



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, JUNE 10, 2025 – 4:00 PM
CITY HALL – SECOND FLOOR**

MINUTES

1. Call meeting to order

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

2. Roll call

Present: Council Representative Schultz, Commissioners Ciccarelli, Kessenich, Shull, Manager Houseman and Director of Public Works Navin. Also present: Building Inspector/Zoning Administrator and Clerk/Treasurer/Finance Director.

Absent: Cm Hough.

3. Public Hearings

- a. **Public Hearing** relating to a Zoning Map Amendment to change the zoning district for a portion of the properties located west of Banker Road and east of Fort Atkinson High School (parcel number **226-0614-3322-000**), from Single Family Residential (SR-2) to Multi-Family Residential (MRM-12), (SR-5) Single Family Residential, and (CON) Conservancy. (Draeger, Building Inspector/Zoning Administrator)

Building Inspector Draeger presented the information regarding the amendment request. The City is considering a proposed Zoning Map Amendment for a portion of the parcel located West of Banker Road and East of Fort Atkinson High School (parcel number 226-0614-3322- 000). This amendment would change the zoning designation from Single-Family Residential (SR2) to Multi-Family Residential (MRM-12), Single-Family Residential (SR-5) and Conservancy (CON). The requested change aims to support future development in the area and the planned storm water management areas. This proposed amendment is related to the approval process for the Preliminary Plat Review of Ridge View Estates, which was reviewed and recommended to the City Council for approval by the Plan Commission on May 13, 2025. While the Preliminary Plat establishes individual parcels, this Zoning Map Amendment determines their zoning classifications. Upon final approval of both the Preliminary Plat and the Zoning Map Amendment, the parcels will be available for sale and development.

Manager Houseman opened the Public Hearing. After three calls, the Public Hearing was

closed without comments.

- b. ***Public Hearing*** relating to a Zoning Map Amendment to change the zoning district for the properties located at 1349, 1347 and 1345 Marigold Dr. (parcel numbers **226-0614-3322-002, 226-0614-3322-003, 226-0614-3322-004**), from Single Family Residential (SR2) to Single Family Residential (SR5). (Draeger, Building Inspector/Zoning Administrator)

Building Inspector Draeger presented the proposed Zoning Map Amendment includes the properties located at 1349, 1347 and 1345 Marigold Dr. (parcel numbers 226-0614-3322-002, 226-0614-3322-003, 226-0614-3322-004), from Single Family Residential (SR-2) to Single-Family Residential (SR-5). A zoning change is being requested to accommodate the future development of the parcels. This proposed amendment is related to the Certified Survey Map Review which included Lots 3- 5 which was reviewed and recommended for approval by the Plan Commission on February 11, 2025. While the CSM established the individual parcels, this Zoning Map Amendment determines their zoning classifications. Final approval of the Zoning Map Amendment will permit the sale and development of the individual lots under the new SR-5 zoning classification.

Manager Houseman opened the Public Hearing. After three calls, the Public Hearing was closed without comment.

4. New Business

- a. ***Review and possible action relating to the minutes of the May 13, 2025 Plan Commission meeting*** (Ebbert, Clerk/Treasurer/Finance Director)

Ciccarelli requested to note his comments on whether a projecting sign had been considered in relation to the Devout Real Estate submission. Inspector Draeger clarified during the meeting that projecting signs were not allowed in the Downtown Historic District.

Kessenich moved, seconded by Ciccarelli to approve the minutes of the May 13, 2025 Plan Commission meeting. Motion carried.

- b. ***Review and possible recommendation to the City Council relating to a Zoning Map Amendment*** to change the zoning for the properties located west of Banker Road and east of Fort Atkinson High School (parcel number **226-0614-3322-000**), from Single Family Residential (SR-2) to Multi-Family Residential (MRM-12) and (SR-5) Single Family Residential. (ZMA-2025-02) (Draeger, Building Inspector/Zoning Administrator)

Draeger discussed the zoning requests that allow for varying setbacks within residential zoning and conservancy parcels that allow for stormwater management. Lot size was discussed in reference to SR-5 zoning.

Schultz moved, Ciccarelli seconded to recommend to the City Council approve the Zoning Map Amendment to change the zoning for the properties located west of Banker Road and east of Fort Atkinson High School (parcel number 226-0614-3322-000), from Single

Family Residential (SR-2) to Multi-Family Residential (MRM-12) and (SR-5) Single Family Residential. (ZMA-2025-02). Motion carried unanimously.

- c. *Review and possible recommendation to the City Council relating to a **Zoning Map Amendment** to change the zoning district for the properties located at 1349, 1347 and 1345 Marigold Dr. (parcel numbers **226-0614-3322-002, 226-0614-3322-003, 226-0614-3322-004**), from Single Family Residential (SR2) to Single Family Residential (SR5). (ZMA-2025-03) (Draeger, Building Inspector/Zoning Administrator)*

Kessenich moved, seconded by Ciccarelli to recommend the City Council approve the Zoning Map Amendment to change the zoning district for the properties located at 1349, 1347 and 1345 Marigold Dr. (parcel numbers 226-0614-3322-002, 226-0614-3322-003, 226-0614-3322-004), from Single Family Residential (SR2) to Single Family Residential (SR5). Motion carried unanimously.

- d. *Review and possible action relating to a **Concept Plan for an industrial flex building** to be located on Lots 12 and 13 in the Klement Business Park (Draeger, Building Inspector/Zoning Administrator)*

Building Inspector Draeger stated that at the meeting on November 7, 2024, the City Council approved the sale of Lots 12 and 13 in the Klement Business Park to Wisconsin Development Partners, LLC for \$323,700. The offer to purchase was subject to approval of development plans for the property. Note that the Council also approved an option for the applicant to purchase Lot 1 if exercised by October 31, 2025. The developer proposes to construct an industrial flex building on Lots 12 and 13 (subject property), designed to accommodate multiple users. The front façade of the building will face Janesville Avenue, with loading docks located along Mielke Drive. This flexible design allows for either a single occupant or multiple tenants, as the space can be subdivided as needed. The City and the applicant have reached a conceptual agreement on the development.

Cm. Ciccarelli asked about signage and building entrances being included in the Site Plan, when represented to Plan Commission. Draeger confirmed additional information will be presented to the Plan Commission when an actual Site Plan is to be reviewed. Ciccarelli additionally inquired on connecting parking lots, the pedestrian walkways noted on the concept plan and if additional vehicular access would be added off of Janesville Avenue. Draeger confirmed a Site Plan, once submitted to Plan Commission for action will be reviewed by all Departments, particularly the Fire Department and no additional access will be added off of Janesville Avenue for this Industrial Park.

Schultz moved, seconded by Ciccarelli to approve the Concept Plan as submitted to meet the intent of the accepted offer to purchase the subject property. A full set of site plans will come back to the Plan Commission for review and approval prior to the issuance of building permits. Motion carried unanimously.

- e. *Review and possible action relating to a **Site Plan Review** for signage at Waterfront Dental, Sherman Ave. (SPR-2025-10) (Draeger, Building/Zoning Administrator)*

Building Inspector Draeger stated that Waterfront Dental, formerly operating as Bender Kind & Stafford (BKS) Dental, is proposing updates to the signage located on the northern

façade of its building facing Sherman Avenue. The proposal includes the installation of a new wall sign as well as the replacement of the graphic faces on two existing signs, all situated on the same façade. The proposed wall sign will display the updated company logo along with a description of the services offered. The design retains the existing graphic base of the wall sign, with modifications focused on the lettering to reflect the new branding. The sign will measure approximately 9 feet 1¼ inches by 37¼ inches, totaling about 28 square feet in area. The updated signage will feature backlit white LED illumination and maintain the existing color scheme currently present on the building, ensuring continuity with the property's established aesthetic.

Kessenich moved, seconded by Ciccarelli to approve the Site Plan Review signage at Waterfront Dental, Sherman Avenue. Motion carried unanimously.

5. Adjournment

Kessenich moved, seconded by Schultz to adjourn. Meeting adjourned at 4:30 pm.

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