



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, NOVEMBER 12, 2024 – 4:00 PM
CITY HALL – SECOND FLOOR**

<https://us02web.zoom.us/j/82214860406?pwd=TEVyUVdQM05VNFVzb0E2TUNTvnZlZz09>

Meeting ID: 822 1486 0406

Passcode: 53538

Dial by Location

+1 312 626 6799

If you have special needs or circumstances which may make communication or accessibility difficult at the meeting, please call (920) 397-9901. Accommodations will, to the fullest extent possible, be made available on request by a person with a disability.

AGENDA

1. Call meeting to order

2. Roll call

3. New Business

- a. **Public Hearing:** Conditional Use Permit relating to a request for a small engine sale and repair facility to be located at 1200 Whitewater Avenue (Houseman, City Manager)
- b. Review and possible action relating to the **minutes of the October 8, 2024 Plan Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)
- c. Review and possible recommendation to the City Council relating to an **Extra-Territorial Certified Survey Map** for the property located at N1394 Schwemmer Lane (CSM-2024-07) (Draeger, Building/Zoning Administrator)
- d. Review and possible action relating to a **Site Plan Review** for signage at Core Strength and Fitness, 1815 Janesville Ave. (SPR-2024-08) (Draeger, Building/Zoning Administrator)
- e. Review and possible action relating to a **Site Plan Review** for signage for Fort Healthcare at 1504 Madison Ave. (SPR-2024-09) (Draeger, Building/Zoning Administrator)

Administrator)

- f. Review and possible action relating to the **Preliminary Plat Review** for 611 and 609 Grove Street (PP-2024-01) (Selle, Director of Public Works)
- g. Update on previous Plan Commission approved projects (Selle/Houseman)

4. Adjournment

Date Posted: November 8, 2024

CC: Plan Commission Members; City Council; City Staff; City Attorney; News Media; Fort Atkinson School District; Fort Atkinson Chamber of Commerce

Notice is hereby given that a majority of the Fort Atkinson City Council may be present at this meeting at the location and time indicated above to gather information about any subject matters on this agenda over which they have decision-making responsibility. This may constitute a meeting of the City Council pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553, 494 N.W.2d 408 (1993), and must be noticed as such although the City Council will not take any formal action at this meeting.

Visit us online! City news and information can be found at www.fortatkinsonwi.gov, and be sure to follow us on Facebook @FortAtkinsonWI.



Public Hearing REPORT TO THE PLAN COMMISSION

Section 15.10.32(6) Public Hearing

BACKGROUND

The current owner, the Richard Klopchik Trust, recently submitted for review to the Plan Commission a CSM that removed a portion of the subject parcel and combined it with a vacant land parcel to the West. The Hupke Power Center has been located in the Town of Koshkonong for some time and is looking to move the business to a more visible location in the City. The proposed Conditional Use would be located on the site of the existing commercial building adjacent to Highland Ave and Whitewater Ave. The building has been used for various engine and equipment repair shops over a span of many years. The requested location is Zoned UMU - Urban Mixed Use and lists Vehicle Service and Repair, Permitted as Conditional Use.

The proposed Conditional Use would be located in the Whitewater Ave Corridor Planning Area in the City's Comprehensive Plan and is shown as Mixed-use.

WHITEWATER AVENUE CORRIDOR PLANNING AREA

FIGURE: 2.20
CITY OF FORT ATKINSON
FUTURES OPEN HOUSE



REQUEST OVERVIEW

Section 15.10.32(7) of the Chapter 15 Zoning Ordinance states "In reviewing and taking final action on a proposed conditional use permit, the Plan Commission shall consider whether the proposed conditional use: (staff review of each finding is underlined):

- Is in harmony with the Comprehensive Plan. I believe this condition is met. The proposed site is shown on the Future Land Use map as Planned Mixed Use with corresponding Zoning districts of Multi-Family Residential, Neighborhood Mixed Use, Suburban Mixed Use, Urban Mixed Use, and Institutional. The proposed CUP would be located on a site that is Zoned Urban Mixed Use. Overall, the proposed use supports continued mixed-use growth and development in this portion of Fort Atkinson.

- Would result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare. I believe this condition is met. The applicant has indicated that all sales and service will be conducted indoors and will only have incidental outside storage when displaying new equipment. The existing building was designed and used for service and sales in the past.
- Maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property. I believe this condition is met. This area contains a mix of uses including retail, restaurants, and other large-scale commercial entities, in addition to residential. The proposed use is similar to other existing uses in the area.
- The conditional use is located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public or private agencies serving the subject property. I believe this condition is met. This site is adequately served by utilities and infrastructure, in addition to the use requiring very little use of those facilities for its operations. The applicant has supplied a traffic analysis that indicates minor increases in traffic that will likely go unnoticed.
- The potential public benefits outweigh any potential adverse impacts of the proposed conditional use, after taking into consideration the applicant's proposal and any requirements recommended by the applicant to ameliorate such impacts. I believe this condition is met. The proposed small engine sales and repair shop will provide public benefits by increasing available services in Fort Atkinson.

The Plan Commission may impose conditions on any conditional use permit related to the physical development and operation, vehicles and equipment of the use, roadway impacts, or other conditions as necessary.

A Public Hearing is required for a Conditional Use and has been adequately noticed per state statute requirements.

DISCUSSION

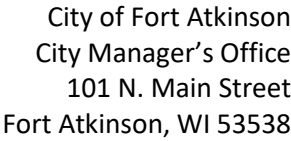
The applicant has provided a written statement declaring that all service, repairs, and storage of equipment will be conducted indoors. The UMU district does permit, by right, Incidental Outdoor Display. This type of display would include new equipment for sale or display as an Accessory Use with the approved Conditional Use. The applicant has also been made aware and agreed that any change to the approved Conditional Use Permit regarding outside storage, expansion, signage, etc. would be required to be brought before the Plan Commission for review.

RECOMMENDATION

No Action, Public Hearing only.

ATTACHMENTS

1. CUP Hopke Power Center Public Notice
2. Hupke CUP Application
3. 1200 Whitewater Hupke Aerial View
4. Hupke Site Survey
5. Hupke Use Written Description
6. Hupke WIS DOT Traffic Volume

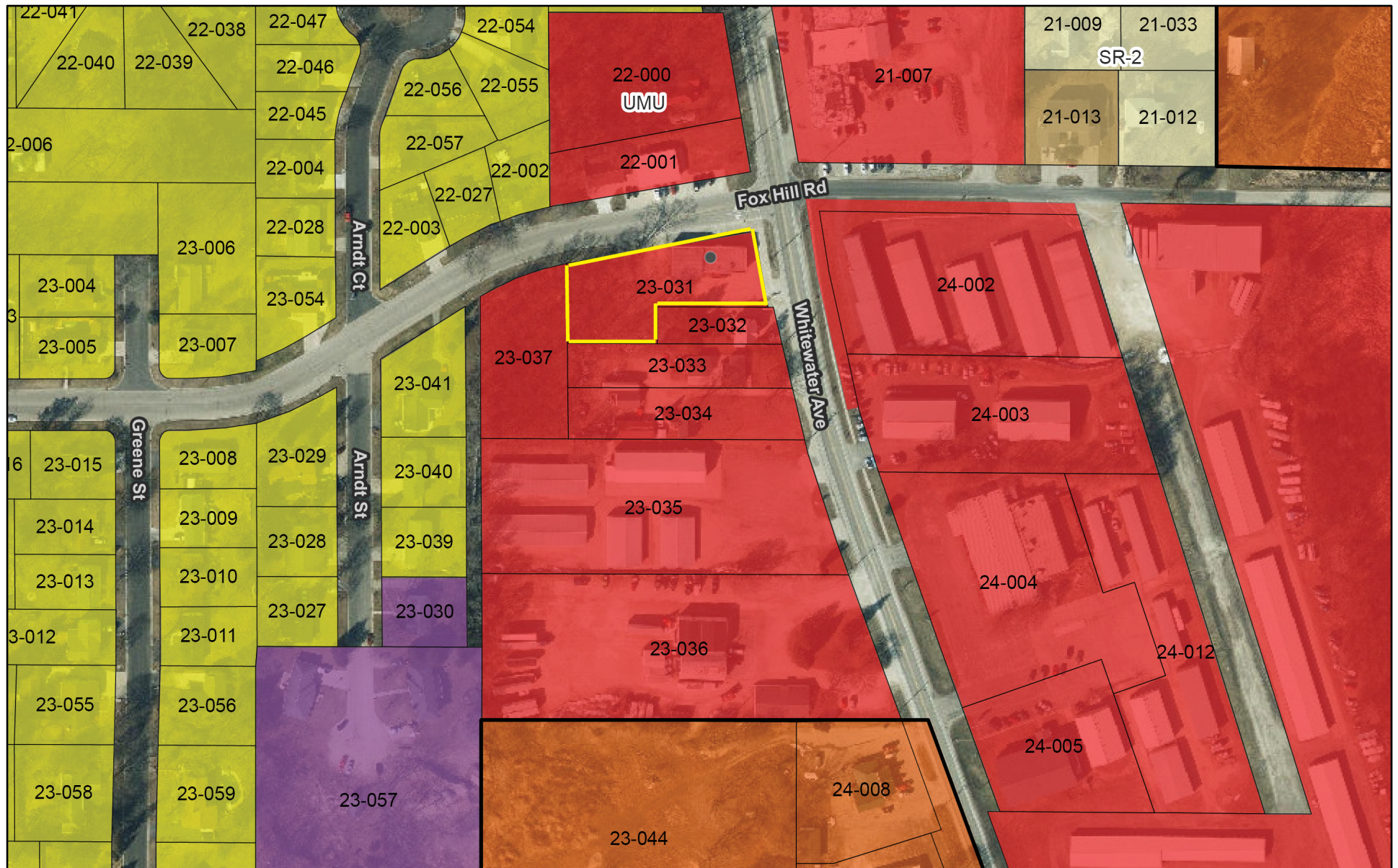


NOTICE TO THE PUBLIC

Said public hearing will be held in person at the Fort Atkinson Municipal Building, 101 N. Main St. and via Zoom on Tuesday, Nov. 12, 2024 at 4:00 p.m. at the City of Fort Atkinson Plan Commission meeting. Those interested in attending this meeting should follow the below link, or dial in for audio access.

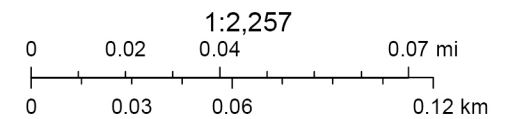
Jedidiah Draeger
Building/Zoning Administrator

Conditional Use Permit
1200 Whitewater Ave.



10/1/2024, 9:37:03 AM

- Jefferson County Tax Parcels
 DR-8 - Duplex Residential - 10,000sf
- City of Fort Atkinson Municipal Boundary 2022
 MRL-8 - Multi-Family Residential
- City of Fort Atkinson Base Zoning
 UMU - Urban Mixed Use
- SR-2 - Single Family Residential - 15,000sf
 City of Fort Atkinson 1.5 Mile Extra-Territorial Jurisdiction
- SR-5 - Single Family Residential - 8,000sf





City of Fort Atkinson
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Fort Atkinson, WI 53538

City of Fort Atkinson Procedural Checklist for Conditional Use Permits Requirements per Section 15.10.32

This form is designed to be used by the Applicant as a guide to submitting a complete application for a conditional use and by the City to process the application.

Name, company, and client (if applicable): Hopke Power Center, LLC by
Donald W Hopke owner? (Applicant)
Richard S Klopac, Trustee of Richard F Klopac Trust - Property Owner

Phone number: _____ Email: _____

Property address for proposed conditional use: 1200 Whitewater Ave,
Fort Atkinson, WI 53538

Brief description of proposed conditional use: Vehicle Service and Repairs/Small Engine
Sales of New and Used parts and equipment

I Application Packet Requirements

The Applicant shall submit one electronic copy of the application.

- ☒ A map of the subject property to scale depicting:
 - ☒ All lands for which the conditional use is proposed and all other lands within 100 feet of the boundaries of the subject property.
 - ☒ Current zoning of the subject property and its environs, and the jurisdiction(s) which maintains that control.
 - ☒ All lot dimensions of the subject property.
 - ☒ A graphic scale and a north arrow.
- ☒ Written description of the proposed conditional use including the type of activities, buildings, structures, and off-street parking proposed for the subject property and their general locations, as well as the number of employees and the hours of operation.
- ☐ A site plan of the subject property if proposed for development conforming to all requirements of Section 15.10.42 of the Fort Atkinson Zoning Code. If the proposed conditional use is a group or large development (per Section 15.06.02), a proposed preliminary plat or conceptual plat may be substituted for the required site plan, provided said plat contains all information required per Section 15.10.42.
- ☒ Written justification for the proposed conditional use, including evidence that the application is consistent with the Comprehensive Plan and meets any additional standards required in the applicable zoning district. See Section 15.10.32(8) for review criteria.
- ☒ Written descriptions of anticipated daily traffic, types and weights of vehicles, and any provisions, intersection or road improvements or other measures proposed to accommodate increased traffic. A Traffic Impact Analysis (TIA) meeting Wisconsin Department of Transportation requirements for content and format may be required by the City if deemed necessary by the City Engineer.
- ☒ A listing of hazardous, toxic, or explosive materials stored on site, and any spill containment, safety, or pollution prevention measures taken.



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To apply for a conditional use to operate a Community Living Arrangement (See Section 15.03.6(13) of the Fort Atkinson Zoning Code), the following additional application materials are required. To note, a Community Living Arrangement Occupancy Permit is also required prior to the start of operation. See the Fort Atkinson Zoning Code Section 15.10.33 for details.

- ☐ Provide to the City Clerk a copy of the Adult Care license issued by the Wisconsin Department of Health Services or Certificate provided from funder when such License/Certificate is granted. Applicant also agrees to notify the City if operations at this address cease.
- ☐ File a scope of business outline with the City Clerk of which shall identify the following:
 - ☐ The legally registered name of the owner or operator of the facility, the address, telephone number, and the type of license number of any state or federal license required to operate the community living arrangement facility, and the date when operation of the facility is anticipated to commence;
 - ☐ Total number of residents;
 - ☐ Scope of clients to be served (i.e. Advanced Age, Developmentally Disabled, Physically Disabled, Emotionally Disturbed/Mental Illness, Irreversible Dementia/Alzheimer's, Traumatic Brain Injury, etc.);
 - ☐ Expected staffing to serve these residents;
 - ☐ Hours of operation;
 - ☐ Facility floor plan;
 - ☐ Safety Plan and Emergency Procedures;
 - ☐ Continuation of Operations plan for patients in the event that the home is unable to continue operations, for any reason;
 - ☐ A Crisis Relocation Plan for residents that are in crisis, including any MCO options for crisis beds or other alternatives, if any exist at the time of application.
- ☐ Meet with City Police and Fire Departments to review the scope of business.

II Criteria Used to Evaluate the Proposed Conditional Use

The Zoning Administrator, City Engineer, and Department Heads shall review the complete application and evaluate whether the proposed conditional use:

1. Is in harmony with the recommendations of the Comprehensive Plan.
2. Would result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare.
3. Maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
4. The conditional use is located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.
5. The potential public benefits outweigh any and all potential adverse impacts of the proposed conditional use, after taking into consideration the applicant's proposal and any requirements recommended by the applicant to ameliorate such impacts.



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III Process Checklist

- | | |
|--|-------------|
| ☐ Staff-Applicant meeting (if applicable) | Date: _____ |
| ☐ Application fee of \$200 received by City Treasurer | Date: _____ |
| ☐ Reimbursement of professional consultant costs agreement executed. | Date: _____ |
| ☐ Receipt of complete application packet by Zoning Administrator | Date: _____ |
| ☐ City Staff input | Date: _____ |
| ☐ Class 2 legal notice sent to official newspaper by City Clerk | Date: _____ |
| ☐ Class 2 legal notice published on _____ | Date: _____ |
| ☐ Notification of neighboring property owners within 100 feet of the petition | Date: _____ |
| ☐ Notification of clerks of municipalities within 1,000 feet of the petition | Date: _____ |
| ☐ Notification of airports within 1 mile of the petition | Date: _____ |
| ☐ Plan Commission Public Hearing, review and recommendation | Date: _____ |
| ☐ City Council review and action | Date: _____ |

Dated this 27 day of Sept, 20 24

Respectfully submitted

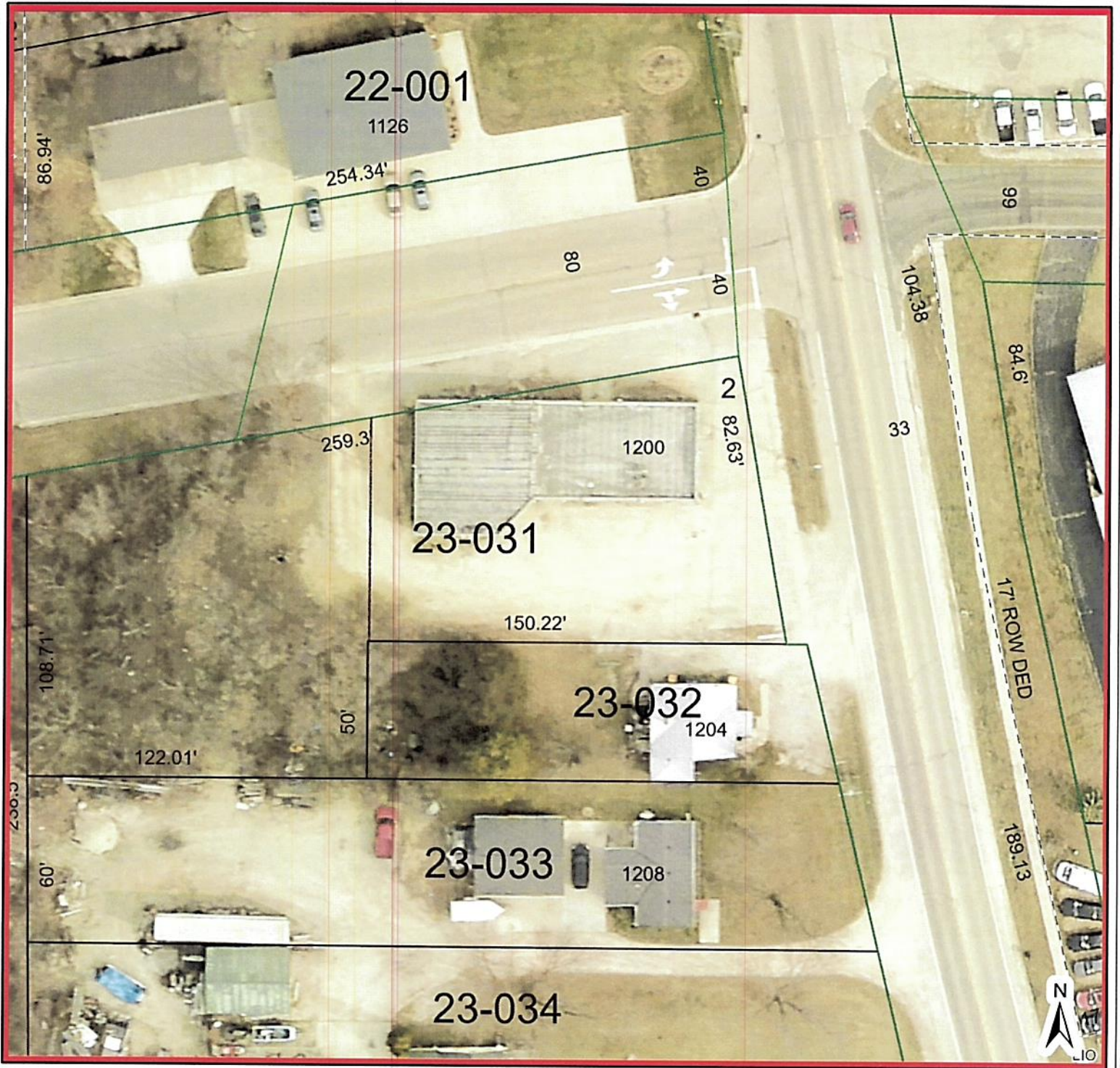
Donald S. Hupke

Signature of Applicant-Donald Hupke-Applicant

Signature of Owner-Richard S Klopac- Trustee- Richard F Klopac Trust

Richard S. Klopac - Trustee - Richard F Klopac Trust

Jefferson County Land Information



- PLSS Sections
- Right of Ways

Cartographic Lines

- Property Boundary
- Old Lot/Meander/Other Carto-Lines

- Rail Right of Ways
- Surface Water
- Map Hooks
- Tax Parcel Information
- Personal Property

Jefferson County Geographic Information System

DISCLAIMER: This map is not a substitute for an actual field survey or onsite investigation. The accuracy of this map is limited to the quality of the records from which it was assembled. Other inherent inaccuracies occur during the compilation process. Jefferson County makes no warranty whatsoever concerning this information.

50 25 0 50 Feet
1 inch = 50 feet

Printed on: September 24, 2024

Author: Public User

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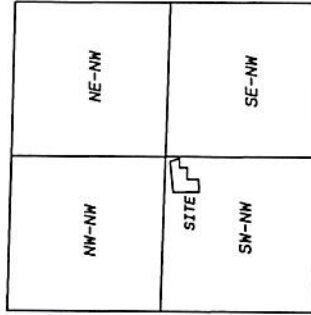
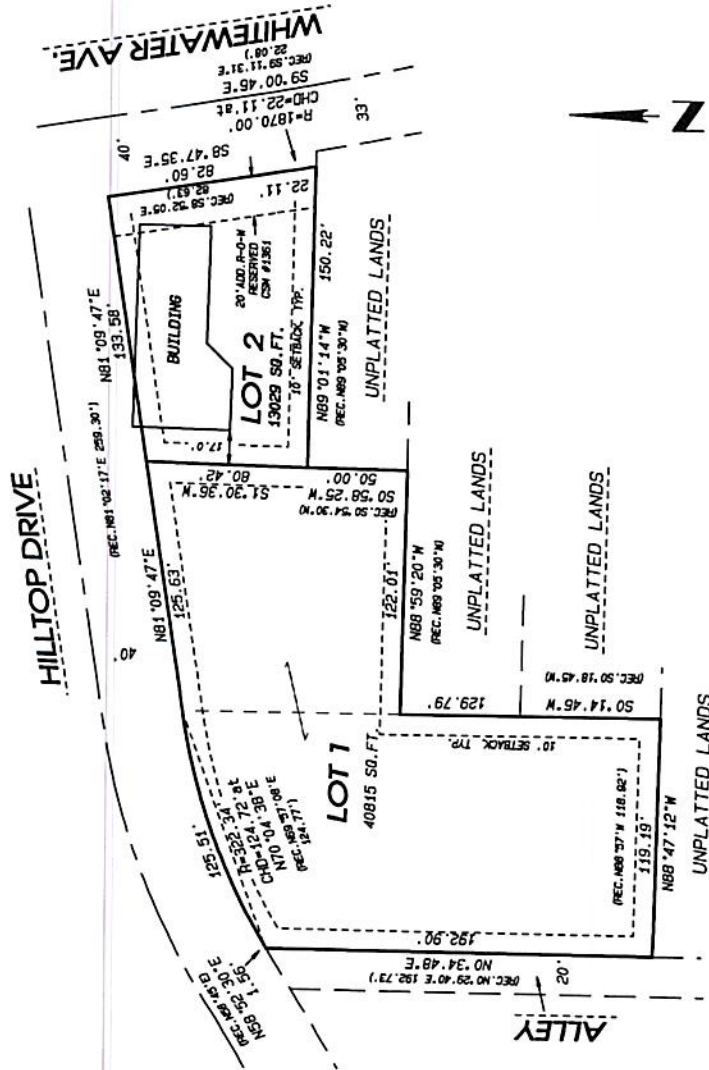
PRELIMINARY CERTIFIED SURVEY MAP

LOTS 1 AND 2 OF CERTIFIED SURVEY MAP NO. 1361, RECORDED IN VOLUME 4, PAGES 355 THRU 357 OF CERTIFIED SURVEY MAPS OF JEFFERSON COUNTY, WISCONSIN, AS DOCUMENT NO. 765429, LOCATED IN THE SW 1/4 OF THE NW 1/4 OF SECTION 10, T.5N., R.14E. OF THE 4TH P.M., CITY OF FORT ATKINSON, JEFFERSON COUNTY, WISCONSIN.

OWNER: RICHARD F. KLOPCIC TRUST
PO BOX 7
FORT ATKINSON, WI 53538

OWNER'S AGENT: STEVE MODE - WAYNE HAYES REAL ESTATE
111 SHERMAN AVENUE
FORT ATKINSON, WI 53538
steve.mode@waynehayesrealestate.com
414.331.6704

ZONING OF SUBJECT PARCELS: UMU - URBAN MIXED USE
BUILDING SETBACKS: 10', TYPICAL



NW1/4, SECTION 10, T.5.N. R.14.E.

Date: 9/11/2024

Crabbs & ASSOCIATES
• LAND SURVEYING
• LAND PLANNING
• CIVIL ENGINEERING

109 N. Milwaukee St.
Jefferson, WI 53546
tel: 608 752-0575
fax: 608 752-0534
www.crabbsurvey.com

Project No. 124-286 For KLOPCIC

Written description of the proposed conditional use including the type of activities, buildings, structures, and off-street parking proposed for the subject property and their general locations, as well as the number of employees and the hours of operation.

- This building will be used for the repair of the small engines, lawn and garden equipment repair, storage of new and used parts, and storage of new and used lawn and garden equipment. It will also be used as a showroom which will have our new equipment and new parts available. Everything will be stored inside. Most parking will be on the front and south side of the building. As of right now there are 3 full time employees working at the building including myself and my son. Our hours are from 8am - 5pm Monday through Friday and 8am - 12pm Saturday. Sundays we are closed.

Written descriptions of anticipated daily traffic, types and weights of vehicles, and any provisions, intersection or road improvements or other measures proposed to accommodate increased traffic. A Traffic Impact Analysis (TIA) meeting Wisconsin Department of Transportation requirements for content and format may be required by the City if deemed necessary by the City Engineer.

- Daily traffic will be customers coming in to purchase parts or equipment. We also will be using pickup trucks and trailers, UPS, Fedex and other small delivery trucks during the week. There will be occasionally 2-6 semi trucks a year that will be delivering new lawn and garden equipment which would come from State Highway 12 direction.

A listing of hazardous, toxic, or explosive materials stored on site, and any spill containment, safety, or pollution prevention measures taken.

- On site we would have small amounts of gasoline in gas cans, engine oil in new containers. All old and used oil either gets disposed through a waste oil burner off site, any other fluids that need to be disposed of will be sent with Safety-Kleen Company. We also will have a couple of different aerosol cans containing cleaners and lubrication. We plan to purchase a flammable cabinet for these items to be stored in properly when not in use. We keep spill containment pods on hand at all times. We will also purchase additional fire extinguishers in accordance with the recommendations of the fire inspector.

Find address or place [WisDOT Traffic Counts webpage](#) [WisDOT terms of use](#) [More information](#)

Site:280444

Site Type: Short Duration Class

AADT: 8,700 (Final)

AADT Date: 4/11/2022

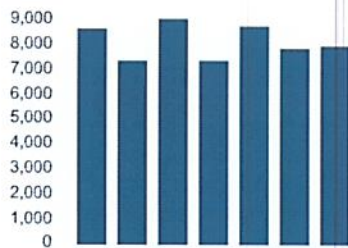
County: Jefferson

Location: USH 12 SOUTH OF HILLTOP TRAIL FORT ATKINSON

[Street View](#) Lat,Long: 42.91,-88.83

AADT History

Most recent on left. Hover over bar to show date and AADT.



Related tables:

AADT

[Zoom to](#)

0.4mi

615,518.9676 271,391.2932 Degrees minutes seconds

All rights reserved

Find address or place [WisDOT Traffic Counts webpage](#) [WisDOT terms of use](#) [More information](#)

Site:280828

Site Type: Short Duration

AADT: 1,000 (Final)

AADT Date: 4/11/2022

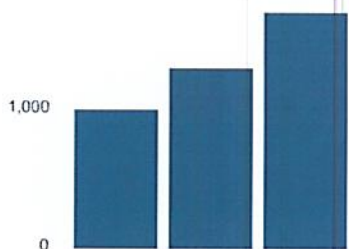
County: Jefferson

Location: HILL TOP DR BTWN WHITEWATER AV & ARNDT CT FT ATKINSON

[Street View](#) Lat,Long: 42.91,-88.83

AADT History

Most recent on left. Hover over bar to show date and AADT.



Related tables:

AADT

[Zoom to](#)

0.4mi

615,273.7936 271,869.0682 Degrees minutes seconds

All rights reserved

Wisconsin DOT



Short-term Hourly Traffic Volume for 04/11/2022 through 04/13/2022

Site names: 280438 Seasonal Factor Grp: 1
 County: Jefferson Daily Factor Grp: 1
 Funct Class: Urban Minor Arterial Axle Factor Grp: 1
 Location: ROCKWELL BTWN MAIN & USH 12/STH 89 Growth Factor Grp: NA

	Sun, Apr 10, 2022			Mon, Apr 11, 2022			Tue, Apr 12, 2022			Wed, Apr 13, 2022			Thu, Apr 14, 2022			Fri, Apr 15, 2022			Sat, Apr 16, 2022		
	Road	S	N	Road	S	N	Road	S	N	Road	S	N	Road	S	N	Road	S	N	Road	S	N
00:00							13			13											
01:00							0			4											
02:00							2			6											
03:00				4			9			11											
04:00				34			33			36											
05:00				40			38			40											
06:00				50			62														
07:00				162			184														
08:00				93			102														
09:00				99			97														
10:00				91			83														
11:00				109			94														
12:00				103			111														
13:00				120			96														
14:00				165			134														
15:00				152			188														
16:00				137			134														
17:00				90			107														
18:00				78			69														
19:00				54			37														
20:00				29			20														
21:00				24			18														
22:00				15			20														
23:00				14			6														
Total				1,663			1,657			110											
AM Peak Vol							198														
AM Peak Fct							798														
AM Peak Hr							7:15														
PM Peak Vol				190			206														
PM Peak Fct				913			888														
PM Peak Hr				14:30			14:30														
Seasonal Fct				1.038	1.038	1.038	1.038	1.038	1.038	1.038	1.038	1.038									
Daily Fct				995	995	995	945	945	945	943	943	943									
Axle Fct				479	479	479	479	479	479	479	479	479									
Pulse Fct				2.000	2.000	2.000	2.000	2.000	2.000	2.000	2.000	2.000									

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ROAD AADT 1,612

S AADT 0

N AADT 0

DV03S: Page 1 of 1

Wisconsin DOT



Short-term Hourly Traffic Volume for 04/11/2022 through 04/13/2022

Site names: 280444 Seasonal Factor Grp: 2
 County: Jefferson Daily Factor Grp: 2
 Funct Class: Urban Principal Arterial - Other Axle Factor Grp: 2
 Location: USH 12 SOUTH OF HILLTOP TRAIL FORT Growth Factor Grp: 1

	Sun, Apr 10, 2022			Mon, Apr 11, 2022			Tue, Apr 12, 2022			Wed, Apr 13, 2022			Thu, Apr 14, 2022			Fri, Apr 15, 2022			Sat, Apr 16, 2022		
	Road	W	E	Road	W	E	Road	W	E	Road	W	E	Road	W	E	Road	W	E	Road	W	E
00:00							32			42											
01:00							21			38											
02:00							16			28											
03:00							54			53											
04:00				108			122			130											
05:00				267			225			232											
06:00				380			389														
07:00				710			774														
08:00				471			563														
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14:00				713			706														
15:00				749			847														
16:00				668			718														
17:00				548			614														
18:00				418			403														
19:00				262			278														
20:00				221			197														
21:00				125			117														
22:00				65			98														
23:00				62			45														
Total				8,509			8,944			524											
AM Peak Vol							786														
AM Peak Fct							901														
AM Peak Hr							7: 15														
PM Peak Vol				779			847														
PM Peak Fct				964			95														
PM Peak Hr				14: 30			15: 00														
Seasonal Fct				1.097	1.097	1.097	1.097	1.097	1.097	1.097	1.097	1.097	1.097	1.097	1.097						
Daily Fct				1.024	1.024	1.024	988	988	988	1.001	1.001	1.001									
Axle Fct				.445	.445	.445	.445	.445	.445	.445	.445	.445									
Pulse Fct				2.000	2.000	2.000	2.000	2.000	2.000	2.000	2.000	2.000									

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ROAD AADT 8,652

W AADT 0

E AADT 0

DV03S: Page 1 of 1



**PLAN COMMISSION MEETING
IN PERSON AND VIA ZOOM
TUESDAY, OCTOBER 8, 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: Commissioners Highfield, Kessenich, Council Representative Schultz, City Engineer Selle and Chairperson City Manager Houseman. Also present: City Attorney and City Clerk/Treasurer. Commissioner Shull arrived at 4:10 pm.

3. New Business

*a. Review and possible action relating to the **minutes of the September 24, 2024 Plan Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)*

Highfield moved, seconded by Schultz to approve the minutes of the September 24, 2024 Plan Commission meeting. Motion carried.

*b. Review and possible action relating to a **Site Plan Review** for signage at A1 Creative Packaging, 600 Rockwell Ave. (SPR-2024-07) (Draeger)*

Engineer Selle reviewed the submission from A-1 Creative Packaging. A-1 Creative Packaging is a full-service contract packaging and assembly company. The business has recently opened at the existing site located on Rockwell Ave across from Nasco near the corner of Rockwell and Janesville Ave. A-1 is proposing to install two new building signs and some minor directional signage for their business. The proposed changes include the following: Western and Southern Facade - The proposed new building signs are minor in scale compared to the overall facade length. Both proposed signs do not project from the building and are planning to use the existing sign lighting. The signs are planned to be 12 square feet each. Southeast and Southwest corners of building - A-1 is proposing to add two 24"x18" directional signs, one on each of the loading areas that face Rockwell Ave. The proposed wall signs and directional signs meet the requirements of the City's ordinances. The City's Management Team has reviewed the application and all comments have been included within this document.

Schultz moved, seconded by Highfield to approve the requested wall signs and the requested directional signs as proposed for A-1 Creative Packaging. Motion carried.

c. *Review and possible action relating to a **Site Plan Review** for signage at Casys General Store, 342 Whitewater Ave. (SPR-2024-06) (Draeger)*

Engineer Selle presented the request from Casey's Gas Station, which is located at the triangle-shaped intersection of S. Main Street, Whitewater Avenue, and S. 4th Street. The company has rebranded and is proposing to remove and replace the sign face on all of their exterior signs. The proposed signs will be a replacement of the sign face located in approximately the same location as the existing signs and include no structural changes to each sign. Proposed changes include the following: • Northern and Eastern Façade: two proposed wall signs are planned to replace the existing internally illuminated wall signs in the same location on the building at an approximate size of 15 square feet (northern façade) and 13 square feet (western façade).

- Gas Station Canopy Structure: the three proposed canopy signs are planned to replace the existing signs in approximately the same location on the canopy at an approximate size of 23 square feet each.

- Pylon Sign: the proposed pylon sign face is planned to replace the existing internally illuminated sign face in approximately the same location on the base structure at an approximate size of 42 square feet. The fuel price sign faces are also proposed to be Page 12 of 30 replaced in the same location as they are today at a total of 7 square feet (3.5 sf each).

Kessenich moved, seconded by Schultz to approve the Sign Package for Casey's General Store subject to the following conditions:

- Allow the Fueling Station Canopy Sign faces to be replaced within the same mounts and structural elements that exist today at 23 sf each. If the structural elements and mounts supporting these signs are changed in the future, each sign shall be reduced in size to meet the maximum size requirements of the ordinance (4 sf each).

- Reduce the height of the Pylon Sign structure to be 18 feet or less through the removal of the chicken-shaped structure or reduction in that structure's proposed size to meet the maximum permitted height.

Motion carried with noted conditions.

4. Adjournment

Highfield moved, seconded by Schultz to adjourn. Meeting adjourned at 4:17 pm.

Respectfully submitted,
Michelle Ebbert
City Clerk/Treasurer/Finance Director



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

CERTIFIED SURVEY MAP (EXTRA-TERRITORIAL) REPORT TO THE PLAN COMMISSION

DATE: November 12, 2024
PROPERTY ADDRESS: N1394 Schwemmer Lane
PARCEL NUMBER: 016-0514-1733-000
OWNER: Daniel and Melanie Dunkleberger
APPLICANT: Courtney Dunkleberger

FILE NUMBER: CSM-2024-07
EXISTING ZONING: A-1 (Jefferson County Zoning)
PROPOSED ZONING: A-3 (Jefferson County Zoning)
EXISTING LAND USE: Agriculture
REQUESTED USES: Residential

BACKGROUND

The property owner would like to break off a 1.1 acre parcel from the parent parcel along Schwemmer Lane in the Town of Koshkonong. This is within the 3-mile extraterritorial area of the City of Fort Atkinson and also within the 1.5-mile radius requiring a recommendation from the Plan Commission and approval by the City Council. The parcel has been rezoned to A-3, pending approval of the CSM.

REQUEST OVERVIEW

COMPREHENSIVE LAND USE PLAN (2023-Update):

The [Future Land Use](#) map indicates this area is [Planned Mixed Use](#). Defined as, "A carefully designed blend of commercial, office, multi-family residential, and/or community facility land uses, usually as part of a Planned Unit Development. Mixed-use areas are intended to be vibrant urban places that also function as community gathering spots."

The creation and use of this parcel as a planned residential lot is not in harmony with the future, mixed use, designation of the area - which would require the installation of City sewer and water services as well.

CITY OFFICIAL MAP (2021):

There are no mapped features within the area on the [City's Official Map](#).

Public Notice is not required.

DISCUSSION

Recommendations and Approvals of Extraterritorial CSMs are required to take into

consideration the Future Land Use Map in the City's Comprehensive Plan. It was shown above that the Future Land Use Map and the proposed use are in conflict; however, there are two points to consider. First would be the limitations the city would have to deny the request legally and second is the length of time that would most likely pass prior to a development taking place in this location with the need for city water and sewer.

Chapter 236 of Wis Stats. states "Within 90 days of submitting a certified survey map for approval, the approving authority, or its agent authorized to approve certified survey maps, shall take action to approve, approve conditionally, or reject the certified survey map and shall state in writing any conditions of approval or reasons for rejection, unless the time is extended by agreement with the subdivider. Failure of the approving authority or its agent to act within the 90 days, or any extension of that period, constitutes an approval of the certified survey map and, upon demand, a certificate to that effect shall be made on the face of the map by the clerk of the authority that has failed to act"

Staff has discussed the conflicting situation with the applicant and is recommending the Plan Commission take no action on the submittal. Taking no action does two things: one; it prevents the city from approving a proposed land use that is in conflict with the city's Comprehensive Plan and two; it would prevent a legal battle against a land division that is unlikely to conflict with any potential developments in this area for the foreseeable future. The 90 day deadline would be December 17, 2024.

RECOMMENDATION

Staff recommends that the Plan Commission recommend the City Council take no action on this preliminary Certified Survey Map.

ATTACHMENTS

1. Application
2. CSM



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

City of Fort Atkinson Certified Survey Map Application

This form is designed to be used by the Applicant as a guide to submitting a complete application for review of a Certified Survey Map by the City to process the application.

APPLICANT Name, company, and client (if applicable): Courtney Dunkleberger
Southwest Surveying- John Kinard

Phone number: 920-728-5823 Email: courtneydunks@gmail.com

OWNER Name, company, and client (if applicable): Melanie and Daniel Dunkleberger

Phone number: 920-723-4339 Email: dunklebergerm@gmail.com

Postal address for proposed CSM: N1394 Schwemmer Lane, Fort Atkinson, WI
53538

Parcel Identification Numbers Involved: 016-0514-1733-000

Brief description of proposed division or combination and purpose: Splitting of 1.1 Acre lot
along Schwemmer Lane from the existing lot.

I Application Packet Requirements

The Applicant shall submit one electronic copy of the application.

- ☐ A map of the subject property to scale depicting:
 - ☐ All lands and boundaries for the parcel(s)
 - ☐ Current zoning of the subject property and its environs, and the jurisdiction(s) which maintains that control.
 - ☐ All lot dimensions of the subject property.
 - ☐ A graphic scale and a north arrow.
- ☐ Legal Description
- ☐ All easements, setbacks or land restrictions on the parcel(s)



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

II Process Checklist

- | | |
|--|-------------|
| ☐ Application fee of \$100 plus \$10 per additional lot received by City Treasurer
(Maximum \$500) | Date: _____ |
| ☐ Receipt of complete application packet by Zoning Administrator | Date: _____ |
| ☐ City Staff Review | Date: _____ |
| ☐ Plan Commission Public Hearing, review and recommendation | Date: _____ |
| ☐ City Council review and action | Date: _____ |

Dated this 14 day of August, 20 24

Respectfully submitted,

Courtney Dunkleberger
(Signature of Applicant)



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

CITY OF FORT ATKINSON
COST RECOVERY AGREEMENT

The City of Fort Atkinson may retain the services of **professional consultants** (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and/or other experts) to assist in the City's review of a development proposal that may be scheduled for review and action by the Plan Commission and/or City Council. The submittal of a development proposal or land use application by an Applicant shall be construed as an **agreement to pay for such professional services** applicable to the proposal or application. The City may apply reasonable charges for these services to the Applicant through invoices. The City may delay acceptance of the proposal or application as complete, or may delay final approval of the proposal, until the Applicant pays such fees. In the event invoices become delinquent, finance charges will accrue at 1% per month, 30 days after the due date. Review fees invoiced to the Applicant, which are not paid in a timely manner, may be assigned by the City as a special assessment to the subject property. The Applicant hereby waives any notice and hearing requirements provided in Wis. Stats. § 66.0701 or any additions or amendments to this section. The City will provide notice to the applicant of the need to hire a professional consultant.

The Applicant is required to provide the City with an executed copy of this Cost Recovery Agreement as part of the land use application process. Applications are not considered complete and will not be considered by the Plan Commission without this executed Agreement.

Applicant Name: Courtney Dunkleberger Project Name: _____
Project Address: N1394 Schwemmer Lane, Fort Atkinson, WI 53538 Parcel Number: 016-0514-1733-000
Dated this 14 day of August, 2024.

Agreement signed and entered into by:

The City of Fort Atkinson

City Manager

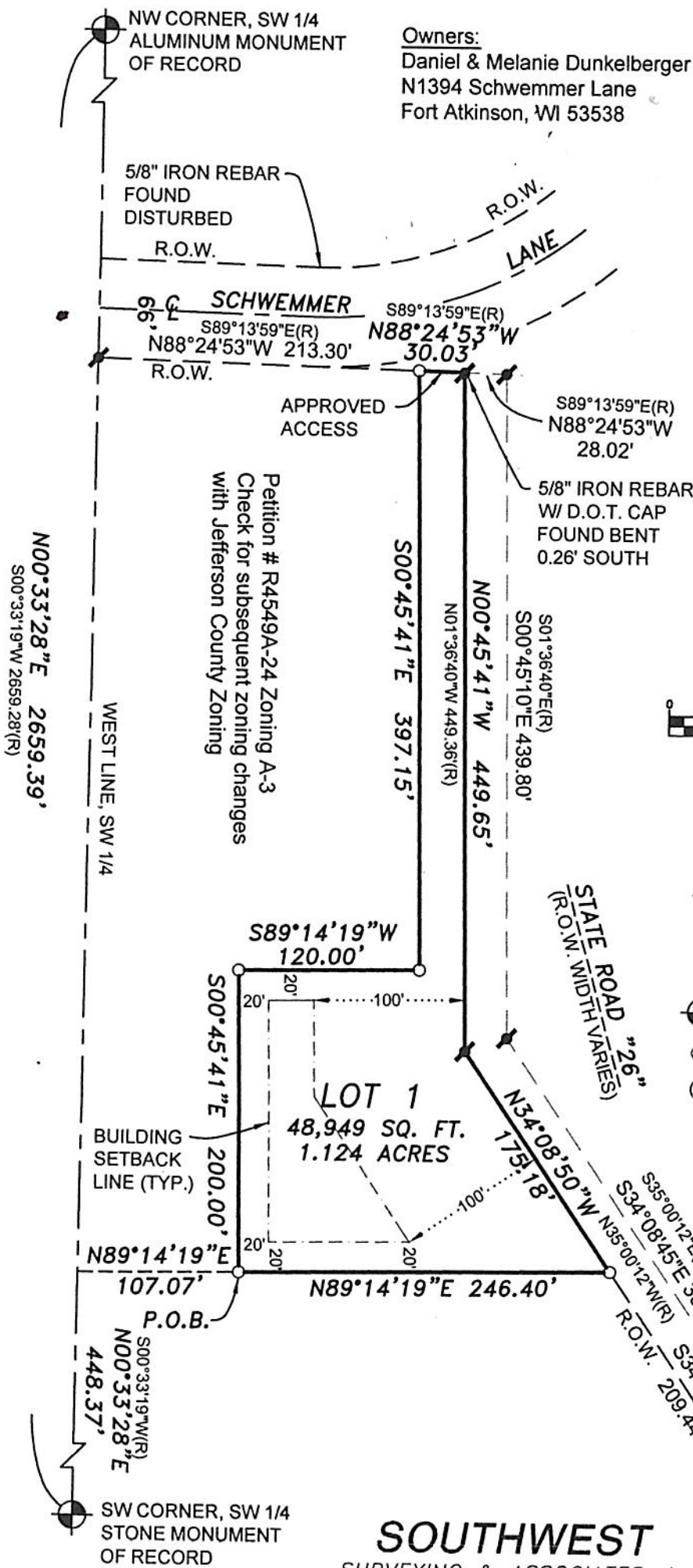
Property Owner Information:

Owner Name: Melanie & Daniel Dunkleberger
Owner Signature: [Signature]
Address: N1394 Schwemmer Lane Fort Atkinson, WI 53538
Phone Number: 920 723 4339
Email Address: dunklebergermad@gmail.com

Applicant Information (if different):

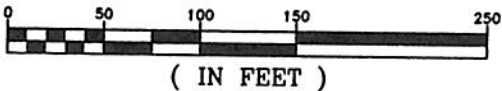
Applicant Name: Courtney Dunkleberger
Applicant Signature: Courtney Dunkleberger
Address: 223 meadow court Jefferson, WI 53549
Phone Number: 920-728-5823
Email Address: Courtneydunks@gmail.com

CERTIFIED SURVEY MAP No.
BEING A PART OF THE SW 1/4 OF THE SW 1/4 OF SECTION 17, T5N,
R14E, TOWN OF KOSHKONONG, JEFFERSON COUNTY, WISCONSIN.



BEARING BASIS:
ALL BEARINGS REFER TO
THE WEST LINE, SW 1/4
WHICH HAS AN ASSUMED
BEARING OF N00°33'28"E

GRAPHIC SCALE



LEGEND

- 3/4" IRON REBAR FOUND WITH D.O.T. CAP
- 3/4"x18" IRON REBAR (1.502 lbs/lin ft) w/ORANGE PLASTIC CAP STAMPED 'J.C. KANNARD P.L.S. S-2248' SET
- SECTION CORNER FOUND AS NOTED
- SOIL BORING
- (R) RECORDED AS



SOUTHWEST
SURVEYING & ASSOCIATES, Inc.

W1065 COUNTY ROAD CI, HELENVILLE, WI. 53137
262-495-4910
920-674-4884

JOB No.: D-224119
DATE: September 4, 2024
SHEET 1 OF 2

CERTIFIED SURVEY MAP No. _____

BEING A PART OF THE SW 1/4 OF THE SW 1/4 OF SECTION 17, T5N, R14E, TOWN OF KOSHKONONG, JEFFERSON COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, John C. Kannard, Professional Land Surveyor No. 2248, hereby certify:

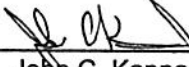
That I have surveyed, divided, mapped this Certified Survey Map being a part of the SW 1/4 of the SW 1/4 of Section 17, T5N, R14E, Town of Koshkonong, Jefferson County, Wisconsin, bounded and described as follows:

Commencing at the Stone Monument that marks the Southwest corner of the SW 1/4 of said Section 17; Thence N00°33'28"E, along the West line of said SW 1/4, a distance of 448.37 feet; Thence N89°14'19"E, a distance of 107.07 feet, to a Set 3/4"x18" Iron Rebar (1.502 lbs/ lin ft) with an orange plastic cap stamped "J.C. Kannard P.L.S. S-2248" (Set 3/4" Rebar) that marks the the POINT OF BEGINNING of the lands to be described; Thence N89°14'19"E, a distance of 246.40 feet, to the Westerly Right of Way (R.O.W.) line of State Road "26" and to a Set 3/4" Rebar; Thence N34°08'50"W, along said Westerly R.O.W. line, a distance of 175.18 feet, to a Found 5/8" Iron Rebar with D.O.T. Cap that marks an angle point; Thence N00°45'41"W, along said Westerly R.O.W. line, a distance of 449.65 feet, to an angle point; Thence N88°24'53"W, a distance of 30.03 feet, to a Set 3/4" Rebar; Thence S00°45'41"E, parallel with said Westerly R.O.W. line, a distance of 397.15 feet, to a Set 3/4" Rebar; Thence S89°14'19"W, a distance of 120.00 feet, to a Set 3/4" Rebar; Thence S00°45'41"E, a distance of 200.00 feet, to the POINT OF BEGINNING, containing 48,949 square feet or 1.124 acres of land, more or less.

Subject to all rights, reservations, restrictive covenants and easements of record.

I further certify that I have made this survey and map under the direction of Daniel & Melanie Dunkelberger, owners of said lands, and that this Certified Survey Map is a correct representation of the boundary surveyed and described and that I have complied fully with the provisions of Chapter 236.34 of the State of Wisconsin Statutes, and the Subdivision Ordinance of Jefferson County, Wisconsin in surveying and mapping same.

Certified this 4th day of September, 2024


John C. Kannard, P.L.S. 2248



TOWN OF KOSHKONONG APPROVAL:

This Certified Survey Map is hereby approved by the Town of Koshkonong Town Board.

Dated this ____ day of _____, 2024

Caitlin Kincannon, Town Clerk

CITY OF FORT ATKINSON EXTRATERRITORIAL APPROVAL:

This Certified Survey Map is hereby approved by the City of Fort Atkinson.

Dated this ____ day of _____, 2024

Rebecca Houseman, City Manager

PLANNING AND ZONING COMMITTEE APPROVAL:

This Certified Survey Map is hereby approved by the Planning and Zoning Committee of Jefferson County.

Dated this ____ day of _____, 2024

Matt Zangl, Director of Planning & Zoning



Site Plan Review REPORT TO THE PLAN COMMISSION

DATE: November 12, 2024
PROPERTY ADDRESS: 1815 Janesville Ave

PARCEL NUMBER: 226-0514-1714-001
OWNER: 1815CORE LLC
APPLICANT: Todd Willkomm

FILE NUMBER: SPR-2024-08
EXISTING ZONING: SMU - Suburban Mixed Use
PROPOSED ZONING: No Change Proposed
EXISTING LAND USE: Mixed Use - Office
REQUESTED USES: No Change

BACKGROUND

Section 15.09.27 of the City of Fort Atkinson Zoning Ordinance outlines the requirements for the Sign Permit application. This requires review of the proposed sign's conformance to the code, materials, legibility and visual clarity, compatibility with building characteristics, land uses, and site conditions, and potential conflicts with vehicular or pedestrian circulation.

REQUEST OVERVIEW

1815 Core LLC, doing business as Core Strength and Fitness, is proposing a new Wall Sign located on the Western facade of the building facing Janesville Ave, as well as a modification to an existing Monument sign adjacent to Janesville Ave. The signs will depict the company logo and the business type. The wall sign is proposed to be 7'x4' and the Monument sign is proposed to be 10' wide and would have a height of 7'. New Monument Signs are limited to a height of 6'; however, the existing Monument base is planned to be utilized with only the top portion receiving a replacement.

Sign Code Requirements for Wall Signs

Requirement	Proposed
1 sign per exterior wall, plus 1 per customer entry	Met: 1 Sign
All businesses are allowed a min. of 40 Sq ft.	Met: Western Façade = 24 Square Feet
Shall not extend over any roof or parapet	Met: Located on the façade, no roof or parapet overhang
Shall be made of durable, all-weather materials.	Met: Aluminum
Shall be ambient, backlit, or gooseneck lighting	Met: Internal LED lighting is proposed
Shall be a minimum of 8 ft above the sidewalk	Met: Sign is not located above a walkway
Shall project a maximum of 12 in. from the	Met: Proposed 4" projection

front façade face of the building

Sign must be designed of materials harmonious Met: Metal Sign with harmonious colors with the building and site

Sign Code Requirements for Monument Signs

Requirement	Proposed
1 Sign per street frontage	Met: 1 Sign proposed
15' front the street curb and not in a vision triangle	No Change: Existing sign base 43' from Janesville Ave.
Shall be made of durable, all-weather materials	Met: Aluminum construction
Standard sign lighting allowed	Met: Internal illumination
1 sf of sign per 1 ft of street frontage or onsite parking	Met: 325 ft of street frontage - 40 sf proposed
Height limit of 6 feet for Monument Signs	No Change: existing sign height to remain
Sign must be designed of materials harmonious with the building and site	Met: Metal Sign with harmonious colors
Any internal illuminated sign must have opaque cabinet fields	Met: Opaque cabinet fields proposed

It should be noted that the proposed lighting for the new Wall Sign and the for the Monument sign, plan to utilize LED lighting that has the capability to change colors and to fade from one color to another. The city's Sign Ordinances do not directly prohibit LED lighting from changing color, but there is a requirement to state the color of a sign when submitting an application.

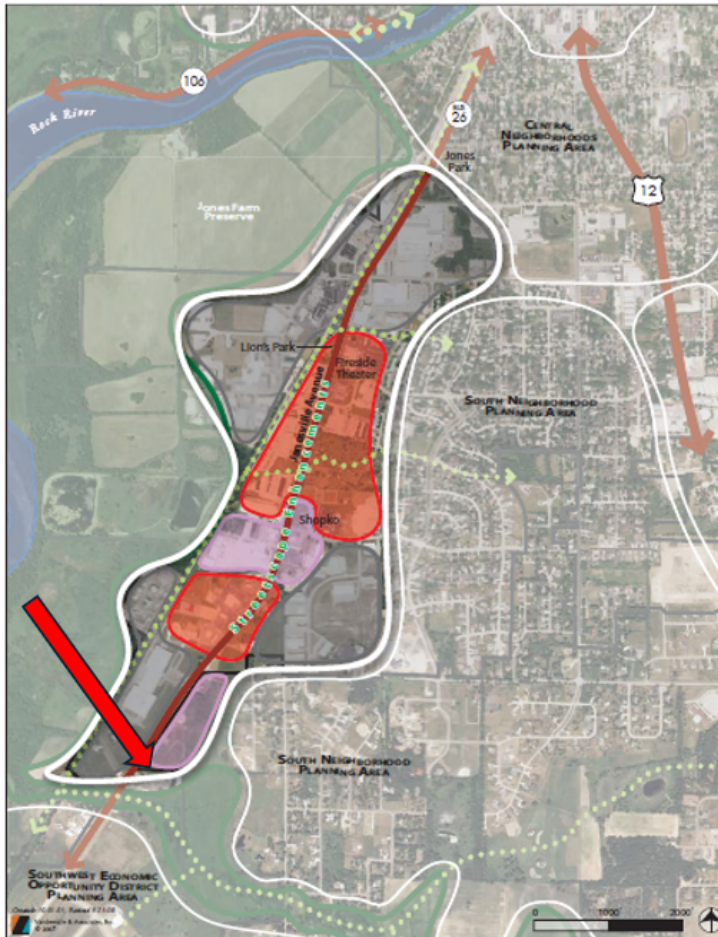
No public notice is required for a Sign review and action.

DISCUSSION

The subject parcel lies within the Janesville Ave Business District Planning Area and is identified as Mixed Use within the Plan. The opportunities indicated in the Plan include Urban living experience, Single family neighborhood character, Historic preservation balanced with modernization, Bed and Breakfast opportunities, Schools, parks and downtown as gathering places, Parks and streets maintenance & improvements, Neighborhood retail revitalization, along Janesville, Madison & Whitewater Avenues. The subject property is also shown as Planned Mixed Use and Environmental Corridor on the Future Land Use Map. This designation includes Community Commercial, Multi-Family Residential, Community Facilities, and Parks and Environmental Corridors. The proposed signs match the existing character of the building and its surroundings. No land use change is proposed. Staff believes the proposal is in concert with the Comprehensive Plan.

JANESVILLE AVE BUSINESS DISTRICT PLANNING AREA

FIGURE: 2.18
CITY OF FORT ATKINSON
FUTURES OPEN HOUSE



The proposed wall signs meet the requirements of the City's ordinances. The City's Management Team has reviewed the application and all comments have been included within this document.

RECOMMENDATION

Staff recommends that the Plan Commission approve the requested wall sign and the requested Monument sign as proposed with the following conditions.

- Both signs must be set to display the white LED option during business hours;
- Both signs may use the color change option only during Federal Holidays with appropriate color; and
- Neither sign may actively fade, flash, or regularly change from color to color.

ATTACHMENTS

1. Core Fitness_Sign Review Application_2024
2. 1815_Core Fitness Wall Sign_2024
3. 1815_Core Fitness Monument Sign_2024
4. 1815_Core Fitness Area Map_2024

City of Fort Atkinson Procedural Checklist for Sign Permits Requirements per Section 15.09.27

This form is designed to be used by the Applicant as a guide to submitting a complete application for a sign permit and by the City to process the application.

Name, company, and client (if applicable): _____

Chis Campbell, JNB Signs Inc. 1221 Venture Dr Janesville WI 53546, 608-774-9942 CCAMPBELL@JNB SIGNS.COM

Todd Willkomm, Core Strong LLC, 1818 Janesville Ave, Fort Atkinson WI 53538 920-723-8604, todd@EPIC-REAL.COM

Phone number: 920-723-8604 Email: TODD@EPIC-REAL.COM

Property address of proposed sign: 1815 Janesville Ave, Fort Atkinson, WI 53538

I Application Packet Requirements

The Applicant shall submit an electronic copy or paper copies of the application as required by the City.

- ☒ The name, address, phone number, and email address of the applicant.
- ☒ The name of the business or land use the proposed sign will serve.
- ☒ The name, address, phone number, email address, and signature of the property owners.
- ☒ The name, address, phone number, and email address of the sign contractor.
- ☒ The property's zoning designation and use of the building for which the sign will provide information.
- ☐ The property's current land use or uses for entire subject property, including all indoor and outdoor areas.
- ☒ A signage plan, drawn to a recognizable scale, for the property shall be submitted showing the following:
 - ☒ Location, type, height, width, and area of the proposed sign.
 - ☒ Location, type, height, width, and area of all existing signs on the property and indication of whether existing sign(s) will remain or be removed/replaced.
 - ☒ All property lines and buildings on the property and within 50 feet of the proposed sign.
 - ☒ All customer entrances, parking areas, driveways, and public roads.
 - ☒ Method of attachment, structural support, method of illumination, and sign materials.
 - ☒ Approximate value of the sign to be installed, including cost of installation.
- ☐ Payment of the sign permit fee.
- ☐ Any other information that may reasonably be requested by the Zoning Administrator for the purpose of application evaluation.
- ☐ A written statement that all temporary signs will be removed per the limits.
- ☐ Any existing or proposed sign on property abutting a State Highway, United States Highway, or Interstate Highway shall also require approval from the Wisconsin Department of Transportation or the Federal Highway Administration.

II Applicability

- 1) No Freestanding Sign listed under Section 15.09.05(1)(a), On-Building Sign listed under Section 15.09.05(1)(b), Pedestrian Sign listed under Section 15.09.05(1)(c), Bulletin Board or Order Board Sign under Section 15.09.05(1)(d), or Optional Miscellaneous Sign under Section 15.09.05(3)(b) shall be erected, installed, or constructed without approval from the City of Fort Atkinson Plan Commission.
- 2) No Menu Board or Sandwich Board Signs listed under Section 15.09.05(1)(d) or Building Management Identification Sign, On-Site Warning Sign, or On-Site Directional Sign listed under Section 15.09.05(3)(a), shall be erected, installed, constructed, or maintained without the granting of a permit from the Zoning Administrator in accordance with the provisions of this Section.
- 3) For signs requiring a permit in Subsection (a), above, this Section shall apply and be construed to require a permit for a change of copy on any sign or for any conversions or changes in the sign structure.
- 4) This Section shall not apply to repainting or re-facing with the same sign copy, cleaning, repair, or other normal maintenance of the sign or sign structure.
- 5) No new permit is required for signs which are in place as of the effective date this Chapter, and such signs may remain as legal nonconforming signs. Any alteration or relocation of such signs shall conform to the requirements of this Chapter. Refer to Section 15.09.35 for rules pertaining to nonconforming signs.
- 6) Any sign permit granted hereunder shall not be assigned or transferred to any other sign, including a modified sign face or modified sign structure.
- 7) The owner or tenant may request all such signs at one site be included under one permit.

III Criteria Used to Evaluate the Sign Permit Application

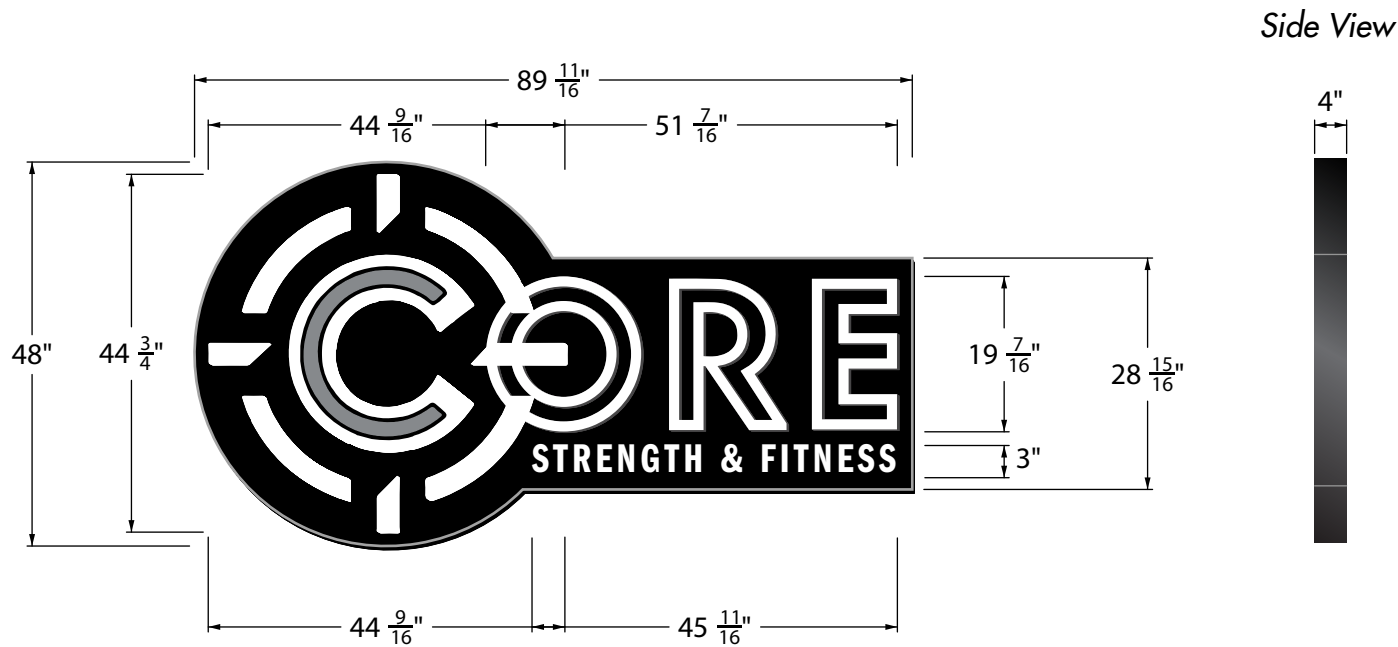
In deciding whether or not to grant a sign permit, the Zoning Administrator shall determine whether the proposed sign is in compliance with the provisions of Article IX of the City of Fort Atkinson Zoning Ordinance. In such review, the Zoning Administrator may also consider the following factors:

- 1) Conformance to the zoning and sign code.
- 2) Minimization of conflict with vehicular or pedestrian circulation.
- 3) Compatibility with the building characteristics, adjacent uses, and adjacent signs.
- 4) Compatibility with the specific physical site conditions which warrant approval of the proposed sign.
- 5) Materials and maintenance aspects.
- 6) Legibility and visual clarity.

IV Process Checklist

- | | |
|---|-------------|
| ☐ Application fee of \$75 received by City Treasurer | Date: _____ |
| ☐ Reimbursement of professional consultant costs agreement executed. | Date: _____ |
| ☐ Receipt of complete application packet by Zoning Administrator | Date: _____ |
| ☐ Review and action by Zoning Administrator | Date: _____ |

SINGLE FACE SIGN SPECIFICATIONS



SECTION A

Drawing Scale: 1/2" = 1'
As shown on a 17" x 11" Tabloid

3M 7725-12 Black vinyl
PMS Cool Gray 8c

*Vector artwork will need
to be provided before production

DESCRIPTION	A
-------------	---

CABINET : Returns - .040" x 4" tall returns, "Flanged & Riveted" construction, vertical stiffners, seams sealed
Faces - 3/16" translucent "White" acrylic, finished with 2" "Black" trimcap
Backs - .090" aluminum back

GRAPHICS : Black background die-cut 3M (7725-12) "Black" opaque vinyl, weeded to reveal logo and letters, applied first surface.
Inner "C" die-cut, Digitally printed on opaque vinyl with laminate to match graphic, applied first surface

FINISHES : Interiors Prepped and painted white to reflect light, exteriors prefinished Wrisco Black

LIGHTING : Cabinet lit with RGB LEDs

ELECTRICAL : 120v, UL Listed and Labeled, 12v power supplies mounted inside cabinet

Survey Needed

Detailed survey of existing location required prior to beginning manufacturing.

VOLTAGE

☒ 120 Volts
☐ 277 Volts



This original and unpublished design is copyrighted and the exclusive property of JNB Signs, Inc. and is not to be exhibited, copied or reproduced in whole or in part without written permission.

CLIENT :
Core Strength & Fitness

JOB LOCATION :
1815 Janesville Ave
Fort Atkinson, WI

SALESMAN :
Carson Henning

DESIGNER :
Carter

REVISION HISTORY :			
Initial Drawing Release			
A	DATE 9-16/24	REQUESTED BY CH	UPDATED BY CW

General Revision			
B	DATE 9-23/24	REQUESTED BY CH	UPDATED BY SF

General Revision			
C	DATE 10-3/24	REQUESTED BY CH	UPDATED BY SF

General Revision			
D	DATE	REQUESTED BY	UPDATED BY

PRODUCTION APPROVAL :	
INITIAL	DATE

CLIENT SIGNATURE :	
	DATE

10707-02c
Revision 00
10-3/24



Existing Location

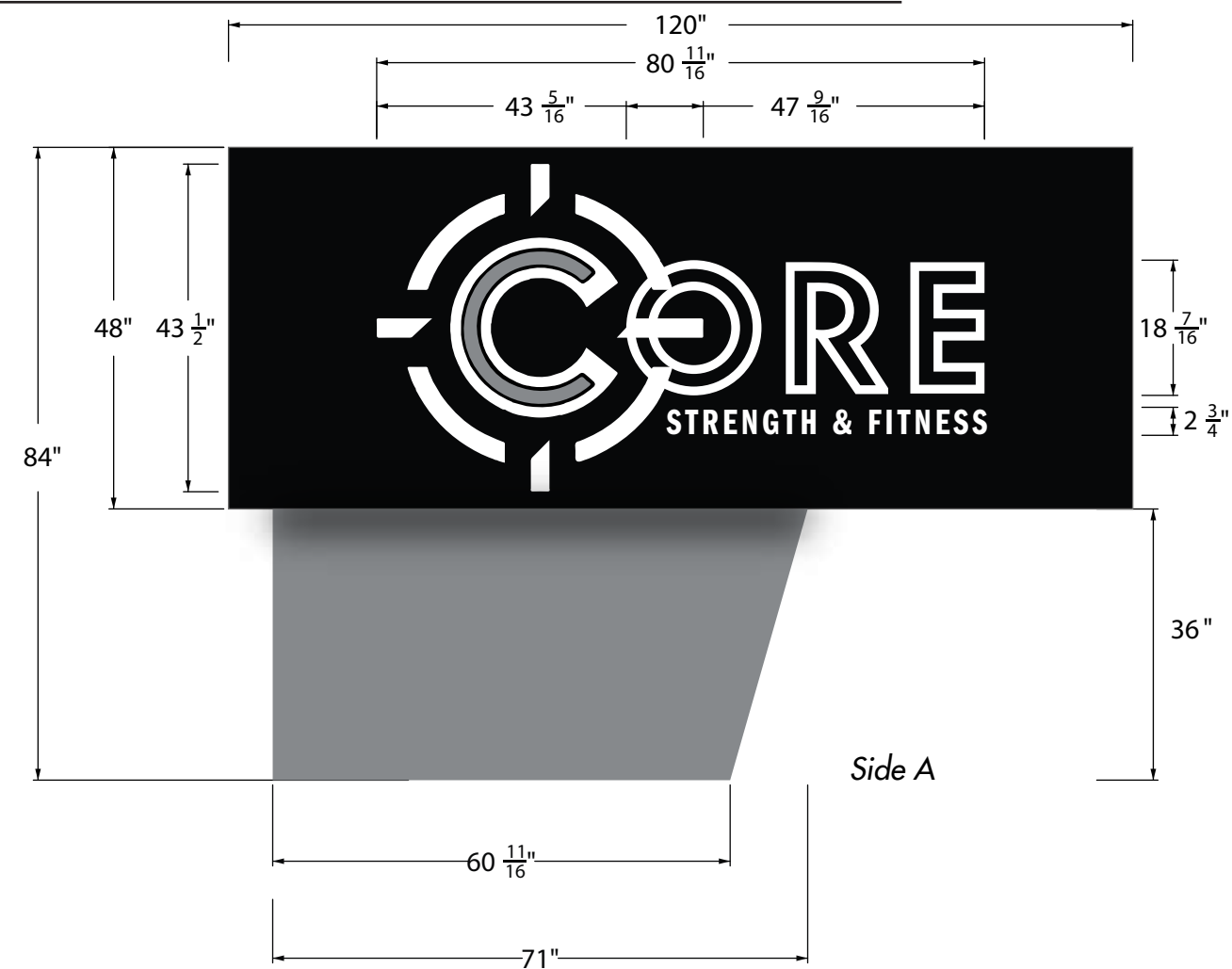


Night View



Sign installed at proposed location.
Exact location on wall TBD.

D/S MONUMENT SIGN SPECIFICATIONS



DESCRIPTION A

CABINET : Routed .125" Aluminum faces reverse stud mounted for backup plex construction, bonded to front face and back face screwed to frame.

POLE COVER : Skin and bones construction, with 1 1/2" angle skeleton construction .063" aluminum skin

LETTERS : Routed 3/16" translucent White Acrylic backup plex, backup plex construction. Decorated with vinyl

GRAPHICS : C O R E - Die cut, 3M (7725-12) Black opaque vinyl, applied first surface.
Inner C - Die cut, Digitally printed on opaque vinyl with laminate to match graphic, applied second layer

FINISHES : Main ID- Primed and painted MAP Satin "Black".
Base- Primed and painted to match PMS8c "Cool Gray"

LIGHTING : Logo internally lit with baffle mounted RGB LEDs

ELECTRICAL : 120v, UL Listed and Labeled, 12v power supplies mounted inside cabinet

*Vector art needed before production

SECTION A

Drawing Scale: 1/2" = 1'
As shown on a 17" x 11" Tabloid

- MAP Satin Black
- PMS 8c Cool Gray



SECTION B

Not to Scale:
As shown on a 17" x 11" Tabloid

*Example of RGB color changing lights.
Sign can only be turned one color at a time.

Night View

Survey Needed

Detailed survey of existing location required prior to beginning manufacturing.

VOLTAGE

☒ 120 Volts

☐ 277 Volts



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CLIENT :
Core Strength & Fitness

JOB LOCATION :
1815 Janesville Ave
Fort Atkinson, WI

SALESMAN :
Carson Henning

DESIGNER :
Carter

REVISION HISTORY :			
Initial Drawing Release			
A	DATE	REQUESTED BY	UPDATED BY
	9-12/24	CH	CW
General Revision			
B	DATE	REQUESTED BY	UPDATED BY
	9-23/24	CH	SF

General Revision			
C	DATE	REQUESTED BY	UPDATED BY
	10-3/24	CH	SF
General Revision			
D	DATE	REQUESTED BY	UPDATED BY

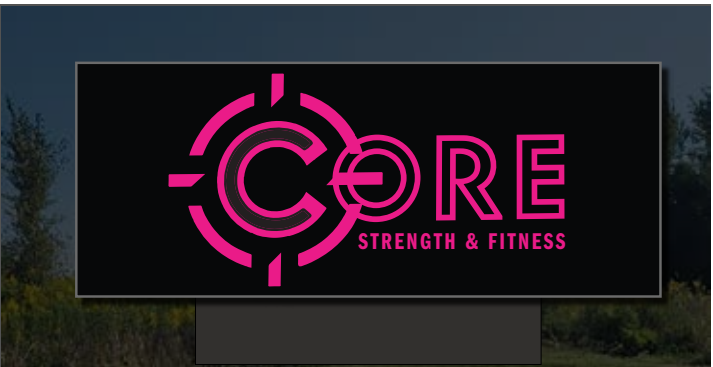
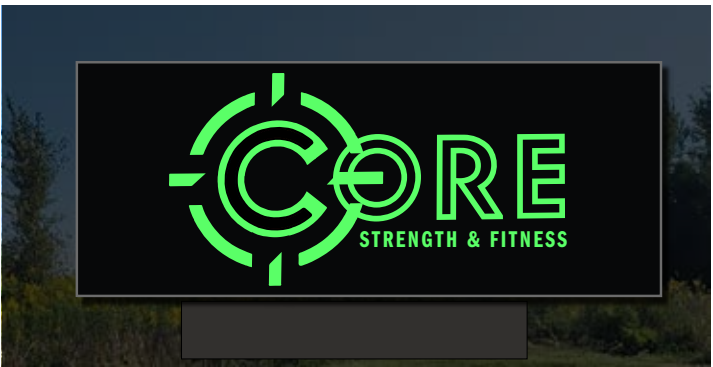
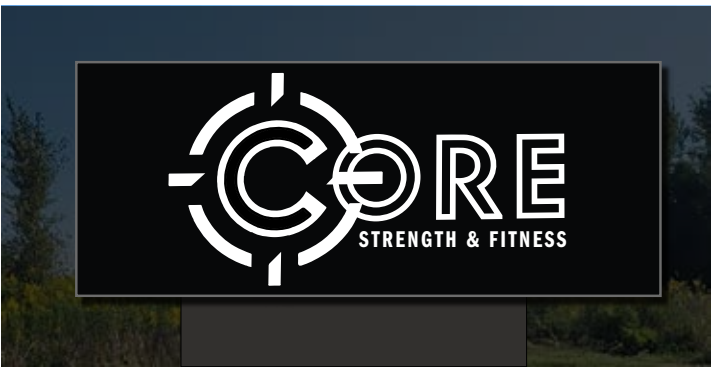
PRODUCTION APPROVAL :	
INITIAL	DATE

CLIENT SIGNATURE :	
	DATE

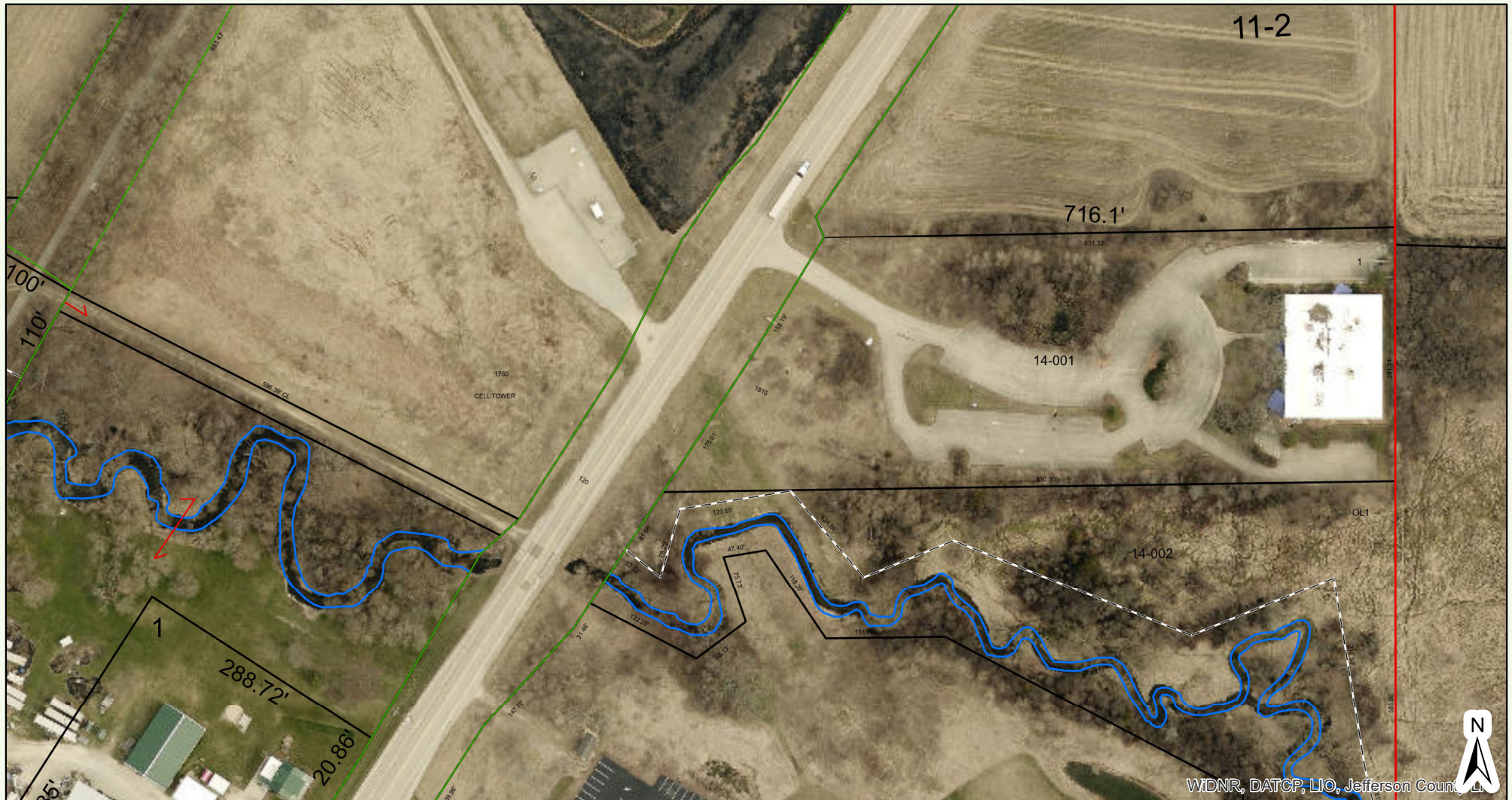
10707-01c
Revision 02
10-3/24



Proposed Location



Jefferson County Land Information



- | | | | | | | | |
|---|-----------------------------------|---|------------------------|--|-------------------------------|---|----------------------------------|
|  | PLSS Sections |  | Rail Right of Ways |  | Tax Parcels |  | Jefferson_County_Wide_Mosaic.sid |
|  | Right of Ways |  | Surface Water |  | raster.SDE.ORTHOS_2018 |  | Red: Band_1 |
| Cartographic Lines | | | |  | Red: Band_1 |  | Green: Band_2 |
|  | Property Boundary |  | Map Hooks |  | Green: Band_2 |  | Blue: Band_3 |
|  | Old Lot/Meander/Other Carto-Lines |  | Tax Parcel Information |  | Blue: Band_3 | | |
| | |  | Personal Property | | | | |



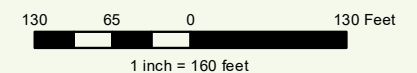
Jefferson County Geographic Information System

DISCLAIMER: This map is not a substitute for an actual field survey or onsite investigation. The accuracy of this map is limited to the quality of the records from which it was assembled. Other inherent inaccuracies occur during the compilation process. Jefferson County makes no warranty whatsoever concerning this information.

Printed on: October 23, 2024

Author: Public User

Page 36 of 59





SITE PLAN REVIEW REPORT TO THE PLAN COMMISSION

DATE: November 12, 2024

PROPERTY ADDRESS: 1504 Madison Ave.

PARCEL NUMBER: 226-0614-3213-000

OWNER: Fort Healthcare

APPLICANT: Reggie Peters (representative of Fort Healthcare)

FILE NUMBER: SPR-2024-09

EXISTING ZONING: SMU, Suburban Mixed Use

PROPOSED ZONING: No Change

EXISTING LAND USE: Personal or Professional Services (Clinic)

REQUESTED USES: No Change

BACKGROUND

Section 15.09.27 of the City of Fort Atkinson Zoning Ordinance outlines the requirements for the Sign Permit application. This requires review of the proposed sign's conformance to the code, materials, legibility and visual clarity, compatibility with building characteristics, land uses, and site conditions, and potential conflicts with vehicular or pedestrian circulation.

REQUEST OVERVIEW

The Fort Healthcare Orthopedic Associates, Integrated Family Care, and Therapy and Sports Center Clinic is located on Madison Avenue. The property is surrounded by other commercial uses making up the Madison Avenue Commercial Corridor.

There is an existing pylon sign located on the eastern side of the main vehicle entry to the property from Madison Avenue. The applicant is proposing to remove the existing sign and replace it with a new monument sign in the same location. The existing sign also serves Goodwill and Fort Family Dental. Off-premise signage is prohibited by the sign code. However, staff does not want to encourage more freestanding signs along this corridor, so grouping them together in this situation is appropriate. Staff proposes that this sign be considered a Group Development Sign, with a condition of approval being an Agreement between the property owners indicating that this Group Development Sign will serve as the monument and/or pole sign for these parcels.



Proposed changes include the following:

- **New Monument Sign:** the proposed new monument sign is planned to replace the existing pylon sign. It will be approximately 96 square feet in size and include both an electronic message component (top right 29 square feet) and static, internally illuminated sign cabinets (top left and bottom 67 square feet) on a masonry base.

The Sign Code requirements for **Monument Signs** are documented below.

Requirement	Proposed
1 sign per street frontage	Met = 1 sign total
Maximum size = 1 sf of sign area per 1 ft of street frontage length, up to 128 max sf	Met = 96 square feet (290' of frontage)
Maximum height = 6' Group Development signs permitted to add 2'	Met = 8' Tall*
Minimum 15' from curb face and not located within any public right-of-way	Met = located on private property 44' from the right-of-way
Shall be made of durable, all-weather materials	Met = aluminum and masonry
Shall be ambient, backlit, internal, or gooseneck lighting	Met = internally illuminated
Sign must be designed of materials harmonious with the building and site	Met = matches design of building and site
Shall not interfere with vehicle visibility or circulation	Met = 20' from driveway and 44' from the right-of-way
Footings and support structures shall be concealed using groundcover or landscaping	Met = footings are located below grade

*Per Section 15.09.15, Sign Height is the measure of a freestanding sign from the average ground level adjacent to the base of the sign to the top of the highest component of the sign. This measurement includes both the sign face and the base structure.

The Sign Code requirements for **Electronic Message Signs** are documented below.

Requirement	Proposed
-------------	----------

1 sign per site	Met = 1 sign on site
Shall not be visible from any residential zoning district within 150'	Met = no residential zoning district in the area
No more than 50% of a sign's actual area shall contain an electronic message sign	Met = 30% of sign face
Messages shall not change appearance more than once every 10 seconds	Unknown (no information provided)
Shall comply with the exterior lighting requirements of Section 15.06.20	Unknown (no information provided)

No public notice is required for signage review and action.

COMPREHENSIVE LAND USE PLAN (2019):

The subject parcel lies within the Northwest Quadrant Planning Area (see Attachments) and is identified as Mixed Use within the Plan. The opportunities relevant to this proposal indicated on the Plan include providing a community gateway experience.

The subject property is also shown as Community Commercial on the Future Land Use Map. This designation includes commercial, office, community facilities, and controlled outdoor display land uses intended to serve the entire community and larger in scale than neighborhood-oriented commercial uses. The proposed new monument sign in replacement of the existing pylon sign does not change the land use on the property. Staff believes the proposal is in concert with the Comprehensive Plan.

DISCUSSION

The proposed new monument sign is an aesthetic upgrade over the older existing pylon sign on the property today. The new sign meets the requirements of the City's ordinances, subject to the conditions listed below. The City's Management Team has reviewed the application, and all comments have been included within this document.

RECOMMENDATION

City staff recommends approval of the Sign Package, subject to the following conditions:

- Applicant must provide City staff with information on how frequently the Electronic Message Sign component of the Monument Sign will change. A minimum of 10 seconds per display image is required and shall be subject to approval by City staff. The sign shall not blink, flash, fade, or provide other distracting movement.
- Applicant must provide City staff with photometrics plan for the area surrounding the new Monument Sign. A maximum of 1.0 footcandle on the property line is required and

shall be subject to approval by City staff.

- Applicant must execute and provide to City staff a written agreement between the property owners of parcels 226-0614-3214-001 (Goodwill) and 226-0614-3213-014 (Fort Family Dental) for the use of the new Monument sign on parcel 226-0614-3213-000 (Fort Healthcare).
- Any other recommendations of City staff and the Plan Commission.

ATTACHMENTS

1. Fort Health Madison Ave - completed permit application
2. Fort Health Madison Ave - Existing sign
3. Fort Health Madison Ave - New Monument Sign
4. Fort Health Madison Ave - site map
5. Northwest Quadrant Planning Area
6. Future Land Use Map

City of Fort Atkinson Procedural Checklist for Sign Permits Requirements per Section 15.09.27

This form is designed to be used by the Applicant as a guide to submitting a complete application for a sign permit and by the City to process the application.

Name, company, and client (if applicable): Reggie Peters - Lemberg Electric
Representing Fort Healthcare - 1504 Madison Ave

Phone number: 262-202-9145 Email: rpeters@lembergelectric.com

Property address of proposed sign: 1504 Madison Ave, Fort Atkinson

I Application Packet Requirements

The Applicant shall submit an electronic copy or paper copies of the application as required by the City.

- ☐ The name, address, phone number, and email address of the applicant.
- ☐ The name of the business or land use the proposed sign will serve.
- ☐ The name, address, phone number, email address, and signature of the property owners.
- ☐ The name, address, phone number, and email address of the sign contractor.
- ☐ The property's zoning designation and use of the building for which the sign will provide information.
- ☐ The property's current land use or uses for entire subject property, including all indoor and outdoor areas.
- ☐ A signage plan, drawn to a recognizable scale, for the property shall be submitted showing the following:
 - ☐ Location, type, height, width, and area of the proposed sign.
 - ☐ Location, type, height, width, and area of all existing signs on the property and indication of whether existing sign(s) will remain or be removed/replaced.
 - ☐ All property lines and buildings on the property and within 50 feet of the proposed sign.
 - ☐ All customer entrances, parking areas, driveways, and public roads.
 - ☐ Method of attachment, structural support, method of illumination, and sign materials.
 - ☐ Approximate value of the sign to be installed, including cost of installation.
- ☐ Payment of the sign permit fee.
- ☐ Any other information that may reasonably be requested by the Zoning Administrator for the purpose of application evaluation.
- ☐ A written statement that all temporary signs will be removed per the limits.
- ☐ Any existing or proposed sign on property abutting a State Highway, United States Highway, or Interstate Highway shall also require approval from the Wisconsin Department of Transportation or the Federal Highway Administration.

II Applicability

- 1) No Freestanding Sign listed under Section 15.09.05(1)(a), On-Building Sign listed under Section 15.09.05(1)(b), Pedestrian Sign listed under Section 15.09.05(1)(c), Bulletin Board or Order Board Sign under Section 15.09.05(1)(d), or Optional Miscellaneous Sign under Section 15.09.05(3)(b) shall be erected, installed, or constructed without approval from the City of Fort Atkinson Plan Commission.
- 2) No Menu Board or Sandwich Board Signs listed under Section 15.09.05(1)(d) or Building Management Identification Sign, On-Site Warning Sign, or On-Site Directional Sign listed under Section 15.09.05(3)(a), shall be erected, installed, constructed, or maintained without the granting of a permit from the Zoning Administrator in accordance with the provisions of this Section.
- 3) For signs requiring a permit in Subsection (a), above, this Section shall apply and be construed to require a permit for a change of copy on any sign or for any conversions or changes in the sign structure.
- 4) This Section shall not apply to repainting or re-facing with the same sign copy, cleaning, repair, or other normal maintenance of the sign or sign structure.
- 5) No new permit is required for signs which are in place as of the effective date this Chapter, and such signs may remain as legal nonconforming signs. Any alteration or relocation of such signs shall conform to the requirements of this Chapter. Refer to Section 15.09.35 for rules pertaining to nonconforming signs.
- 6) Any sign permit granted hereunder shall not be assigned or transferred to any other sign, including a modified sign face or modified sign structure.
- 7) The owner or tenant may request all such signs at one site be included under one permit.

III Criteria Used to Evaluate the Sign Permit Application

In deciding whether or not to grant a sign permit, the Zoning Administrator shall determine whether the proposed sign is in compliance with the provisions of Article IX of the City of Fort Atkinson Zoning Ordinance. In such review, the Zoning Administrator may also consider the following factors:

- 1) Conformance to the zoning and sign code.
- 2) Minimization of conflict with vehicular or pedestrian circulation.
- 3) Compatibility with the building characteristics, adjacent uses, and adjacent signs.
- 4) Compatibility with the specific physical site conditions which warrant approval of the proposed sign.
- 5) Materials and maintenance aspects.
- 6) Legibility and visual clarity.

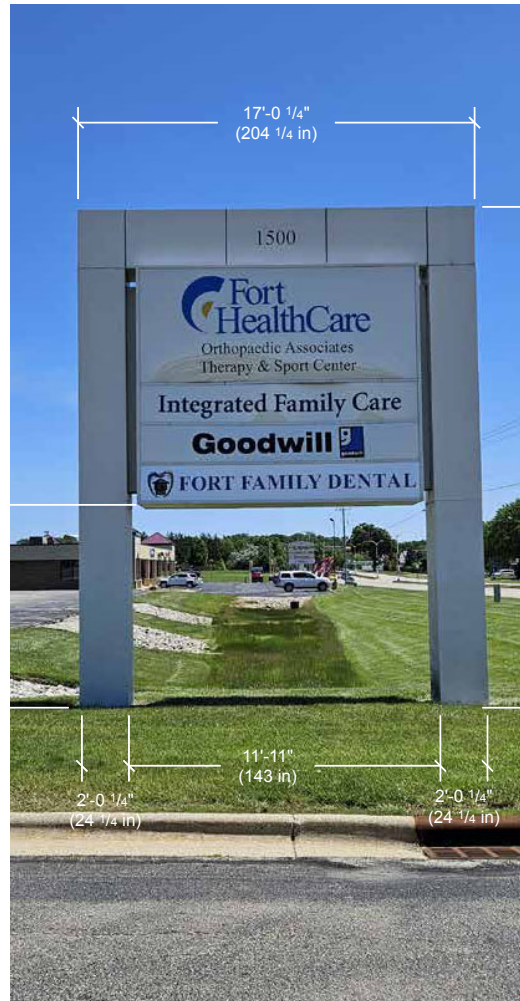
IV Process Checklist

- | | |
|---|-------------|
| ☐ Application fee of \$75 received by City Treasurer | Date: _____ |
| ☐ Reimbursement of professional consultant costs agreement executed. | Date: _____ |
| ☐ Receipt of complete application packet by Zoning Administrator | Date: _____ |
| ☐ Review and action by Zoning Administrator | Date: _____ |

Fort Health Care - Fort Atkins / Exterior Signage

CONCEPTUAL DRAWING

Existing Sign Details



4085 North 128th Street
Brookfield, WI 53005
p. 262-781-1500
www.LembergElectric.com

Client: Fort Health Care - Fort Atkins

Location: 1504 Madison Ave

City: Fort Atkinson, WI 53538

Sales Representative: John Wachniak

Project Manager: Reggie Peters

Designer: Eric Bailey

Scale: 3/16"=1'

Paper Size: 11x17

Signature / Date:

Client / Location or Project / Sign Classification / Version# or Sheet / Revision# / Drawing Status
FortHC_CAM_SUR_v01_r00_D

Date:
6-3-24

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Page 2 of 8

Monument Sign - Option B

One (1) Monument Sign to Replace Existing

Double Sided / Illuminated

Photocell for Automatic On & Off Lighting Control.

(A) Header Cabinet:

24" +/- deep aluminum sign cabinet, 1-1/2" aluminum retainers, white polycarbonate faces, decorated with 3M translucent vinyl graphics. Internal white LED illumination (standard white). Two color painted finish.

(B) Electronic Message Center (EMC):

OPTION for 8mm or 10mm (size remains the same), Optec, Infinity, Full Color, Double Sided.

(C) Reveals:

Fabricated aluminum reveals 2" height.

(D) Tenant Cabinet:

24" +/- deep aluminum sign cabinet, 1-1/2" aluminum retainers & 2" divider bars, white polycarbonate faces decorated with 3M translucent vinyl graphics. Internal white LED illumination (standard white). Single color painted finish.

(E) Cap:

Fabricated aluminum cap to fit over masonry base.

(F) Masonry Base:

Split face block base, to match building (exact block TBD).

(E) Footing & Posts:

Spread footing 16'-6" X 4' X 3' / Two (2) HSS square posts (4" x 4") set in footing. Signs to saddle mount center pole with 4.5" x 4.5" saddles.

Colors**Paint**

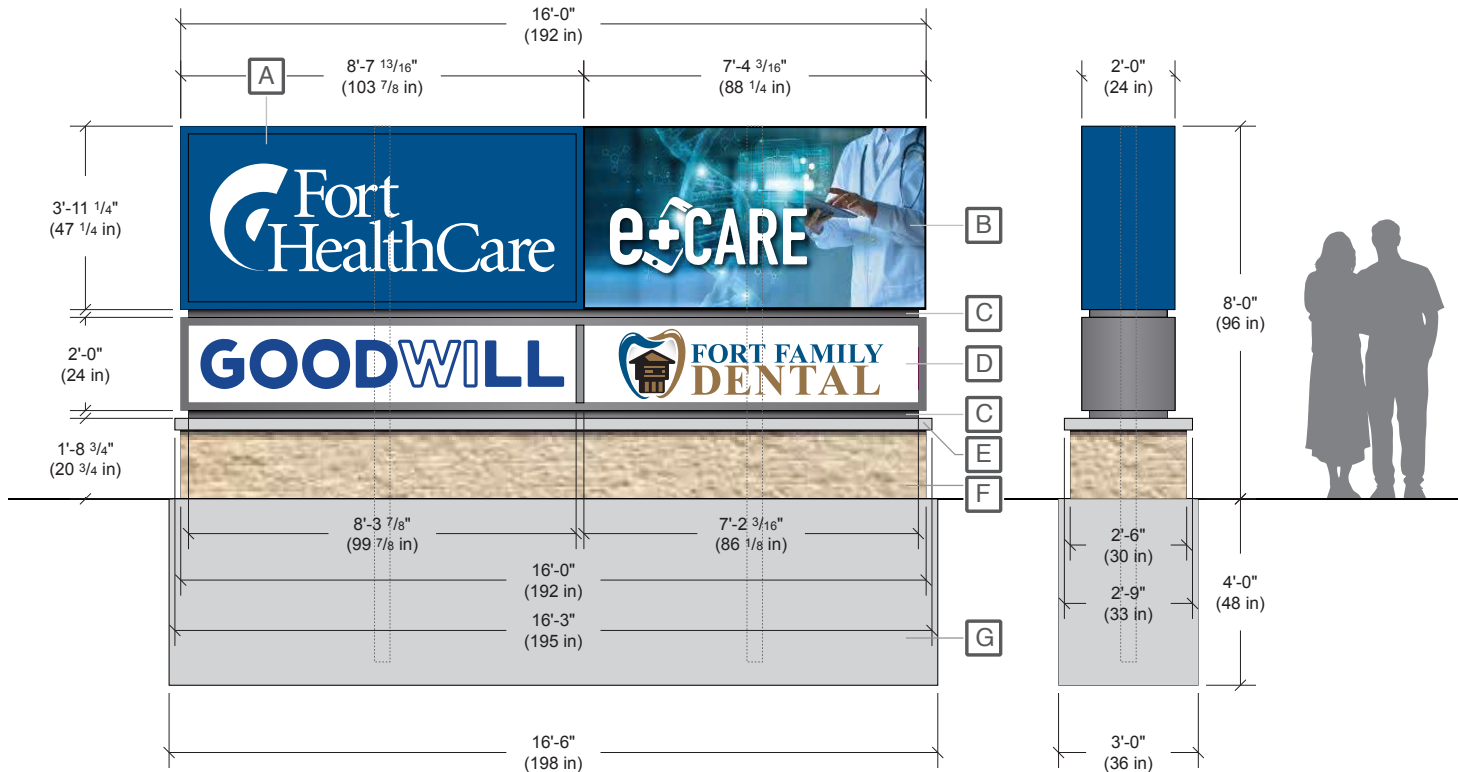
- (P-1) Paint to Match 3M European Blue (3630-137) !
- (P-2) White Painted Finish !
- (P-3) MP Umbra Grey Metallic (MP 28448) !

Vinyl Graphics

- (V-1) 3M European Blue (3630-137) !
- (V-2) 3M White (7725-10) !

Specialized Products

- (S-1) White Polycarbonate !



4085 North 128th Street
Brookfield, WI 53005
p. 262-781-1500
www.LembergElectric.com

Client: Fort Health Care - Fort Atkins

Location: 1504 Madison Ave

City: Fort Atkinson, WI 53538

Sales Representative: John Wachniak

Project Manager: Reggie Peters

Designer: Eric Bailey

Scale: 1/2"=1'

Paper Size: 11x17

Signature / Date:

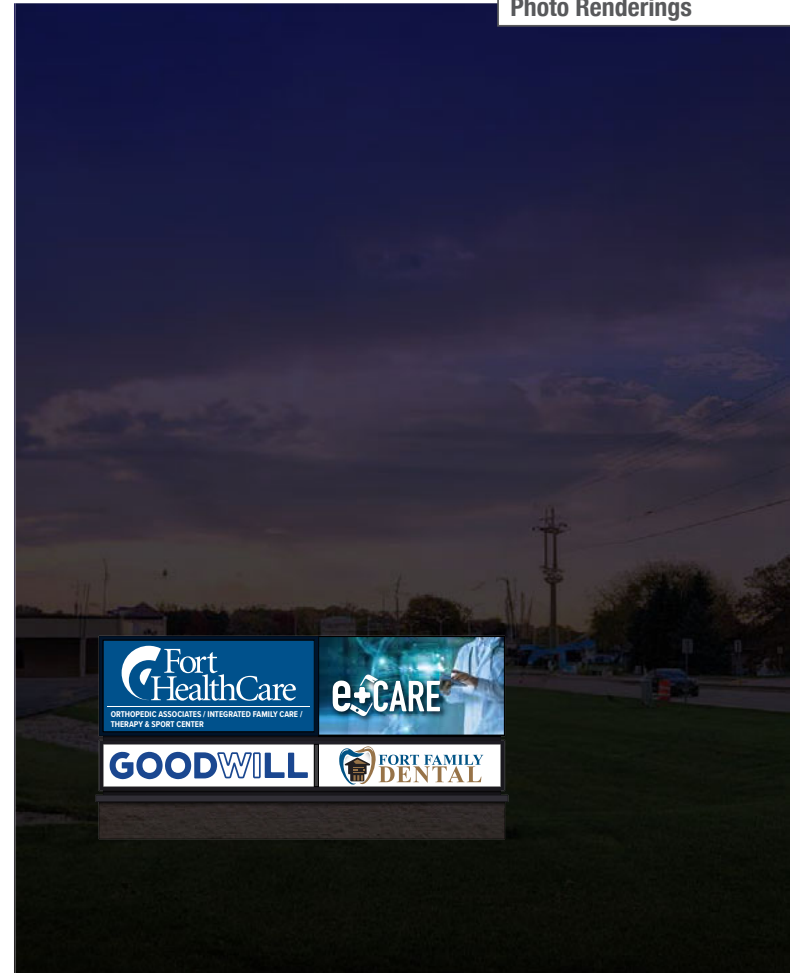
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Photo Renderings



Proposed New Sign



Illumination



4085 North 128th Street
Brookfield, WI 53005
p. 262-781-1500
www.LembergElectric.com

Client: Fort Health Care - Fort Atkins

Location: 1504 Madison Ave

City: Fort Atkinson, WI 53538

Sales Representative: John Wachniak

Project Manager: Reggie Peters

Designer: Eric Bailey

Scale: NTS

Paper Size: 11x17

Signature / Date:

Client / Location or Project / Sign Classification / Version# or Sheet / Revision# / Drawing Status
FortHC_CAM_PR_v02_r02_D

Date:
10-4-24

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10MM EMC Specifications



Reggie Peters	Ship To Address	Quotation #:	2024-002635
Lemberg Electric Co., Inc.	Lemberg Electric Co., Inc.	Quotation Date:	5/24/2024
4085 North 128th St. Ste.100	4085 North 128th St. Ste.100	Project Name:	Fort HealthCare - Fort Atkinson
Brookfield, WI, 53005	Brookfield, WI, 53005	Prepared by:	Chad Engstrom
262-364-0375		Quote Valid:	60 days

Optec Model: INF-MOD-10HB2-RGB-V-S-D**Display Specifications**

Product Line:	Infinity
LED Pixel Pitch:	10.0mm
Matrix Size:	120 x 224
Viewing Area:	3' 11 1/4" x 7' 4 3/16"
Cabinet Size:	3' 11 1/4" x 7' 4 3/16" x 5 3/8" (Reference to shop drawing for accurate dimensions)
Color:	RGB
Color Processing:	RGB 281 Trillion Levels-M
LED's per pixel:	Red: 1 Green: 1 Blue: 1
Total # of LED's:	161280
Character Size:	2.75 Inches
# of Lines/Char. Line:	17 line(s), 37 characters
Brightness:	8000 NIT's (+/-5%)
Viewing Angle:	160 Degrees Horizontal
Display Configuration:	Double (2 Cabinets - Face Primary/Secondary)
Maintenance Door:	Front
Cabinet Design:	Module
Display Net Weight:	Approx. 237.10 lbs. per face (+/- 10%) (Reference to shop drawing)
Ventilation:	

Standard Features

Dimming Levels:	100 - Auto & Manual
Dimming/Temp. Sensor:	Dimming/Temp. Sensor - Auto
Crate:	Included
Software:	MeCloud Lifetime
Software Upgrade:	Lifetime Software Upgrades
Software Training:	Webinar

Electrical & Venting Requirements

AC Power Required:	Single Phase 120V or 240V 50/60Hz
Total Boot Up Amps* (120V):	30.0 (Reference to shop drawing for power requirements and distribution)
Regular Operating Amps* (120V):	8.70
Example Electrical Cost* (120V):	US\$1.36/Day
Venting Requirement*:	574.51 CFM

Terms of Purchase

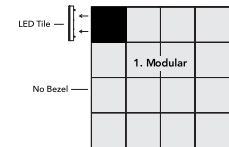
FOB:	Ontario, CA
Payment Term:	50% Deposit, Balance Net 30
Delivery Lead Time*:	MO - 8 to 10 weeks Weeks
Warranty*:	5 Year Parts Warranty (Cell Modem carries a 5 year part warranty)

INFINITY HB-SMD
OUTDOOR DISPLAY TECHNOLOGY

+8,000 NITS HIGH BRIGHTNESS X16 Brighter than an LCD TV*. View in full daylight and dimmable at night.	6-13MM PIXEL PITCH OPTIONS IP65 SMD tiles, 281 trillion colors	IP65 FRONT/IP54 REAR ALL-WEATHER TESTED UV, salt mist, vibration, ± temperature, voltage, and x2 waterproof tested.	XL SMD LOUVER* XL SMD louvers block more sunlight than standard SMD louvers, creating greater visual impact.	DIAGNOSTIC UTILITY* Display, power, data, life, and pixel* health alerts sent by email or online on demand.
OPTIMIZED VIEWING EXPERIENCE ±3840 Hz, 60 FPS smooth, full motion, camera-ready, video playback	CONNECTIVITY Network with, Ethernet, wireless*, Wi-Fi*, Fiber optic*, or cellular* technology.	FRONT SERVICEABLE Front service allows for fast, easy maintenance.	CLOUD-BASED SOFTWARE* Control, network, and diagnose displays from anywhere.	5 YEAR WARRANTY* 5-Year parts and in- factory labor, 10-Year parts availability.

Available Modular Configurations

Modular cabinets are combined like "Lego" blocks to form a complete sign. The cabinets ship ready to install and feature continuous angle iron built to specification.



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Brookfield, WI 53005
p. 262-781-1500
www.LembergElectric.com

Client: Fort Health Care - Fort Atkins

Location: 1504 Madison Ave

City: Fort Atkinson, WI 53538

Sales Representative: John Wachniak

Project Manager: Reggie Peters

Designer: Eric Bailey

Scale: -

Paper Size: 11x17

Signature / Date:

Client / Location or Project / Sign Classification / Version# or Sheet / Revision# / Drawing Status	Date:
FortHC_CAM EMC(10)_v01_r00_D	6-3-24

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Sign Location - 1504 Madison Ave

Site Plans



Distance to Property Line



SIGNS

4085 North 128th Street
Brookfield, WI 53005
p. 262-781-1500
www.LembergElectric.com

Client: Fort Health Care - Fort Atkins

Location: 1504 Madison Ave

City: Fort Atkinson, WI 53538

Sales Representative: John Wachniak

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FortHC_CAM_PR_v02_r02_D

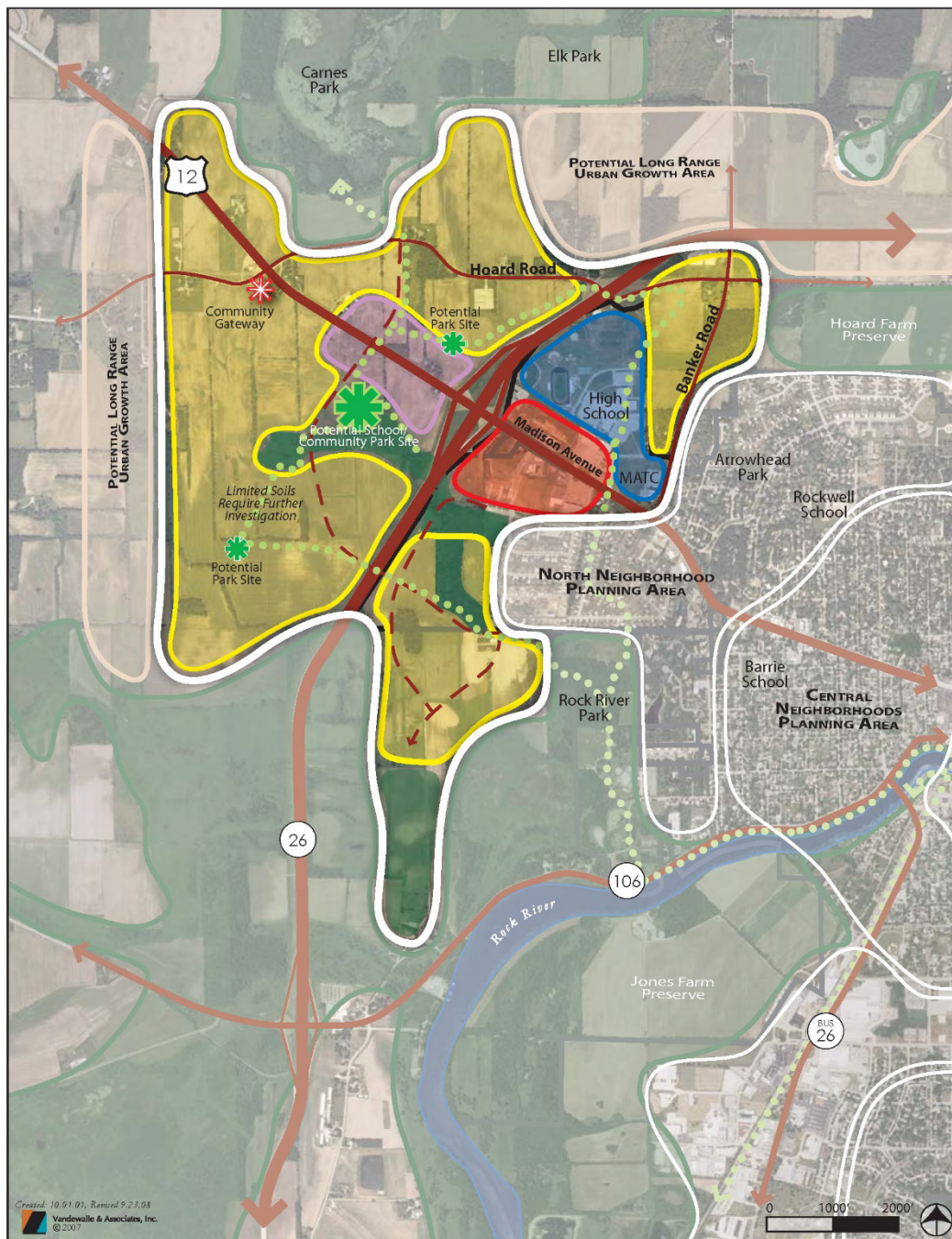
Date:
10-4-24

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NORTHWEST QUADRANT PLANNING AREA

FIGURE: 2.12

CITY OF FORT ATKINSON
FUTURES OPEN HOUSE



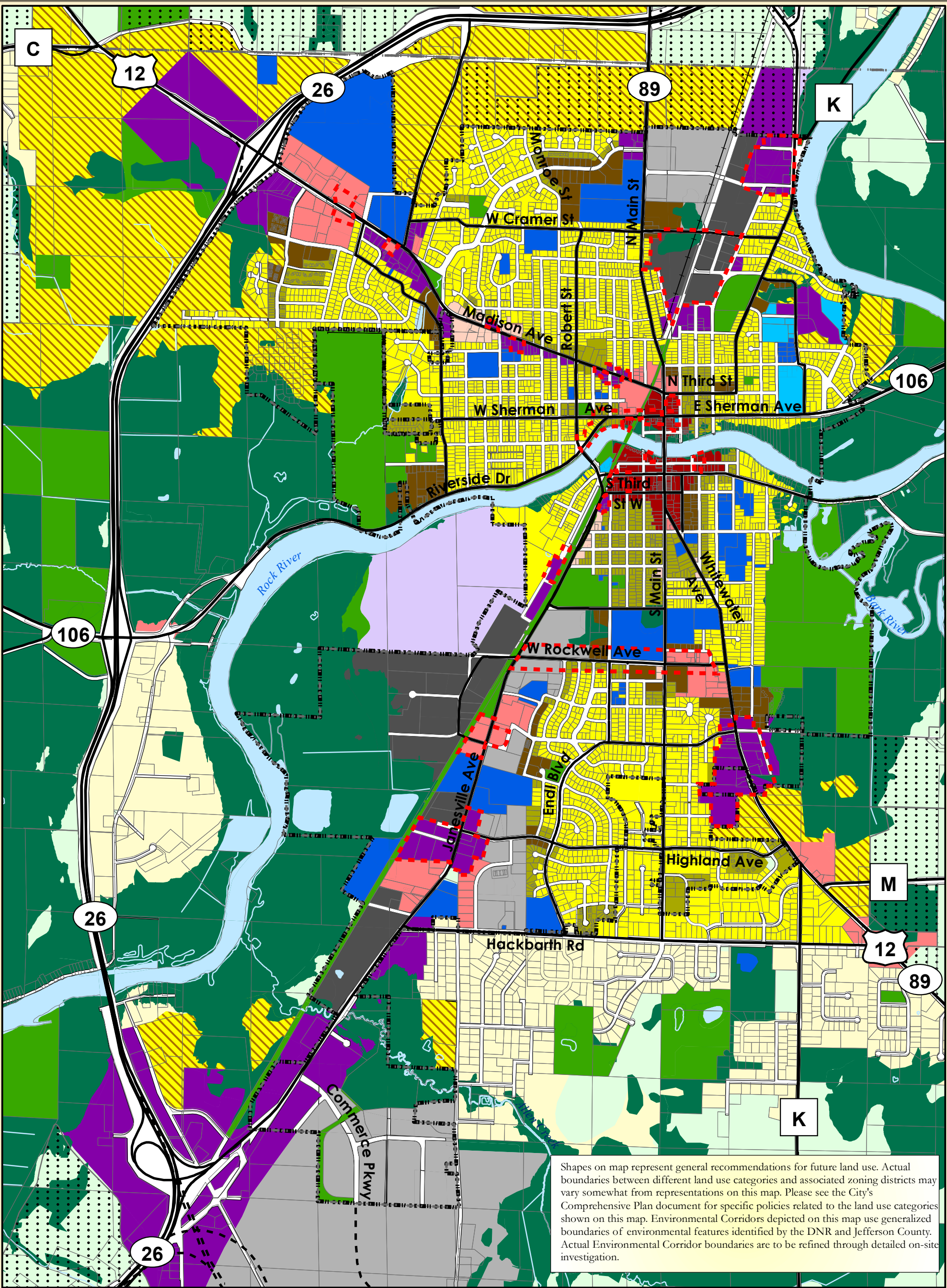
Opportunities

- Proximity to Madison enhances marketability
- Community gateway experience
- Traditional neighborhood & sustainable design
- Neighborhoods connected across Highway 26
- Capitalize on existing businesses & schools
- Urban mixed use development & redevelopment opportunities

Note: This map is not a Detailed Future Land Use Map or Future Transportation Map for zoning and other decision making. The purpose of this map is to show conceptual future growth options and facilitate public discussion.

Conceptual Land Uses

- Community Commercial
- Downtown
- Major Institutions
- Mixed-Use
- Neighborhood
- Employment
- Environmental Corridors
- Agriculture
- Existing Major Roads
- Potential Future Roads
- Main Trails (Existing & Proposed)



**City of Fort Atkinson
Comprehensive Plan**

Map 7: Future Land Use - City View

- City Boundaries
- Town Boundaries
- Parcels
- Right of Way
- Major Roads
- Previously Proposed Hwy 12 Bypass

- AG - Agriculture/Rural
- P - Parks
- EC - Environmental Corridor
- SF-U - Single Family Residential - Urban
- SF-E - Single Family Residential - Exurban
- TF - Two Family/Townhouse Residential
- MR - Manufactured Residential
- MF-R - Multi-Family Residential

- PN - Planned Neighborhood
- NC - Neighborhood Commerical
- CC - Community Commerical
- DT - Downtown
- LI - Light Industrial/Business Park
- GI - General Industrial
- CF - Community Facilities
- HF - Health Facilities
- PMU - Planned Mixed Use

- F-H - Farm-Historic
- UGA - Long Range Urban Growth Area
- Future Redevelopment Opportunity Area
- Surface Water

Sources: Jefferson County - County Land Use; Vandewalle and Associates - Fort Atkinson Land Use

0 0.125 0.25 0.5 0.75 Miles

VANDEWALLE & ASSOCIATES INC. 3/19/19 Amended: 6/6/23
Shaping places, shaping change



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

PRELIMINARY PLAT REVIEW REPORT TO THE PLAN COMMISSION

DATE: November 12, 2024

PROPERTY ADDRESS: 611 Grove Street and 609 Grove Street

PARCEL NUMBER: 226-0514-0441-091 and 226-0514-0441-0138

OWNER: City of Fort Atkinson and Fort Atkinson School District

APPLICANT: City of Fort Atkinson and Fort Atkinson School District

FILE NUMBER: PPR-2024-01

EXISTING ZONING: TF-10, Two Flat Residential

PROPOSED ZONING: No change

EXISTING LAND USE: Community Gardens and School District Office Building

REQUESTED USES: Single-Family or Two-Family Residential

BACKGROUND

Section 70.05.02 and 70.06.01 of the City of Fort Atkinson Land Division and Development Ordinance outlines the requirements a Preliminary Plat review and approval by the Plan Commission and City Council for conformance with all ordinances, plans, and document requirements.

The aerial photo below shows the current configuration of the subject property. Parcel 41-091 is owned by the City, and parcel 41-138 is owned by the School District. Grove Street is along the left side of the photo (west), and Maple Street is along the right side (east).



REQUEST OVERVIEW

The City of Fort Atkinson and Fort Atkinson School District are proposing to reconfigure and subdivide two existing parcels within an existing residential neighborhood block between Maple Street and Grove Street, near Jones Park.

The larger parcel (1.24-acres) had been used for community garden spaces operated by the City of Fort Atkinson and the smaller parcel (0.36-acres) is being used for Crossroads Pathways by the Fort Atkinson School District. The proposed preliminary plat involves subdividing this total area (1.6-acre) into eight total new parcels ranging in size from 8,600 – 8,800 square feet for the future development of single-family or two-family homes. Both existing properties and the entire residential block is zoned TF-10, which accommodates single-family or two-family land uses by-right.

No public notice is required for a Preliminary Plat review and action.

PRELIMINARY PLAT REVIEW:

The proposed Preliminary Plat is planned to create 8 new development parcels, four of which front Grove Street and four that front Maple Street. The Land Division and Development Code requires that the Preliminary Plat be reviewed by the Plan Commission for consistency with all other ordinances, laws, rules, regulations, and plans. A Preliminary Plat is required to subdivide land into five or more new parcels. Following the review and approval of the Preliminary Plat by the City, it will be reviewed by the State and County. A Final Plat, inclusive of any requested changes of any reviewing party, is then brought before the Plan Commission and City Council for action. This two-step process ensures that all requirements are met prior to the land division being recorded.

The Zoning Ordinance has minimum and maximum density, intensity, and bulk regulations for all properties in the City. As shown below, the proposed Preliminary Plat subdivides the land into new development parcels that meet the Zoning Ordinance's minimum requirements.

Bulk Regulation	TF-10 Standard	Proposed New Parcels
Minimum Lot Area	7,200 square feet	8,600-8,800 square feet
Minimum Lot Width	65 feet	65-66 feet
Minimum Lot Depth	120 feet	132 feet
Minimum Lot Frontage at ROW	30 feet	65-66 feet

Because this is an infill development within an existing developed residential neighborhood block, there are no proposed changes to public right-of-way, easements, or block layout with the submitted Preliminary Plat. Thus, these ordinance standards are not applicable for the proposed project. For individual lots, ordinance requirements mainly include compliance with the minimum Zoning District standards as noted above.

COMPREHENSIVE LAND USE PLAN (2019):

The subject properties are located within the Central Neighborhoods Planning Area and is shown as Neighborhood on the Plan graphic (see attachments). The opportunities indicated on the plan include urban living experience, neighborhood character, and historic preservation balanced with modernization.

The subject properties are also shown as Parks and Community Facilities on the Future Land Use Map. While these land use designations are reflective of the existing use of the properties today, the entire existing residential block in this area is shown as Two Family Residential. This is reflective of the future proposed uses of the property with the Preliminary Plat and matches the existing Zoning of the properties and their surroundings (TF-10). No zoning change is proposed as part of the Preliminary Plat and thus, no Comprehensive Plan Amendment is required in this instance. When the Comprehensive Plan is updated next, this land use designation will be changed to reflect existing Zoning designation and the Preliminary Plat.

Staff believes the proposal is in concert with the Comprehensive Plan.

DISCUSSION

The City of Fort Atkinson and the Fort Atkinson School District have developed a reuse plan for these properties that is consistent with existing developed portions of this residential neighborhood and provides new housing opportunities on an infill site within the City's existing boundaries. An infill development like this provides many benefits in terms of bringing these properties back onto the City's tax rolls, creating new housing opportunities, leveraging existing infrastructure and utilities, and providing new residents with access to parks, schools, and employment.

Additionally, a set of Draft Deed Restrictions has been developed that creates standards for architectural design of the new homes, construction timelines, and continued compliance with the City's Zoning Ordinance requirements. This ensures design consistency with the existing neighborhood development in the area and prompt development of the properties following approvals.

The City's Management Team has reviewed the application, and all comments have been included within this document. Overall, the proposed Preliminary Plat meets the requirements of the City's ordinances, is in alignment with adopted City plans, and will provide many additional benefits as a residential infill project.

RECOMMENDATION

City staff recommends approval of the Preliminary Plat, subject to the following conditions:

- Any other recommendations of City staff and the Plan Commission.

ATTACHMENTS

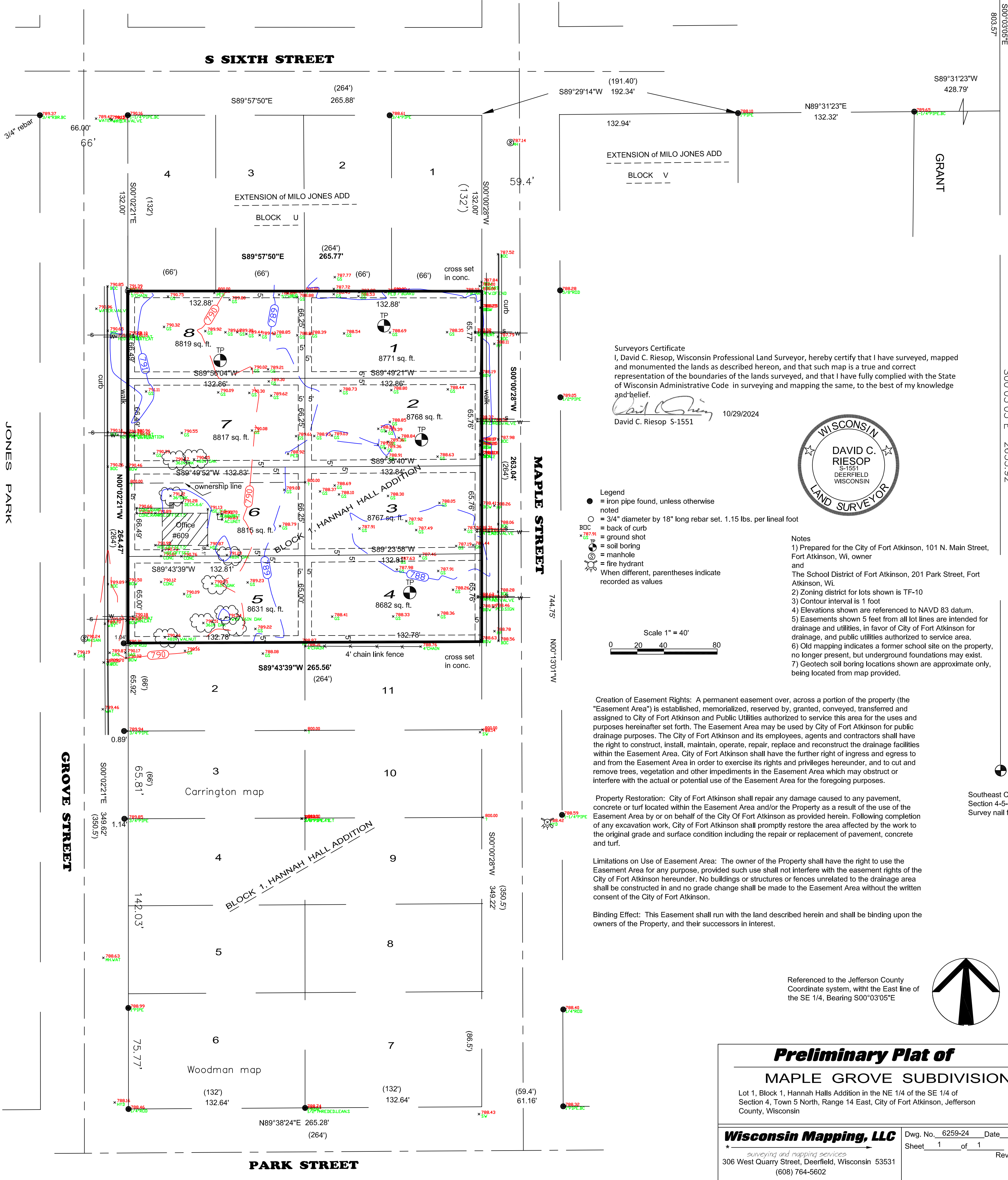
1. Preliminary Plat
2. Deed Restrictions
3. Central Neighborhood Planning Area
4. Future Land Use Map

Location Map, SE 1/4,
Section 4, Town 5 North,
Range 14 East

Map Not to Scale

Bulk Regulations (TF-10) Two flat Residential district
Minimum Lot Area 7,200 sq. ft.
Maximum Impervious Surface Ratio 70 percent
Minimum Green Space 30 percent
Maximum Building Coverage 35 percent
Minimum Lot Width 65 feet
Minimum Lot Depth 120 feet
Minimum Lot Frontage at street 30 feet
Minimum Front Setback 25 feet
Minimum Porch Setback 17 feet
Minimum Side Setback 8 feet
Minimum Rear Setback 25 feet
Maximum Principal Building Height 40 feet
Minimum Pavement Setback 5 foot on side and rear yards, 10 feet at street
Minimum Dwelling Unit Structure Area 800 square feet

East 1/4 corner,
Section 4-5-14,
Aluminum Monument
Found



Surveyors Certificate
I, David C. Riesop, Wisconsin Professional Land Surveyor, hereby certify that I have surveyed, mapped and monumented the lands as described hereon, and that such map is a true and correct representation of the boundaries of the lands surveyed, and that I have fully complied with the State of Wisconsin Administrative Code in surveying and mapping the same, to the best of my knowledge and belief.

David C. Riesop
David C. Riesop S-1551 10/29/2024



- Legend
- = iron pipe found, unless otherwise noted
 - = 3/4" diameter by 18" long rebar set. 1.15 lbs. per lineal foot
 - BDC = back of curb
 - × = ground shot
 - = soil boring
 - = manhole
 - = fire hydrant
 - When different, parentheses indicate recorded as values

- Notes
- 1) Prepared for the City of Fort Atkinson, 101 N. Main Street, Fort Atkinson, WI, owner and
 - 2) Zoning district for lots shown is TF-10
 - 3) Contour interval is 1 foot
 - 4) Elevations shown are referenced to NAVD 83 datum.
 - 5) Easements shown 5 feet from all lot lines are intended for drainage and utilities, in favor of City of Fort Atkinson for drainage, and public utilities authorized to service area.
 - 6) Old mapping indicates a former school site on the property, no longer present, but underground foundations may exist.
 - 7) Geotech soil boring locations shown are approximate only, being located from map provided.

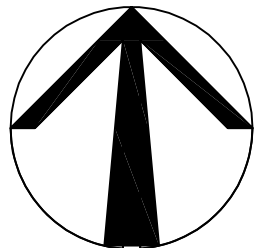
Creation of Easement Rights: A permanent easement over, across a portion of the property (the "Easement Area") is established, memorialized, reserved by, granted, conveyed, transferred and assigned to City of Fort Atkinson and Public Utilities authorized to service this area for the uses and purposes hereinafter set forth. The Easement Area may be used by City of Fort Atkinson for public drainage purposes. The City of Fort Atkinson and its employees, agents and contractors shall have the right to construct, install, maintain, operate, repair, replace and reconstruct the drainage facilities within the Easement Area. City of Fort Atkinson shall have the further right of ingress and egress to and from the Easement Area in order to exercise its rights and privileges hereunder, and to cut and remove trees, vegetation and other impediments in the Easement Area which may obstruct or interfere with the actual or potential use of the Easement Area for the foregoing purposes.

Property Restoration: City of Fort Atkinson shall repair any damage caused to any pavement, concrete or turf located within the Easement Area and/or the Property as a result of the use of the Easement Area by or on behalf of the City Of Fort Atkinson as provided herein. Following completion of any excavation work, City of Fort Atkinson shall promptly restore the area affected by the work to the original grade and surface condition including the repair or replacement of pavement, concrete and turf.

Limitations on Use of Easement Area: The owner of the Property shall have the right to use the Easement Area for any purpose, provided such use shall not interfere with the easement rights of the City of Fort Atkinson hereunder. No buildings or structures or fences unrelated to the drainage area shall be constructed in and no grade change shall be made to the Easement Area without the written consent of the City of Fort Atkinson.

Binding Effect: This Easement shall run with the land described herein and shall be binding upon the owners of the Property, and their successors in interest.

Referenced to the Jefferson County
Coordinate system, with the East line of
the SE 1/4, Bearing S00°03'05"E



Preliminary Plat of MAPLE GROVE SUBDIVISION

Lot 1, Block 1, Hannah Halls Addition in the NE 1/4 of the SE 1/4 of
Section 4, Town 5 North, Range 14 East, City of Fort Atkinson, Jefferson
County, Wisconsin

Wisconsin Mapping, LLC
* surveying and mapping services
306 West Quarry Street, Deerfield, Wisconsin 53531
(608) 764-5602

Dwg. No. 6259-24 Date 10/9/2024
Sheet 1 of 1 Rev 10/29/24

	DEED RESTRICTIONS

These deed restrictions are placed upon the property described below by the CITY OF FORT ATKINSON hereinafter the ("CITY") detailing the desires of the CITY in the development of the following described real estate located in the City of Fort Atkinson, Jefferson County, Wisconsin:

Return to:
David R. Westrick
Rogers & Westrick SC
93 N. Main St
Fort Atkinson, WI 53538

Parcel ID Numbers

SEE ATTACHED EXHIBIT A

The restrictions shall be as follows:

1. New residential structures must meet the requirements of the CITY'S Zoning Ordinance and must be either a single-family residence or a two-flat residence. The architectural style of the structure must be compatible with the existing neighborhood. Acceptable styles include Craftsman, Cape Cod, Tudor, Arts and Crafts, Bungalow, and Prairie. CITY staff must approve the building elevations, façade, and floor plans of the structure prior to approval of building permits.
2. Construction of the residential structure must begin within six months from the date of closing.
3. Construction of the residential structure must be complete and an Occupancy Permit granted within 18 months from the date of the approved building permit.
4. The CITY retains the right to repurchase the lot and/or any improvements thereon if 2) or 3) above are not achieved at the same purchase price.

5. The CITY can extend the timeline on restrictions 2 and 3 above by six months if mutually agreed upon by the purchaser and the CITY.
6. These restrictions are permanent.

IN WITNESS WHEREOF, these restrictions are declared and entered into this _____ day of _____, 2024.

CITY OF FORT ATKINSON

Rebecca Housman, City Manager

STATE OF WISCONSIN

JEFFERSON COUNTY

Personally came before me this _____ day of _____, 2024, the above-named individual to be known to be the person who executed the foregoing instrument and acknowledged the same.

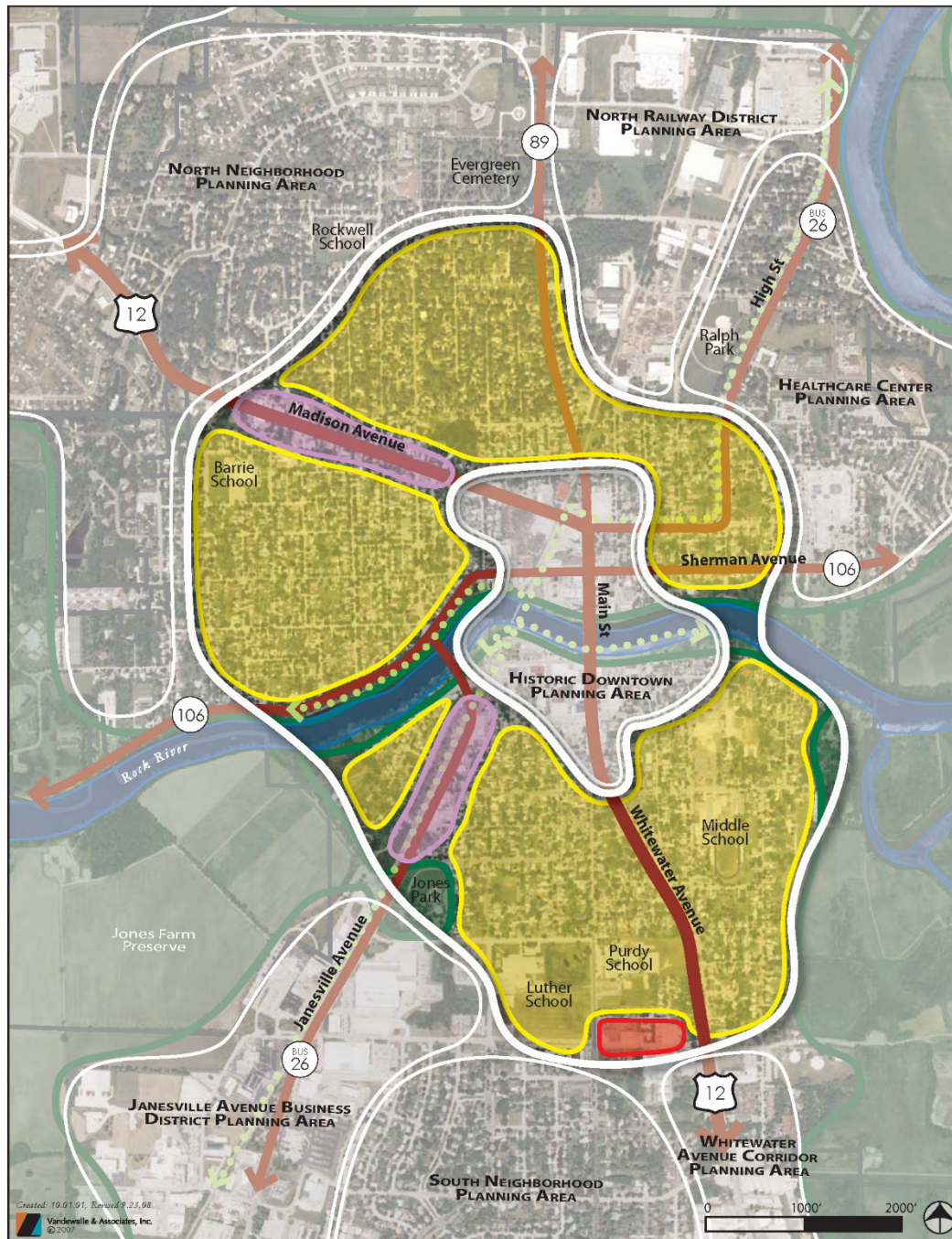
Notary Public, State of Wisconsin
My Commission Expires: _____

This document was drafted by
David R. Westrick
Rogers & Westrick SC
93 N. Main St.
Fort Atkinson, WI 53538
920-563-5577
drw@rogerswestricklawoffice.com

CENTRAL NEIGHBORHOODS PLANNING AREA

FIGURE: 2.16

CITY OF FORT ATKINSON
FUTURES OPEN HOUSE



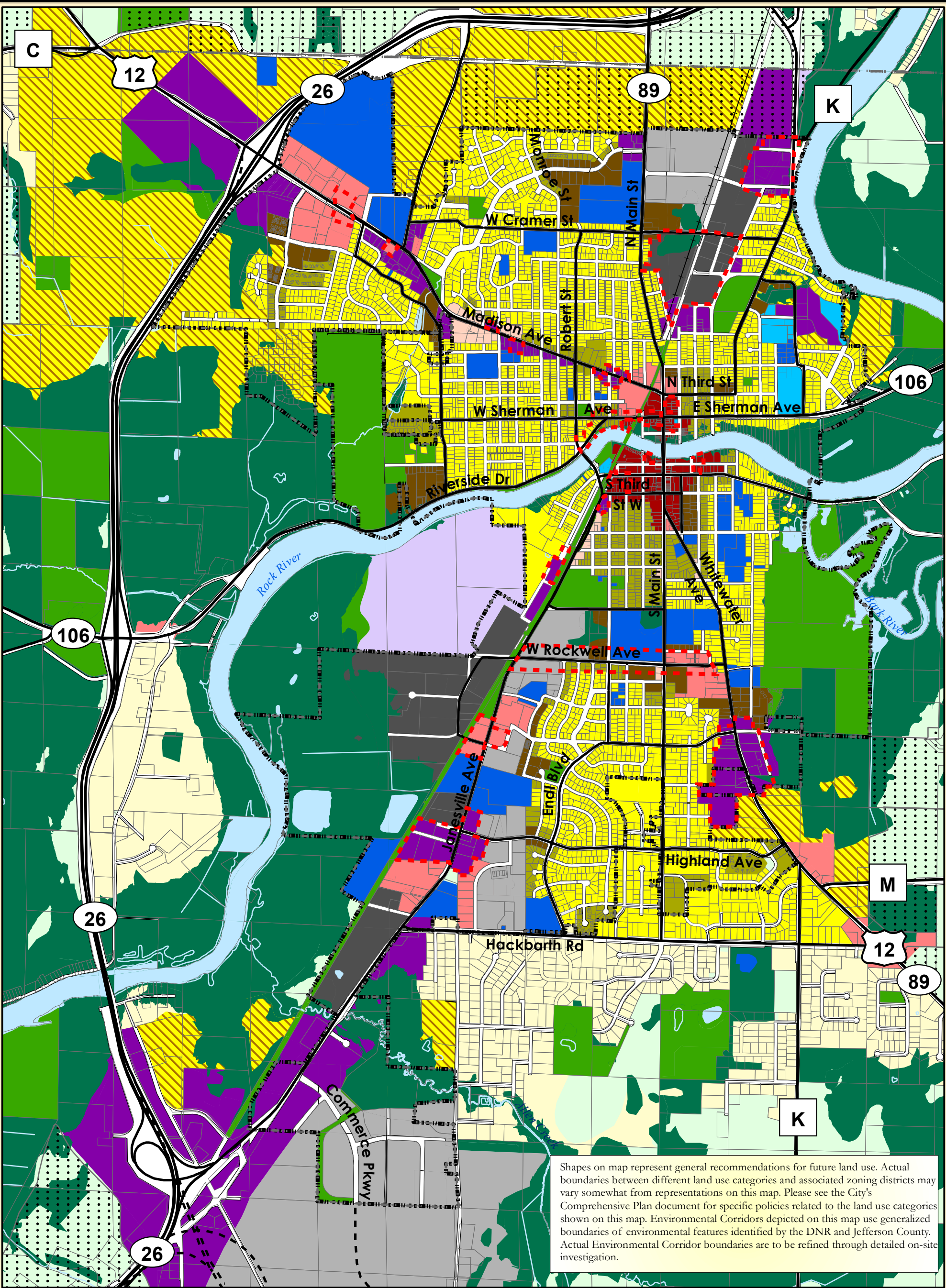
Opportunities

- Urban living experience
- Single family neighborhood character
- Historic preservation balanced with modernization
- Bed & Breakfast Opportunities
- Schools, parks & downtown as gathering places
- Parks & streets maintenance & improvements
- Neighborhood retail revitalization, along Janesville, Madison & Whitewater Avenues

Note: This map is not a Detailed Future Land Use Map or Future Transportation Map for zoning and other decision making. The purpose of this map is to show conceptual future growth options and facilitate public discussion.

Conceptual Land Uses

- Community Commercial
- Downtown
- Major Institutions
- Mixed-Use
- Neighborhood
- Employment
- Environmental Corridors
- Agriculture
- Existing Major Roads
- Potential Future Roads
- Main Trails (Existing & Proposed)



**City of Fort Atkinson
Comprehensive Plan**

Map 7: Future Land Use - City View

- City Boundaries
- Town Boundaries
- Parcels
- Right of Way
- Major Roads
- Previously Proposed Hwy 12 Bypass

- AG - Agriculture/Rural
- P - Parks
- EC - Environmental Corridor
- SF-U - Single Family Residential - Urban
- SF-E - Single Family Residential - Exurban
- TF - Two Family/Townhouse Residential
- MR - Manufactured Residential
- MF-R - Multi-Family Residential

- PN - Planned Neighborhood
- NC - Neighborhood Commerical
- CC - Community Commerical
- DT - Downtown
- LI - Light Industrial/Business Park
- GI - General Industrial
- CF - Community Facilities
- HF - Health Facilities
- PMU - Planned Mixed Use

- F-H - Farm-Historic
- UGA - Long Range Urban Growth Area
- Future Redevelopment Opportunity Area
- Surface Water

Sources: Jefferson County - County Land Use; Vandewalle and Associates - Fort Atkinson Land Use

0 0.125 0.25 0.5 0.75 Miles

VANDEWALLE & ASSOCIATES INC. 3/19/19
Shaping places, shaping change Amended: 6/6/23