



**PLAN COMMISSION MEETING
IN PERSON AND VIA ZOOM
TUESDAY, APRIL 28, 2026 – 4:00 PM
CITY HALL – SECOND FLOOR**

MINUTES

1. Call meeting to order

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

2. Roll call

Present: Chairperson Manager Houseman, Director of Public Works Navin, Commissioners Ciccarelli, Kessenich, and Shull. Also present: Clerk/Treasurer/Finance Director, Deputy Clerk, Director of Neighborhood and Building Services, Council President Jaeckel, City Attorney, and Council Members Huckabee and Johnson.

3. New Business

*a. Review and possible action relating to the **minutes of the April 14, 2026, Plan Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)*

Kessenich moved, seconded by Ciccarelli to approve the minutes of the April 14, 2026 Plan Commission meeting. Motion carried.

*b. **Public Hearing:** regarding a Zoning Map Amendment to change the zoning district for the property located at 550 McMillen St. (parcel numbers 226-0614-3443-018 and 226-0614-3434-045) from Institutional (I) to Multi-Family Residential-30 (MRH-30) (ZMA-2026-02) (Draeger, Director of Neighborhood and Building Services)*

Director Draeger presented the zoning map amendment as required by section 15.10.31 of the City of Fort Atkinson Zoning Ordinance. The applicant has worked with City staff to develop the proposed project. The City has an identified need for additional housing, and the proposed plan for multifamily development would contribute additional dwelling units within the City. Future development of this parcel would be consistent with and complementary to ongoing development patterns in the surrounding area. Including the recent renovation to the Fort Healthcare Facility, which moved most care options back to the existing main campus. The move created several redevelopment opportunities in the area. A Group Development permits multiple principal structures on a site while requiring compliance with all applicable density, intensity, and bulk regulations. This type of development is reviewed through the Conditional Use Permit process and allows for multiple buildings on a single site. The proposed project would consist of up to four 24-unit residential buildings. Each unit would include one or two bedrooms, underground and

surface parking, with unit sizes ranging from approximately 780 to 1,164 square feet. The development would also include office space and a centralized mail pickup area.

The project would generate employment opportunities within the City. The applicant has experience constructing similar developments in other communities, including the City of Reedsburg and the City of Portage. The building design incorporates an underground parking garage, which provides covered parking while minimizing additional impervious surface area that would otherwise be created by detached garage structures or garage banks.

Overall, City staff find that the proposed concept is compatible with the character and pattern of surrounding development, would contribute additional high-quality housing options to the City's inventory, and would generate modest employment opportunities. Furthermore, the presence of adjacent properties zoned Institutional (I), which permit residential uses and currently accommodate multifamily senior housing developments, reinforces the appropriateness of the proposed use in this location. The applicant has also agreed to prepare a traffic study to evaluate and address potential traffic impacts in the area. It is also important to note that the site's existing Institutional zoning would permit the development of a senior living facility or a large community-based residential facility at densities comparable to those proposed, without requiring a Zoning Map Amendment.

Note that the following land use applications are expected for this project, which will require future Plan Commission and/or City Council review and approval:

- A certified survey map combining the two parcels into one to gain right-of-way accessibility conformance with the Zoning Ordinance.
- A conditional use permit for a group development.
- Site, landscape, stormwater, and building material review through the Site Plan Review process.

Developer Emily McFarland of Pre 3 informed the Plan Commission of an upcoming community meeting to address resident questions. The meeting will be held at City Hall on May 6, 2026, at 6 pm.

Public Hearing opened at 4:11 pm.

Public comment:

1. Candy Milan, 622 Rogers Street, questioned why she did not receive the notice of the subject property. She was also unable to hear about the Industrial Housing. Manager Houseman addressed both questions. The city is required to only provide notice to property owners within 100 ft of the subject property. Manager Houseman restated that it is zoned Institutional, not Industrial, and that the project at this density would be permitted if it were senior housing under the current zoning.

2. Betty Strese, 408 Curtis Circle, is concerned with the stormwater management on site and what that will do to the surrounding areas. During times of high water, there is water in the area. There were also concerns about what could occur with an underground parking structure.
3. Jason Lynk, 612 Rogers Street, For several months out of the year, the ground is extremely wet and not mowable. When there was flooding in 2008, he did not have river water issues, but instead had issues from behind his property. If he has not had basement water problems previously, if he faces problems moving forward, he believes it would be due to the potential underground parking structure being too low in the water table. He also has concerns about an increase in traffic, since there is already an increase in traffic going onto McMillen Street.
4. Lynda Murphy, 701 McMillen Street. She is not interested in 96 apartments and would rather see townhouses or single-family homes instead. She inquired if the population of Fort Atkinson supports this construction and stated that student enrollment at the high school is down.
5. John Hausz, 104 Jefferson Street, water has always been an issue in this area, and in the 1930s, the river was as wide as the proposed location.

4:21 p.m. public hearing open to Zoom

6. Andrew Lange, 725 Florence Street, questioned who benefits from the proposal. He would prefer single-family homes.

4:25 public hearing closed.

No action taken.

- c. *Review and possible action relating to a Site Plan Review for Jones Dairy Farm Waste Treatment facility located at 744 Jones Ave. (SPR-2026-10) (Draeger, Director of Neighborhood and Building Services)*

Director Draeger presented the Site Plan. Jones Dairy Farm has been a long-standing presence in the community, and the proposed project represents a relatively small-scale addition within the context of the overall site. The new principal building, along with associated paved areas and tanks, will be located within the existing security fence and will not be easily visible from Rockwell Avenue. The proposed tanks comply with the maximum permitted height of 45 feet. Specifically, the two tanks located on the west side of the building will have a height of 35.25 feet, while the two tanks on the south side will measure 29.4 feet in height. These elements have been designed to remain consistent with applicable zoning requirements.

Adjacent properties to the west are also owned by Jones Dairy Farm and will continue to be used for agricultural purposes, maintaining the existing character of the surrounding area. Screening and landscaping are proposed along the southern property boundary, as

reflected in the project renderings and landscaping plan. While no foundation plantings are proposed, the nature and placement of the structure limit the feasibility of traditional planting locations.

Staff believe that the landscaping requirements are satisfactorily met through the plantings shown on the plan, which are designed to effectively screen the new building from the public right-of-way. Overall, the proposed project allows for expanded use of the existing property in a relatively secluded area and will provide improved wastewater management related to onsite operations.

Ciccarelli motioned, seconded by Shull to approve the Site Plan, subject to the following conditions:

- Require the applicant to provide the following information that meets all the requirements of the Zoning Code to be reviewed by City staff
- Subject to the completion of annexation and CSM

Motion carries.

- d. *Review and possible recommendation to the City Council relating to a Condominium Plat for Ridge View Estates Townhomes located at 1364 and 1356 Marigold Drive (CPR-2026-01) (Draeger, Director of Neighborhood and Building Services)*

Director Draeger presented the Condominium Plat for Ridge View Estates as required by Section 70.05.07 of the City of Fort Atkinson Land Division and Development Ordinance, which outlines the requirements for Condominium Submittal, Transmittal, and Review. The proposed project involves subdividing an existing parcel to establish a condominium development that enables individual ownership of each residential unit, while maintaining shared ownership of the remaining site areas. The property is zoned MRM-12 with a Planned Unit Development (PUD) overlay, allowing multifamily residential use and design and development flexibility, as approved through the PUD process.

The parcel was created and rezoned in 2025 to support residential development consistent with the City's long-term planning goals. The development will include eight residential units of varying sizes, each with an attached garage. The applicant is seeking approval of a Condominium Plat to facilitate individual ownership of these units. As the City continues to experience strong demand for additional housing, this project contributes to expanding the range of available housing options. It aligns with recent and ongoing development efforts in the surrounding area.

The Condominium Plat will establish a clear framework for ownership by delineating private units, limited common elements, and shared common elements across the site. In accordance with the Land Division and Development Code, the plat is subject to Plan Commission review to ensure consistency with all applicable ordinances, regulations, and adopted plans. The underlying zoning regulations, including density, intensity, and bulk

standards, were previously approved as part of the Ridge View Estates Subdivision Plat and remain unchanged with this request. The proposed development is consistent with those established parameters. Additionally, all structures on the site comply with the setback requirements defined within the approved Planned Unit Development.

Kessenich moved, seconded by Ciccarelli to approve the Condominium Plat, subject to the conditions outlined in the staff report:

Per Ch. 703, Wis. Stats. and Ch. A-E7, Wis. Admin Code:

s. 703.09

(1)(a) The name of the condominium must include the word “condominium” or be followed by the words “a condominium”.

s. 703.11

(2)(d) (d) All survey maps and floor plans submitted for recording shall be legibly prepared with a binding margin of 1.5 inches on the left side and a one-inch margin on all other sides on durable white media that is 14 inches long by 22 inches wide with a permanent, nonfading black image. All linework and text must be drawn in black. Some linework on the submittal is drawn in red.

General Notes:

1) In NOTES 6. on Sheet 2, “Limited Common Areas” to be changed to “Limited Common Elements”

Motion carries.

e. *Update on previously approved projects (Houseman)*
None

4. Adjournment

Chairperson Manager Houseman gave her heartfelt thanks to Commissioner Kessenich for her Plan Commission involvement.

Kessenich moved, seconded by Ciccarelli to adjourn. Meeting adjourned at 4:37 p.m.

Respectfully submitted,
Courtney Thom
Deputy Clerk