



City of Fort Atkinson
City Manager's Office
101 N. Main Street
Fort Atkinson, WI 53538

**PLAN COMMISSION MEETING
IN PERSON AND VIA ZOOM
TUESDAY, SEPTEMBER 24, 2024 – 4:00 PM
CITY HALL – SECOND FLOOR**

MINUTES

1. Call meeting to order

Chairperson Manager Houseman called the meeting to order at 4:00 pm.

2. Roll call

Present: Manager Houseman, Engineer Selle, Commissioners Highfield, Kessenich and Council Rep Schultz. Also present: City Attorney, City Clerk/Treasurer and Building Inspector.

Absent: Commissioners Hough and Shull.

3. New Business

*a. Review and possible action relating to the **minutes of the August 27, 2024 Plan Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)*

Highfield moved, seconded by Kessenich to approve the minutes of the August 27, 2024 Plan Commission meeting. Motion carried.

*b. Review and possible recommendation to the City Council relating to a petition for **annexation** of a property located at 1222 Van Buren Street (to be addressed 113 Wilson Avenue) to the City of Fort Atkinson (PFA-2024-01) and a one-lot **Certified Survey Map** (Draeger)*

Inspector Draeger reviewed the submission from applicants John and Jane Anderson who purchased the subject property located in the Town of Koshkonong in April 2023 and are Petitioning to Annex the territory into the City. The applicants have requested to hook up to city sewer and water due to a failed septic system and by Ordinance must annex the property into the city when public utilities are available. Public Utilities are in place on Wilson Ave. The applicants will hook up to the city sewer and water and abandon the existing well. The applicants are currently accessing Wilson Ave through a parcel that they own, which is located within the City. This is a unique situation as the parcels must be combined to allow for annexation and the approval of the CSM may not occur without the annexation. This conundrum is the reason for these two approvals being combined as part of this Petition to Annex. The new parcel created by the CSM meets most of the bulk regulations for the SR-7 Zoning. A Zoning Amendment will not be necessary as the parcel being used as access to Wilson Ave is currently Zoned SR-7 Single Family.

Selle moved, seconded by Schultz to recommend to the City Council approval of the Preliminary CSM

combining parcels depicted on the attached Preliminary CSM and also recommend the City Council perform three readings and adopt the ordinance annexing the territory as depicted on the attached Preliminary Plat and Legal Description and assign a zoning classification of SR-7. Motion carried.

- c. *Review and possible recommendation to the City Council relating to a **Certified Survey Map** for the property located at 1200 Whitewater Avenue (CSM-2024-06) (Draeger)*
- Inspector Draeger presented the submission for a one-lot Certified Survey Map for review by the Plan Commission. The CSM represents the property owner's request to remove the western 14,691 square feet of parcel 226-0514-1023-037 ("east parcel") and to attach it to parcel 226-0514-1023-031 ("west parcel"). There is currently a building on the east side of the east parcel, and the applicants and owner believe a larger undeveloped west parcel will be attractive for higher density residential development. The proposed lot reconfiguration is in the Whitewater Avenue Corridor Planning Area and is shown as Planned Mixed-Use on the Future Land Use Map. The current zoning and proposed reconfiguration are in concert with the City Comprehensive Plan. The current Zoning of the property of Urban Mixed Use does permit a large variety of uses including; Multi-unit housing, Office spaces, Mixed-Use buildings, Indoor Sales and Services, Restaurants, and Drive-Through and In-vehicle Sales, and several more similar uses.

Kessenich moved, seconded by Highfield to recommend the City Council approve the Preliminary Certified Survey Map for the property located at 1200 Whitewater Avenue. Motion carried.

4. Adjournment

Selle moved, seconded by Kessenich to adjourn. Meeting adjourned at 4:16 pm.

Respectfully submitted

Michelle Ebbert

City Clerk/Treasurer/Finance Director