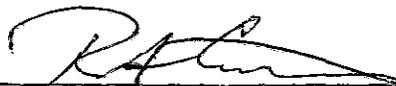
STANDARD	APPLICANT'S EXPLANATION
A. That the establishment, maintenance, or operation of the Conditional Use will not create a nuisance for neighboring uses or substantially reduces value of other property.	<i>NO</i>
B. That utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	<i>NO</i>
C. That the conditional use conforms to all applicable regulations of the district in which it is located, unless otherwise specifically exempted in this ordinance.	NO <i>Yes</i>
D. That the conditional use conforms to the purpose and intent of the City Master Plan.	NO <i>Yes</i>

CONDITIONS

The City of Whitewater Zoning Ordinance authorizes the Plan Commission to place conditions on approved conditional uses. Conditions can deal with the points listed below. Be aware that there may be discussion at the Plan Commission in regard to placement of such conditions upon your property. You may wish to supply pertinent information.

"Conditions" such as landscaping, architectural design, type of construction, construction commencement and completion dates, sureties, lighting, fencing, plantation, deed restrictions, highway access restrictions, increased yards or parking requirements may be required by the Plan and Architectural Review Commission upon its finding that these are necessary to fulfill the purpose and intent of this Ordinance.

"Conditional Uses" may be subject to time limits or requirements for periodic reviews where such requirements relate to review standards.



Applicant's Signature

7-11-11

Date

APPLICATION FEES:

Fee for Conditional Use Application: \$100

Date Application Fee Received by City 7-11-11 Receipt No. 6.009309

Received by J. Legner

TO BE COMPLETED BY CODE ENFORCEMENT/ZONING OFFICE:

Date notice sent to owners of record of opposite & abutting properties: 7-26-11

Date set for public hearing before Plan & Architectural Review Board: 8-8-11

ACTION TAKEN:

Conditional Use Permit: _____ Granted _____ Not Granted by Plan & Architectural Review Commission.

CONDITIONS PLACED UPON PERMIT BY PLAN AND ARCHITECTURAL REVIEW COMMISSION:

Signature of Plan Commission Chairman

Date



Tips for Minimizing Your Development Review Costs: A Guide for Applicants

The City of Whitewater assigns its consultant costs associated with reviewing development proposals to the applicant requesting development approval. These costs can vary based on a number of factors. Many of these factors can at least be partially controlled by the applicant for development review. The City recognizes that we are in a time when the need to control costs is at the forefront of everyone's minds. The following guide is intended to assist applicants for City development approvals understand what they can do to manage and minimize the costs associated with review of their applications. The tips included in this guide will almost always result in a less costly and quicker review of an application.

Meet with Neighborhoods Services Department before submitting an application

If you are planning on submitting an application for development review, one of the first things you should do is have a discussion with the City's Neighborhood Services Department. This can be accomplished either by dropping by the Neighborhood Services Department counter at City Hall, or by making an appointment with the Neighborhood Services Director. Before you make significant investments in your project, the Department can help you understand the feasibility of your proposal, what City plans and ordinances will apply, what type of review process will be required, and how to prepare a complete application.

Submit a complete and thorough application

One of the most important things you can do to make your review process less costly to you is to submit a complete, thorough, and well-organized application in accordance with City ordinance requirements. The City has checklists to help you make sure your application is complete. To help you prepare an application that has the right level of detail and information, assume that the people reviewing the application have never seen your property before, have no prior understanding of what you are proposing, and don't necessarily understand the reasons for your request.

For more complex or technical types of projects, strongly consider working with an experienced professional to help prepare your plans

Experienced professional engineers, land planners, architects, surveyors and landscape architects should be quite familiar with standard development review processes and expectations. They are also generally capable of preparing high-quality plans that will ultimately require less time (i.e., less cost for you) for the City's planning and engineering consultants to review, saving you money in the long run. Any project that includes significant site grading, stormwater management, or utility work; significant landscaping; or significant building remodeling or expansion generally requires professionals in the associated fields to help out.

For simpler projects, submit thorough, legible, and accurate plans

For less complicated proposals, it is certainly acceptable to prepare plans yourself rather than paying to have them prepared by a professional. However, keep in mind that even though the project may be less complex, the City's staff and planning consultant still need to ensure that your proposal meets all City



Tips for Minimizing Your Development Review Costs: A Guide for Applicants

requirements. Therefore, such plans must be prepared with care. Regardless of the complexity, all site, building, and floor plans should:

1. Be drawn to a recognized scale and indicate what the scale is (e.g., 1 inch = 40 feet).
2. Include titles and dates on all submitted documents in case pieces of your application get separated.
3. Include clear and legible labels that identify streets, existing and proposed buildings, parking areas, and other site improvements.
4. Indicate what the property and improvements look like today versus what is being proposed for the future.
5. Accurately represent and label the dimensions of all lot lines, setbacks, pavement/parking areas, building heights, and any other pertinent project features.
6. Indicate the colors and materials of all existing and proposed site/building improvements. Including color photos with your application is one inexpensive and accurate way to show the current condition of the site. Color catalog pages or paint chips can be included to show the appearance of proposed signs, light fixtures, fences, retaining walls, landscaping features, building materials, or other similar improvements.

Submit your application well in advance of the Plan and Architectural Review Commission meeting

The City normally requires that a complete application be submitted four weeks in advance of the Commission meeting when it will be considered. For simple submittals not requiring a public hearing, this may be reduced to two weeks in advance. The further in advance you can submit your application, the better for you and everyone involved in reviewing the project. Additional review time may give the City's planning consultant and staff an opportunity to communicate with you about potential issues with your project or application and allow you time to efficiently address those issues before the Plan and Architectural Review Commission meeting. Be sure to provide reliable contact information on your application form and be available to respond to such questions or requests in a timely manner.

For more complex projects, submit your project for conceptual review

A conceptual review can be accomplished in several ways depending on the nature of your project and your desired outcomes.

1. Preliminary plans may be submitted to City staff and the planning consultant for a quick, informal review. This will allow you to gauge initial reactions to your proposal and help you identify key issues;
2. You may request a sit-down meeting with the Neighborhood Services Director and/or planning consultant to review and more thoroughly discuss your proposal; and/or
3. You can ask to be placed on a Plan and Architectural Review Commission meeting agenda to present and discuss preliminary plans with the Commission and gauge its reaction before formally submitting your development review application.

Overall, conceptual reviews almost always save time, money, stress, and frustration in the long run for everyone involved. For this reason, the City will absorb up to \$200 in consultant review costs for conceptual review of each project.



Tips for Minimizing Your Development Review Costs: A Guide for Applicants

Hold a neighborhood meeting for larger and potentially more controversial projects

If you believe your project falls into one or both of these two categories (City staff can help you decide), one way to help the formal development review process go more smoothly is to host a meeting for the neighbors and any other interested members of the community. This would happen before any Plan and Architectural Review Commission meeting and often before you even submit a formal development review application.

A neighborhood meeting will give you an opportunity to describe your proposal, respond to questions and concerns, and generally address issues in an environment that is less formal and potentially less emotional than a Plan and Architectural Review Commission meeting. Neighborhood meetings can help you build support for your project, understand others' perspectives on your proposals, clarify misunderstandings, and modify the project and alleviate public concerns before the Plan and Architectural Review Commission meetings. Please notify the City Neighborhood Services Director of your neighborhood meeting date, time, and place; make sure all neighbors are fully aware (City staff can provide you a mailing list at no charge); and document the outcomes of the meeting to include with your application.



Typical City Planning Consultant Development Review Costs

The City often utilizes assistance from a planning consultant to analyze requests for land development approvals against City plans and ordinances and assist the City's Plan and Architectural Review Commission and City Council on decision making. Because it is the applicant who is generating the need for the service, the City's policy is to assign most consultant costs associated with such review to the applicant, as opposed to asking general taxpayer to cover these costs.

The development review costs provided below represent the planning consultant's range of costs associated with each particular type of development review. This usually involves some initial analysis of the application well before the public meeting date, communication with the applicant at that time if there are key issues to resolve before the meeting, further analysis and preparation of a written report the week before the meeting, meeting attendance, and sometimes minor follow-up after the meeting. Costs vary depending on a wide range of factors, including the type of application, completeness and clarity of the development application, the size and complexity of the proposed development, the degree of cooperation from the applicant for further information, and the level of community interest. The City has a guide called "Tips for Minimizing Your Development Review Costs" with information on how the applicant can help control costs.

Type of Development Review Being Requested	Planning Consultant Review Cost Range
Minor Site/Building Plan (e.g., minor addition to building, parking lot expansion, small apartment, downtown building alterations)	
When land use is a permitted use in the zoning district, and for minor downtown building alterations	Up to \$600
When use also requires a conditional use permit, and for major downtown building alterations	\$700 to \$1,500
Major Site/Building Plan (e.g., new gas station/convenience store, new restaurant, supermarket, larger apartments, industrial building)	
When land use is a permitted use in the zoning district	\$700 to \$2,000
When land use also requires a conditional use permit	\$1,600 to \$12,000
Conditional Use Permit with no Site Plan Review (e.g., home occupation, sale of liquor request, substitution of use in existing building)	\$up to \$600
Rezoning	
To a standard (not PCD) zoning district	\$400 to \$2,000
To Planned Community Development zoning district, assuming complete GDP & SIP application submitted at same time	\$2,100 to \$12,000
Land Division	
Certified Survey Map	Up to \$300
Preliminary Subdivision Plat	\$1,500 to \$3,000
Final Plat (does not include any development agreement time)	\$500 to \$1,500
Annexation	\$200 to \$400
Note on Potential Additional Review Costs: The City also retains a separate engineering consultant, who is typically involved in larger projects requiring stormwater management plans, major utility work, or complex parking or road access plans. Engineering costs are not included above, but will also be assigned to the development review applicant. The consultant planner and engineer closely coordinate their reviews to control costs.	



Cost Recovery Certificate and Agreement

The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, and recreation specialists) to assist in the City's review of an application for development review coming before the Plan and Architectural Review Commission, Board of Zoning Appeals, and/or Common Council. In fact, most applications require some level of review by the City's planning consultant. City of Whitewater staff shall retain sole discretion in determining when and to what extent it is necessary to involve a professional consultant in the review of an application.

The submittal of an application or petition for development review by an applicant shall be construed as an agreement to pay for such professional review services associated with the application or petition. The City may apply the charges for these services to the applicant and/or property owner in accordance with this agreement. The City may delay acceptance of an application or petition (considering it incomplete), or may delay final action or approval of the associated proposal, until the applicant pays such fees or the specified percentage thereof. Development review fees that are assigned to the applicant, but that are not actually paid, may then be imposed by the City as a special charge on the affected property.

Section A: Background Information

----- To be filled out by the Applicant/Property Owner -----

Applicant's Information:

Name of Applicant: _____

Applicant's Mailing Address: _____

Applicant's Phone Number: _____

Applicant's Email Address: _____

Project Information:

Name/Description of Development: _____

Address of Development Site: _____

Tax Key Number(s) of Site: _____

Property Owner Information (if different from applicant):

Name of Property Owner: _____

Property Owner's Mailing Address: _____



Cost Recovery Certificate and Agreement

Section B: Applicant/Property Owner Cost Obligations

----- To be filled out by the City's Neighborhood Services Director -----

Under this agreement, the applicant shall be responsible for the costs indicated below. In the event the applicant fails to pay such costs, the responsibility shall pass to the property owner, if different. Costs may exceed those agreed to herein only by mutual agreement of the applicant, property owner, and City. If and when the City believes that actual costs incurred will exceed those listed below, for reasons not anticipated at the time of application or under the control of the City administration or consultants, the Neighborhood Services Director or his agent shall notify the applicant and property owner for their approval to exceed such initially agreed costs. If the applicant and property owner do not approve such additional costs, the City may, as permitted by law, consider the application withdrawn and/or suspend or terminate further review and consideration of the development application. In such case, the applicant and property owner shall be responsible for all consultant costs incurred up until that time.

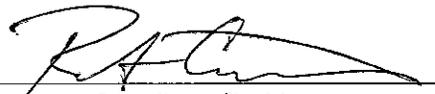
- A. Application Fee.....\$ _____
- B. Expected Planning Consultant Review Cost.....\$ _____
- C. Total Cost Expected of Applicant (A+B).....\$ _____
- D. 25% of Total Cost, Due at Time of Application.....\$ _____
- E. Project Likely to Incur Additional Engineering or Other Consultant Review Costs? Yes No

The balance of the applicant's costs, not due at time of application, shall be payable upon applicant receipt of one or more itemized invoices from the City. If the application fee plus actual planning and engineering consultant review costs end up being less than the 25% charged to the applicant at the time of application, the City shall refund the difference to the applicant.

Section C: Agreement Execution

----- To be filled out by the Applicant and Property Owner -----

The undersigned applicant and property owner agree to reimburse the City for all costs directly or indirectly associated with the consideration of the applicant's proposal as indicated in this agreement, with 25% of such costs payable at the time of application and the remainder of such costs payable upon receipt of one or more invoices from the City following the execution of development review services associated with the application.



Signature of Applicant/Petitioner

Robert Cotshall

Printed Name of Applicant/Petitioner

7-11-11

Date of Signature

Signature of Property Owner (if different)

Printed Name of Property Owner (if different)

Date of Signature

LANDSCAPE REQUIREMENTS:

1. STREET FRONTAGE:

One tree required for every 35' of street R.O.W.

Street Frontage along improved Warner Road:
461 Linear Ft.

461' / 35' = 13 Street Trees
(Note: 4 trees along street are allocated to paved areas)
Shrub and Perennial Plantings

Berm contours to be taken from grading plan
Street Frontage along unimproved Warner Road:
272 Linear Ft.

272' / 35' = 7 Street Trees

2. PAVED AREAS: (PER CITY RECOMMENDATIONS)

One large deciduous tree + 60 points for every 1,500 Sq. Ft. of paved area (or for 5 parking spaces and driveway)

Total Parking Spaces: 146
146 / 5 = 30 (29.2)

30 Large Deciduous Trees
(Note: 4 trees allocated to the paved areas are along the street)
1,752 Points of Landscaping

3. BUILDING FOUNDATIONS: (PER CITY RECOMMENDATIONS)

For every 100 Linear Ft. of exterior building wall visible from public R.O.W. and adjoining property, 160 points of landscaping should be planted

Building Frontage on Warner Road: 350 Linear Ft.
350 Linear Ft. / 100 Linear Ft. = 3.5

3.5 x 160 points = 560 Points of Landscaping
Trees in front patio area

4. BUFFERYARDS

Screening required along north and east property line to create a buffer between development and future single family. Plantings also required along stormwater detention areas.

2280 Points of Landscaping

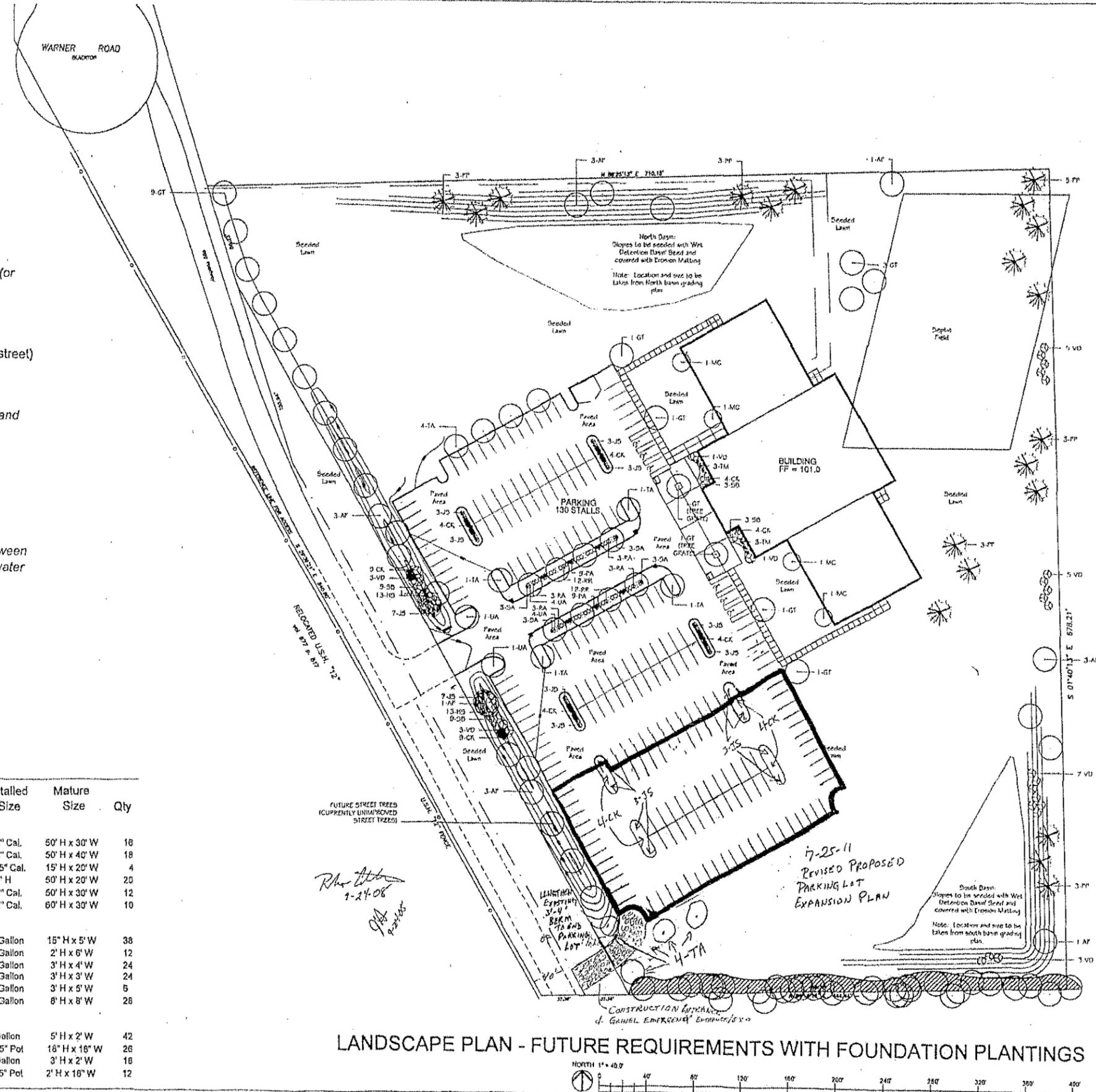
4. GENERAL YARD

Plantings added to general yard area to add to soften size of building to surrounding development.

520 Points of Landscaping

Planting Codes

Code	Botanical name	Common name	Installed Size	Mature Size	Qty
TREES					
AF	Acer x freemanii 'Autumn Blaze'	Autumn Blaze Freeman Maple	2" Cal.	50' H x 30' W	16
GT	Gleditsia triacanthos 'Skyline'	Skyline Honeylocust	2" Cal.	50' H x 40' W	18
MC	Malus 'Cardinal'	Cardinal Crabapple	1.5" Cal.	15' H x 20' W	4
PP	Picea pungens	Colorado Spruce	8" H	50' H x 20' W	20
TA	Tilia americana 'Redmond'	Redmond Linden	2" Cal.	50' H x 30' W	12
UA	Ulmus 'Accolade'	Accolade Elm	2" Cal.	60' H x 30' W	10
SHRUBS					
JS	Juniperus sabina 'Buffalo'	Buffalo Savin Juniper	5 Gallon	15" H x 5' W	38
RA	Rhus aromatica 'Gro Low'	Gro Low Sumac	3 Gallon	2' H x 6' W	12
RR	Rosa rugosa 'Purple Pavement'	Purple Pavement Rugosa Rose	3 Gallon	3' H x 4' W	24
SB	Spiraea x bumalda 'Froebeli Compacta'	Compact Froebel Spirea	5 Gallon	3' H x 3' W	24
TM	Taxus x media 'Tauntonii'	Taunton Spreading Yew	5 Gallon	3' H x 5' W	5
VD	Viburnum dentatum 'Ralph Senior'	Autumn Jazz Arrowwood Viburnum	5 Gallon	8' H x 8' W	28
PERENNIALS					
CK	Calamagrostis acutiflora 'Karl Foerster'	Karl Foerster Feather Reed Grass	Gallon	5' H x 2' W	42
HS	Hemerocallis 'Stella de Oro'	Stella de Oro Daylily	4.5" Pot	18" H x 16" W	26
PA	Pennisetum alopecuroides	Fountain Grass	Gallon	3' H x 2' W	18
SA	Sedum 'Autumn Joy'	Autumn Joy Sedum	4.5" Pot	2' H x 18" W	12



LANDSCAPE PLAN - FUTURE REQUIREMENTS WITH FOUNDATION PLANTINGS



DESIGN
CONSTRUCTION
CONCRETE
N8411 Hwy 12
Elkhorn, WI 53121
p 262-742-2209
f 262-742-3494
www.prairie-tree.com

WHITEWATER COMMUNITY CHURCH

WHITEWATER, WI
Construction Manager: William Nikkila (847.812.4160)

LANDSCAPE PLAN

SHEET NUMBER
1 of 1
DRAWN BY
KATIE USSELL
REVISIONS: LAURA VOE
DATE
NOVEMBER 23, 2005
REVISED
12 21 05
1 14 05

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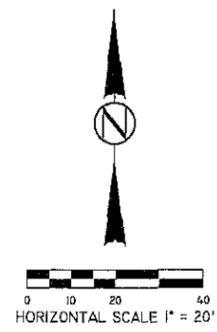


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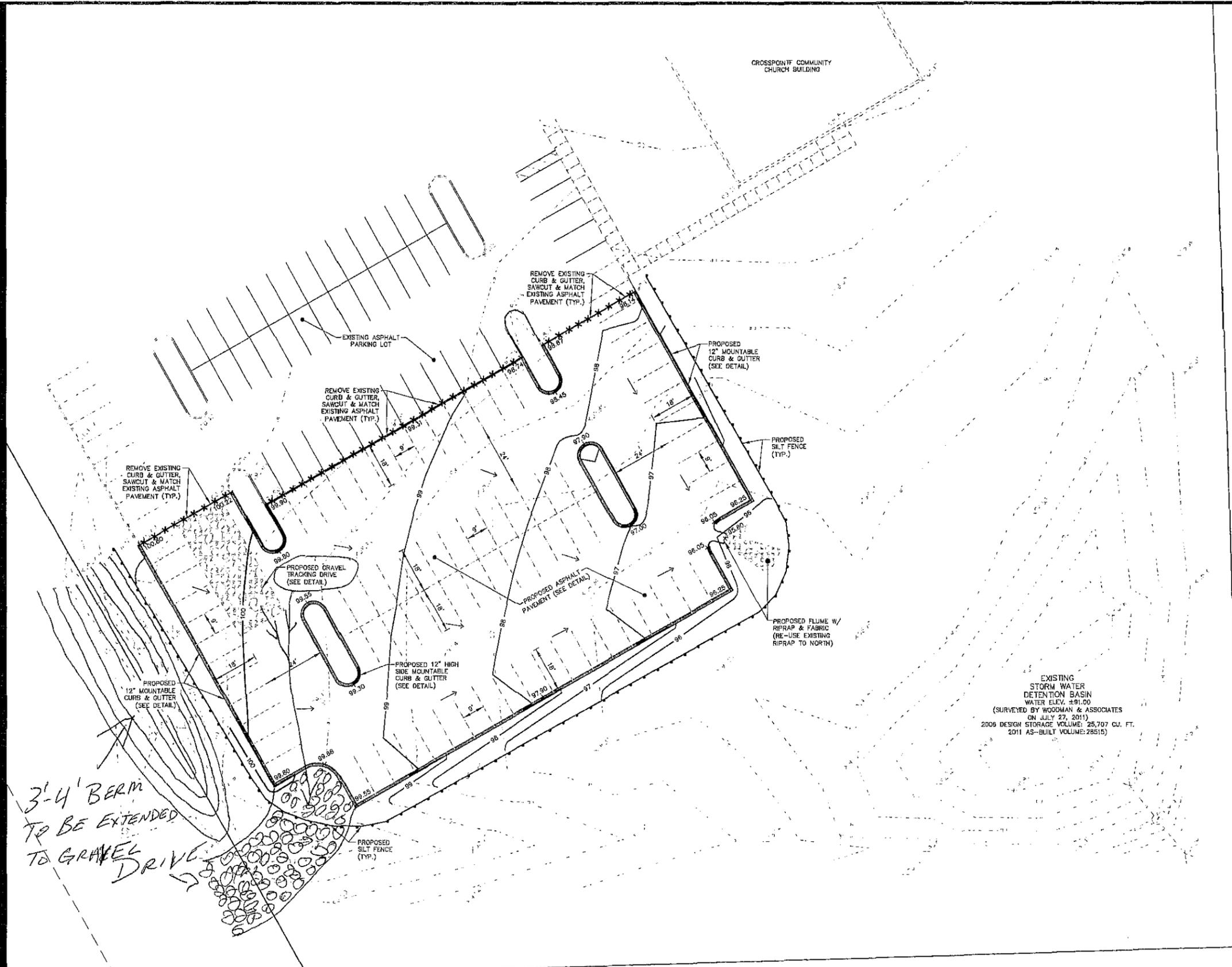
ENGINEERS
LANDSCAPE ARCHITECTS
SURVEYORS • PLANNERS

501 MAPLE AVENUE
DELAFIELD, WISCONSIN 53018
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GREEN TIER
Advantage Business. Advantage Environment.



GRADING, PAVING & EROSION CONTROL PLAN
CROSSPOINTE COMMUNITY CHURCH
CITY OF WHITEWATER, WISCONSIN
GRADING PLAN



LEGEND	
- - - - -	EXISTING 1' CONTOUR
- - - - -	EXISTING 5' CONTOUR
— 94 —	PROPOSED 1' CONTOUR
— 95 —	PROPOSED 5' CONTOUR
x 96.00	PROPOSED PAVEMENT GRADE
→	DRAINAGE FLOW PATH
— x —	PROPOSED SILT FENCE
▭	PROPOSED TRACKING PAD

EXISTING STORM WATER DETENTION BASIN
WATER ELEV. ±91.00
(SURVEYED BY WOODMAN & ASSOCIATES ON JULY 27, 2011)
2009 DESIGN STORAGE VOLUME: 25,707 CU. FT.
2011 AS-BUILT VOLUME: 28515

3'-4' BERM TO BE EXTENDED TO GRAVEL DRIVE

DIGGERS HOTLINE

Toll Free (800) 242-8511
Milwaukee Area (414) 259-1181
Hoarding Impaired TOD (900) 542-2288
www.diggershotline.com

THE LOCATION AND SIZE OF ALL UNDERGROUND STRUCTURES SHOWN ON THESE PLANS HAVE BEEN LOCATED TO A REASONABLE DEGREE OF ACCURACY, BUT THE ENGINEER DOES NOT GUARANTEE THEIR EXACT LOCATION NOR THE LOCATION OF OTHERS NOT SHOWN.

PROJECT NUMBER	15907
DATE	JULY, 2011
DRAWN BY	N. DUERR
CHECKED BY	I. VAYNBERG
REVISION HISTORY	

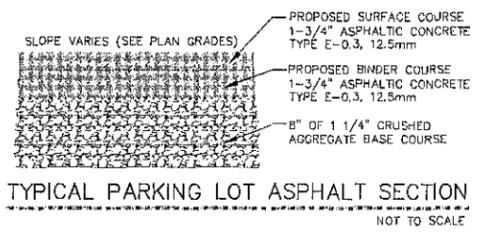
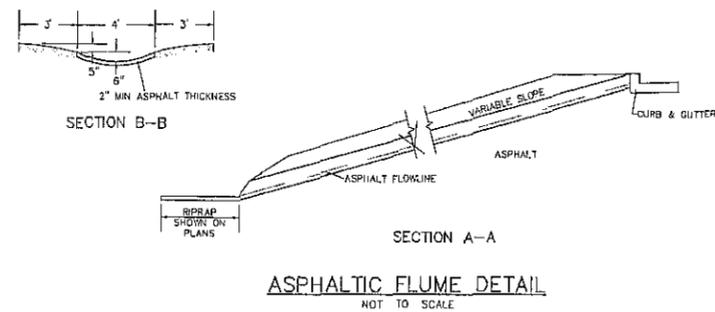
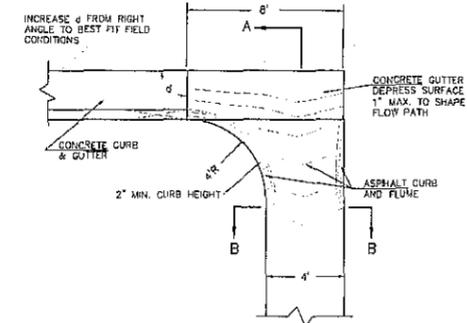
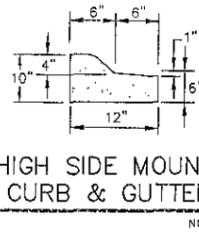
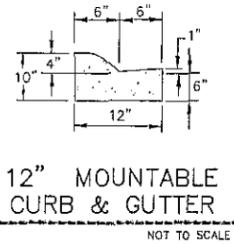
SHEET NUMBER

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NOTE: THE EROSION CONTROL METHODS AND SCHEDULES MUST BE STRICTLY FOLLOWED AT ALL TIMES. NO DEVIATION IS TO BE ALLOWED WITHOUT PRIOR APPROVAL FROM THE DESIGN ENGINEER, MUNICIPALITY, WAUKESHA COUNTY AND WDNR.

GENERAL NOTES:

1. ALL EROSION CONTROL PRACTICES MUST BE CHECKED FOR STABILITY AND OPERATION FOLLOWING EVERY RUNOFF PRODUCING RAINFALL (1/2" OR MORE), AND AT LEAST ONCE PER WEEK.
2. ALL TEMPORARY TOPSOIL STOCKPILES SHALL NOT BE LOCATED WITHIN 25 FEET OF A DRAINAGE WAY AND SHALL BE PROTECTED WITH SILT FENCING AROUND THE DOWNSLOPE AND SIDESLOPES OF THE PILE, AND IMMEDIATELY STABILIZED WITH TEMPORARY SEEDING. (REFER TO NOTE 4 FOR TEMPORARY SEEDING GUIDELINES)
3. CUT AND FILL SLOPES WILL BE 4:1 OR FLATTER UNLESS OTHERWISE NOTED.
4. TEMPORARY SEEDING TO CONFORM WITH SECTION 630.2.1.5.1.2 OF THE STATE OF WISCONSIN STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION (ANNUAL OATS).
5. HYDRO-MULCHING ALL DISTURBED AREAS W/ TYPE A POLYACRYLAMIDE REQUIRED FOR WINTER STABILIZATION BY NOV. 15TH (PER DOT'S PAL). DEADLINES FOR SEEDING ARE:
SEPTEMBER 15-COOL GRASS SEEDING;
OCTOBER 15 -TEMPORARY SEEDING;
NOVEMBER 15-DORMANT SEEDING.
6. CONSTRUCTION SHALL REMAIN WITHIN THE LIMITS SET OUT BY THE PLACEMENT OF THE SILT FENCE.
7. TOPSOIL SHALL NOT BE USED AS FILL MATERIAL IN THE NON-STRUCTURAL AREAS UNTIL ALL SOURCES OF STRUCTURAL CUT AND TRENCH SPOILS HAVE BEEN EXHAUSTED.
8. RESTORATION SHALL BE 6" TOPSOIL (REASONABLY FREE OF STONES, STICKS, ROOTS, AND OTHER OBJECTIONABLE MATTER AND DEBRIS). ONCE TOPSOIL HAS BEEN SPREAD, THE AREA SHALL BE SEEDED WITH SEED MIXTURE NO. 30 IN SECTION 630 OF THE "STATE SPECIFICATIONS". THE CONTRACTOR SHALL APPLY A FERTILIZER (20-0-0) OVER THE SEEDED AREA AT A RATE OF 10 POUNDS PER 1000 SQUARE FEET. THIS AREA SHALL BE MAINTAINED BY THE CONTRACTOR. STRAW MULCH SHALL BE PLACED IN ACCORDANCE WITH METHODS "B" OR "C", AS DESCRIBED IN SECTION 627 OF THE "STATE SPECIFICATIONS", EXCEPT THAT THE MULCH SHALL BE PLACED WITHIN ONE (1) DAY AFTER THE SEEDING HAS BEEN COMPLETED.

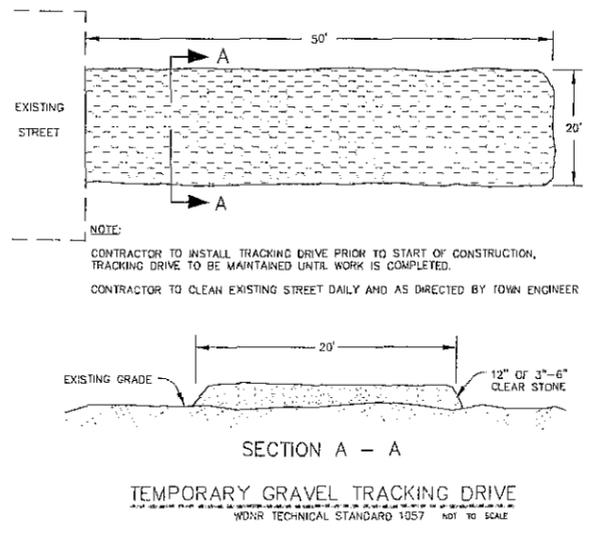
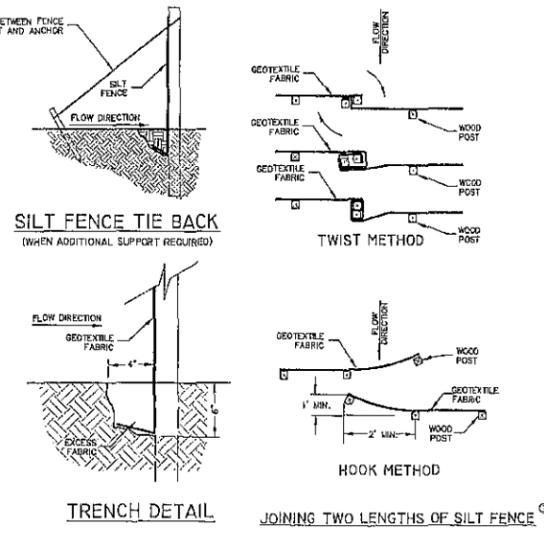
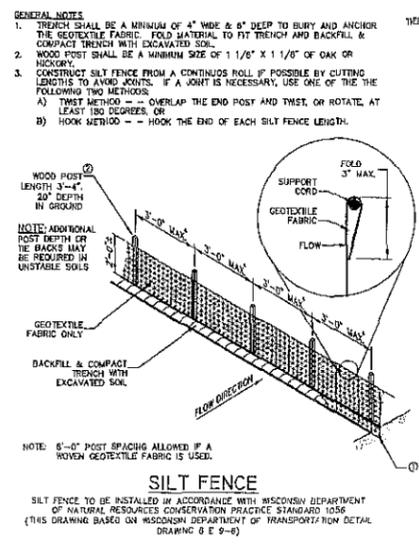


EROSION CONTROL:

1. CONSTRUCT AND MAINTAIN ALL EROSION AND SEDIMENT CONTROL MEASURES IN ACCORDANCE WITH THE "WISCONSIN STORMWATER CONSTRUCTION AND POST-CONSTRUCTION CONSERVATION PRACTICE STANDARDS".
2. SEDIMENT CONTROL MEASURES MAY NEED TO BE ADJUSTED TO MEET FIELD CONDITIONS AT THE TIME OF CONSTRUCTION.
3. INSPECT SEDIMENT CONTROL STRUCTURES FOR INTEGRITY ONCE A WEEK AS A MINIMUM AND AFTER ANY SIGNIFICANT RAINFALL OF 1/2" OR MORE. CORRECT ANY DAMAGED STRUCTURES IMMEDIATELY.
4. DO NOT REMOVE ANY SEDIMENT CONTROL MEASURES UNTIL THE AREAS SERVED HAVE 80% OR MORE ESTABLISHED VEGETATIVE COVER.
5. ALL TRACKED SOIL ON ADJACENT STREETS FROM THIS PROJECT MUST BE CLEANED ON A DAILY BASIS, MINIMUM. CONTRACTORS ARE REQUIRED TO USE THE TRACKING DRIVE ONLY FOR ACCESS TO THE SITE. TRACKING PAD MAINTENANCE SHALL BE PERFORMED AS NECESSARY. CONTRACTOR HAS AN OPTION OF USING A TIRE WASHING SYSTEM AS AN ALTERNATIVE.
6. PROTECT STORM SEWER COLLECTION INLETS FROM RUN-OFF BY ENCLOSING WITH STRAW BALES OR SILT FENCING, UNLESS OTHERWISE NOTED.
7. PREVENT OVERLAND FLOW FROM LEAVING ANY PORTION OF THE WORK SITE BY INSTALLING STRAW BALES OR SILT FENCING PARALLEL TO THE SLOPE DOWNHILL FROM THE WORK AREA.

CONSTRUCTION SEQUENCE:

1. INSTALL THE TEMPORARY TRACKING DRIVE. (SEE DETAIL)
2. INSTALL PERIMETER SILT FENCING PER PLAN. (SEE DETAIL)
3. STRIP AND REMOVE TOPSOIL FROM SITE.
4. GRADE PARKING LOT AREA TO SUBGRADE.
5. INSTALL PROPOSED GRAVEL BASE COURSE AND PROPOSED ASPHALT PARKING LOT. (SEE DETAIL)
6. INSTALL TEMPORARY SEEDING AND HYDRO MULCH WITH TACKIFIER ON ALL DISTURBED AREAS WITHIN 7 DAYS OF THE END OF DISTURBANCE. NOTE THAT POLYACRYLAMIDE MUST BE USED TO STABILIZE DISTURBED AREAS DURING THE NON-GROWING SEASONS.
7. INSTALL FINAL RESTORATION OF ALL DISTURBED AREAS.



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EMAIL INFO@YAGGY.COM
GREEN TIER
Alternative Before, Alternative Engagement

CONSTRUCTION DETAILS
CROSSPOINTE COMMUNITY CHURCH
CITY OF WHITEWATER, WISCONSIN
DETAILS

PROJECT NUMBER	15907
DATE	JULY, 2011
DRAWN BY	N. DUERR
CHECKED BY	L. VAYNBERG
REVISION HISTORY	
SHEET NUMBER	

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5



VANDEWALLE & ASSOCIATES INC.

To: City of Whitewater Plan and Architectural Review Commission
From: Mark Roffers, AICP, City Planning Consultant
Date: August 3, 2011
Re: Requested amendment to the conditional use permit and site plan approval for the proposed addition to the parking lot at 445 N. Warner Road for CrossPointe Community Church

Summary of Request

Requested Approvals: Conditional use permit (CUP) and site plan approval for 80 space parking lot expansion. New and expanded "semi-public" uses like churches are conditional uses under property's R-2 zoning. Applicant also requesting modification of 2006 (CUP) approval condition that required submittal of a traffic impact analysis if either church building or parking lot expanded.

Location: Along a planned southerly extension of Warner Road, just east of the Highway 12 bypass.

Current Land Use: Church with 130 stall parking lot.

Proposed Use: 80 space parking lot expansion to address overflow parking situation. Currently, overflow parking occurs in and adjacent to private driveway within extended Warner Road right-of-way. Private drive allowed by City 2006. No church building or occupancy expansion proposed.

Current Zoning: R-2 One and Two Family Residence

Proposed Zoning: R-2 (no change proposed)

Comprehensive Plan's Future Land Use Designation: Institutional

Surrounding Zoning and Land Use: North and East: R-2, cropland; South: AT Agricultural Transition, cropland. West: County zoning, Highway 12 bypass

Brief History of Project: Conditional use permit for church was approved for 8.6 acre site on January 23, 2006, subject to a number of conditions. Church was built with a capacity of 579 persons and 130 parking spaces. The number of spaces has proven to be insufficient during Sunday services. Applicant met with Bruce Parker to discuss options, and has worked with City planning and engineering consultants to refine parking lot expansion plan over past few weeks.

120 East Lakeside Street • Madison, Wisconsin 53715 • 608.255.3988 • 608.255.0814 Fax
611 North Broadway • Suite 410 • Milwaukee, Wisconsin 53202 • 414.441.2001 •
414.732.2035 Fax
www.vandewalle.com

Shaping places, shaping change

Recommendation on Conditional Use Permit and Site Plan

Pending comments received at the public hearing, I recommend the Plan and Architectural Review Commission approve both the conditional use permit and site plan submittal for the proposed parking lot expansion for Crosspointe Community Church, subject to the following conditions:

1. The applicant shall make site improvements in accordance with the following plans, except as any changes to these plans are required to meet the remaining conditions of approval:
 - a. The Grading, Paving, and Erosion Control Plan dated July 2011.
 - b. The Revised Landscape Plan dated July 25, 2011.
 - c. The Details Sheet dated July 2011.
 - d. To the extent they are not changed by the above listed plans, all other plans approved by the Plan and Architectural Review Commission on January 23, 2006 shall continue to apply.
2. Prior to the commencement of this project, the applicant shall:
 - a. Address all outstanding issues related to stormwater management, grading, and erosion control, as determined by and to the satisfaction the City's engineering consultant.
 - b. Amend the landscape plan to indicate that the three trees west of the parking lot expansion area will be installed in conjunction with the current parking lot and berm expansion project.
 - c. Provide the City Planning Consultant with information indicating that the Town of Whitewater has reviewed this request, and found no significant issues with regards to impacts on Warner Road or its intersection with Business Highway 12.
 - d. If the proposed gravel driveway off of the south corner of the parking lot is intended for general parking lot access (rather than just construction and emergency access), redesign that driveway so it connects to a more logical location at the end of a parking lot drive aisle.
3. Unless it is redesigned as indicated in condition 2(d), the Church shall sign the gravel driveway as being for emergency access only.
4. The Church (or future owner) shall participate on the costs of any future upgrades to the intersection of Business Highway 12 and Warner Road, with the timing and extent of the intersection upgrades as determined by the applicable governmental unit(s), and with the Church's share of the upgrade costs in proportion to the traffic demand placed on that intersection from the Church relative to other users, within 60 days of being provided with a written notice and cost estimate from the Director of Public Works. [continuation of 2006 CUP approval condition]
5. If and when the church proposes any expansion to the building, the church (or future owner) shall have prepared by a professional traffic engineer a traffic impact analysis, considering the cumulative effects of the project(s) on nearby roadways. [modification of 2006 CUP approval condition]
6. When provided a written notice or assessment from the Director of Public Works, the Church (or future owner) shall be responsible for the full cost of installing public street improvements meeting City subdivision ordinance standards in the Warner Road right-of-way west of the property. [continuation of 2006 CUP approval condition]
7. Prior to the installation of a public street within the Warner Road right-of-way west of the Church property, the Church shall be fully responsible for installing and maintaining (including plowing) a hard-surfaced (paved) private driveway within that right-of-way. The Church (or future property owner) shall continue to allow access through that driveway and right-of-way to the property to the south. [continuation of 2006 CUP approval condition]
8. Once public sanitary sewer and/or service(s) is available to serve the property, the Church (or future property owner) shall connect to such service(s) and properly abandon on-site well and/or septic systems. Such action(s) shall take place upon receipt of a written request and timeframe from the Director of Public Works. [continuation of 2006 CUP approval condition]

Analysis of Proposed Project

Standard	Evaluation	Comments
Comprehensive Plan and Detailed Neighborhood Plan		
Consistency with Comprehensive Plan's Future Land Use Map designation.	Met	Planned for "Institutional" use
Consistency with other applicable Comprehensive Plan policies.	Met	With continuation of 2006 approval conditions, project will be connected to public sewer and water services when available, and will be responsible for construction of adjacent Warner Road when necessary, likely when future development to the south occurs.
Consistency with any detailed neighborhood plan covering area.	Met	Church project generally fits within 2002 West Whitewater Neighborhood Development Plan, particularly by allowing for future street connections to south and east.
Conditional Use Permit Standards (see section 19.66.050 of zoning ordinance)		
The establishment, maintenance, or operation of the conditional use will not create a nuisance for neighboring uses or substantially reduce the values of other property.	Met, subject to neighborhood comments	Church has conducted a neighborhood meeting (results not yet available at time of writing). Parking lot expansion distant from existing residents, and existing dense tree line will help screen from future neighborhood to south.
Adequate utilities, access roads, parking, drainage, landscaping, and other necessary site improvements are being provided.	Met, subject to final confirmation from the City engineering consultant and town review	Project currently has one way in and out to north along Warner Road (a Town of Whitewater road), to Business Highway 12 intersection. There have been no reported traffic accidents at Warner/Business 12 intersection in last 5 years. Applicant is scheduled to meet with Town of Whitewater on August 10 to learn of any concerns. If none, the City engineering consultant and I support removal of past requirement for professional traffic study at this time, given lack of building capacity expansion. Site plan indicates gravel construction/emergency access drive off south corner of parking lot. If limited to these purposes, its location is acceptable. If, however, it is also intended for general vehicle access now or in the future, location should be adjusted so that it extends directly from a drive aisle in the parking lot. Stormwater plan is under review by City engineering consultant.
The conditional use conforms to all applicable regulations of the district in which it is located, unless otherwise specifically exempted in this ordinance [or through a variance].	Met	Project meets all zoning ordinance requirements applicable under R-2 zoning— see parking setback discussion below.

Standard	Evaluation	Comments
The conditional use conforms to the purpose and intent of the city master [comprehensive] plan.	Met	See "Comprehensive Plan and Detailed Neighborhood Plan" section above.
The conditional use and structures are consistent with sound planning and zoning principles.	Met	Project is logical extension of existing parking lot, and better anticipates future conversion of Warner Road to a public road than would private parking improvements in that right-of-way.
Compliance with Site Plan Review Guidelines (see section 19.63.100 of zoning ordinance)		
The proposed structure, addition, alteration, or use will meet the minimum standards of this title for the district in which it is located.	Met	See "Applicable Ordinance Standards" section below.
The proposed development will be consistent with the adopted city master [comprehensive] plan.	Met	See "Comprehensive Plan and Detailed Neighborhood Plan" section above.
The proposed development will be compatible with and preserve the important natural features of the site.	Met	Project retains tree line on south edge of site.
The proposed use will not create a nuisance for neighboring uses or unduly reduce the values of an adjoining property.	Met	Pending results of neighborhood meeting, neighboring uses and adjoining properties ought not to be negatively affected. Current traffic volumes not projected to increase with parking lot expansion. Church capacity would be unchanged.
The proposed development will not create traffic circulation or parking problems.	Met	See "Other Applicable Zoning Ordinance Standards" and "Engineering Design Standards" sections below.
The mass, volume, architectural features, materials, and/or setback of proposed structures, additions, or alternations will appear to be compatible with existing buildings in the immediate area.	Met	No new building construction.
Landmark structures on the National Register of Historic Places will be recognized as products of their own time. Alterations which have no historical basis will not be permitted.	Not applicable	

Standard	Evaluation	Comments
The proposed structure, addition, or alteration will not substantially reduce the availability of sunlight or solar access on adjoining properties.	Met	No new building or building expansion.
Other Applicable Zoning Ordinance Standards		
Setbacks	Met	R-2 setbacks for institutional uses would be met in my opinion. Per a 2009 zoning ordinance amendment, front yard parking of this scale is not normally allowed in the R-2 district, except "as otherwise allowed by a previously granted zoning permit." The 2006 zoning permit for this property allowed for the church parking lot to be in the front yard. This project is a continuation of that parking lot.
Building and site dimensions	Met	All parking space and driveway dimensional standards in the zoning ordinance are met.
Non-family household size requirement	Not applicable	Not a housing development.
Minimum housing unit size requirement	Not applicable	Not a housing development.
Exterior lighting	Met	No new exterior lighting proposed. Parking lot expansion area will only be required for Sunday (daytime) church services.
Parking (inc. curbing policy)	Met	Project adds parking over minimums required by code. Parking lot would be enclosed by a rolled concrete curb, meeting City policy.
Signage	Met	No new signs proposed. Gravel drive should be signed for emergency access only.
Engineering Design Standards		
Stormwater and grading	Subject to final engineering consultant review	Applicant indicates that basin on southeast corner of lot was originally sized to accommodate this parking lot expansion. Being confirmed.
Sewer and water utilities	Met	City sewer and water services not presently available to area. Church will be required to connect to such services when available—likely not until adjacent land is developed.

Standard	Evaluation	Comments
Roads/transportation	Met	See above comments regarding Warner Road. Eventually, Warner Road will be built as a public street and will connect to north and south.
Other/Miscellaneous Issues or Standards		
Completeness/accuracy of submittal	Met	
Landscaping guidelines	Met	7-25-11 plan suggests that trees shown on berm extension would be built in "future." Instead, I advise that they be planted now to allow time to mature.
Building design	Not applicable	No new building.
Site design	Met	I will drive by site in advance of Plan Commission meeting to confirm that site complies with 2006 approval.
