

CITY OF WHITEWATER
PLAN AND ARCHITECTURAL REVIEW COMMISSION
Whitewater Municipal Building Community Room
May 9, 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, Bruce Parker, Lynn Binnie, Kristine Zaballos, Sherry Stanek, Daniel Comfort, Tom Miller (Alternate). Absent: Tom Hinspater. Others: Wallace McDonell (City Attorney), Chris Munz-Pritchard (City Planner).

Hearing of Citizen Comments. No Comments.

Approval of the Plan Commission Minutes. Moved by Binnie and seconded by Stanek to approve the minutes of April 11, 2016. Aye: Binnie, Stanek, Parker, Zaballos, Miller, Meyer. No: None. Absent: Hinspater, Comfort (had not arrived yet). Motion approved.

Plan Commission Member Comfort arrived after roll call was taken (approximately 6:34 p.m.). *It was not noticed until late in the meeting that Comfort had arrived late, so Comfort was inadvertently left out of the roll call for three agenda items.

Public hearing for a Conditional Use Permit to allow for the keeping of horses at 509 S. Franklin Street for Thayer and Anne Coburn. Chairperson Meyer opened the public hearing.

City Planner Chris Munz-Pritchard noted that the City amended 19.57.160 Keeping of horses as an accessory use. She reviewed her Planner Report and recommendations. Her recommendations were to have a fence, following the requirements of WI State Chapter 90; to have a manure plan; and to have no more than 3 horses.

Anne Coburn was present to answer any questions.

Plan Commission Member Binnie questioned the footage for the manure management plan. He thought we should go with how the ordinance is written.

City Planner Chris Munz-Pritchard stated that she would remove number 2a of her recommendations.

Moved by Stanek and seconded by Binnie to approve the conditional use permit to allow for keeping of horses at 509 S. Franklin Street for Thayer and Anne Coburn with the Planner recommendations as amended. (See attached Conditional Use Permit.) Aye: Stanek, Binnie, Parker, Zaballos, Miller, Meyer. No: None. *Comfort. Motion approved.

Public hearing for a Conditional Use Permit for a Certified Survey map for a division of land located in the Whitewater Business Park at the intersection of Universal Blvd. and Technology Drive for future saleability. Chairperson Meyer opened the public hearing.

City Planner Chris Munz-Pritchard explained that this certified survey map will clear up an issue with part of the road being built on the property line. The certified survey map will come back to the Plan Commission for a rezone from WUTP (Whitewater University Tech Park) Zoning District to M-1 (General Manufacturing) Zoning District.

Plan Commission Member Parker, who is the Plan Commission Representative to the CDA, explained that Lot 1 of the proposed CSM is vacant farm land. The lot to the south is City garden and soccer field. There is a possible sale of Lot 1.

City Planner Chris Munz-Pritchard explained that when the parcel comes back for the rezoning, there may be more information about a potential buyer.

Chairperson Meyer closed the public hearing.

Moved by Binnie and seconded by Parker to recommend to the City Council to approve the Certified Survey Map for the division of land located in the Whitewater Business Park at the intersection of Universal Blvd. and Technology Drive. Aye: Binnie, Parker, Zaballos, Stanek, Miller, Meyer. No: None. * Comfort. Motion approved.

Hold a public hearing for consideration of a change of the District Zoning Map for the parcel at 707 W. Walworth Ave. (Tax Parcel # /HA 00001) to enact an ordinance to change from B-1 (Community Business) Zoning District to R-3 (Multi-family Residence) Zoning District classification under Chapter 19.21 of the Zoning Ordinance of the City of Whitewater. The owners of the property are Ronald B. Walenton and Rebecca R. Walenton. Chairperson Meyer opened the public hearing.

City Planner Chris Munz-Pritchard explained that this is a request for a Zoning Map change, rezoning the property at 707 W. Walworth Ave. from B-1 to R-3. Currently the building is unoccupied. It was previously a daycare facility. The applicant is asking to rezone for multi-family. City Planner Munz-Pritchard read her recommendations. She noted that Municipal Code Section 19.21.030G states that conversion of existing structures resulting in more dwelling units requires a conditional use permit. This proposal will come back to the Plan Commission for a conditional use permit.

Jon Tanis was present to explain and answer questions. He stated that Pete Weston was preparing the plans. They would like to do six units, 4 one bedroom and 2 two bedroom. There would be no structural changes. They would be closing off interior doors and changing two exterior windows into doors. There are nine (9) parking stalls. If they needed more, there is a shed that could be removed for two more parking stalls. The smallest unit would be 580 sq. ft.

Plan Commission Member Zaballos stated that it was an appropriate use and it would be nice to have the building used again.

City Planner Munz-Pritchard stated that this would not be spot zoning as the parcel is connected on three sides by R-3 Zoning.

Chairperson Meyer closed the public hearing.

Moved by Binnie and Zaballos to recommend approval to the City Council the proposed rezone of the parcel at 707 W. Walworth Ave. (tax parcel # /HA 00001) to R-3 (Multi-family Residence) Zoning District. Aye: Binnie, Zaballos, Stanek, Parker, Miller, Meyer. No: None. *Comfort. Motion approved.

Hold a public hearing for the consideration of a Conditional Use Permit for the construction of a 1,750 sq. ft. (35' x 50') detached garage to be located at 647 W. Harper Street for Chris Thein. (This proposal is 950 sq. ft. more than the maximum size (800 sq. ft.) allowed for a detached accessory structure. Chairperson Meyer opened the public hearing.

City Planner Chris Munz-Pritchard explained that an accessory structure was previously reviewed for this site in August of 2014. Since that time the Zoning Code was amended to add 19.18.030(I) One (1) accessory structure may be located in the front or side yard if the following requirements are met. 1. Minimum front yard setback of the accessory structure must be fifty (50) feet. 2. Minimum side yard setback of the accessory structure must be ten (10) feet, or corner lot, twenty-five (25) feet. City Planner Munz-Pritchard stated that these items will be met. She went through her recommendations including that the material/color and texture will match the house; the driveway must be enlarged so that it connects to both garage doors; and the applicant shall submit a statement affirming that the structure will not be used for a home occupation. This statement must be signed by both the applicant and the property owner.

Chairperson Greg Meyer worked up some numbers that might help the City Planner and the Plan Commission review requests for detached accessory structures. It was based on lot size.

City Attorney McDonell stated that there was no problem with the Plan Commission coming up with guidelines or policies to be used for reference. It should come back as an agenda item if the Plan Commission wants it to be a policy.

Plan Commission Member Stanek suggested that Greg Meyer's ideas get put on a future agenda and adopted as a policy.

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

Plan Commission Member Parker asked about the elevations of the garage and having an issue with the long sloped roof. He would like to see the garage blend in with the residential area.

Chris Thein explained that they have a camper and need the height to have a manual door instead of slider doors. When vinyl siding was mentioned, they requested to use steel siding on the garage. It would be the same color as the house. They may in the future replace the roofing on the house with steel.

City Planner Chris Munz-Pritchard stated that she would remove “material” from her recommendation.

Moved by Binnie and seconded by Zaballos to approve the conditional use permit for the construction of a 1,750 sq. ft. detached garage to be located at 647 W. Harper Street for Chris Thein subject to the City Planner recommendations. (See attached Conditional Use Permit.)
Aye: Binnie, Zaballos, Stanek, Parker, Miller, Comfort, Meyer. No: None. Motion approved.

Review of an ordinance amending chapter 19.19 R-2A Residential Increased Occupancy Overlay District. City Planner Chris Munz-Pritchard went through the recommended changes to the R-2A Residential Increased Occupancy Overlay District.

City Attorney McDonell recommended that the Plan Commission hold a class 2 public hearing for the amendments to the Zoning Ordinance and make recommendation to the City Council because there have been significant changes.

Moved by Comfort and Binnie to bring the changes back to the Plan Commission as a public hearing.
Aye: Comfort, Binnie, Zaballos, Stanek, Parker, Miller, Meyer. No: None. Motion approved.

Information Items:

- a. Possible future agenda items. Make a policy for figuring the square footage of Accessory Structures using Greg Meyer’s proposal to be approved at a future meeting.
- b. Next regular Plan Commission Meeting – June 13, 2016.

Moved by Zaballos and seconded by Stanek to adjourn. The motion was approved by unanimous voice vote. The meeting adjourned at approximately 7:30 p.m.

Chairperson Greg Meyer