



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

**PLAN COMMISSION MEETING
IN PERSON AND VIA ZOOM
TUESDAY, JUNE 23, 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: Deputy Clerk, Clerk/Treasurer/Finance Director, and the City Attorney.

Excused absence: Commissioner Shull left the meeting at 4:45 p.m.

3. New Business

a. Review and possible action relating to the *minutes of the June 9, 2026 Plan Commission meeting* (Ebbert, Clerk/Treasurer/Finance Director)

Huckabee moved, seconded by Ciccarelli, to approve the minutes of the June 9, 2026 Plan Commission meeting. The motion carried, 6-0.

b. Public Hearing relating to the proposed **Amendment #1 to Tax Incremental District (TID) No. 9 (Houseman, City Manager)**

Chairperson Manager Houseman presented the proposed Amendment #1 to Tax Incremental District (TID) No. 9 which would add 70 parcels totaling about 42 acres in the Koshkonong Estates Subdivision to provide financing for rebuilding, removing, and improving public infrastructure while encouraging future development. Potential projects include infrastructure upgrades, stormwater improvements, land purchases, planning and surveying services, pedestrian and bicycle connections, and entryway signage enhancements. Public notice was provided to taxing jurisdictions and published in June 2026, and the Joint Review Board held its initial review meeting on June 22, 2026.

Public Hearing opened at 4:11 p.m.

Chris Vagasky, 1681 Ilsa Street, expressed concern that the TID provides an 11-year timeline for development projects but no timeline for addressing the needs of existing Koshkonong Estates residents, which could affect his property improvement decisions. He

said the TID plan focuses on roads and new development while failing to address ongoing water issues and wetland encroachment in the Koshkonong Estates Subdivision. He also requested that Commissioner Schultz recuse himself due to a financial interest as a Koshkonong Estates property owner.

After three calls and no comments, the public hearing was closed at 4:13 p.m.

c. ***Public Hearing relating to the creation of Tax Incremental District (TID) No. 11***
(Houseman, City Manager)

Chairperson Manager Houseman presented the proposal to create a new Tax Incremental District (TID) No. 11. TID No. 11 is a proposed mixed-use Tax Increment District that would include undeveloped and underdeveloped land from the former Klement Business Park (TID No. 6) as well as additional property along Janesville Avenue and Hackbarth Road. The district would encompass 27 parcels totaling approximately 250 acres, with an estimated fair market value of \$21.2 million. If created, existing property tax revenues would continue going to the taxing jurisdictions, while taxes generated from future increases in property value would be used to fund development and infrastructure improvements within the district. Planned projects may include road and utility upgrades, corridor and intersection improvements, park and trail enhancements, land acquisitions, development incentives, and signage improvements. Public notice was provided in June 2026, and the Joint Review Board conducted its initial review of the proposal on June 22, 2026.

Public Hearing opened at 4:13 p.m.

Todd Willkomm; owns two properties in Business Park and fully supports the TID, stating it will promote development and help businesses and developers grow that area of town.

After three calls and no comments, the public hearing was closed at 4:15 p.m.

d. ***Review and possible action relating to a Resolution recommending adoption of the Project Plan Territory Additional Amendment No. 1 and Boundaries for Tax Incremental District No. 9, City of Fort Atkinson, Wisconsin***
(Houseman, City Manager)

Huckabee asked a clarifying question in regard to whether establishing the TID is the first step, with planning to follow, and inquired about the overall project timeline. Manager Houseman confirmed that the TID must be established first, followed by re-platting, infrastructure design, and infrastructure construction, but said it was too early to provide a timeline. Huckabee also asked whether the project plan's provision for City land acquisition was common practice. Manager Houseman explained that including potential land acquisition is standard and provides flexibility to pursue future opportunities without requiring amendments to the TID project plan.

Schultz stated that, although he owns a home in Koshkonong Estates, he did not believe recusal was necessary because he is not a stakeholder in the project. He stated he could evaluate the matter fairly and objectively and would vote based on what he believes is in the best interest of the community.

Ciccarelli asked what planning and studies had been completed to date. Manager Houseman stated that wetland studies had been conducted to evaluate developable land, potential roadway configuration changes, and engineering solutions to address water issues. She explained that, if the TID is approved, those studies would be evaluated further and the re-platting process would begin.

Ciccarelli inquired whether a parcel adjacent to the proposed TID that is currently outside the City limits would qualify for the one-half-mile radius for eligible improvements if it were annexed into the City, and whether it would automatically become part of the TID or require an amendment. He noted that the parcel could provide improved connectivity to Rock River Park. The Baird representative, participating via Zoom, stated that she would need to verify the details but believed the parcel would likely qualify within the one-half-mile radius.

Huckabee moved, seconded by Ciccarelli to recommend that the Plan Commission adopt the resolution recommending adoption of the Project Plan Territory Addition Amendment No. 1 and Boundaries for the Tax Incremental District No. 9, City of Fort Atkinson, Wisconsin. Motion carries 6-0

- e. *Review and possible action relating to a Resolution recommending adoption of the Project Plan and Boundaries for Tax Incremental District No. 11, City of Fort Atkinson, Jefferson County, Wisconsin (Houseman, City Manager)*

Ciccarelli stated that if the utility easement that runs adjacent and through the TID was considered unbuildable, it could potentially be used for green space.

Huckabee moved, seconded by Schultz to recommend that the Plan Commission adopt the resolution recommending approval of the Project Plan and Boundaries for Tax Incremental District No. 11, City of Fort Atkinson, Jefferson County, Wisconsin. The motion carried, 6-0.

- f. *Review and possible action relating to a **Special Area Design Review** for paint at Hein Law Office located at 101 S., Main St. (Houseman, City Manager) (SADR-2026-03)*

Chairperson Manager Houseman presented a Special Area Design Review - Design Alteration Review for the property located at the corner of South Main Street and South Water Street at 101 S. Main St., which was formerly occupied by Edward Jones Investments and is currently leased by Hein Law. After recently receiving approval for new awning signage, the tenant is now proposing additional improvements to the building's front façade. The property is located within the Downtown Historic Mixed Use zoning district, where design standards are intended to preserve the area's historic character and architectural compatibility. The proposed changes include painting the storefront exterior in two shades of tan to enhance the building's appearance at this prominent downtown corner. The Historic Preservation Commission reviewed the proposal and found the selected colors appropriate, expressing no concerns with the planned improvements.

Ciccarelli motioned, seconded by Shull to approve the Design Alteration Review as

proposed.

- g. *Review and possible action relating to a **Special Area Design Review** for Paddy Shack located at 201 S. Main St. (Houseman, City Manager) (SADR-2026-04)*

Chairperson Manager Houseman presented a Special Area Design Review - Design Alteration Review for the property located at 201 S. Main St. The project includes replacing the existing recessed storefront with a new storefront that aligns with the building façade to accommodate an additional golf simulator while maintaining the appearance of a traditional storefront. The Historic Preservation Commission acknowledged that, although removal of the existing storefront is not ideal, the replacement storefront preserves the building's historic character and allows for future reconfiguration. The Commission discussed the proposed aluminum storefront frame and indicated support for either the proposed aluminum finish or a dark bronze/black finish.

Commissioner Huckabee expressed concerns with the proposed design and stated that she had spoken with the business owner regarding alternative design options. She requested to present those alternatives to the Commission. Manager Houseman stated that the proposal before the Commission was the application submitted for review, and it had received support from the Historic Preservation Commission.

Commissioner Huckabee moved to table the Special Area Design Alteration Review. The motion failed for lack of a second.

Ciccarelli stated that while the brushed aluminum would match the current storefront, he would like to recommend the black/dark bronze.

Commissioner Schultz motioned to approve the proposed design alteration with the following conditions:

- Require the applicant to utilize black/dark bronze window and door frames
- Any other recommendations of City staff and the Plan Commission.

Motion failed due to lack of a second.

- h. *Review and possible action relating to a **Special Area Design Review** for State Farm Insurance located at 103 S. Main St. (Houseman, City Manager) (SADR-2026-05)*

Chairperson Manager Houseman presented the Special Area Design Review - Design Alteration for State Farm Insurance located at 103 S. Main St. The applicant proposes exterior improvements to a property in the Downtown Historic Mixed Use District, including repainting the building, reconfiguring the storefront, removing the existing awning, and installing new lighting and signage. Following review by the Historic Preservation Commission, the applicant revised the plans by replacing the proposed stone veneer with black aluminum panels and providing updated paint colors that better complement the building's historic character. The existing painted brick will remain, as removing the paint and restoring the original brick was determined to be cost-prohibitive. Staff concluded that the revised proposal represents a substantial improvement to the

building and is generally consistent with the intent of the Downtown Historic Mixed Use design standards.

Nate Yahn, the applicant, stated that what is listed as stone veneer on the rendering is not actually stone, but ceramic floor tiles added to the exterior of the vertical jams on the storefront. Through conversations with the Historic Preservation Commission, they have agreed to use aluminum wrap instead.

Ciccarelli moved, seconded by Schultz to recommend approval of the proposed Design Alteration, including the following conditions:

- Require the applicant to provide period-appropriate color swatches for the proposed painting.
- Require the applicant to wrap the storefront with a dark aluminum surrounding the reconfigured storefront.
- Any other recommendations of City staff and the Plan Commission.

The motion carries, 5-0. Commissioner Shull was absent for the vote.

i. Update on previously approved projects (Houseman)

Chairperson Manager Houseman provided the following updates:

- The Certified Survey Map for 312 S. Fourth Street has not yet been approved due to an issue with locating and televising the storm sewer to identify the easement area before it moves forward to City Council. All other Certified Survey Maps from the last plan commission meeting were approved.
- The ground breaking for the Spec Buildings in the Klement Business Park will be on site at 10:00 am on June 30th.

4. Adjournment

Huckabee moved, seconded by Ciccarelli to adjourn. The motion carried 5-0, and the meeting adjourned at 4:49 p.m.

Respectfully submitted,
Courtney Thom
Deputy Clerk