

CITY OF WHITEWATER
PLAN AND ARCHITECTURAL REVIEW COMMISSION
Whitewater Municipal Building Community Room
February 13, 2017

**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, Kristine Zaballos, Bruce Parker, Daniel Comfort, Sherry Stanek, Chris Grady (Council Alternate). Absent: Lynn Binnie. Others: Chris Munz-Pritchard (City Planner), Wallace McDonell (City Attorney).

Hearing of Citizen Comments. No Comments.

Approval of the Plan Commission Minutes. Moved by Hinspater and seconded by Comfort to approve the minutes of the December 12, 2016 Plan Commission meeting and the January 17, 2017 Joint meeting with Common Council. Motion approved by unanimous voice vote.

Public hearing for consideration of a change of the District Zoning Map for the following parcel to enact an ordinance to impose the R-3A (University Residential Overlay District) Zoning Classification under Chapter 19.22 of the Zoning Ordinance of the City of Whitewater on the following area:

<u>Property Address:</u>	<u>Tax ID #:</u>	<u>Property Owner:</u>
1041-1043 W. Starin Road	WUP 00183J	DLK Enterprises Inc. (M. Kachel, Pres.)
1031 W. Starin Road	WUP 00150E	DLK Enterprises Inc. (M. Kachel, Pres.)
1025 W. Starin Road	WUP 00150	DLK Enterprises Inc. (M. Kachel, Pres.)
240 N. Prince Street	WUP 00180	DLK Enterprises Inc. (M. Kachel, Pres.)
Vacant Land	WUP 00181A	DLK Enterprises Inc. (M. Kachel, Pres.)

Portion of Properties:

281 N. Tratt Street	WUP 00183G	DLK Enterprises Inc. (M. Kachel, Pres.)
275 N. Tratt Street	WUP 00183F	DLK Enterprises Inc. (M. Kachel, Pres.)
263 N. Tratt Street	WUP 00183E	DLK Enterprises Inc. (M. Kachel, Pres.)
257 N. Tratt Street	WUP 00183D	DLK Enterprises Inc. (M. Kachel, Pres.)
251 N. Tratt Street	WUP 00183C	DLK Enterprises Inc. (M. Kachel, Pres.)

This item to be discussed with the following item.

Public hearing for consideration of a conditional use permit, in an R-3A Overlay Zoning District, to allow for a multi-family dwelling to be located at 1037 W. Starin Road for D.L.K. Enterprises Inc. (Michael Kachel, Pres.). Chairperson Meyer opened the public hearing.

City Planner Chris Munz-Pritchard went through her Planner report and recommendations.

Plan Commission members voiced concern of the look of the façade of the building. They suggested accent brick work around the windows, possibly use a keystone to break up the façade of the building. They would like to see trash cans located around the property and parking lot.

Mike Kachel explained the height of the building in the front would be 47.5 feet tall and the long part of the building would be 39 feet tall. When asked for a time line as to when the project might be finished, Mike stated maybe Fall 2018 of Spring 2019.

Andy Reahm voiced a concern about the number of persons per unit. There are units up to 4 bedrooms. He wanted to know if the bedrooms were large enough to have two persons in one bedroom.

City Planner Chris Munz-Pritchard explained that in the R-3A Overlay Zoning District, five unrelated persons are allowed per unit. Two people could live in a 1 bedroom apartment.

City Attorney McDonell explained the definition of a bedroom is 100 sq. ft. net for one person and 125 sq. ft. net for a two person bedroom.

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

The Fire Department is reviewing the plans. They have been working with Mike Kachel on this project.

Moved by Grady and seconded by Comfort to recommend to the City Council to impose the R-3A (University Residential Overlay District) Zoning Classification under Chapter 19.22 of the Zoning Ordinance of the City of Whitewater on these properties:

<u>Property Address:</u>	<u>Tax ID #:</u>	<u>Property Owner:</u>
1041-1043 W. Starin Road	WUP 00183J	DLK Enterprises Inc. (M. Kachel, Pres.)
1031 W. Starin Road	WUP 00150E	DLK Enterprises Inc. (M. Kachel, Pres.)
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251 N. Tratt Street	WUP 00183C	DLK Enterprises Inc. (M. Kachel, Pres.)

Aye: Grady, Comfort, Hinspater, Parker, Zaballos, Stanek, Meyer. No: None. Motion approved.

Moved by Stanek and Comfort to conditionally approve the Conditional Use Permit, in an R-3A Overlay Zoning District, to allow for a multi-family dwelling to be located at 1037 W. Starin Road for D.L.K. Enterprises Inc. and the certified survey map with the conditions of the City Planner with the addition to #8 Developer to show a façade more in spirit with the intent of the pending Design Guidelines that may include but not be limited to a Keystone; #10. To include higher shade trees; and add #14 Add "an adequate number of trash cans should be provided per the City Planner". This approval is contingent upon the R-3A Residential Overlay zoning being passed by the City Council. Aye: Stanek, Comfort, Grady, Hinspater, Parker, Zaballos, Meyer. No: None. Motion approved.

Review and comment on discontinuing the alley extending from E. Clay Street to E. Milwaukee Street. City Attorney McDonell explained that this is a plotted alley between E. Milwaukee Street to E. Clay Street. It is only open for a portion of the right of way on the end by E. Clay Street. Most of the alley has back yards that are unimproved. It was brought to the City Council's attention at their last meeting. Plan Commission is to review and comment and make recommendation to the City Council. McDonell further explained that the discontinuance gets split between adjacent properties.

There were no public comments.

Moved by Stanek and seconded by Parker to recommend to the City Council to abandon the alley extending between E. Milwaukee Street to E. Clay Street. Motion was approved by unanimous voice vote.

Review Design Guidelines for Multi-Family and Planned Development Projects. City Planner Chris Munz-Pritchard explained that these guidelines would be a Plan Commission policy to be used when reviewing large scale projects and planned development.

Plan Commission approved of the policy to use these guidelines for multi-family and Planned Development projects.

Talk about the Comprehensive Plan. City Planner Chris Munz-Pritchard explained that she had received the price points from our Planning Consultant, Vandewalle and Associates. The comprehensive plan needs to be updated. It is not in the budget to do the full update this year. The City has spent quite a bit of money to get to this point. Munz-Pritchard wanted to find out how the Plan Commission wanted to proceed with this.

Chairperson Meyer opened this item for public comment. There was no public comment. Chairperson Meyer closed the public comment.

City Attorney McDonell explained that we could use what has been done with an added comment about the need for a grocery store. It is important to decide if we want to put the property on Walworth Ave. on the current update. We need to make sure the maps are straightened out. Do we want to wait to budget for the updates.

Plan Commission Members voiced: We should get the Comprehensive Plan in compliance and budget the rest; come to grips with the Walworth Ave. area now so that the CDA can plan for the future. It was suggested to come up with a paragraph to describe a specific plan for this area.

City Planner Chris Munz-Pritchard suggested the small neighborhood plan for this area.

City Attorney McDonell suggested a work session, organizational meeting to decide whether to recommend a full blown amendment or finish off what we have started with a few tweaks. Everything we do we need to give the opportunity to have public comment.

City Planner Chris Munz-Pritchard proposed the Plan Commission have a work session in March, where we can decide whether to recommend a small neighborhood plan or a mixed use. When Plan Commission has their formal hearing, property owners within 300 feet will be notified.

Information Items:

- a. Possible future agenda items. City Planner Chris Munz-Pritchard stated there has been nothing submitted for the next Plan Commission meeting at this time.
- b. Next regular Plan Commission Meeting – March 13, 2017.

Moved by Comfort and seconded by Zaballos to adjourn. The motion was approved by unanimous voice vote. The meeting adjourned at approximately 8:15 p.m.

Chairperson Greg Meyer