

CITY OF WHITEWATER
PLAN AND ARCHITECTURAL REVIEW COMMISSION
Whitewater Municipal Building Community Room
July 20, 2009

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

Chairperson Torres called the meeting to order at 6:00 p.m.

PRESENT: Zaballos, Binnie, Dalee, Stone, Torres, Miller, Coburn. ABSENT: None.
OTHERS: Megan MacGlashan/City Planner, Bruce Parker/Zoning Administrator,
Wegner/Secretary.

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.

Dave Saalsaa was concerned that the last couple of meetings, neither the minutes nor the video, were posted on the web site. Plan Commission was going to look into it.

REPORTS:

- a. Report from Community Development Authority Representative. Tom Miller reported that at their last meeting he was elected chairperson, although he was not there.
- b. Report from Tree Commission Representative. Dave Stone reported they had not had a meeting.
- c. Report from Park and Recreation Board Representative. David Stone reported that they were updating some equipment from the swing set at Starin Park; the Trippe Lake shelter had been removed and the new framework and plumbing was in.
- d. Report from City Council Representative. Lynn Binnie reported that the second of the neighborhood preservation ordinances was approved; the Council amended the sidewalk café requirements with a reduction of the food portion of sales from 30% to 20%; the Council authorized the Public Works Department to do the final grading on the Waltons Pine Bluff Subdivision as the out of town owner failed to do run-off prevention; the Council also proposed an ordinance that may abolish the Tree Commission, which would require two readings.
- e. Report from the Downtown Whitewater Inc. Board Representative. Dave Saalsaa, Chair of the Design Committee for Downtown Whitewater Inc., reported that the Jim Gage project is finished and they will do the final walk through this week. The Spear building (“Tokyo”), had a bid let for the painting and the color was decided. The painting should be started this month. There are a couple other projects in the works.
- f. Report from staff. Bruce Parker, Zoning Administrator, explained that the next meeting would be August 17, 2009. The Smart Growth Plan would be continued along with other items.
- g. Report from chair. No report.

MINUTES. Due to some questions on the sign ordinance, Coburn and Stone moved to postpone approval of the minutes of June 20, 2009 to the next meeting. Motion approved by unanimous roll call vote. Stone explained that the intent was to clarify window signs to make the ordinance more user friendly. If secondary signs are acceptable, beer or other signs, should not matter. He wants to make sure the ordinance is more clear.

PUBLIC HEARING FOR A CONDITIONAL USE PERMIT FOR ALTERATIONS TO THE PARKING LOT AT 1225 W. MAIN STREET FOR ST. PATRICK CATHOLIC CHURCH. Chairperson Torres opened the public hearing for consideration of a conditional use permit application for proposed alterations to the parking lot at 1225 W. Main Street for St. Patrick Catholic Church.

Zoning Administrator Bruce Parker explained that the Church will be reducing the existing number of parking stalls. They will be installing four landscape islands with lighting. This property is in a PCD (Planned Community Development District) which requires Plan Commission approval.

Steve Peterman, TWP Architecture LTD. explained that the parking lot as it is now has no structured to traffic flow. In the winter, there is nothing to define the parking. The new lot will have improved lighting and will be a lot safer. They will seal and stripe the parking lot, which will make it look like a new parking lot.

The Board questioned that with losing 49 parking stalls, will the Church still meet its parking requirements.

Nels Madsen, member of St. Patricks Church, explained that the only overflow parking would be on Christmas Eve.

The City Planner recommended approval of the alterations to the parking lot at 1225 W. Main Street as part of an amended PCD/SIP for this project, subject to the following conditions:

1. The project shall be constructed in accordance with the Demolition Site Plan (sheet A1.0) dated 6/11/09, the Proposed Site Plan (sheet A1.0) dated 6/11/09, the Landscaping Plan (sheets LSP1.1 and LSP 1.2) dated 6/3/09, and the Site Lighting Plan dated 6/10/09, except as any changes to those plans are required to meet the conditions that follow.
2. Prior to the issuance of a building permit, the Proposed Site Plan (sheet A1.0) shall be revised and resubmitted for Zoning Administrator approval to indicate that in addition to replacing the sidewalk and curb where the driveway is being removed, the applicant shall restore the terrace area to green space.
3. Prior to the issuance of a building permit, the Site Lighting Plan shall be revised as follows, and resubmitted for approval by the Zoning Administrator:
 - a. Make any necessary adjustments so that foot-candle levels at property lines do not exceed 0.5.
 - b. Indicate the all site lighting will be turned off within one hour after the completion of activities at the church or church hall, with the exception of up to twenty-five percent of all outdoor lighting fixtures, which may remain illuminated.

4. Prior to the issuance of a building permit, the Landscaping Plan (sheet LSP1.1) shall be revised and resubmitted for Zoning Administrator approval to indicate that the Juniper and Spirea will be a minimum of 2 feet in height or in a 2-gallon pot at the time of planting

5. All previous plans and conditions associated with original PCD approval (July 11, 1994) of this project shall continue to apply, to the extent they are not contradicted by the amended plans or above conditions.

City Planner Megan MacGlashan explained that this is a very good project which will vastly improve the site. Her one concern is the lighting which is to have foot candles not more than .5 at the property line. In two places, the lighting on this plan is more than the .5. There is one on the west lot line, where there is a significant tree line, but it could cause problems in the future. The Church has taken care of most of the conditions of the Planners report. MacGlashan recommended two conditions (1) to work with City Staff on the lighting; and (2) the site plan should be revised showing the curb cut being removed to be seeded and returned to terrace.

Chairperson Torres closed the public hearing.

Moved by Binnie and Zaballos to approve the parking lot alterations at 1225 W. Main Street for St. Patrick Catholic Church, subject to the conditions of the City Planner. Motion approved by unanimous roll call vote.

PUBLIC HEARING FOR A CONDITIONAL USE PERMIT FOR THE CONVERSION OF A SINGLE FAMILY RESIDENCE INTO A DUPLEX, ADDING A 1,143 SQ FT SECOND STORY; REMOVE DRIVE/PARKING FROM THE FRONT YARD AND INSTALL A NEW PARKING AREA IN THE REAR YARD FOR 8 CARS; AND INSTALL ADDITIONAL LANDSCAPING AT 258 N. TRATT STREET FOR DLK 258 NORTH TRATT, LLC.

Chairperson Torres opened the public hearing for consideration of a conditional use permit for the conversion of a single family residence into a duplex, adding a 1,143 sq ft second story; remove drive/parking from the front yard and install a new parking area in the rear yard for 8 cars; and install additional landscaping at 258 N. Tratt Street for DLK 258 North Tratt, LLC.

Zoning Administrator Bruce Parker explained that the properties to the south to incorporate a common parking lot behind the buildings and remove the front yard driveway and parking from Tratt Street. The new entrance for this property will be off of Carriage Drive, which will be a common driveway with the properties to the south. The front driveway will be removed and lawn area restored. Sidewalk will be installed to connect the building to the city sidewalk.

City Planner Megan MacGlashan explained that City Planner Mark Roffers had recommended approval of this proposal with a couple conditions including the sidewalk, cross access agreement, a minimum of 8 stalls reserved for 258 N. Tratt Street residents, engineer consultant review, park fees, a \$200 site deposit, and no parking in the front of the lot.

Attorney Mitch Simon, representing DLK 258 North Tratt, LLC., stated that the drainage issue had been resolved down to Fraternity Lane. The building next door and this unit were designed and engineered for drainage of the parking lot behind the buildings. The storm sewer easement was not an issue. They will provide a recorded cross-access easement. They have an issue with

the no cross parking. The code is: four parking stalls per unit. They would like to have the 8 reserved stalls made available first to the tenants. If they have only 6 cars, would like to be able to accommodate other individuals, as there is a demand for parking.

Chairperson Torres closed the public hearing.

Plan Commission Member Zaballos recommended that #3 be changed so that tenants from other properties can get a permit to park there.

Attorney Mitch Simon stated he would file a summary as part of the conditional use for staff approval. If a tenant of that building decides they need a parking space, if one opens up, they will be given first choice at that spot. The parking lots are probed daily, those vehicles that do not belong there are ticketed and towed away. There is limited on-street parking in this area. Spaces are not always taken, but it is a delicate balance. The building next door has one unit with more than 4 spaces available, so there are a few extra spaces.

City Planners recommended approval of a conditional use permit to convert the existing single family residence at 258 North Tratt Street to a duplex, subject to the following conditions as amended at the meeting:

1. The project shall be constructed in accordance with the Site and Landscape Plan (sheet C101) dated 6/22/09, the Building Elevations sheet (sheet A201) dated 6/22/09, the basement floor plan, first floor plan and second floor plan (sheets A100 to A102) dated 6/22/09, and the site lighting plan (sheet C601) dated 6/22/09, except as any changes to those plans are required to meet the conditions that follow.
2. Prior to the issuance of a building permit, the Site and Landscape Plan (sheet C101) shall be revised to indicate that the new concrete sidewalk will be raised at least 6 inches from the grade of the adjacent parking lot, or that a sufficient barrier(s) will be added to prevent vehicles from extending into the sidewalk. The revised plan shall be resubmitted for City staff approval.
3. Prior to the issuance of a building permit, the applicant shall provide evidence of a recorded cross-access and shared parking agreement between this property and the 252 and 242 North Tratt Street properties, in order to provide legal cross-access to the rear parking lot in perpetuity and provide for shared parking as may be necessary. The parking agreement shall specify that, at all times, a minimum of 8 parking spaces will be made available for the tenants of 258 North Tratt Street and if spaces are available, tenants from other properties could be permitted to park there.
4. Prior to the issuance of a building permit, the applicant shall meet any applicable sections of the City's stormwater ordinance and have a stormwater/grading plan approved by the City's engineering consultant.
5. Prior to the issuance of a building permit, the applicant shall pay a park improvement fee and a fee-in-lieu of parkland dedication in accordance with City ordinance standards for the one additional housing unit being added to this property.
6. 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 \$200.

7. Following completion of the rear yard parking lot, there shall be no vehicular parking in the front yard area, and all spaces formerly used for parking in the front yard area shall be clearly converted to either landscaped or walkway areas.

Moved by Binnie and Coburn to approve the conditional use permit for the conversion of a single family residence into a duplex, adding a 1,143 sq. ft. second story; removal of the driveway/parking from the front yard and installing a new parking area in the rear yard for 8 cars; and installing additional landscaping at 258 N. Tratt Street for DLK 258 North Tratt, LLC. subject to the City Planners conditions of approval. Motion approved by unanimous roll call vote.

PUBLIC HEARING FOR CONSIDERATION OF A CHANGE OF THE CITY OF WHITEWATER WALWORTH AND JEFFERSON COUNTIES, DISTRICT ZONING MAP FOR THE FOLLOWING AREA TO BE REZONED FROM R-3 (MULTI-FAMILY RESIDENCE) ZONING DISTRICT TO PCD (PLANNED COMMUNITY DEVELOPMENT) ZONING DISTRICT UNDER CHAPTER 19.39 OF THE ZONING ORDINANCE OF THE CITY OF WHITEWATER:

THE FOLLOWING PARCELS, LOCATED ALONG W. MAIN STREET, AND S. COTTAGE STREET ARE REQUESTED TO CHANGE TO PCD FOR THE EXPANSION AND MODIFICATION OF THE EXISTING ADJACENT PCD ZONING DISTRICT: TAX PARCEL NUMBERS /WUP 00229, /CL 00020, CL 00021, AND /CL00022 CITY OF WHITEWATER, WALWORTH COUNTY, WISCONSIN.

AND REVIEW PROPOSED SPECIFIC IMPLEMENTATION PLAN FOR SITE ALTERATIONS FOR A 31 UNIT ADDITION (ONE-BEDROOM APARTMENTS) TO 761 W. MAIN STREET AND APPROXIMATELY 38 NEW PARKING STALLS FOR DLK ENTERPRISES INC. ET AL.

Chairperson Torres opened the public hearing for consideration of a change of the City of Whitewater Walworth and Jefferson Counties, District Zoning Map for the following area to be rezoned from R-3 (Multi-family Residence) Zoning District to PCD (Planned Community Development) Zoning District under Chapter 19.39 of the Zoning Ordinance of the City of Whitewater:

The following parcels, located along W. Main Street, and S. Cottage Street are requested to change to PCD for the expansion and modification of the existing adjacent PCD Zoning District: Tax Parcel Numbers /WUP 00229, /CL 00020, CL 00021, and /CL00022 City of Whitewater, Walworth County, Wisconsin.

And review proposed Specific Implementation Plan for site alterations for a 31 unit addition (one-bedroom apartments) to 761 W. Main Street and approximately 38 new parking stalls for DLK Enterprises Inc. et al.

Zoning Administrator Bruce Parker explained that the applicant would like to add properties to the existing PCD (Planned Community Development District) which include the former Zweifel property at 747 W. Main Street and the former Hicks properties at 136, 148 and 158 S. Cottage Street.

City Planner Megan MacGlashan explained that they had met with the applicant and Mitch Simon and had discussed the SIP (Specific Implementation Plan) and the GDP (General Development Plan) and addressed the issues. The purpose of this proposal is not to skirt the issues of City requirements. The City Planners recommended approval of both the SIP and the GDP. There are just a few outstanding issues.

The City Planners, subject to comments at the public hearing, recommended approval of PCD zoning, the General Development Plan, and the Specific Implementation Plan for Regent Apartments (761, 747 and 741 W. Main, 120, 136, 148, and 158 S. Cottage), subject to the following conditions:

1. The project shall be constructed in accordance with the Overall Site Plan (sheet G001) dated 7/16/09, the Overall Proposed Site Plan (sheet C100) dated 7/16/09, the Enlarged Area #1 Site Lighting Calculations (sheet C601) dated 7/16/09, the Overall Proposed Stormwater Elements (sheet C103) dated 7/16/09, the Overall Proposed Landscape Plan (sheet C102) dated 7/16/09, the Overall Proposed Site Plan Pavement Areas (sheet C101) dated 7/16/09, the Enlarged Area #1 Landscape Plan (sheet C205) dated 7/16/09, the Enlarged Area #1 Site Grading Plan (sheet C204) dated 7/16/09, the Enlarged Area #1 Site Grading Plan (sheet C203) dated 7/16/09, the Enlarged Area #1 Site Utility Plan (sheet C202) dated 7/16/09, the Enlarged Area #1 Site Layout Plan (sheet C201) dated 7/16/09, the Enlarged Area #1 Site Demolition Plan (sheet C201) dated 7/16/09, the Enlarged Area #3 Site Grading Plan (sheet C301) dated 7/16/09, the Ground Floor, First Floor, Second Floor, and Third Floor plans (sheets A100 through A103) dated 7/16/09, the Covered Bike Rack Elevations, Rain Garden Section, and Overland Flow Silt Fence Details (sheet C801) dated 7/16/09, and the East, North, West, and South Elevations (sheet A401) dated 7/16/09, and the Supplemental Response and Information in Support of Application for Rezone from R-# to PCD, Request for Approval of General Development Plan and Request for Approval of Specific Implementation Plan dated 7/16/09, except as any changes to those plans are required to meet the conditions that follow.
2. The operation of this site shall be in full accordance with the document titled Supplemental Response and Information in Support of Application for Rezone from R-# to PCD, Request for Approval of General Development Plan and Request for Approval of Specific Implementation Plan, dated 7/16/09 and approved by the Plan Commission. Such document shall be attached to the minutes of this meeting.
3. Prior to the issuance of an occupancy permit for the building addition, the applicant shall provide evidence of a recorded cross-use easement for the parking and dumpster area located between the larger combined parcel (815, 761, 747, and 741 W. Main and 120 S. Cottage) and 136 S. Cottage.
4. Prior to the issuance of an occupancy permit for the building addition, the applicant shall prepare and submit for City approval a CSM combining parcels BIRH 00001, BIRH 00006, BIRH 00007, BIRH 00008, BIRH 00009, WUP 00225, WUP 00226, WUP 00227, WUP 00239, and WUP 00230) into one lot.
5. Subject to Zoning Administrator approval, the applicant shall repave and restripe areas of the existing parking lots that are in disrepair at the determination of the Zoning Administrator.
6. Prior to the issuance of a building permit, and subject to Zoning Administrator approval, the Overall Proposed Site Plan Pavement Areas (sheet C101) shall be revised to show

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curbing or other barrier around all landscaped peninsulas or other places where paved areas surround or nearly surround green space.

7. Prior to the issuance of a building permit, the applicant shall obtain any necessary City engineering consultant approval of all final grading/stormwater management and utility plans.

8. Prior to the issuance of a building permit, the applicant shall pay a park improvement fee and a fee-in-lieu of parkland dedication in accordance with City ordinance standards for the additional housing units being added to this property.

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 \$2000.

10. If there is a desire to change ownership of any of the components of this PCD to any entity other than DLK Enterprises or to which DLK Enterprises is the sole member, such ownership change may only occur following City approval of amendments to this PCD addressing common issues or concerns such as parking and stormwater management.

11. Any and all future signage proposed for this site, including directional signage, shall be subject to City Zoning Administrator approval.

12. The applicant shall enforce in perpetuity the parking permit and allocation system described in the document titled Supplemental Response and Information in Support of Application for Rezone from R-3 to PCD, Request for Approval of General Development Plan and Request for Approval of Specific Implementation Plan, dated 7/16/09, and attached to these conditions.

13. The applicant shall enforce in perpetuity the occupancy restrictions described in the document titled Supplemental Response and Information in Support of Application for Rezone from R-3 to PCD, Request for Approval of General Development Plan and Request for Approval of Specific Implementation Plan, dated 7/16/09, and attached to these conditions. These occupancy restrictions are as follows:

Efficiency and one-bedroom units not more than 1 occupant/unit

Two-bedroom units not more than 3 occupants/unit

Three-bedroom units not more than 3 occupants/unit

Four-bedroom unit not more than 4 occupants/unit

Five-bedroom unit Not more than 5 occupants/unit

14. Specific Implementation Plan approval is null and void if the City Council does not approve the rezoning or the General Development Plan. This Specific Implementation Plan is subject to alterations if the City Council approved changes to the General Development Plan.

Zoning Administrator Bruce Parker explained that there will be three or four driveway crossing sidewalk into Main Street that will be removed and terrace area installed.

Plan Commission Member Miller stated that there is one access from Whiton Street that will stay for Fire and Rescue access.

Attorney Mitch Simon explained that they will not connect the parking areas. The existing areas will remain the same. The existing barn will continue to be used as a central storage area. The

dumpster located at the south side of the existing building at 741 W. Main Street will be relocated to a central location. The common curb cut between 741 and 761 is being eliminated. There is another curb cut to the west (by the Y in the sidewalk) that will also be eliminated. There will be space available to add parking in the future if it is needed.

Zoning Administrator Bruce Parker explained that if they decide to create additional parking, they would have to come back to Plan Commission for approval.

Ben Rhodes, 818 W. Conger Street, who bought their home about 35 years ago. At that time there was a mixture of towns people and students living in the neighborhood. He did get a copy of the site plan, but not a copy of the text (Planner Report). The project has a number of puzzles. He questioned the 31 - one bedroom apartments and if that means 1 person per unit. He is concerned with having an inadequate number of parking spaces; the entrance off Summit and Conger being a potential for accidents; stormwater; and snow storage. He asked if the addition was to be compatible with the existing building. Rhodes also requested that the Plan Commission not allow parking to be installed in the area reserved for future parking.

Richard Helmick, 227 S. Boone Court, is concerned with the combined properties, the projected density and dense impact on the neighborhood with only one egress and exit. Center street will become like a major highway. He is also concerned with the sewer and water run off, which runs down Center Street to Boone Court where the sewer fails in heavy run-off. Helmick requested that the City look further than just the site for the stormwater, traffic etc.

Roy Nosek, Park Street, is concerned with the parking, landscaping and the PCD. A PCD should be a privilege for a special innovation.

Florence Rhodes, 818 W. Conger Street, suggested that the Plan Commission look from the north side of Main Street to see how much is community and how much is the University. She noted that the west side of the barn has had all growth removed and gravel installed. The arborvitae on the corner of Main and Cottage Streets was removed. The landscaping is not maintained. She would like to see maintenance on the property and see green throughout the project.

Mitch Simon explained that 319 has the maximum number of occupants; you can't combine properties with different ownerships. The brick for the addition will match the existing building. Jeff Hazecamp, Architect, stated that there were eight access points to the building. Five street access points to the building will remain. Three existing access points are being removed at the request of the City of Whitewater. This project is for an addition of 31 one-bedroom apartments, The former Zweifel building housed 10 occupants. There are three parking stalls being removed out of the corner of Cottage and Main Streets and adding 29 additional parking stalls. The net addition is that we are adding an additional 26 parking spaces for 21 additional occupants. Hazecamp also noted that with the prior developments, the codes were very different. As far as the drainage goes, they are looking at the existing developments as approved, and they are focusing on the new improvement areas using rain gardens and bio swales. The rain gardens and bio swales are more natural in appearance and the plants open weave and loose structure allow drainage into the ground.

Zoning Administrator Bruce Parker explained that their plan is to have the water stay on site or go to the Main Street storm sewer. The plan is subject to engineering approval.

Plan Commission Member Zaballos would have liked to have seen the PCD as a conceptual review. It is hard to review the entire project all at one time, the GDP and the SIP. This project takes up a large portion of a city block and affects blocks beyond it. There are water issues (rain gardens/bio swales), grading issue, tree protection. Zaballos would like to see a full elevation of the building and the color of the brick etc. She says the need for one bedroom apartments is appropriate. If this item is postponed, she feels the Plan Commission should give feedback to the applicant.

Plan Commission Member Coburn was concerned about the population density and parking. She also wanted to know if the S. Cottage Street properties would remain in the same configuration and existing use.

Jeff Hazecamp explained that the Cottage Street properties are not planned to be changed in any way, other than the limitations of the bedrooms and the hard surfacing of the parking lots. Any changes would need to come back to the Plan Commission for approval.

In clarifying the terrace trees, Mitch Simon explained that the City of Whitewater had directed them to have the City install the terrace trees.

Moved by Zaballos and Coburn to postpone the Specific Implementation Plan. After a discussion of what the open issues were (drainage, engineering, additional landscaping, overflow, building materials) the original motion was withdrawn.

Moved by Zaballos and Coburn to postpone both the rezoning of properties, amending the existing PCD and reviewing the SIP for site alterations for a 31 unit one-bedroom apartment addition to 761 W. Main Street and approximately 38 new parking stalls for DLK Enterprises Inc. etal. Motion approved with all ayes except Dalee voted no.

The Board would like to see a stormwater report; detail on the elevations and alignment of the building addition and any possible alternatives; likes the appearance of Main Street and the cleaning up and better traffic flow, but would like to see more vegetation in the future parking area and have the Strand and Associates report; parking on the street is well restricted for night time parking.

Plan Commission Member Zaballos requested elevations of Main Street; engineering review; a landscape architect layer of review for the rain gardens and bio swales; remove the comment for the existing elm tree to be removed (C001 tree is already removed); Page C102 there are two 24' caliper oak trees showing a 36" construction radius – would like a more detailed plan of the protection, especially for the tree by the barn; suggests removing the Norway maple tree is in poor condition and is growing up into the power lines and a review from the City Forester. Zaballos also requests to have the City Attorney present when this proposal comes back.

Chairperson Torres felt this was enough information to move forward with.

REVIEW PROPOSED BATTING CAGE TO BE LOCATED AT 1264 W. BLOOMING FIELD DRIVE FOR PETE MARINKOVIC. Zoning Administrator Bruce Parker explained that he has brought this to the Plan Commission for a broader review due to the operation, size, location. This also gives notice to neighboring property owners to let them know what is being proposed. Pete Marinkovic wished to install a batting cage in his back yard for his children to practice.

Pete Marinkovic explained that he will be leaving the grass and not changing the grade. He plans to install the 55 foot version. The ground sleeves will be put in concrete. The netting will be removed for the winter. He is not installing lighting. He has three boys, ages 5, 9, 11, so it will get 15 years of use. This is a great way to help the kids and provides a way for them to practice batting on their own.

Moved by Miller and Zaballos to approve the batting cage to be located at 1264 W. Blooming Field Drive for Pete Marinkovic. Motion approved by unanimous roll call vote.

Neil Hicks, a neighboring property owner, said that the neighbors all approve. It is great for the neighborhood. His only requirement would be that it not be used after dark.

REVIEW PROPOSED PARKING LOT ALTERATIONS TO BE LOCATED AT 521 W. WHITEWATER STREET FOR RANDALL ASCHBRENNER. Zoning Administrator Bruce Parker explained that Randall Aschbrenner is looking to expand his parking area by two stalls to allow for three cars. There is an existing 2 ½ car garage and a parking stall along the side of the garage. He will be hard surfacing the driveway and parking area by 2010, allowing for settlement. The Plan Commission recommended blacktop for the new and existing gravel areas. One neighbor expressed concern of the parking on the street and hoped that this would reduce the number of cars parking on the street. A condition of approval would be that a site improvement deposit of \$200 would be required. This is in an R-3 Zoning District which allows 5 people to live there.

Moved by Binnie and Miller to approve the two additional parking stalls with the condition of a site improvement deposit and that the gravel driveway and parking areas are hard surfaces in 2010. Motion approved by unanimous roll call vote.

PUBLIC HEARING FOR THE PROPOSED AMENDMENTS TO THE CITY OF WHITEWATER FLOOD PLAIN ZONING ORDINANCE. Chairperson Torres opened the public hearing for the proposed amendments to the City of Whitewater Flood Plain Zoning Ordinance.

Zoning Administrator Bruce Parker explained that this is an amendment to the ordinance that was adopted to include the new Walworth County flood plain maps. At the time the City adopted the Flood Plain Zoning Ordinance, Walworth County had not finished their update of the maps. We now have the new maps. This amendment updates the ordinance to refer to the new updated flood plain maps for Walworth County.

Moved by Stone and Binnie to approve the amendment for the Walworth County portion of the Flood Plain Ordinance and recommend the amendment to the City Council.

HOLD A PUBLIC HEARING FOR CONSIDERATION OF A CONDITIONAL USE PERMIT APPLICATION FOR A TEMPORARY PARKING AREA FOR KETTERHAGEN MOTORS TO BE LOCATED AT 1260 W. MAIN STREET (ON THE FRONT PORTION OF THE PARKING LOT OF SENTRY) FOR TEMPORARY CAR SALES DURING THE FIRST STREET AND NORTH STREET RECONSTRUCTION. Chairperson Torres opened the public hearing for consideration of a conditional use permit application for a temporary parking area for Ketterhagen Motors to be located at 1260 W. Main Street (On the front portion of the parking lot of Sentry) for temporary car sales during the First Street and North Street reconstruction.

Zoning Administrator Bruce Parker explained that in order to have a temporary car sales lot off site, a conditional use must be granted from the City and Ketterhagen's must get an o.k. from the State. This request is due to the City street project on N. First Street and W. North Street. The only access to their property is off the alley along the east side of their property. This lot will be basically for used cars. New and used cars are o.k. They plan to have a 4' x 8' double sided sign which will be placed on private property (not on the city right-of-way). Ketterhagen's will have a rental agreement with Terry Daniels, the owner of Sentry Foods.

Kurt Ketterhagen explained that the area will not be corded off. If they do not have sales staff out there, they do not need State approval.

Chairperson Torres closed the public hearing.

Moved by Binnie and Miller to approve the conditional use permit a temporary parking area for Ketterhagen Motors to be located at 1260 W. Main Street (on the front portion of the parking lot of Sentry Foods) for temporary car sales during the First Street and North Street reconstruction. Motion approved by unanimous roll call vote.

A BRIEF WORK SESSION ON THE CITY OF WHITEWATER COMPREHENSIVE PLAN. City Planner Megan MacGlashan explained that the information given, was the background chapters for the comprehensive plan. It is the foundation information of the existing conditions of each of the nine elements required. She requested that the Plan Commission review the document and make comments over the next several weeks. This document is the format of the overall plan. It is background data, no recommendations. They also have provided maps for review. The existing land use map is very important as it represents what existing land use is today. We will use this map to form the planned land use map.

Plan Commission Member Stone, also a member of the Tree Commission, requested that a major playground be planned somewhere to be used within the next 10 to 15 years.

City Planner Megan MacGlashan introduced the Neighborhood Analysis Map, the next phase of the comprehensive plan process, looking for initial feedback. This map includes what was developed at one time; and neighborhoods with characteristics. Major streets break apart neighborhoods. The next maps considered curb appeal, assessed values, percentage of owner occupied homes, and property condition. Megan explained that we need to look at how to present the data and how to interpret the data. Think about neighborhoods, in proximity to the university and the land use there. Provide feedback. They will be developing the draft neighborhood preservation areas for the August Plan Commission meeting. We need to determine what neighborhoods are appropriate for preservation.

The Plan Commission members asked about possible rezoning of properties; requested to have paper copies prior to the meeting and noted that the Plan Commission responds best to recommendations; also noted was that the land use east of the university is mostly single family and would like to see it stay single family.

City Planner Megan MacGlashan explained that R-3 Zoning Districts are not largely multi-family homes. One strategy would be to down zone to prevent further conversions. In August, we will have the draft maps and the draft neighborhood preservation strategies.

INFORMATION:

a. Possible future agenda items. The August Plan Commission meeting will include the draft maps and draft neighborhood preservation strategies for the comprehensive plan.

b. Next Plan Commission meeting. The next scheduled Plan Commission meeting will be Monday, August 17, 2009 at 6:00 p.m.

Moved by Zaballos and Coburn to adjourn at approximately 9:10 p.m. Motion was approved by unanimous voice vote.

Respectfully submitted,

Jane E. Wegner
Secretary