



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, JANUARY 13, 2026 – 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 senior apartment building to be located at 500 McMillen in the Institutional (I) Zoning District (Houseman, City Manager)
 - b. Review and possible action relating to the **minutes of the December 9, 2025, Plan Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)
 - c. Update on previously approved projects (Houseman)
- 4. Adjournment**

Date Posted: January 9, 2026

CC: Plan Commission, 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

DATE: January 13, 2025

PROPERTY ADDRESSES: 500 McMillen Street

PARCEL NUMBER: 226-0614-3434-038

OWNER: The Five Hundred McMillen Group

APPLICANT: Mike Foerster

FILE NUMBER: CUP-2025-03

EXISTING ZONING: I, Institutional

PROPOSED ZONING: I, Institutional

EXISTING LAND USE: Vacant medical office space

REQUESTED USES: Institutional Residential

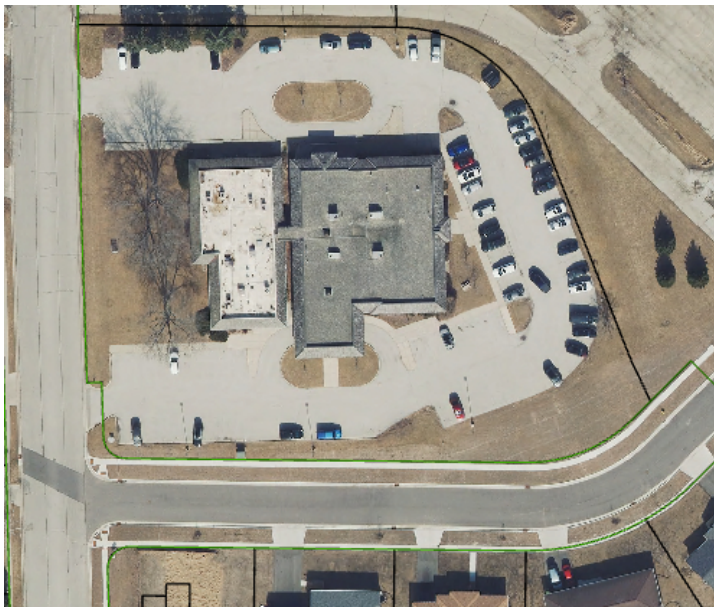
BACKGROUND

ON SITE PLAN REVIEW

Section 15.10.42 of the City of Fort Atkinson Zoning Ordinance outlines the requirements for the Site Plan application. This requires review of the proposed development's building configuration, site layout and access, parking, exterior building design, landscaping, grading and erosion, stormwater, exterior lighting, signage, and operational plan.

Section 15.10.32 of the City of Fort Atkinson Zoning Ordinance outlines the requirements for the Conditional Use application and procedure. This requires the Site Plan as referenced above and a public hearing before the Plan Commission.

REQUEST OVERVIEW



The Five Hundred McMillen Group owns a 2.25-acre site currently developed with a one-story medical office building and surrounding surface parking on three sides. The applicant proposes to convert the existing building to senior housing through adaptive reuse. The proposed Institutional Residential use is classified as a conditional use within the Institutional Zoning District.

The project involves interior renovations to create residential units, with no expansion of the building footprint. The only proposed

exterior changes include the removal of several existing on-site parking spaces, a new sidewalk the full length of the McMillen Street frontage, and minor property enhancements such as landscaping, bicycle parking, and a dumpster enclosure. The majority of the existing building façade is planned to remain, with the exception of window and door replacement and small privacy fences between unit entries.

The proposed project will be required to comply with all applicable land use standards associated with the proposed residential use, in addition to the proposed exterior changes.

Within the Zoning Ordinance, only new additions, improvements, and development are subject to the full requirements of the ordinance. This memo reviews only those site features proposed to change.

CONDITIONAL USE REVIEW

In reviewing and taking final action on a proposed conditional use permit, the Plan Commission shall consider whether the proposed conditional use meets the following (staff review of each finding is underlined):

- Is in harmony with the Comprehensive Plan. Staff believe this condition is met. The proposed senior housing use aligns with the Comprehensive Plan's Planned Mixed Use future land use designation and associated policies.
- 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 public health, safety, or general welfare. Staff believe this condition is met. The proposed use includes minimal changes to the exterior of the existing building and site. In combination with the new housing developed recently to the south of the subject property and Fort Healthcare's larger redevelopment plans for this area, a transition to additional housing units in this area is consistent with long-term plans and does not adversely impact nearby properties or the public health, safety, and general welfare.
- Maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property. Staff believe this condition is met. This area contains a mix of uses including office, clinics, daycare, parking, and residential land uses. The proposed use is consistent with the plans for long-term changes to more residential uses in this 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. Staff believe this condition is met. The site is already adequately served by utilities and infrastructure, in addition to the new use having very little impact on the existing operations of public facilities.
- 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. Staff believe this condition is met. The proposed use provides public benefits in providing new, much-needed housing units in Fort Atkinson. Additionally, the applicant is proposing to improve the look of the structure and site to mitigate adverse impacts on surrounding properties.

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 deemed necessary.

SITE PLAN REVIEW:

The proposed exterior changes to the property are required to meet the applicable minimum dimensional standards of the zoning district. These requirements are met, as shown below.

Requirement	Size	Proposed Development
Minimum Front Setback	10 feet	Unchanged (Met)
Minimum Porch Setback (front/side)	12 feet	80 feet
Minimum Side Setback	8 feet	Unchanged (Met)
Minimum Rear Setback	10 feet	Unchanged (Met)
Maximum Building Height	40 feet	Unchanged (Met)
Minimum Accessory Structure Rear Setback	3 feet	5 feet
Minimum Pavement Setback (lot line to pavement, excludes driveway entrances)	Street: 10 feet Side/Rear: 5 feet	Street: Unchanged (Met) Side/Rear: >5 feet
Maximum Impervious Surface Ratio	80%	63%
Minimum Green Space	20%	37%
Maximum Building Coverage	50%	Unchanged (Met)
Minimum Dwelling Unit Structure Area	800 sf	>800 sf

The proposed Institutional Residential land use is permitted as Conditional Use in the Institutional District. Land use requirements include:

- Provide an off-street passenger loading area at a minimum of one location within the development = met
- Minimum required parking: met (see below)

Section 15.03.13(7)(b) requires Senior housing land uses to provide one off-street parking space per dwelling unit. The proposed development includes 12 dwelling units, resulting in a minimum parking requirement of 12 spaces.

The zoning code also establishes a maximum parking allowance of 125 percent of the minimum required parking. For this development, the maximum permitted parking would be 15 spaces. The site plan proposes 28 parking spaces, which exceeds the maximum parking allowance. The applicant is removing a total of 85 existing stalls and reducing the amount of pavement and replacing it with green space. As a part of the CUP process, the applicant can request exceeding the maximum off-street parking allowance.

The proposed project has submitted all required elements of the Site Plan review that are included within the attachment. Below is a review of the various other zoning standards that are required for the proposed development:

Access and Visibility Standards (Section 15.06.03, 15.06.04, and 15.06.05)

- Two access points from one street currently exist approximately 175 feet apart = N/A (no change)
- Driveways shall be set back a minimum of 10 feet and front and side lot lines = N/A (no change)
- Driveways on corner lots shall be setback 10 feet from rear lot line = N/A (no change).
- Driveway widths shall be a maximum of 24 feet wide = N/A (no change)
- At least one ped/bicycle access point to at least one street frontage is required = met (two)
- Walkways provided for pedestrians through and around off-street parking from street sidewalks and building entrances = met
- All structures must be located outside of vision triangles at the right-of-way intersections = N/A (no change)

Parking and Loading Standards (Section 15.06.06 and 15.06.07)

- All access points, drive isles, driveways, and parking areas must be constructed of a hard surface = met
- A minimum 10-foot green area along all street frontages, interior lot lines between the lot line and interior lot lines between the lot line and the paved surface of the parking lot = met
- Existing parking areas that do not meet the requirements of this Chapter may be maintained or repaired at their setback as of the effective date of this Chapter = met
- All parking stalls must provide pavement markings = met
- Throat depth (distance between street access and traffic circulation area/parking area) must be a minimum of 25 feet = N/A (no change)
- Minimum parking stall dimensions are required to be 9 feet wide and 18 feet long = met
- Minimum parking isle widths are required to be 24 feet wide = met (26ft)
- Minimum (12 stalls) and maximum (15 stalls) off-street parking stalls = **exceeds maximum (28)**
- A minimum of 4 on-site bicycle stalls are required = met (8)
- Minimum loading area must be at least 10 feet wide and 25 feet long = met (no change)

Exterior Lighting Standards (Section 15.06.20)

- All off-street parking and traffic circulation areas serving 6 or more cars shall be lit to ensure their safe and efficient use during evening hours = met (unchanged)
- At the property line, a maximum of 1.0 footcandle is required = met (unchanged)
- The average lighting on-site is required to be a maximum average of 3.0 footcandles = met (unchanged)
- The maximum height of all freestanding light fixtures is 20 feet = met (unchanged)
- All exterior lighting elements must be shielded and downward-facing = met (unchanged)

Outdoor Storage and Screening Standards (Section 15.06.21)

- All trash containment structures are required to be enclosed, a maximum of 6 feet in height, and made of solid wood with an access gate = met
- All building mechanicals on the exterior of the building are required to be screened = N/A (no change)
- Outdoor storage areas must be screened = N/A (no change)

Fencing Standards (Section 15.06.40)

- Materials permitted include wood, brick, stone, wrought iron, vinyl, and chain link = met (vinyl)
- Maximum fence height is 4 feet in front/street yards and 6 feet in side/rear yards = met (6 ft)

Outdoor Recreational Space Requirements (Section 15.06.41)

- Minimum of 200 square feet + 25 square feet per unit of usable outdoor green space = met (>500 sf provided)

Landscaping Standards (Section 15.08.40)

The site contains existing landscaping, and no additional landscaping is required based on the proposed project. However, the applicant has proposed additional plantings consisting of five shade trees, four deciduous trees, and six evergreen trees located along the east and south sides of the property.

Exterior Building Design Standards (Section 15.07.01, 15.07.20)

For buildings constructed prior to the effective date of this Chapter, alterations that do not increase the building's floor area must either comply with the standards of this Section or be designed to match, or be substantially similar to, the existing building's design and materials.

The applicant has submitted building elevations showing the replacement of fixed windows with larger operable windows, the addition of new door openings patios, and privacy fence panels between units. The proposed changes are substantially similar to the existing building and are proportionate, cohesive, and harmonious with the original architectural design and materials.

A Public Hearing is required for a Conditional Use and has been adequately noticed per state statute requirements. Notice of the public hearing was sent to property owners within 100 feet on December 9, 2025. The notice was also published in the *Jefferson County Daily Union* on December 31, 2025, and January 6, 2026. No public notice is required for Site Plan review and action.

DISCUSSION

Overall, the proposed development complies with the City's ordinances. Staff finds that the project directly addresses identified community needs, repurposes a vacant building formerly occupied by Fort Healthcare's Pediatrics and Internal Medicine practices, and is consistent with the City's adopted plans and policies. The proposed improvements, including the addition of

new housing units, will provide a clear community benefit and positively contribute to the surrounding area.

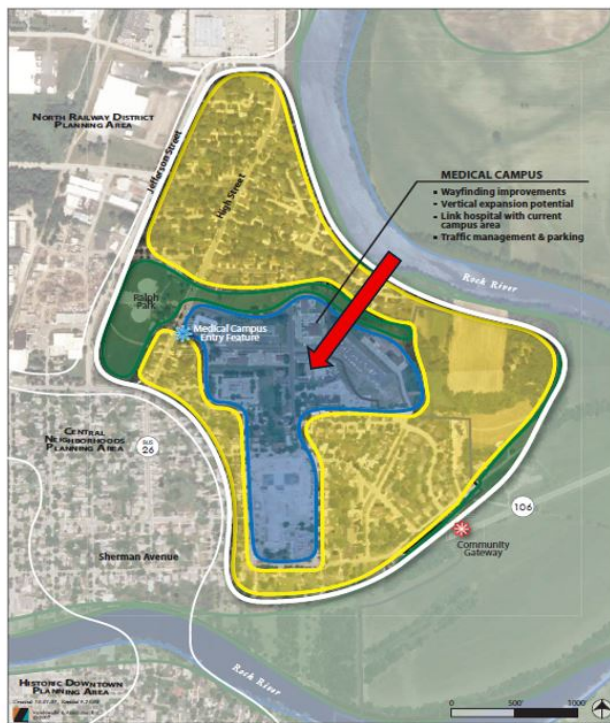
COMPREHENSIVE LAND USE PLAN (2023):

The subject parcel is located within the Healthcare Center Planning Area (see Attachments) and is identified as a Major Institution. The Comprehensive Plan identifies opportunities in this area that include healthcare expansion balanced with neighborhood preservation, improved access and wayfinding, and senior housing development. However, the Comprehensive Plan was amended in 2023 to redesignate the land use of the subject property in consideration of Fort Healthcare’s larger plans for redevelopment in this area.

**HEALTHCARE CENTER
PLANNING AREA**

FIGURE: 2.15

CITY OF FORT ATKINSON
FUTURES OPEN HOUSE



The subject property is also designated as Planned Mixed Use (PMU) on the Future Land Use Map. The PMU designation supports a mix of commercial and residential uses and is intended to create vibrant, urban environments that function as community focal points and gathering places.

Consistency with Comprehensive Plan Goals, Objectives, and Policies:

- Housing Diversity: Encourage the development of a sufficient supply of high-quality senior housing options, located in close proximity to health care facilities.

- Pedestrian and Active Transportation: Require the construction of sidewalks in new developments to support walkability and promote biking and pedestrian activity.
- Health Care Facilities and Redevelopment: Support reuse or adaptive redevelopment of existing or underutilized healthcare facilities.

Staff finds that the proposed development is consistent with and supportive of the goals and policies of the Comprehensive Plan.

RECOMMENDATION

Staff recommends that the Plan Commission hold a public hearing and gather feedback from the public, staff, and the Plan Commission.

ATTACHMENTS

1. Application and Cost Recovery_Redacted
2. MM-DRAWINGS-1-5-2026--11X17
3. CUP 500 McMillen Public Notice with Map



City of Fort Atkinson
City Manager's Office
101 N. Main Street
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): Mike Foerster

Phone number: [REDACTED] Email: [REDACTED]

Property address for proposed conditional use:
500 McMillen St, Fort Atkinson WI 53538

Brief description of proposed conditional use:
Senior Living Apartment Building

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.



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.

**Application fees are non-refundable. Fees cover the costs associated with mailing public notices, postage, copies and staff review. Applicants must agree to pay all additional expenses the City may incur on their behalf for contracted services (attorney, planner, engineer and required studies.*

Applicant Name: Mike Foerster
Project Address: 500 McMillen

Project Name: 500 McMillen
Parcel Number: 226-0614-3434-038

Dated this 21 day of Nov, 2025.

Agreement signed and entered into by:

The City of Fort Atkinson

City Manager

Property Owner Information:

Owner Name: Thomas Tackman
Owner Signature: _____
Address: _____
Phone Number: _____
Email Address: _____

Applicant Information (if different):

Applicant Name: Mike Foerster
Applicant Signature: [Signature]
Address: 22 N 3rd St Lower Fort Atkinson
Phone Number: [Redacted]
Email Address: [Redacted]

VERIFY ALL CONDITIONS AND DIMENSIONS ON THE JOB AND NOTIFY THE DESIGN ALLIANCE ARCHITECTS, INC. OF ANY DISCREPANCIES PRIOR TO START.

500 McMILLEN ST

500 McMillen Street
Fort Atkinson, WI 53538

DRAWING INDEX:

- SP-1 SITE PLAN, DRAWING INDEX
- SP-2 SITE AERIAL PHOTO
- SP-3 LANDSCAPE PLAN, DUMPSTER ENCLOSURE DETAILS
- A-1 MAIN FLOOR PLAN
- A-2 ELEVATIONS
- A-3 ELEVATIONS
- A-4 EXTERIOR PHOTOS
- A-5 EXTERIOR PHOTO, PROPOSED PATIOS SKETCH

PROJECT DESCRIPTION:

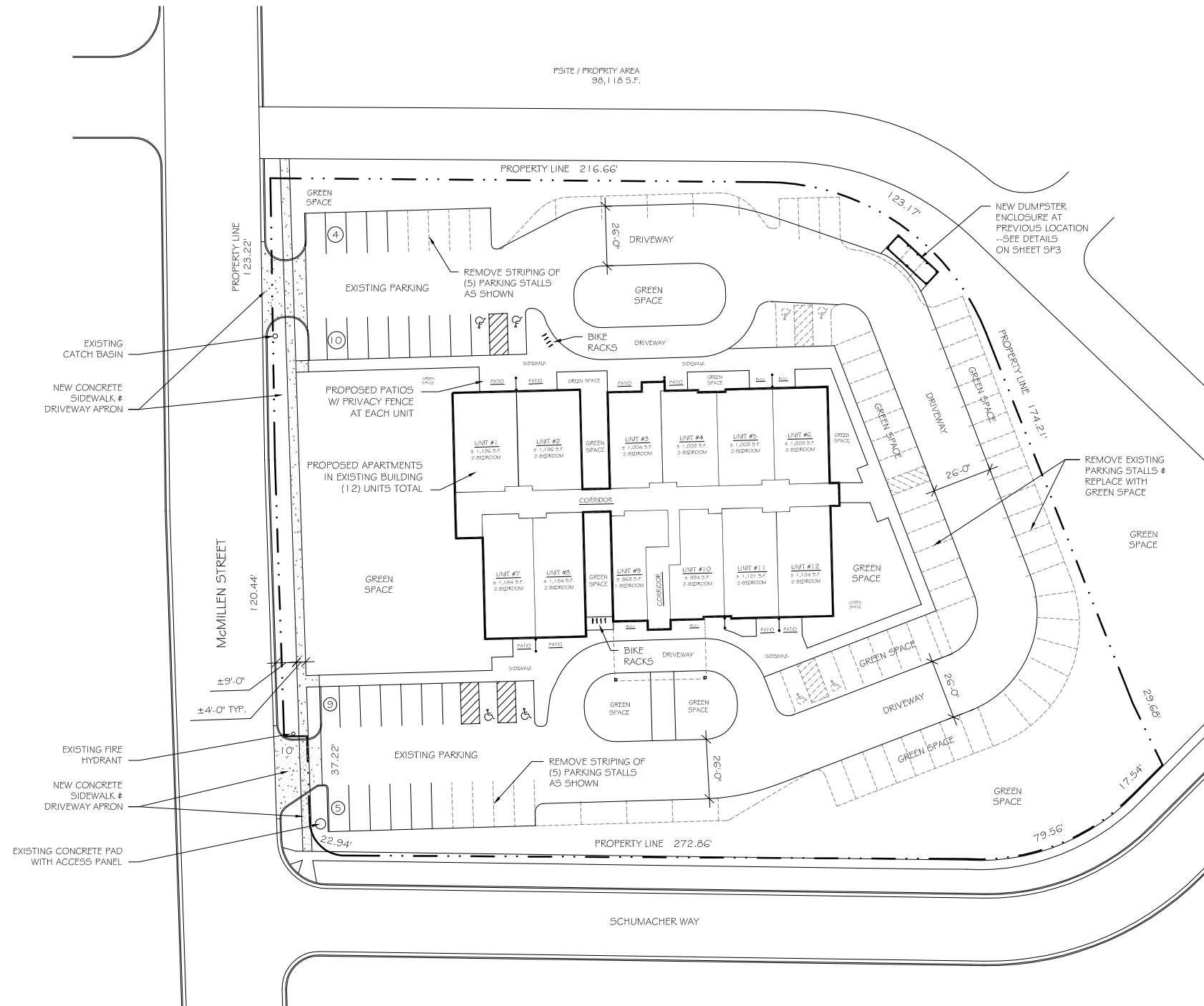
CONVERT EXISTING CLINIC BUILDING INTO (12) SENIOR LIVING APARTMENTS.

SITE INFORMATION:

SITE AREA:	±98,245 S.F.	(2.26 ACRES)
FOOTPRINT AREA:	±15,296 S.F.	(15.6%)
PARKING AREA:	±31,490 S.F.	(32.1%)
SIDEWALK & PATIO AREA:	±7,298 S.F.	(07.4%)
GREEN SPACE AREA:	±44,161 S.F.	(44.9%)

ALL DRAWINGS ARE
1/2 SCALE SHOWN

PRELIMINARY NOT
FOR CONSTRUCTION



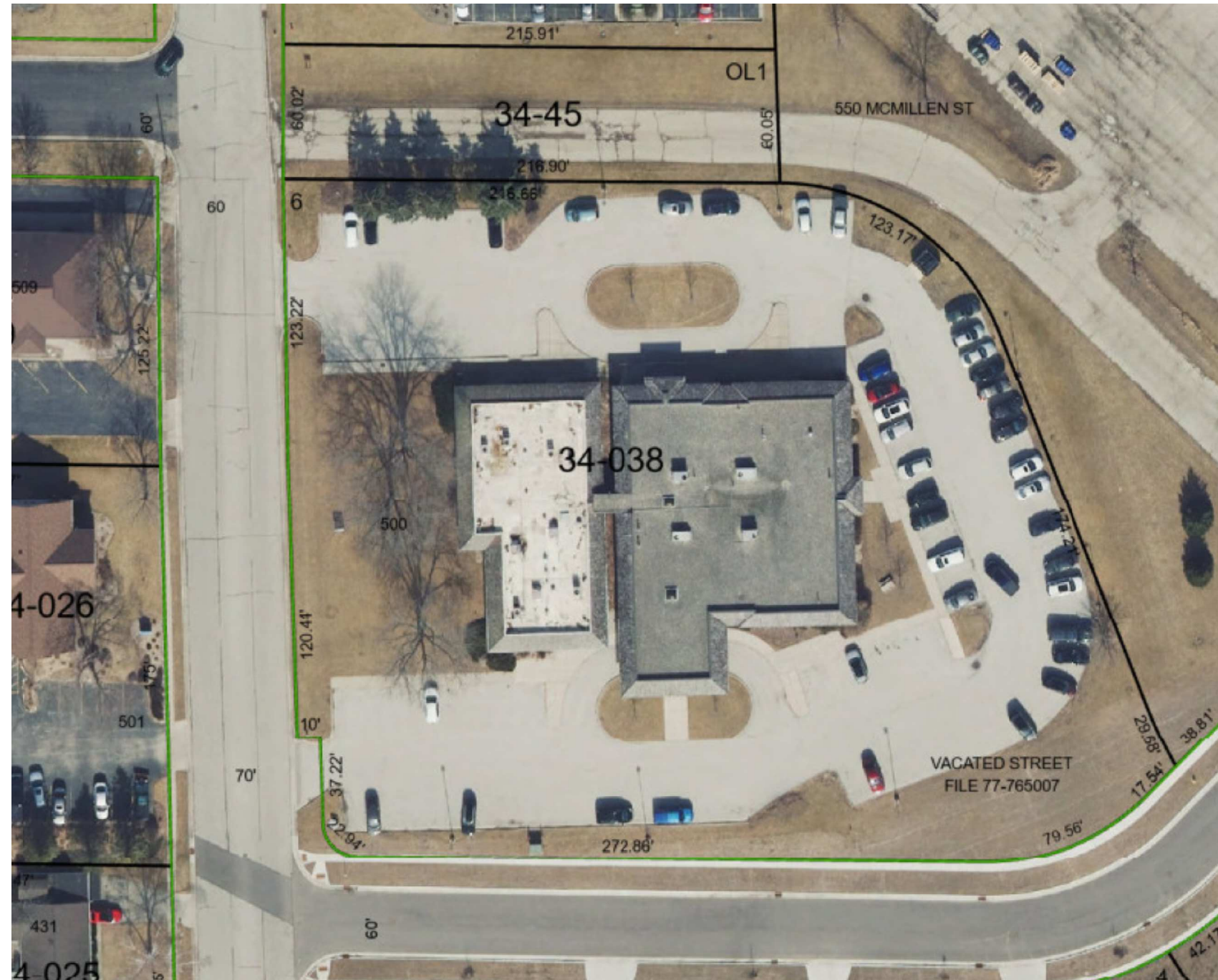
500 McMILLEN ST
500 McMillen Street
Fort Atkinson, WI 53538

DRAWING NAMES
SITE PLAN
DRAWING INDEX
REVISIONS
PROJECT DATA
DATE: 1/5/2025
DRAWN BY: J.K.
CHECKED BY: P.W.
SHEET NO.

VERIFY ALL CONDITIONS AND DIMENSIONS ON THE JOB AND NOTIFY THE DESIGN ALLIANCE ARCHITECTS, INC. OF ANY DISCREPANCIES PRIOR TO START.

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FOR CONSTRUCTION



SITE AERIAL PHOTO FROM JEFFERSON COUNTY G.I.S. WEBSITE



SCALE: 1" = 30'-0"
2020/DRAWINGS.DWG
DATE:

eDesign Alliance Architects, Inc.
1003 Madison Avenue
Fort Atkinson, WI (920) 563-3404

500 McMILLEN ST
500 McMillen Street
Fort Atkinson, WI 53538

DRAWING NAMES

SITE AERIAL PHOTO

REVISIONS

PROJECT DATA

DATE: 1/5/2025
DRAWN BY: J.K.
CHECKED BY: P.W.

SHEET NO.

SP-2

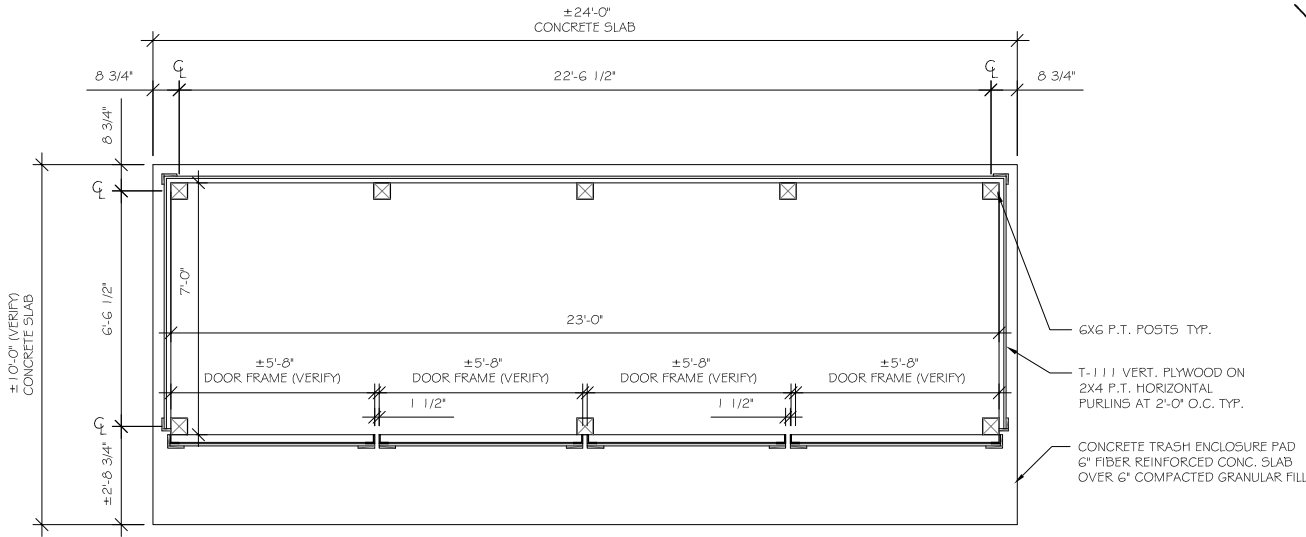
VERIFY ALL CONDITIONS AND DIMENSIONS ON THE JOB AND NOTIFY THE DESIGN ALLIANCE ARCHITECTS, INC. OF ANY DISCREPANCIES PRIOR TO START.

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PLANTING SCHEDULE

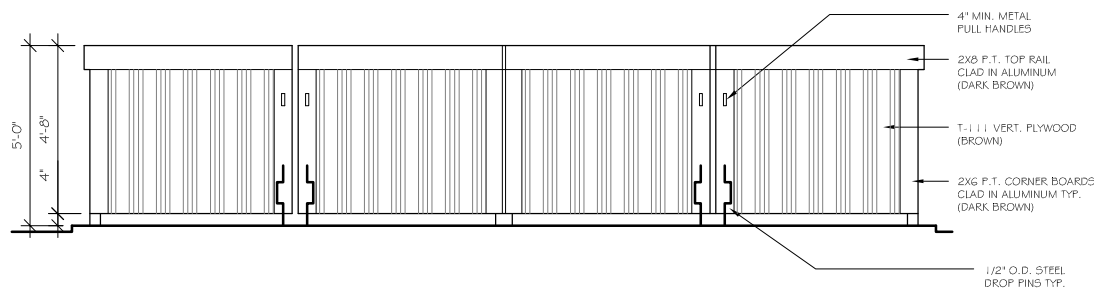
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A	FLOWERING CRAB 'RADIANT'	6-8H	10' DIA	4
B	HONEYLOCUST 'SKYLINE'	2" CAL	30' DIA	5
C	SPRUCE 'BLACKHILLS'	4-5H	10' DIA	6

NOTE: MATURE SIZES GIVEN ARE FOR PLANT SIZE AFTER 7-12 YEARS GROWTH TYP.



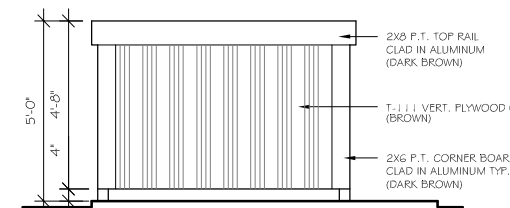
DUMPSTER ENCLOSURE FLOOR PLAN

7
5P3
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2020/DRAWINGS.DWG
DATE:



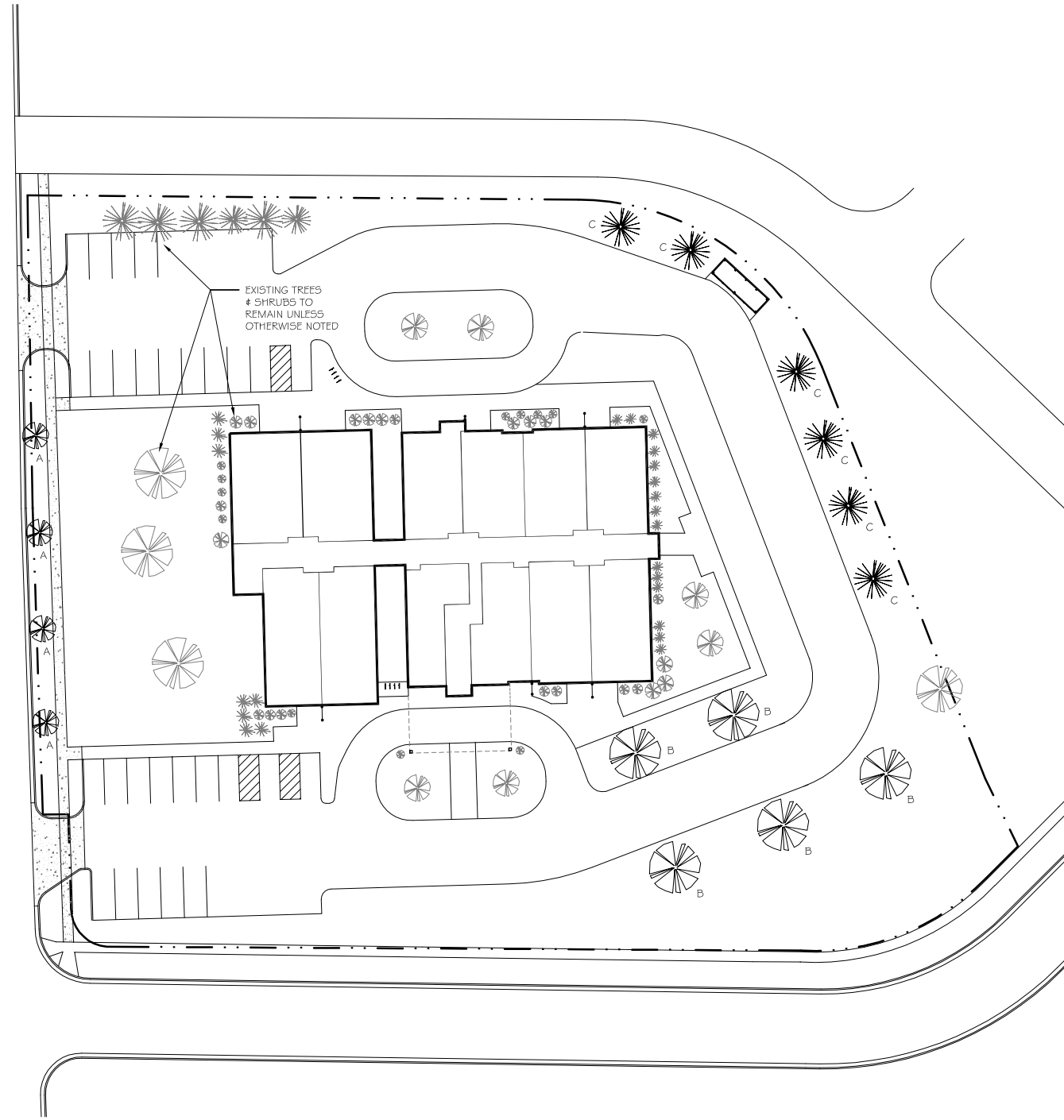
DUMPSTER ENCLOSURE SOUTH ELEVATION (FRONT)

12
5P3
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2020/DRAWINGS.DWG
DATE:



DUMPSTER ENCLOSURE WEST / EAST ELEVATIONS (SIDE)

17
5P3
SCALE: 3/8" = 1'-0"
2020/DRAWINGS.DWG
DATE:



LANDSCAPE PLAN

SCALE: 1" = 30'-0"
2020/DRAWINGS.DWG
DATE:

500 McMILLEN ST
500 McMilen Street
Fort Atkinson, WI 53538

DRAWING NAMES

LANDSCAPE PLAN
DUMPSTER ENCLOSURE
DETAILS

REVISIONS

PROJECT DATA

DATE: 1/5/2025
DRAWN BY: J.K.
CHECKED BY: P.W.

SHEET NO.

SP-3
Page 17 of 16

VERIFY ALL CONDITIONS AND DIMENSIONS ON THE JOB AND NOTIFY THE DESIGN ALLIANCE ARCHITECTS, INC. OF ANY DISCREPANCIES PRIOR TO START.

ALL DRAWINGS ARE 1/2 SCALE SHOWN

PRELIMINARY NOT FOR CONSTRUCTION



500 McMILLEN ST
 500 McMillen Street
 Fort Atkinson, WI 53538

DRAWING NAMES

MAIN FLOOR PLAN

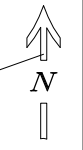
REVISIONS

PROJECT DATA

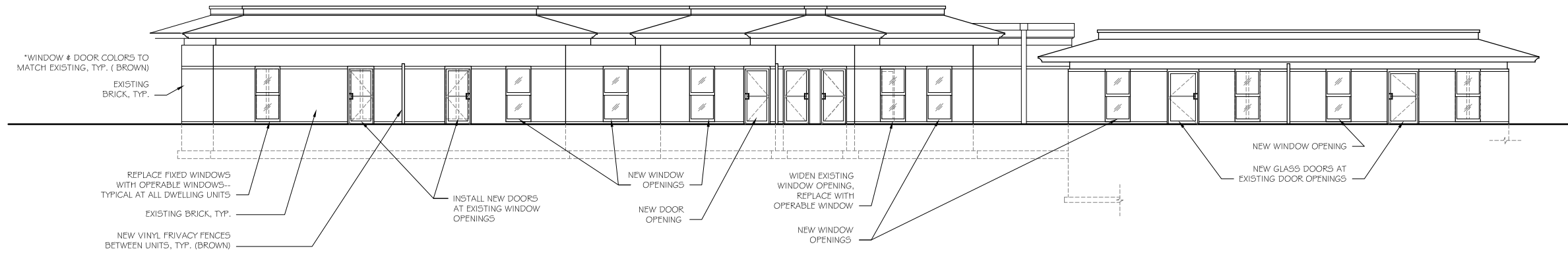
DATE: 1/5/2025
 DRAWN BY: J.K.
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SHEET NO.

A-1
 Page 18 of 16



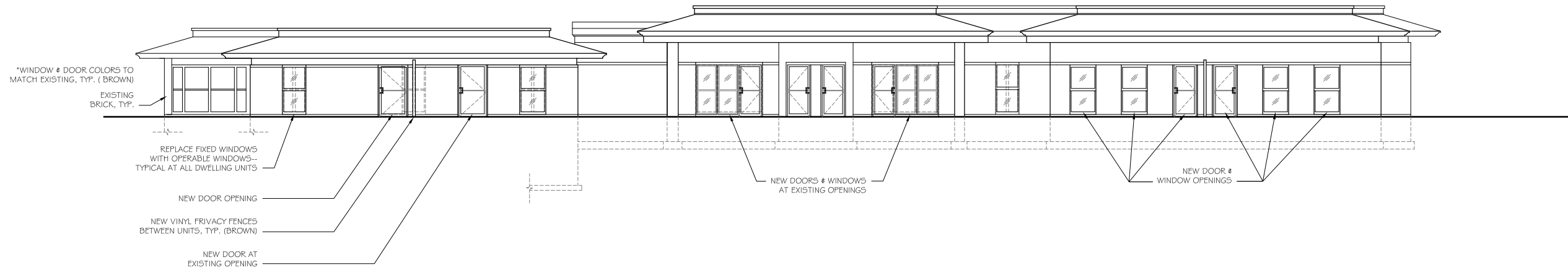
VERIFY ALL CONDITIONS AND DIMENSIONS ON THE JOB AND NOTIFY THE DESIGN ALLIANCE ARCHITECTS, INC. OF ANY DISCREPANCIES PRIOR TO START.



10 NORTH ELEVATION (REMODEL)
A2
SCALE: 1/8" = 1'-0"
2020/DRAWINGS.DWG
DATE:

ALL DRAWINGS ARE
1/2 SCALE SHOWN

PRELIMINARY NOT
FOR CONSTRUCTION



20 SOUTH ELEVATION (REMODEL)
A2
SCALE: 1/8" = 1'-0"
2020/DRAWINGS.DWG
DATE:

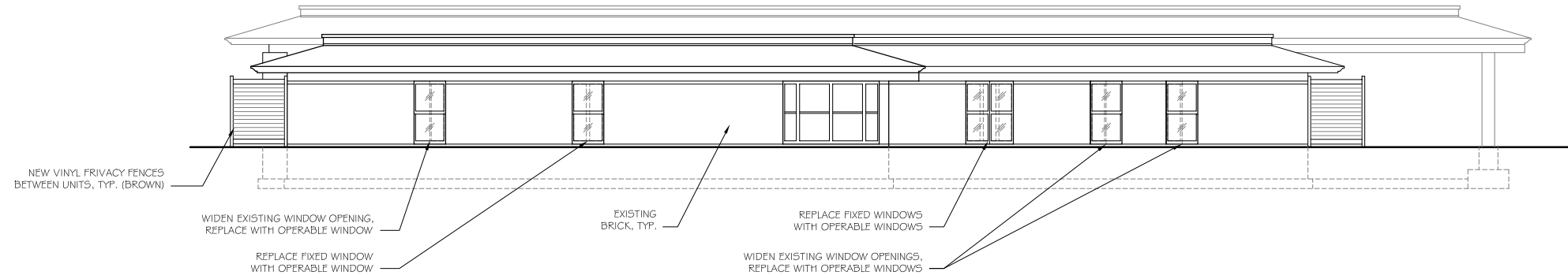
500 McMILLEN ST
500 McMillen Street
Fort Atkinson, WI 53538

DRAWING NAMES	
ELEVATIONS	
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PROJECT DATA	
DATE:	1/5/2025
DRAWN BY:	J.K.
CHECKED BY:	P.W.
SHEET NO.	

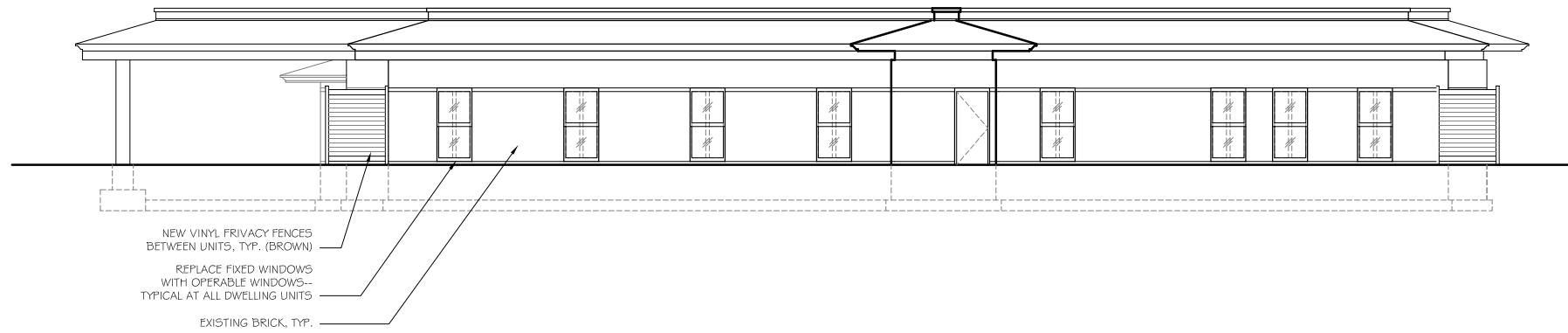
VERIFY ALL CONDITIONS AND DIMENSIONS ON THE JOB AND NOTIFY THE DESIGN ALLIANCE ARCHITECTS, INC. OF ANY DISCREPANCIES PRIOR TO START.

ALL DRAWINGS ARE 1/2 SCALE SHOWN

PRELIMINARY NOT FOR CONSTRUCTION



10 WEST ELEVATION (REMODEL)
A3
SCALE: 1/8" = 1'-0"
2020/DRAWINGS.DWG
DATE:



20 EAST ELEVATION (REMODEL)
A3
SCALE: 1/8" = 1'-0"
2020/DRAWINGS.DWG
DATE:

500 McMILLEN ST
500 McMillen Street
Fort Atkinson, WI 53538

DRAWING NAMES

ELEVATIONS

REVISIONS

PROJECT DATA

DATE: 1/5/2025
DRAWN BY: J.K.
CHECKED BY: P.W.

SHEET NO.

A-3
Page 20 of 16



VERIFY ALL CONDITIONS AND DIMENSIONS ON THE JOB AND NOTIFY THE DESIGN ALLIANCE ARCHITECTS, INC. OF ANY DISCREPANCIES PRIOR TO START.

5
A4

EXTERIOR PHOTO
(EXISTING WEST FACADE)

SCALE: N.T.S.
2020/DRAWINGS.DWG
DATE:



ALL DRAWINGS ARE
1/2 SCALE SHOWN

10
A4

EXTERIOR PHOTO
(EXISTING SOUTH FACADE)

SCALE: N.T.S.
2020/DRAWINGS.DWG
DATE:



16
A4

EXTERIOR PHOTO
(EXISTING NORTHEAST FACADE)

SCALE: N.T.S.
2020/DRAWINGS.DWG
DATE:



PRELIMINARY NOT
FOR CONSTRUCTION

20
A4

EXTERIOR PHOTO
(EXISTING NORTHWEST FACADE)

SCALE: N.T.S.
2020/DRAWINGS.DWG
DATE:

500 McMILLEN ST
500 McMillen Street
Fort Atkinson, WI 53538

DRAWING NAMES

EXTERIOR PHOTOS

REVISIONS

PROJECT DATA

DATE: 1/5/2025
DRAWN BY: J.K.
CHECKED BY: P.W.

SHEET NO.

A-4

VERIFY ALL CONDITIONS AND DIMENSIONS ON THE JOB AND NOTIFY THE DESIGN ALLIANCE ARCHITECTS, INC. OF ANY DISCREPANCIES PRIOR TO START.

ALL DRAWINGS ARE 1/2 SCALE SHOWN

PRELIMINARY NOT FOR CONSTRUCTION



EXTERIOR PHOTO
(EXISTING NORTHWEST FACADE)
SCALE: N.T.S.
2020/DRAWINGS.DWG
DATE:



Proposed -- Window Alterations / Patios / Privacy Fences

PROPOSED EXTERIOR PATIOS SKETCH (SIMILAR)
SCALE: N.T.S.
2020/DRAWINGS.DWG
DATE:

eDesign Alliance Architects, Inc.
1003 Madison Avenue
Fort Atkinson, WI (920) 563-3404

500 McMILLEN ST
500 McMillen Street
Fort Atkinson, WI 53538

DRAWING NAMES

EXTERIOR PHOTO
PATIO SKETCH

REVISIONS

PROJECT DATA

DATE: 1/5/2025
DRAWN BY: J.K.
CHECKED BY: P.W.

SHEET NO.

A-5



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

December 9, 2025

NOTICE TO THE PUBLIC

OFFICIAL NOTICE IS HEREBY GIVEN the Fort Atkinson Plan Commission will hold a public hearing to review a request for Conditional Use Permit relating to senior apartment complex to be located at 500 McMillen St.

Said public hearing will be held in person at the Fort Atkinson Municipal Building, 101 N. Main St. and via Zoom on Tuesday, January 13, 2026, 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.

<https://us02web.zoom.us/j/82214860406?pwd=TEVyUVdQM05VNFVzb0E2TUNTUvZlZzO9>

Meeting ID: 822 1486 0406

Passcode: 53538

Dial by your location

+1 312 626 6799

The Plan Commission may make a final decision on the Conditional Use Permit at its meeting on January 27, 2026. The Plan Commission is seeking input from the public. For more information, please contact Director of Neighborhood and Building Services Jedidiah Draeger at jdraeger@fortatkinsonwi.gov or (920)-397-9901. You may attend the public hearing via Zoom or submit a letter or email expressing your thoughts to Jedidiah Draeger.

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

Jedidiah Draeger
Building/Zoning Administrator

Conditional Use Permit

500 McMillen Street



 I - Institutional

 SR-5 - Single Family Residential - 8,000sf

 DR-8 - Duplex Residential - 10,000sf



**PLAN COMMISSION MEETING
IN PERSON AND VIA ZOOM
TUESDAY, DECEMBER 9, 2025 – 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: Chairperson Manager Houseman, Director of Public Works Navin, Council Representative Schultz, Commissioners Kessenich, Shull and Ciccarelli. Also present: City Clerk/Treasurer/Finance Director Ebbert and Director of Neighborhood and Building Services Draeger.

3. New Business

*a. Review and possible action relating to the **minutes of the November 25, 2025 Plan Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)*

Schultz moved, seconded by Shull to approve the minutes of the November 25, 2025 Plan Commission meeting. Motion carried.

*b. Review and possible recommendation to the City Council relating to an **Extraterritorial Certified Survey Map** for the property located at W6116 Star School Road in the Town of Koshkonong (CSM-2025-13) (Draeger, Director of Neighborhood and Building Services)*

Director Draeger stated the property owner would like to break off a 2 acre parcel from the parent parcel along Star School Road in the Town of Koshkonong without road right of way. 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 owner received approval from Jefferson County on January 1, 2025 to rezone the parcel from A-1 to A-3, pending approval of the CSM. The parcel is located outside the City's Potential Long-Range Urban Growth Area. Evan and Kate Karrow are requesting to create a new 2-acre parcel and rezone it from the current A-1 designation to A-3, allowing for the construction of a new residence. The proposed division would separate the 2-acre parcel from the existing 37.67-acre parcel, which is currently vacant land. Staff does not anticipate that this land division will negatively affect the City's long-range growth plans. Staff find that the proposed Certified Survey Map is consistent with the requirements of the City's Land Division and Development Ordinance, except for the dedication of public right-of-way along Star School Road. The Town of

Koshkonong and the Jefferson County Zoning Department do not intend to require the dedication.

Schultz moved, seconded by Ciccarrelli to recommend the City Council approve the Extraterritorial Certified Survey Map, and waive the requirement for the road dedication for the property located at W6116 Star School Road in the Town of Koshkonong. subject to the edits noted by the Director of Neighborhood Services to be added to the CSM. Motion carried.

c. Update on previously approved projects (Houseman)

Manager Houseman provided updates on various projects. No action was taken.

4. Adjournment

Kessenich moved, seconded by Ciccarelli to adjourn. Meeting adjourned at 4:19 pm.

Respectfully submitted

Michelle Ebbert

City Clerk/Treasurer/Finance Director