

CITY OF WHITEWATER  
PLAN AND ARCHITECTURAL REVIEW COMMISSION  
Whitewater Municipal Building Community Room  
July 10, 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, Lynn Binnie, Sherry Stanek, Tom Miller (Alternate). Absent: Bruce Parker. Others: Chris Munz-Pritchard (City Planner), Wallace McDonell (City Attorney).

**Hearing of Citizen Comments.** No Comments.

**Approval of the Plan Commission Minutes.** Moved by Binnie and seconded by Stanek to approve the minutes of the May 8, 2017 Plan Commission meeting. Motion approved by unanimous voice vote. The minutes of June 12, 2017 were not available for review.

**Review certified survey map to combine two lots at 824 E. Main Street for Robert Paynter.** Chairperson Meyer opened for public comment.

City Planner Chris Munz-Pritchard explained that this certified survey map was to join two lots. It is before the Plan Commission because a certified survey map is required to be reviewed by the Plan Commission. She read her recommendations.

Mark Miritz, Land-Mark Surveying, stated that the lots were being joined to make it easier for the estate.

Moved by Binnie and seconded by Stanek to grant conditional approval of the certified survey map to combine the two lots at 824 E. Main Street with the City Planner's recommendations. Ayes: Binnie, Stanek, Hinspater, Zaballos, Miller, Meyer. No: None. Absent: Parker. Motion approved.

**Review extra-territorial certified survey map to create a 1 acre net A-3 residential building site on Piper Road for Brian and Heather Allen (Parcel number: 004-0515-2244-001).**

City Planner Chris Munz-Pritchard went through her Planner Report recommendations:

"This preliminary CSM complies with all design standards and general provisions of the City Code Section 18.04.048 Extra-territorial subdivisions. I recommend that the Plan and Architectural Review Commission approve the Certified Survey Map with the following requirements:

1. The applicant shall meet all conditions set by Town of Cold Spring and Jefferson County for final approval. Recommendations to the County and Town:
  - a. A re-zone of the parent parcel lots to meet zoning code.
  - b. Compliant with the Farmland Preservation Plan.
  
2. Final CSM shall be reviewed by City Staff and recorded with Jefferson County.”

Plan Commission Member Binnie suggested that we make the application clearer for persons who are applying for extra-territorial review. Binnie went through the questions with the applicant to make sure they were answered the way the applicant wanted them.

City Planner Chris Munz-Pritchard stated that she would work on an extra-territorial application form.

Brian Allen has been working with Deb in the County Zoning Office for several months. She specified exactly one acre and to be right on Piper Road. It was amended and fits nice in the neighborhood.

Moved by Binnie and seconded by Stanek to approve the extra territorial certified survey map located at N965 County Road D for Brian and Heather Allen with the City Planner recommendations. Aye: Binnie, Stanek, Hinspater, Zaballos, Miller, Meyer. Absent: Parker. No: None. Motion approved.

**Review proposed changes to the façade at 1037 W. Starin Road for D.L.K. Enterprises Inc. (Mike Kachel, President).** Chairperson Meyer opened for public comment.

Mike Kachel explained that keystone they made some plane and texture changes. He had provided two color prints, one of the existing and one of the proposed. They changed the soldier course to match the lighter brick to offset from the darker brick. Over the windows, they tied in a concrete lentil, tinted the same color as the split-face brick on the first floor level.

Chairperson Meyer closed the public comment.

Plan Commission Members commented: Would like address on front of building; liked changes.

Mike Kachel stated they would have a sign in front of the building with the address on it.

Moved by Binnie and seconded by Zaballos to approve the changes to the façade at 1037 W. Starin Road for D.L.K. Enterprises Inc. (Mike Kachel, President). Aye: Binnie, Zaballos, Stanek, Hinspater, Miller, Meyer. Absent: Parker. No: None. Motion approved.

**Public hearing for a conditional use permit to increase the number of dwelling units at 880 S. Janesville St. by adding 7 units on the first floor for Russell Walton.** Chairperson Meyer opened the public hearing.

City Planner Chris Munz-Pritchard went through her Planner Report and read her recommendations. She noted that the utilities may need to be upsized for this project. Munz-Pritchard did not get a response from the DPW Departments as of 06/22/2017.

Chairperson Meyer opened the public comment.

Plan Commission Member Zaballos asked about ADA Accessible open space. Need to find some way for accessibility to green space. There is a minimal attempt for a pathway.

City Planner Chris Munz-Pritchard stated that the landscape (open space) plan would need to be submitted and given to the Urban Forestry Commission to review.

Moved by Binnie and seconded by Stanek to conditionally approve the conditional use permit for 880 S. Janesville Street to increase the number of dwelling units by adding 7 units on the first floor subject to the City Planner recommendations. The open space plans will be submitted and reviewed by the City Planner and the Urban Forestry Commission. Aye: Binnie, Stanek, Hinspater, Zaballos, Miller, Meyer. Absent: Parker. No: None. Motion approved.

**Public hearing to review and make recommendation to the Common Council for proposed amendments to the City of Whitewater Municipal Code Chapter 19, specifically Chapter 19.06.120C Yard Modifications, addressing amendments to fences and walls.** Chairperson Meyer opened the public hearing.

City Planner Chris Munz-Pritchard explained that Councilperson Chris Grady requested for a citizen to allow a fence more than 6 feet tall pertaining to the side and rear yard by applying for a permit. Any street yard would still have the 4 foot maximum height. We have had several requests for fences taller than 6 feet, mostly because of the slope of the land.

Chairperson Meyer opened for public comment. There was none.

Plan Commission Member Hinspater asked if the ordinance would overrule any other covenants or laws.

City Attorney McDonnell stated that covenants are a private regulation. Covenants or additional requirements for condominiums or other sites must be complied with as well as the zoning ordinance. If a covenant only allows 4 feet, this would not allow more than 4 feet.

Koller Stettler, 206 N. Park Street, has been working with Chris Munz-Pritchard for a solution. His property is adjacent to Fairhaven. His property looks over a patio and loading dock. He is 6'4" tall. He supports this ordinance amendment. Both his neighbors have approved of his fence. His fence is 7'10" – 7'11". It was based on his line of sight.

City Planner Chris Munz-Pritchard noted that this is an older neighborhood, built prior to current regulations. Fences are a gray area in the City ordinance. This is a good fix.

Fairhaven was built in 1962.

Plan Commission Member Binnie asked about properties adjacent to commercial neighboring properties and the sight lines. Add a separate bullet point to #8 adjacent non-residential uses. Binnie also questioned the removing “required” from “required street yard”. Chris Munz-Pritchard and City Attorney will work on that point. Binnie also questioned about property owners that put up a fence inadvertently doing it incorrectly and how it can be enforced. Are there tools in the ordinance that can be used?

Moved by Binnie and seconded by Stanek to recommend to City Council for the proposed amendments to the City of Whitewater Municipal Code Chapter 19, specifically Chapter 19.06.120C Yard Modifications, addressing amendments to fences and walls with the change of adding #8 adjacent non-residential uses, and on the fences or walls in the street yard for the City Planner and City Attorney to put back in “required” if deemed necessary. Aye: Binnie, Stanek, Hinspater, Zaballos, Miller, Meyer. Absent: Parker. No: None. Motion approved.

**Information Items:**

- a. Possible future agenda items. Plan Commission Member Stanek asked about the review of the landscaping at 122 N. Prince St. City Planner Chris Munz-Pritchard stated that the Ryan Hughes items were pulled from the June agenda as he was going to do a plat. Plan Commission requested that the review of the landscaping for 122 N Prince St. be on the August Plan Commission meeting whether the zoning item is on or not.

Plan Commission Member Stanek asked which date the housing meeting was set for. City Planner Munz-Pritchard was going to follow up on it. She is also working on a report for the Walworth Ave. property.

Plan Commission Member Zaballos requested that Joe Nilsestuen (UW Government and Community Outreach Coordinator) be invited to Plan Commission meetings that cite the University.

- b. Next regular Plan Commission Meeting – August 14, 2017.

Moved by Miller and seconded by Binnie to adjourn. The motion was approved by unanimous voice vote. The meeting adjourned at approximately 7:40 p.m.

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Chairperson Greg Meyer