

CITY OF WHITEWATER
PLAN AND ARCHITECTURAL REVIEW COMMISSION
Whitewater Municipal Building Community Room
October 10, 2016

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

Call to order and roll call.

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

Present: Greg Meyer, Tom Hinspater, Lynn Binnie, Sherry Stanek, Bruce Parker, John Tanis (Alternate), Tom Miller (Alternate). Absent: Kristine Zaballos, Daniel Comfort. Others: Chris Munz-Pritchard (City Planner), Wallace McDonell (City Attorney).

Hearing of Citizen Comments. No Comments.

Approval of the Plan Commission Minutes. Moved by Stanek and seconded by Hinspater to approve the minutes of the September 12, 2016 Plan Commission meeting. Motion approved by unanimous voice vote.

Public hearing for consideration for a conditional use permit for the installation of OPGW (Optical Ground Wire) in the road right of way between the University Substation located in the City of Whitewater and the Whitewater Substation located in the Town of Whitewater for American Transmission Company. Chairperson Meyer opened the public hearing.

City Planner Chris Munz-Pritchard explained that the proposed location is being bored under a known shoreland – wetland district. Per code 19.45.030D a conditional use permit is required. Munz-Pritchard recommended the Plan Commission grant conditional approval for the request to allow for a Conditional Use Permit (CUP) to install electrical and gas service between the two substations subject to the following conditions of approval: 1). A letter documenting if DNR approval is not needed and why. 2). Easements must be established to document the utilities. 3). Any other conditions identified by the Plan Commission.

Plan Commission Member Binnie asked what Optical Ground Wire is.

A representative of the American Transmission Company stated that it is fiber optic communication lines so that the substations can communicate with each other. Right now, there are a lot of existing lines that are analog telephone lines. So they are upgrading to everything to fiber optic. When asked who is paying for this upgrade, the representative stated that American Transmission Company is paying for the upgrade.

There were no public comments. Chairperson Meyer closed the public hearing.

Moved by Binnie and seconded by Tanis to conditionally approve the Conditional Use Permit for the installation of OPGW (Optical Ground Wire) in the road right of way between the University Substation located in the City of Whitewater and the Whitewater Substation located in the Town of Whitewater for American Transmission Company with the conditions of the City Planner. Aye: Binnie, Tanis, Parker, Hinspater, Stanek, Miller, Meyer. No: None. Motion approved. (See attached conditional use permit.)

Review proposed extra-territorial 1 lot certified survey map for a separation of the farm structures at N8901 Parker Road for Wilfred and Jean Ludeman. City Planner Chris Munz-Pritchard explained that this survey is part of a much larger parcel. 35 acres is the cut off for farmland preservation.

The representative stated that they had combined two parcels together and are now separating the house from the farmland.

Chairperson Meyer opened the public comment. There were no comments. Chairperson Meyer closed the public comment.

Moved by Binnie and seconded by Tanis to approve the extra-territorial certified survey map for a separation of the farm structures at N8901 Parker Road for Wilfred and Jean Ludeman with the conditions of the City Planner. Aye: Binnie, Tanis, Stanek, Hinspater, Parker, Miller, Meyer. No: None. Motion approved.

Discussion of reduction of paper work. Chris Munz-Pritchard explained that she would like to eliminate the unnecessary paper work put in the Plan Commission member packets. This would include the pages in the applications that are instructions for the applicant for their submittal. If the Plan Commission wanted to see everything, it would be on the City of Whitewater web site in its entirety. The packet or a link to the packet on the web site could be sent by email to Plan Commission members. It will basically be reducing the redundant stuff.

Chairperson Meyer asked about putting the packets on the Chrome books that are available for Board Members at meetings. Plan Commission Member Parker stated that it is sometimes difficult to maneuver back and forth looking for things on the Chrome books.

City Planner Chris Munz-Pritchard said we still have the Chrome books and we could try using them again.

Information Items:

- a. Possible future agenda items. City Planner Chris Munz-Pritchard stated there has been nothing submitted for the next Plan Commission meeting, but applicants can still submit applications through next Monday, October 17, 2016.

Chris Munz-Pritchard also wanted to let the Plan Commission know that the Neighborhood Services Department will be closed on Election Day, November 8, 2016. All employees of the Department will be working at the polls that day.

- b. Next regular Plan Commission Meeting – November 7, 2016.

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

Chairperson Greg Meyer