



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, MAY 26, 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. Review and possible action relating to the **minutes of the May 12, 2026, Plan Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)
- b. Review and possible action on a **Conditional Use Permit** relating to a request for a seasonal outdoor patio to be located at 201 S. Main St. in the Downtown Historic Mixed Use Zoning District (Draeger, Director of Neighborhood and Building Services)
- c. Review and possible recommendation to the City Council relating to a **Certified Survey Map**, for the property located at 217 Jefferson St. (CSM-2025-08) (Draeger, Director of Neighborhood and Building Services)
- d. Update on previously approved projects (Houseman)

4. Adjournment

Date Posted: May 20, 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.

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**PLAN COMMISSION MEETING
IN PERSON AND VIA ZOOM
TUESDAY, MAY 12, 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, Council Representative Huckabee, Commissioners Ciccarelli, Shull, and Schultz.

Also Present: Clerk/Treasurer/Finance Director, Deputy Clerk, Director of Neighborhood and Building Services, Council President Jaeckel, and City Attorney.

3. New Business

*a. Review and possible action relating to the **minutes of the April 28, 2026, Plan Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)*

Shull moved, seconded by Ciccarelli to approve the minutes of the April 28, 2026 Plan Commission meeting. Motion carried, 6-0.

*b. **Public Hearing: Conditional Use Permit relating to a request for a seasonal outdoor patio to be located at 201 S. Main St. in the Downtown Historic Mixed Use Zoning District** (Houseman, City Manager)*

Director Draeger presented the Conditional Use Permit application for the owners of Paddyshack Golf and Gaming to establish a seasonal outdoor patio at the corner of South Main Street and East Milwaukee Avenue. The proposal seeks to exceed the standard 90-day limit for temporary outdoor use, featuring a removable 24' x 7' seating area that maintains a 7-foot unobstructed sidewalk clearance to ensure safe pedestrian circulation. Approval of the extension is subject to the formal public hearing process and adherence to the operational standards of the Downtown Historic Mixed-Use District.

Public Hearing opened at 4:05 p.m.

After three calls and no comments, the public hearing was closed at 4:06 p.m.

*c. Review and possible recommendation to the City Council relating to a request for a **Zoning Map Amendment** 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 (MRM-30) (Draeger, Director of Neighborhood and Building Services)

Director Draeger presented a proposal to rezone two institutional parcels to Multi-Family Residential-30 (MRH-30) to facilitate the development of a 96-unit residential complex consisting of four 24-unit buildings. Developed in coordination with City staff to address local housing needs, the project features one and two bedroom units with underground parking designed to minimize impervious surfaces and complement the nearby Fort Healthcare campus redevelopment. Following a public hearing on April 28, 2026, and a subsequent neighborhood meeting, the developer is working to address resident concerns regarding traffic and stormwater management, which will be formally evaluated during the required Site Plan Review, Conditional Use Permit, and DNR permitting processes.

Huckabee moved, seconded by Schultz to recommend the City Council approve the Zoning Map Amendment for the property located at 550 McMillen Street (parcels 226-0614-3443-018 and 226-0614-3434-045) from Institutional (I) to Multi-Family Residential-30 (MRM-30). After discussion among the Plan Commission, the motion carried 6-0.

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

Manager Houseman noted that the agenda is incorrect, and the project under review is an addition to the Jones Dairy Farm south plant. She indicated that all packet materials are correct.

Director Draeger presented a site plan for an 8,400-square-foot addition to the Jones Dairy Farm facility, located within the existing security fence at the southeast corner of the building. The project includes a minor side setback deviation to maintain alignment with the current industrial footprint and involves a coordinated utility easement adjustment to ensure continued municipal access to stormwater infrastructure. While traditional landscaping and rooftop screening were deemed impractical due to the site's industrial nature and existing visual buffers like the adjacent bike path, the expansion supports the long-standing business's growth and provides additional employment opportunities for the community.

Schultz moved, seconded by Ciccarrelly to approve the Site Plan as proposed with the following conditions:

- Add the required 140 landscaping points to the property at the corner of Rockwell Ave and Janesville Ave.
- Waive the required 50 feet setback and permit the alignment with the existing structure.
- Waive the required screening of building mechanicals.
- Require the applicant record an easement document subject to staff review.

After discussion, the motion carried 6-0.

- e. *Presentation to the Plan Commission: **Pelton Builders Concept Plan** for a multifamily housing project proposed at 1911 Janesville Ave. (Draeger, Director of Neighborhood and Building Services)*

Director Draeger presented a concept plan to rezone a 12-acre parcel from RH-35 to MRH-30 to facilitate a two-phase, 112-unit multi-family development located near the STH 26 Bypass and Janesville Avenue. The project features seven identical two-story buildings with attached garages and surface parking, while retaining an existing single-family home on a newly created 1.9-acre lot. The project aligns with the Comprehensive Plan's goal of increasing housing supply, with staff suggesting improvements such as aligning the Janesville Avenue access point with Commerce Parkway, adding a multi-use trail connection to the Glacial River Trail, and diversifying building designs to enhance the site's layout.

No action taken.

- f. *Presentation to the Plan Commission: **Browns Court Apartments Concept Plan** proposed to be located at 311 S. Main St. (Draeger, Director of Neighborhood and Building Services)*

Director Draeger presented a concept plan to combine two blighted parcels on South Main Street into a single 18,000-square-foot lot for a mixed-use development featuring 17 multi-family units and a 400-square-foot commercial space. The proposed U-shaped configuration consists of three buildings surrounding a central shared parking area, providing a welcome redevelopment opportunity at the southern edge of downtown within the Downtown Periphery Mixed Use (DPMU) District. To enhance the project, staff suggested refinements to the site layout, including the creation of a more prominent street edge along Main Street, a reevaluation of egress points relative to nearby intersections, and the use of high-quality, four-sided architectural design.

No action taken.

- g. *Update on previously approved projects (Houseman)*

Manager Houseman provided the following updates:

- Jones Dairy Wastewater Treatment Facility has started foundation work.
- The townhomes at Ridgeview Estates are nearing occupancy.
- 5 of the 6 houses in the Maple Grove Subdivision are under construction, and the 6th will start soon.
- Ciccarreli asked about the timing of the South Main Street Pedestrian Path completion. Staff stated the project is scheduled for completion in October in conjunction with the road project.

4. Adjournment

Huckabee moved, seconded by Ciccarreli to adjourn. The motion carried 6-0, and the meeting

adjourned at 4:43 p.m.

Respectfully submitted,
Courtney Thom
Deputy Clerk



CONDITIONAL USE PERMIT REPORT TO THE PLAN COMMISSION

DATE: May 12, 2026

PROPERTY ADDRESSES: 201 S. Main St.

PARCEL NUMBER: 226-0514-0323-042

OWNER: Mitchell Patterson

APPLICANT: Mitchell Patterson

FILE NUMBER: CUP-2026-03

EXISTING ZONING: Downtown Historic Mixed Use

PROPOSED ZONING: Downtown Historic Mixed Use

EXISTING LAND USE: Commercial

REQUESTED USES: Commercial

BACKGROUND

Section 15.10.32 of the City of Fort Atkinson Zoning Ordinance outlines the requirements for the Conditional Use application and procedure.

REQUEST OVERVIEW

Conditional Use Review

In the Downtown Historic Mixed-Use (DHMU) District, Temporary Outdoor Sales are limited to 90 days per calendar year. Any request to exceed this limit requires a Conditional Use Permit (CUP). All such activities must meet basic operational standards, including maintaining clear pedestrian and vehicular circulation, limiting impacts on adjacent residential properties, and obtaining prior layout approval from the Zoning Administrator.

For extensions beyond 90 days, the CUP process requires a complete application, a public hearing within 45 days, and a decision based on substantial evidence. The Plan Commission may impose conditions to address operational and site-specific impacts.

Because the DHMU is a designated Special Area, all outdoor sales must also be compatible with the historic, pedestrian-oriented character of the downtown.

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 believes this condition is met.
- 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 believes this condition is met. The proposed use of an outdoor seating area is not likely to have an adverse impact on neighboring properties.

- Maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property. Staff believes this condition is met. Consistency of land uses remains the same.
- 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 believes this condition is met. The subject property is adequately served by utilities.
- 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 believes this condition is met.

Chapter 6 - Alcohol and Nonintoxicating Beverages

Section 6-37 of the Municipal Code establishes standards for the service and consumption of alcohol and fermented malt beverages in outdoor areas, particularly sidewalk cafés located within the public right-of-way. These regulations are intended to balance business activity with public safety, accessibility, and the shared use of public sidewalks.

- The ordinance requires that outdoor service areas be directly adjacent to the licensed premises and not encroach on neighboring properties, while maintaining a minimum unobstructed pedestrian path of 60 inches. Met
- Alcohol and food service must cease by 10:00 p.m., be limited to seated patrons, and include food service at all times of operation. Unknown
- The outdoor area must remain visible from the establishment to support monitoring and compliance, and the license holder is responsible for cleanliness, preventing alcohol from leaving the premises, and any necessary public improvements, subject to City approval. Met
- Liability insurance naming the City is also required.

Section 6-37 and its associated requirements were reviewed and approved as part of the Class B licensing process by the City Council at their meeting on May 19, 2026, ensuring continued compliance with operational, safety, and public space standards. The City Council approved a request to extend the licensed premise into the outdoor seating area, subject to approval of

this Conditional Use Permit by the Plan Commission.

Overall, these provisions establish a clear framework for managing sidewalk cafés and related sidewalk uses in a manner that supports business activity while maintaining safe and accessible public spaces.

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.

A public notice was mailed to property owners within 100 feet of the subject property in accordance with the Zoning Code. A Public Hearing was held at the Plan Commission meeting on May 12, 2026, without participation.

DISCUSSION

Mitch and Erin Patterson, owners of Paddyshack Golf and Gaming, located at the corner of South Main Street and East Milwaukee Avenue, are proposing to establish a seasonal patio/sidewalk café along the north side of the property on the East Milwaukee Avenue frontage. This use is classified as Outdoor Entertainment within the Downtown Historic Mixed-Use (DHMU) District.

The proposed outdoor seating area is thoughtfully designed to complement both the site and the surrounding downtown environment. The patio will occupy an area approximately 24 feet by 7 feet and will incorporate decorative, removable fencing that will not damage the public sidewalk. Notably, the applicant has recently completed the replacement of the City sidewalk in this area, contributing positively to the streetscape.

The layout maintains appropriate pedestrian access and exceeds minimum requirements. A dedicated 6-foot-wide path will provide direct access to the building entrance, while a total of approximately 7 feet of unobstructed sidewalk width will remain available within the public right-of-way, exceeding the minimum 5-foot requirement. This ensures continued safe and accessible pedestrian circulation.

The applicant is requesting approval for the outdoor seating area to operate beyond the standard 90-day limit for temporary outdoor uses, with the intent of utilizing the space during favorable weather conditions from spring through fall. Specific dates of operation would be flexible and dependent on seasonal weather patterns.

The applicants have demonstrated prior experience managing a similar outdoor seating area located on the west side of the building adjacent to the 10-62 Saloon. That space, which is less

visible as it is located within a public alley, has operated with minimal issues related to vandalism or theft. The proposed East Milwaukee Avenue patio benefits from greater visibility, which may further support effective oversight and management.

Overall, the proposed development complies with the City’s ordinances.

COMPREHENSIVE LAND USE PLAN (2023):

The subject parcel is located within the Historic Downtown Planning area, which calls for diverse entertainment, arts, and dining options, building rehabilitation, community events and gatherings, as well as a broad range of specialty shops. All of which this location offers.

Consistency with Comprehensive Plan Goals, Objectives, and Policies:

- 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 approve the Conditional Use Permit to allow an outdoor seating area in the DHMU zoning district for the property located at 201 S. Main Street, subject to the following conditions:

- 1) The use of the sidewalk for an outdoor seating area continues to meet the requirements of Section 15.03.30 (5) of the City's Zoning Ordinance.
- 2) The use of the sidewalk for an outdoor seating area continues to meet the requirements of Section 6.37 of the City's Municipal Code.

ATTACHMENTS

1. City Application_Redacted
2. new outside sidewalk
3. PaddyShack patio mock-up
4. Patio Drawing
5. Location Map
6. Future Land use Map
7. Sec. 6_37. ___Service_consumption_of_alcohol_or_fermented_beverages_in_outdoor_areas



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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): Mitchell Patterson,
PaddyShack Golf + Gaming

Phone number: [REDACTED] Email: [REDACTED]

Property address for proposed conditional use: [REDACTED]

Brief description of proposed conditional use: Add a small patio area
on E. Milwaukee Ave. side of Paddy Shack.

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.



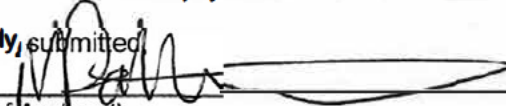
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III Process Checklist

- | | |
|--|-------------|
| <input type="checkbox"/> Staff-Applicant meeting (if applicable) | Date: SW__ |
| <input type="checkbox"/> Application fee of \$250 received by City Treasurer | Date: SW__ |
| <input type="checkbox"/> Reimbursement of professional consultant costs agreement executed. | Date: SW__ |
| <input type="checkbox"/> Receipt of complete application packet by Zoning Administrator | Date: SW__ |
| <input type="checkbox"/> City Staff input | Date: SW__ |
| <input type="checkbox"/> Class 2 legal notice sent to official newspaper by City Clerk | Date: SW__ |
| <input type="checkbox"/> Class 2 legal notice published on _____ | Date: SW__ |
| <input type="checkbox"/> Notification of neighboring property owners within 100 feet of the petition | Date: SW__ |
| <input type="checkbox"/> Notification of clerks of municipalities within 1,000 feet of the petition | Date: _____ |
| <input type="checkbox"/> Notification of airports within 1 mile of the petition | Date: _____ |
| <input type="checkbox"/> Plan Commission Public Hearing, review and recommendation | Date: _____ |
| <input type="checkbox"/> City Council review and action | Date: _____ |

Dated this 13 day of April, 20 26

Respectfully submitted,



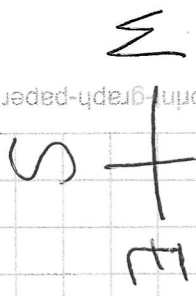
(Signature of Applicant)



Paddy Shack

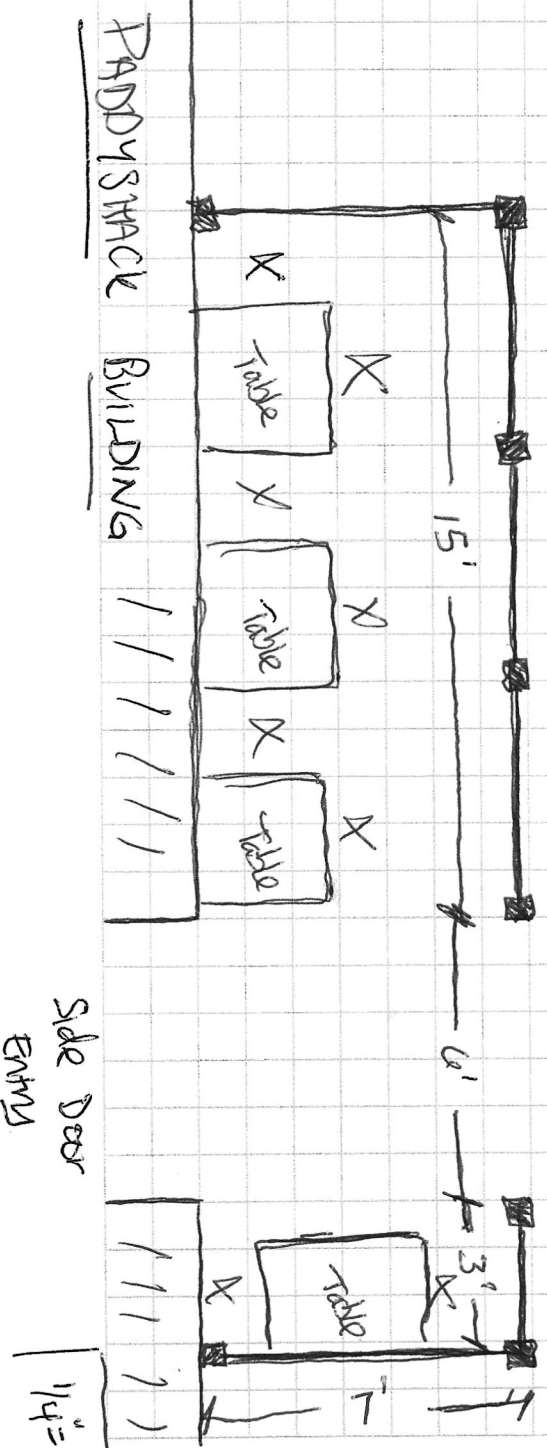
Paddy Shack
ENTRANCE
→

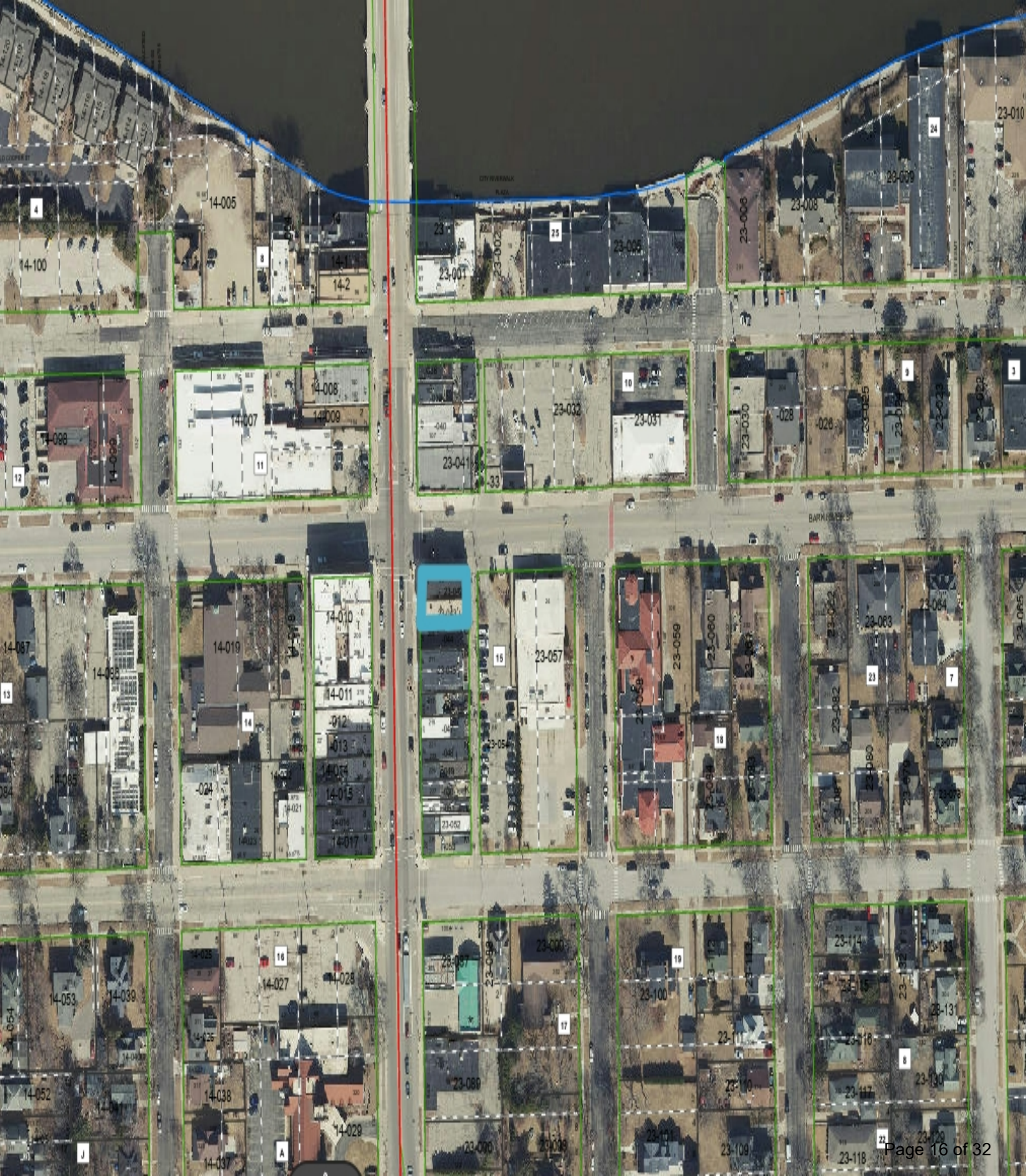


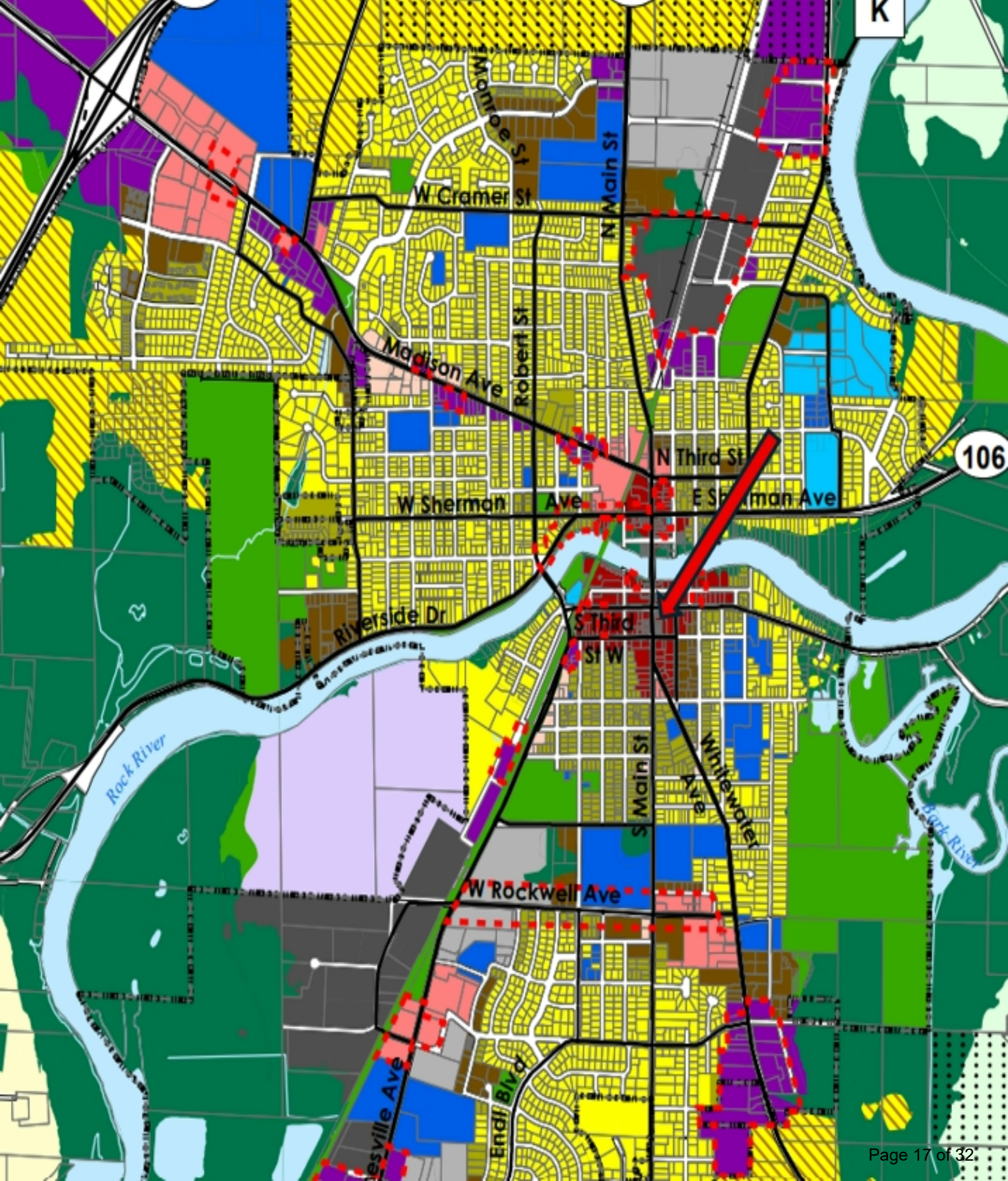


14' sidewalk

E Milwaukee Ave







Sec. 6-37. Service/consumption of alcohol or fermented beverages in outdoor areas.

The city council may approve the issuance of or amendment to the class B alcohol and fermented malt beverage licenses for the purpose of permitting service and consumption of alcohol or fermented beverages in outdoor areas only with the following conditions:

- (a) Food, alcohol and fermented malt beverages shall only be served or consumed in areas delineated by suitable barricades, i.e., decorative chain and posts, that cordons the area off from the remainder of the outside area. Such barriers may be placed to allow the public to enter from the outside as well as from the building of the license holder.
- (b) Alcohol or fermented malt beverages may only be served in the outdoor area by the license holder or an employee holding a valid operator's license.
- (c) There shall be no loud music or dancing in the outdoor area.
- (d) The outdoor area shall be supervised at all times by the license holder or an authorized employee.
- (e) Any other condition the city council deems appropriate taking into account the surrounding neighborhood and the nature of the licensed premises.
- (f) If the service and consumption of alcohol beverages is in an outdoor area extending onto the public sidewalk, the following additional conditions shall also apply:
 - 1. The public sidewalk utilized for this purpose shall be abutting the license holder's property and said use shall not encroach on the sidewalk of neighboring property.
 - 2. The sidewalk utilized for this purpose shall have an unobstructed width of 60 inches shall be maintained on public sidewalks for use by the general public.
 - 3. No alcohol or fermented malt beverages or food shall be served after 10:00 p.m.
 - 4. The entire outdoor area utilized for service and consumption shall be visible from the establishment.
 - 5. Any public improvements necessary to accommodate the outdoor service area shall be approved by the director of public works and building inspector, and the costs thereof shall be paid by the license holder.
 - 6. Service of food and/or alcoholic beverages in all sidewalk cafes shall be limited to persons seated at tables in the sidewalk cafe site. Food service shall be required to be available at all times the sidewalk cafe is open.
 - 7. Public liability insurance covering the City of Fort Atkinson as well as the sidewalk cafe owner shall be required, the terms of which must be approved by the city clerk.
 - 8. Each sidewalk cafe shall be responsible for policing the area of the sidewalk cafe to ensure that alcoholic beverages are not removed from the premises. All debris and unused food shall be removed by the owner before the close of business from the sidewalk cafe area.
- (g) For purposes of this section, the term "sidewalk cafe" shall mean that portion of a restaurant/tavern that is immediately adjacent to and extends out onto a public sidewalk for the purpose of providing food and beverages to the owner's customers.
- (h) No food, fermented malt or other alcoholic beverages may be served in a sidewalk cafe within the legal limits of the City of Fort Atkinson without strict compliance with the terms and conditions of this section.

-
- (i) This section does not limit the city council's authority to refuse/permit outdoor areas for service and consumption of alcohol or fermented malt beverages in individual cases even if the license holder meets the above-mentioned conditions. This policy is not intended to create a vested right for the benefit of class B license holders.
 - (j) Failure to abide by the terms and conditions may result in the termination of the right to serve food, fermented malt or other alcoholic beverages in a sidewalk café. The city reserves the right to take further steps in case of repeated violations including termination of a violator's class B alcohol and fermented malt beverage license. The city may also impose a forfeiture not to exceed \$200.00 per violation of this section.

(Ord. No. 591, 6-18-02; Ord. No. 727, 3-17-15)



CSM REVIEW REPORT TO THE PLAN COMMISSION

DATE: May 26, 2026	FILE NUMBER: CSM-2025-08
PROPERTY ADDRESS: 217 Jefferson St.; 213 E Sherman Avenue	EXISTING ZONING: Single Family Residential-7
PARCEL NUMBER: 226-0514-0322-152; 226-0514-0322-153	PROPOSED ZONING: No Change
OWNER: Ken and Linda Kolodzne; John Ciccarelli and Karen Taylor	EXISTING LAND USE: Single Family Residential
APPLICANT: Wisconsin Mapping LLC	REQUESTED USES: No change

BACKGROUND

Sections 70.05.04 and 70.06.03 of the City of Fort Atkinson Land Division and Development Ordinance outline the requirements for the Plan Commission and City Council to review and approve the Certified Survey Map (CSM) to ensure conformance with all ordinances and plans.

REQUEST OVERVIEW

City staff received an application from the Kolodzne family, owners of the property at 217 Jefferson Street, requesting approval of a Certified Survey Map (CSM) to adjust the shared lot line with the neighboring parcel to the south. The proposal would transfer approximately five feet of land from the southern property (213 E Sherman Avenue) to 217 Jefferson Street and incorporate it into the existing parcel.

The adjustment is intended to address an existing encroachment issue, as the current residence at 217 Jefferson Street extends into the required side setback area and presently provides little to no setback from the southern property line. The proposed CSM reconfigures the lot boundaries to create a side setback ranging from approximately 6.72 feet to 8.6 feet along the southern property line. The required side setback within the Single Family Residential-7 (SR-7) zoning district is seven feet. In Staff's opinion, the setback requirement is satisfied when considering the average of the setback measurements along the adjusted property line.

Staff further notes that the proposed lot line adjustment represents a cooperative effort between the applicants and the neighboring property owner to resolve longstanding property line inconsistencies. Approval of the CSM would bring the principal structure at 217 Jefferson Street significantly closer to zoning conformity while also bringing the existing fence on the Kolodzne property into compliance. Overall, the proposal improves the functionality and conformity of both parcels without negatively impacting surrounding properties or

neighborhood character.

Public Notice is not required for certified survey maps.

DISCUSSION

The current and proposed parcel is located within the Central Neighborhoods Planning Area and is designated as “Neighborhood” in the Comprehensive Plan. The property is also identified as “Two Flat” on the Future Land Use Map. The proposed Certified Survey Map (CSM) does not alter the existing land use or development pattern of the property and, therefore, is not anticipated to negatively impact or conflict with the Comprehensive Plan or the Future Land Use Map designation.

Staff has reviewed the proposed CSM and finds it generally consistent with the City’s Land Division and Development Ordinance as well as the Zoning Ordinance. However, staff identified several mapping and drafting errors that must be corrected prior to approval of the Final CSM. The corrected Final CSM shall be submitted for staff review to ensure compliance with all applicable ordinance requirements.

Per Ch. 236, Wis. Stats. and Ch. A-E7, Wis. Admin Code:

s. A-E 7.05(4) Describe all monuments used for determining the location of the parcel and show by bearing and distance their relationship to the surveyed parcel and indicate whether such monuments were found or placed. *Describe the solid square symbol 74.32’ westerly of the S1/4 corner of Section 34-6-14 at the top of Sheet 1.*

s. 236.20(2)(c) The length and bearing of the exterior boundaries, the boundary lines of all blocks, public grounds, streets, and alleys, and all lot lines. *The total length of the east line of Lot 2 computes to 232.62’, rather than 231.61’, as shown. Please verify. The length of the east line of this CSM totals 289.01’.*

s. 236.34(1m)(c) Graphic scale bar: *while the map appears to be drawn at a scale of 1” = 50’, the graphic scale bar does not scale 1” = 50’.*

s. 236.34(1m)(c) Sheet numbering: *Add Sheet number “1” to the bottom of the first sheet of the CSM.*

s. 236.34(1m)(c) Description in header under “Certified Survey Map”: *it appears that the description should also include Lot 7 of Block 9 and unplatted lands. Please verify and adjust the header on both sheets and in the Surveyor’s Certificate.*

Per Ch. 70 City of Fort Atkinson Land Division and Development Ordinance:

s. 70.06.01(1)(b) Contact information. Name, mailing address, email address, and phone number of the owner, developer and land surveyor. *Add the underlined information to the final CSM.*

General Notes:

1) *Northwesterly of Lot 1, should the abutting “Lot 3” be changed to “Lot 1?”*

- 2) *What is the “bbbb” above the notary part of the Owner’s Certificate?*
- 3) *In the notary part of both Owner’s Certificates, change “known to be the person” to “known to be the persons”, since two signatures are being notarized in each case.*
- 4) *In line 5 of the legal description of the Surveyor’s Certificate, change “...West line of Block 9” to “...East line of Block 9.”*
- 5) *In the City Manager Resolution, check the spelling of “Kolodzne”.*
- 6) *Add setbacks for the houses and garages to the nearest lot lines in both lots.*

RECOMMENDATION

Staff recommends that the Plan Commission recommend the City Council approve this Certified Survey Map facilitating the alteration of a property line with the following conditions:

- Subject to the changes identified in the Staff memo
- Any other comments from the Plan Commission.

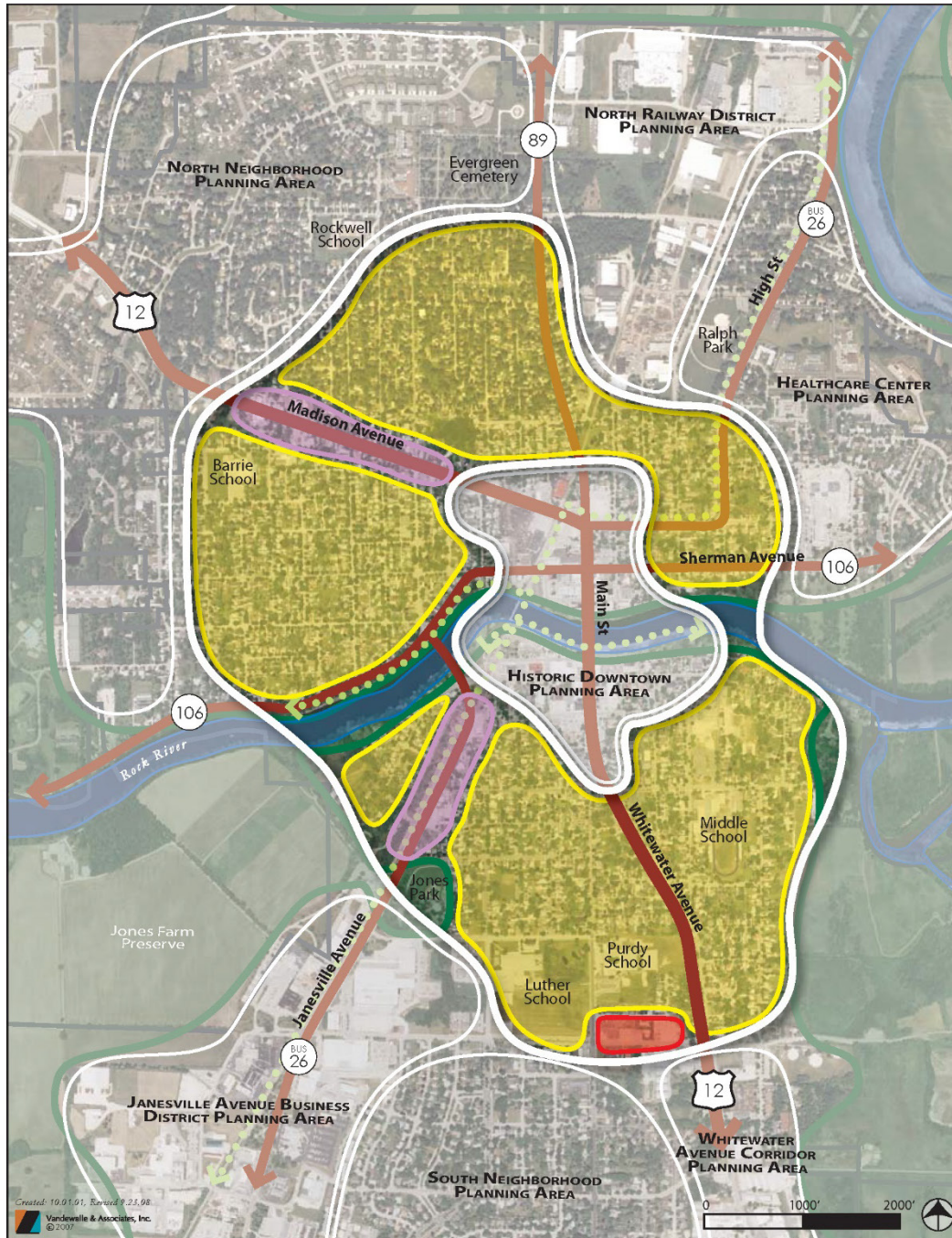
ATTACHMENTS

1. Central Neighborhood Planning Area
2. CSM
3. Location Map
4. Future Land Use Map
5. Application Materials_Redacted

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.

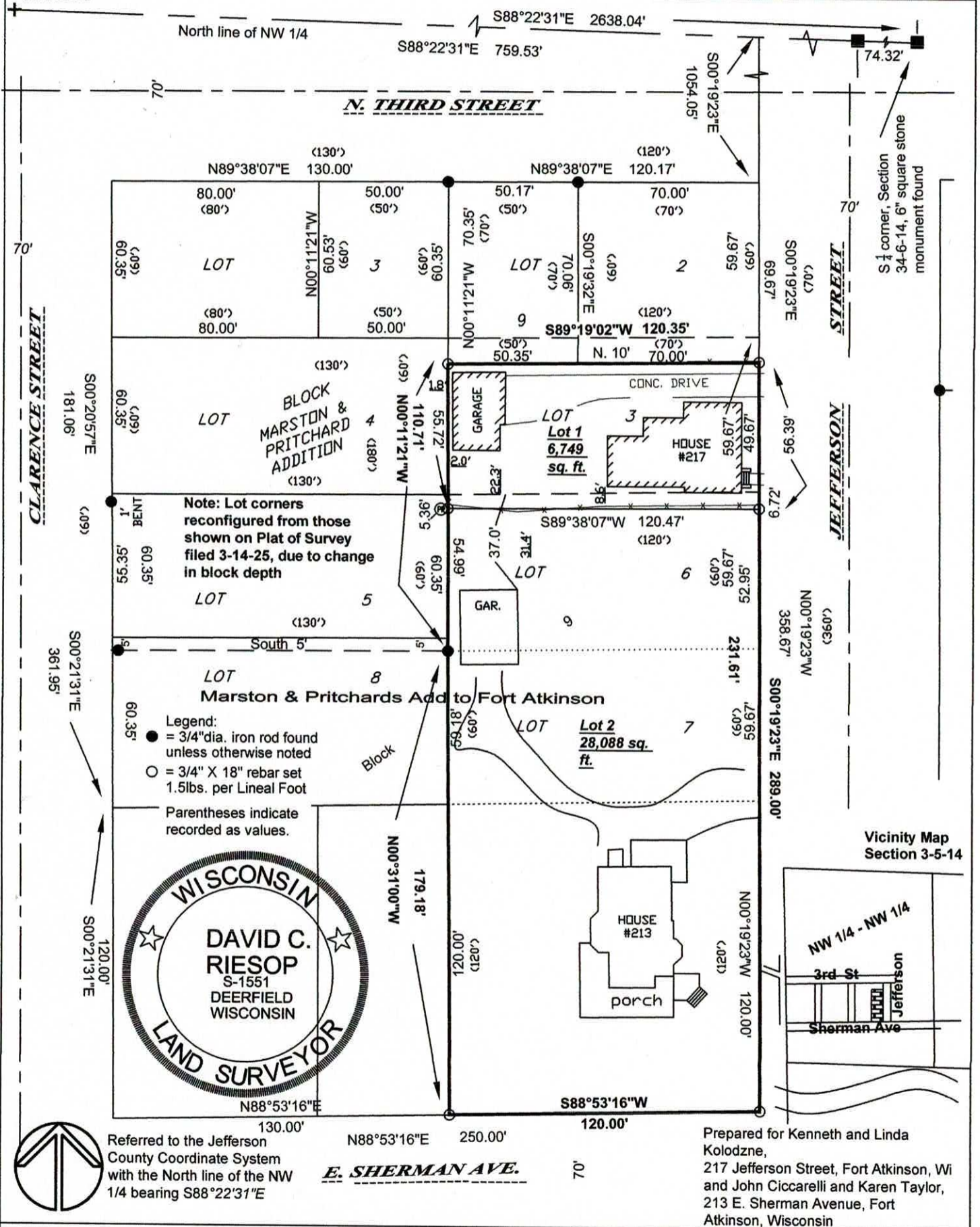
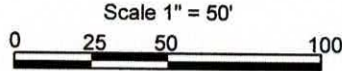
Conceptual Land Uses

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

Certified Survey Map

Part of Lots 3 and 6, Block 9, Marston and Pritchard's Addition to Fort Atkinson, being in the NW 1/4 of the NW 1/4 of Section 3, T.5N., R.14E., City of Fort Atkinson, Jefferson County, Wisconsin.

SW corner, Section 34-6-14, cross in concrete walk found



Wisconsin Mapping, LLC

surveying and mapping services
 306 West Quarry Street, Deerfield, Wisconsin 53531

Dwg. No. 6376C-25 Date 4/27/2026
 Sheet of 2
 Document No.
 C. S. M. No. V. P.

Certified Survey Map

Part of Lots 3 and 6, Block 9, Marston and Pritchard's Addition to Fort Atkinson, being in the NW 1/4 of the NW 1/4 of Section 3, T.5N., R.14E., City of Fort Atkinson, Jefferson County, Wisconsin.

Owner's Certificate

As owner I hereby certify that I have caused the land described on this certified survey to be surveyed, divided, and mapped as represented on this certified survey map. I further certify that this map is required to be submitted to the City of Fort Atkinson for approval

bbbb

Kenneth A. Kolodzne

Linda S. Kolodzne

STATE OF WISCONSIN)

COUNTY OF JEFFERSON)ss.

Personally came before me this ___ day of _____, 20___, the above named owners to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public, Jefferson County, Wisconsin
my commission expires, _____.

Owner's Certificate

As owner I hereby certify that I have caused the land described on this certified survey to be surveyed, divided, and mapped as represented on this certified survey map. I further certify that this map is required to be submitted to the City of Fort Atkinson for approval

John Ciccarelli

Karen Taylor

STATE OF WISCONSIN)

COUNTY OF JEFFERSON)ss.

Personally came before me this ___ day of _____, 20___, the above named owners to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public, Jefferson County, Wisconsin
my commission expires, _____.

Surveyor's Certificate

I hereby certify that in full compliance with the provisions of Chapter 236.34 of the Wisconsin Statutes and the subdivision regulations of the City of Fort Atkinson, and by the direction of Kenneth Kolodzne, I have surveyed, divided and mapped the lands described hereon, and that such map correctly represents the exterior boundaries of the lands surveyed and its subdivision thereof, and that this land is located within and more fully described to wit:

Part of Lots 3 and 6, Block 9, Marston and Pritchard's Addition to Fort Atkinson, being in the NW 1/4 of the NW 1/4 of Section 3, T.5N., R.14E., City of Fort Atkinson, Jefferson County, Wisconsin, described as follows: Commencing at the Southwest corner of Section 34, Town 6 North, Range 14 East; thence S88°22'31"E along the Township line, 759.53 feet; thence S00°19'23"E along the extended West line of Block 9 of Marston & Pritchard's Addition, 1054.05 to the Northeast corner of Block 9; thence continue S00°19'23"E, 69.67 feet to the point of beginning; thence S00°19'23"E, 289.00 feet to the North line of Sherman Avenue; thence S88°53'16"W along said North line, 120.00 feet; thence N00°31'00"W, 179.18 feet to the Southwest corner of Lot 6 of Block 9; thence N00°11'21"W, 110.71 feet; thence N89°19'02"E, 120.35 feet to the point of beginning. The above described containing 0.800 acres or 34,837 square feet.

David C. Riesop S-1551



City Manager Resolution

Resolved that this Certified Survey Map, Kenneth & Linda Kolodzne and John Ciccarelli & Karen Taylor as owners was approved for recording by City Plan Commission and Common Council.

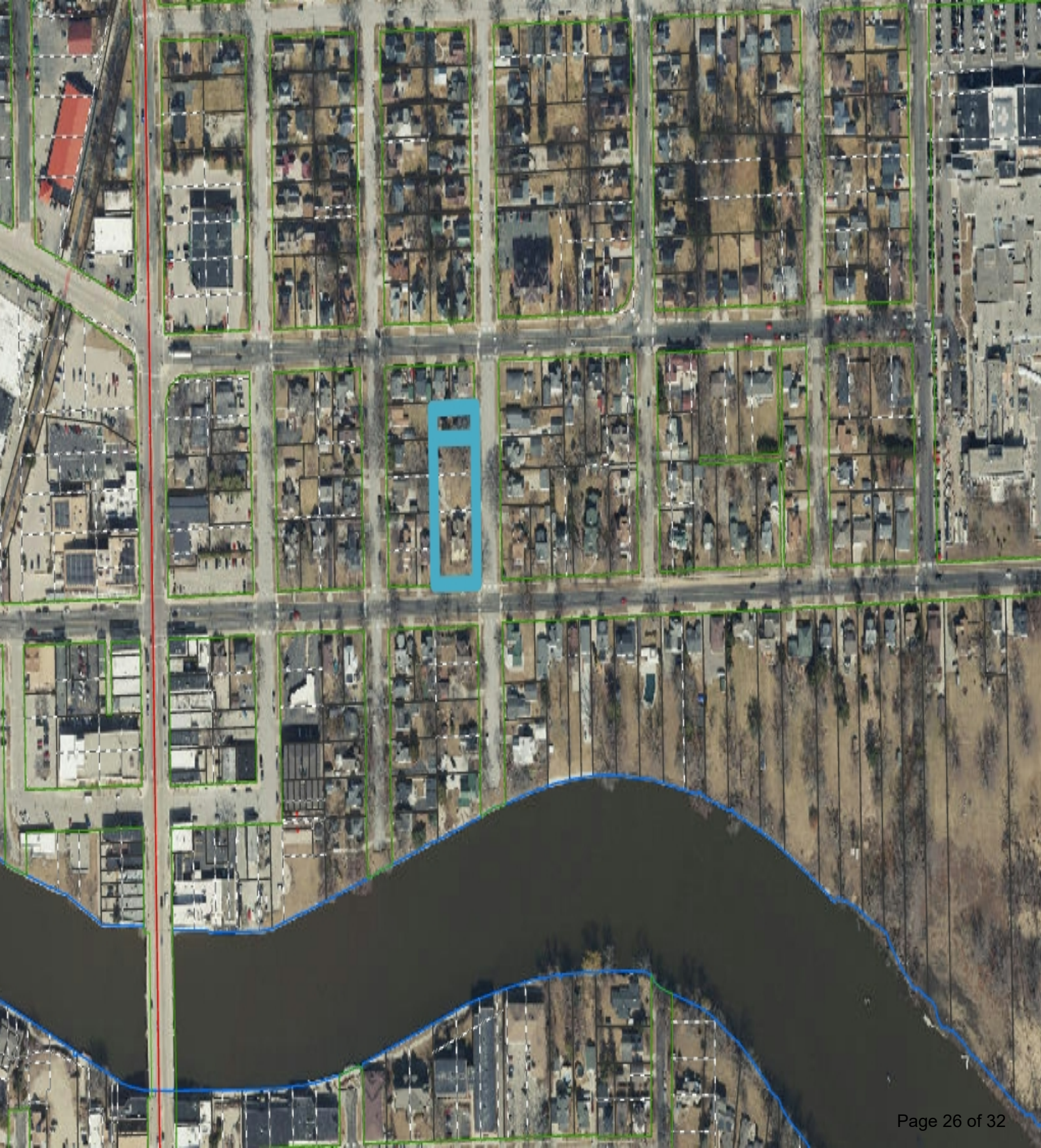
City Manager

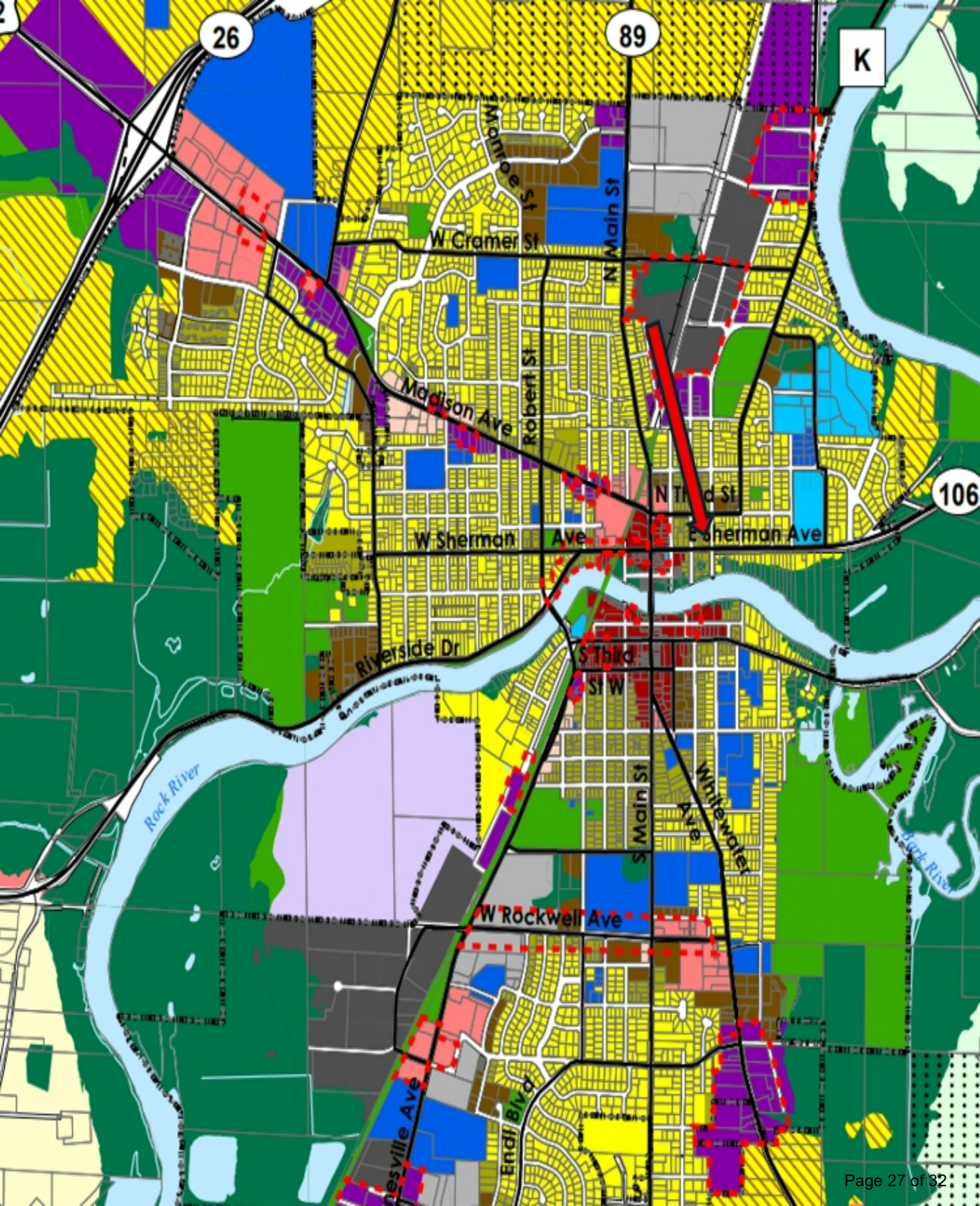
Dated this ___ day of _____, 20___.

Wisconsin Mapping, LLC

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

Dwg. No. 6376.25 Date 4/28/26
Sheet 2 of 2
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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): _____

VISCOUNSILL MAPPING LLC, DAVID RIESOP

Phone number: _____ Email: _____

OWNER Name, company, and client (if applicable): KEVIN & LINDA KOLODZNE

Phone number: _____ Email: _____

Postal address for proposed CSM: 217 JEFFERSON ST., FORT ATKINSON

Parcel Identification Numbers Involved: 226-0514-0322-152

226-0514-0322-153

Brief description of proposed division or combination and purpose: THIS IS A LOT LINE ADJUSTMENT.

THE KOLODZNE'S WOULD LIKE TO PURCHASE 5 FEET FROM NEIGHBOR

TO THEIR SOUTH AND ATTACH TO THEIR EXISTING PARCEL

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 9/9/25 SW
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

Dated this ____ day of _____, 20 ____

Respectfully submitted,

X _____
(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.

*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: KEN KOLODZNE

Project Name: _____

Project Address: 217 JEFFERSON ST

Parcel Number: 226-0514-0322-152

Dated this _____ day of _____, 20____.

Agreement signed and entered into by:

The City of Fort Atkinson

City Manager

Property Owner Information:

Applicant Information (if different):

Owner Name: KEN KOLODZNE

Applicant Name: _____

8 Owner Signature: _____

Applicant Signature: _____

Address: 217 JEFFERSON ST

Address: _____

Phone Number: [REDACTED]

Phone Number: _____

Email Address: [REDACTED]

Email Address: _____

Certified Survey Map

Part of Lots 3 and 6, Block 9, Marston and Pritchard's Addition to Fort Atkinson, being in the NW 1/4 of the NW 1/4 of Section 3, T.5N., R.14E., City of Fort Atkinson, Jefferson County, Wisconsin.

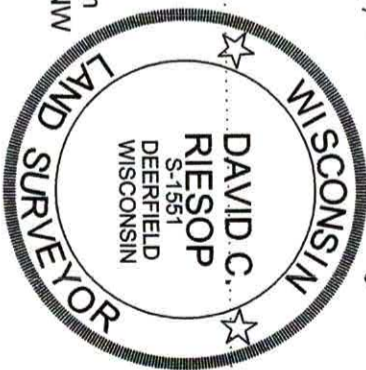
Note: This survey and map is intended to represent a lot line adjustment between adjoining lot owners

SW corner, Section 34-6-14, cross in concrete walk found

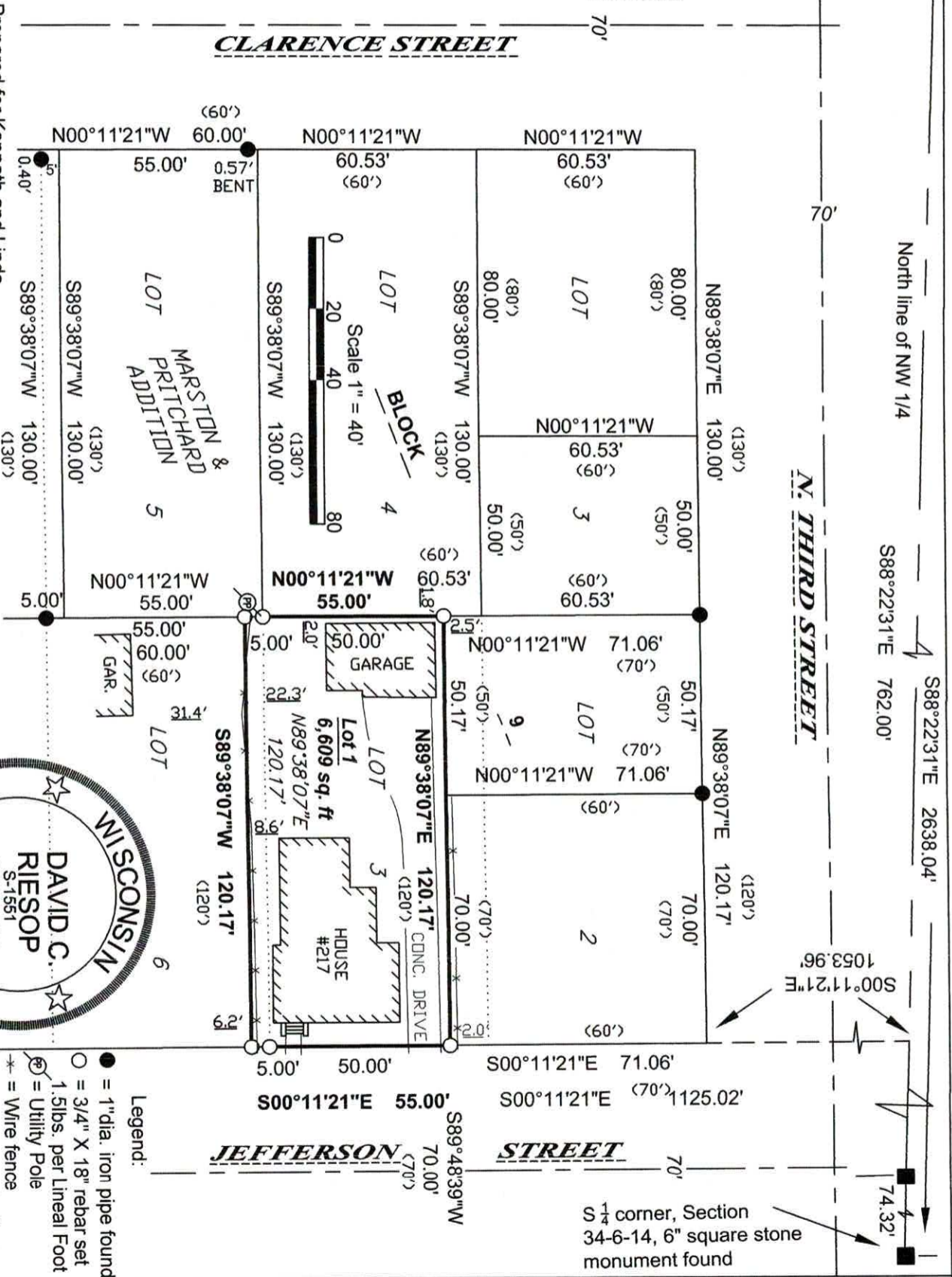
Prepared for Kenneth and Linda Kolodzne,
217 Jefferson Street, Fort Atkinson, WI
and John Ciccarelli and Karen Taylor,
213 E. Sherman Avenue, Fort Atkinson, Wisconsin



Referred to the Jefferson County Coordinate System with the North line of the NW 1/4 bearing S88°32'21"E



- Legend:
- = 1" dia. iron pipe found
 - = 3/4" X 18" rebar set
 - = 1.5lbs. per lineal foot
 - ⊕ = Utility Pole
 - ⊖ = Wire fence
 - ⊖ = Parentheses indicate recorded as values.



Wisconsin Mapping, LLC

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

Dwg. No. 6376C-25 Date 8/19/2025
Sheet 1 of 2

Document No. _____
C. S. M. No. _____ V. _____ P. _____

Certified Survey Map

Part of Lots 3 and 6, Block 9, Marston and Pritchard's Addition to Fort Atkinson, being in the NW 1/4 of the NW 1/4 of Section 3, T.5N., R.14E., City of Fort Atkinson, Jefferson County, Wisconsin.

Surveyor's Certificate

I hereby certify that in full compliance with the provisions of Chapter 236.34 of the Wisconsin Statutes and the subdivision regulations of the City of Fort Atkinson, and by the direction of Kenneth Koldzne, I have surveyed, divided and mapped the lands described hereon, and that such map correctly represents the exterior boundaries of the lands surveyed and its subdivision thereof, and that this land is located within and more fully described to wit:

Part of Lots 3 and 6, Block 9, Marston and Pritchard's Addition to Fort Atkinson, being in the NW 1/4 of the NW 1/4 of Section 3, T.5N., R.14E., City of Fort Atkinson, Jefferson County, Wisconsin, described as follows:

Commencing at the Southwest corner of Section 34 of Township 6 North, Range 14 East; thence S88°22'31"E along the North line of the NW ¼ of Section 3, 762.00 feet to the extended East line Block 9 of the plat of Marston and Pritchard's Addition to Fort Atkinson; thence S00°11'21"E along said extended line, 1053.96 feet to the Northeast corner of said Block 9; thence S00°11'21"E along the East line of said Block, 71.06 feet to the point of beginning; thence continue S00°11'21"E, 55.00 feet; thence S89°38'07"E, 120.17 feet to the West line of Lot 6 of said Block 9; thence N00°11'21"W along the West line of Lots 6 and 3 of said Block, 55.00 feet; thence N89°38'07"E, 120.17 feet to the point of beginning. The above described containing 6,609 square feet.

David C. Riesop S-1551



City Manager Resolution

Resolved that this Certified Survey Map in the City of Fort Atkinson, Kenneth and Linda Kolodzne and John Ciccarelli and Karen Taylor, owners, is hereby approved by the City Clerk.

Dated this _____ day of _____, 20__.

Michelle A. Ebbert, City Clerk

Wisconsin Mapping, LLC

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

Dwg. No. 6376C-25 Date 8/19/2025
Sheet 2 of 2
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