



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, AUGUST 11, 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 pm.

2. Roll call

Present: Chairperson Manager Houseman, Director of Public Works Navin, Commissioners Schultz, Shull, Ciccarelli and Council Representative Huckabee. Also present: Director of Neighborhood and Building Services, City Attorney and Public Relations Executive Assistant.

3. Unfinished Business

- a. Review and possible action relating to a **Conditional Use Permit** for Phase 1 of a group development of multiple principal buildings on one parcel located at 1911 Janesville Avenue (parcel 226-0514-1742-001) (SPR-2026-07) (Draeger, Director of Neighborhood and Building Services)*

Manager Houseman stated that the applicant requested that the Certified Survey Map and Site Plan Review for 1911 Janesville Ave. be removed from the agenda, with a plan to bring them to a future agenda.

Director Draeger presented the Conditional Use Permit for a Group Development to accommodate seven multifamily buildings totaling 112 units in two separate phases. This Conditional Use Permit covers Phase 1 of the project. Phase 2 will also require a CUP. The property is located on the far southern edge of Fort Atkinson near the Klement Business Park and STH 26 Bypass/Janesville Avenue interchange. It is currently being used for farming and includes one single-family home. Any existing access easements would not be changed without the property owner's consent.

Phase 1 of the project includes four 16-unit multifamily buildings, a new access point to Janesville Avenue, stormwater management, surface parking, and internal circulation driveways. Phase 2 would have three 16-unit buildings. Staff believes the conditions of the Conditional Use Permit are being met.

City staff recommends approval of the Conditional Use Permit for Phase 1, subject to the

following conditions:

- City Council approval of a Certified Survey Map and Plan Commission approval of a Site Plan for Phase 1
- Any other recommendations of City staff and the Plan Commission.

Ciccarelli moved, seconded by Huckabee, to approve the Conditional Use Permit subject to the conditions above. Motion carried, 6-0

- b. *Review and possible recommendation to the City Council on a **Certified Survey Map** for the property located at 1911 Janesville Avenue (parcel 226-0514-1742-001) (SPR-2026-07) (Draeger, Director of Neighborhood and Building Services)*
Removed from the agenda.
- c. *Review and possible action relating to a **Site Plan Review** for the property located at 1911 Janesville Avenue (parcel 226-0514-1742-001) (SPR-2026-07) (Draeger, Director of Neighborhood and Building Services)*
Removed from agenda.

4. New Business

- a. *Review and possible action relating to the **minutes of the July 28, 2026, Plan Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
Huckabee moved, seconded by Shull, to approve the minutes of the July 28, 2026 Plan Commission meeting. The motion carried 6-0.
- b. *Review and possible recommendation to the City Council relating to a **Certified Survey Map** for the property located at 815 Jefferson St. (226-0614-3432 and 226-0614-3432-004) (CSM-2026-11) (Draeger, Director of Neighborhood and Building Services)*
Director Draeger stated that the property owner, Opportunities Inc., has requested approval to combine two parcels into one to facilitate the development of an outdoor activities area on the combined properties as an accessory use to the primary structure. The zoning of the property is proposed to remain Light Industrial, and its future use will be an accessory use to the current principal use. The area would be used by their employees and also by the public during certain hours.

Overall, the proposed CSM meets the requirements of the City's Land Division and Development Ordinance and the dimensional standards of the City's Zoning Ordinance. Houseman said a Site Plan Review will come before the Plan Commission on September 8, 2026, which will include the all-inclusive playground project.

Huckabee confirmed the zoning would stay Light Industrial. Draeger stated it would, so that if the accessory use no longer exists in the future, the property would still be Light Industrial.

Ciccarelli asked about the parcels owned by the City in remediation as related to this project. Draeger stated the City has not explored redevelopment of that site yet.

Ciccarelli moved, seconded by Schultz, to recommend that the City Council approve the Certified Survey Map for the property located at 815 Jefferson St., subject to the conditions outlined in the staff report. Motion carried 6-0.

- c. **Public Hearing** relating to a **Conditional Use Permit** for a group development to allow multiple buildings on the property located on Mehta Lane (parcels 226-0614-3231-000 and 226-0614-3242-001) (ZMA-2026-01) (Draeger, Director of Neighborhood and Building Services)

Director Draeger presented the request relating to a Conditional Use Permit for a group development to allow multiple buildings on the property located on Mehta Lane. The proposed project involves a CSM to combine two existing parcels, a conditional use permit for group development, and a Site Plan Review. Each multifamily building is proposed to be identical, two stories in height, with individual units, attached garages, and entries. Multiple surface parking areas are provided for guests and residents that are connected via internal circulation driveways. The subject properties are located on the far Northwest side of Fort Atkinson, adjacent to the USH 26 Bypass on Mehta Lane and Commonwealth Drive.

Staff feels the project meets the group development standards and believes it is in harmony with the Comprehensive Plan. The project also includes interior walkways for pedestrian safety.

Manager Houseman opened the public hearing at 4:17 p.m.

John Hausz, 104 Jefferson St., questioned how the City sewer and water would be paid for in the development and which street it is coming from.

After three calls and no comments, the public hearing was closed at 4:19 p.m.

- d. **Public Hearing** relating to a **Conditional Use Permit** for a group development to allow multiple buildings on the property located at 550 McMillen St. (ZMA-SPR-2026-02) (Draeger, Director of Neighborhood and Building Services)

Director Draeger presented the request for the Conditional Use Permit for a group development to allow multiple buildings on the property located at 550 McMillen St. The proposed project involves the following: a CSM to combine two existing parcels into one, a Conditional Use for a Group Development, multiple principal buildings on the same lot, and a Site Plan. A Zoning Map Amendment was approved earlier this year to change the zoning from Institutional to Multi-Family Residential-30. That request was approved by the Plan Commission and City Council. The developer is not requesting the full density of the zoning with the proposed project.

The development includes four 24-unit multifamily buildings. The subject properties are located on the far northeast side of Fort Atkinson, near the Fort Healthcare campus. They currently include an access point from McMillen Street to serve an off-site parking lot that

was previously needed for Fort Healthcare. The proposed Certified Survey Map is planned to combine two existing parcels and extend the public right-of-way for Schumacher Way into the subject property. One small parcel currently connects the large existing parking lot parcel (7.5 acres) to McMillen Street. The CSM is proposed to combine the parcels for improved access. Additionally, a cul-de-sac-shaped right-of-way extension is proposed at the eastern terminus of Schumacher Way to also improve long-term accessibility to the site. The CSM documents a series of easements that include water and sewer connections between this property and Schumacher Way, in addition to stormwater areas needed to serve this property and the original development of Schumacher Way.

Draeger stated the project is in harmony with the City's Comprehensive Plan and meets the conditions for a CUP as outlined in the Zoning Ordinance.

Manager Houseman opened the public hearing at 4:23 p.m. After three calls and no comments, the public hearing was closed at 4:23 p.m.

- e. *Review and possible recommendation to the City Council relating to a **Certified Survey Map** for the property located on Mehta Lane (parcels 226-0614-3231-000 and 226-0614-3242-001) (ZMA-2026-01) (Draeger, Director of Neighborhood and Building Services)*
Huckabee moved, seconded by Ciccarelli, to recommend the City Council approve the Certified Survey Map for the property located on Mehta Lane, subject to the following conditions:

- An easement shall be added to the CSM to identify the location of a watermain loop from Mehta Lane to Commonwealth Drive.
- All City Engineer comments are incorporated within a revised CSM and provided to City staff for review and approval.
- Subject to approval of the Conditional Use Permit by the Plan Commission.
- Any other recommendations of City staff and the Plan Commission.

Motion carried, 6-0.

- f. *Review and possible recommendation to the City Council relating to a **Certified Survey Map** for a property located at 550 McMillen St. (ZMA-SPR-2026-02) (Draeger, Director of Neighborhood and Building Services)*
Huckabee moved, seconded by Shull, to recommend the City Council approve the Certified Survey Map for the property located at 550 McMillen St., subject to the following conditions:

- All City Engineer comments are incorporated within a revised CSM and provided to City staff for review and approval.
- Conditional Use Permit approved by Plan Commission.
- Any other recommendations of City staff and the Plan Commission.

Motion carried, 6-0

- g. *Review and possible action relating to a **Site Plan Review** for the property located on Mehta Lane (parcels 226-0614-3231-000 and 226-0614-3242-001) (ZMA-2026-01) (Draeger, Director of Neighborhood and Building Services)*

To address a public comment, Draeger stated the application packet includes a plan that shows the utilities running through the site. The water will be looped, and the sanitary sewer will run down Commonwealth Drive. The applicant will be paying for the sewer and water loop.

Bob Murray, a representative of Pre3, stated the company concentrates on workforce housing. Cardinal View, the project on Mehta Lane, is a 12-unit building, called an apartment home, focused on renters who want to live there for a long period of time. Each home has a private entrance and a private garage connected to the unit. He stated the turnover is 20-25%, which means people are staying there long-term. Pre3 manages their own buildings. The goal is to make the rent affordable enough that the average person making \$18–\$20 an hour can afford it.

He also discussed the project by the hospital, Riverpoint Commons, to focus on an aging population. These buildings are three stories with underground parking and elevators. There is a community room to gather. The company uses on-site managers. The goal is to start having units available by the end of next summer. Both Pre3 projects will be built at the same time.

Huckabee stated that she was pleased the company would be managing the buildings and have on-site management.

Ciccarelli stated he is pleased with the pedestrian paths within the development. He mentioned future planning to cross Madison Avenue to the high school may be a consideration.

Huckabee moved, seconded by Ciccarelli, to recommend the City Council approve the Certified Survey Map for the property located on Mehta Lane, subject to the following conditions:

- Require the applicant to provide designated or marked internal walking paths to connect Mehta Lane and Commonwealth Drive through the site.
- Require the applicant to add curbing around all parking and landscaping areas.
- Require the applicant to update the Site Plan to include pavement markings for all planned parking stall locations that meet all ordinance requirements, as approved by staff.
- Waive the requirement and allow individual unit AC mechanicals to be located on the façade of the structure.
- Waive the requirement and allow all six buildings to be identical in terms of architecture, materials, and colors, with consideration that each building provides variation in materials and materials on individual buildings.
- Waive the 0.4 footcandles lighting requirements, subject to public safety approval.

- Contingent on approval of the Conditional Use Permit by the Plan Commission.
- Any other recommendations from City staff and the Plan Commission.

Motion carried, 6-0

- h. Review and possible action relating to a **Site Plan Review** for a property located at 550 McMillen St. (ZMA-SPR-2026-02) (Draeger, Director of Neighborhood and Building Services)*

Ciccarelli discussed the possibility of a pedestrian path in the future with CORP planning. He stated the Tax Increment District has funds for bike and pedestrian paths and the possibility of including the connections on the site. He also commended the site connectivity with the sidewalks on the property.

Ciccarelli moved, seconded by Huckabee to recommend the City Council approve the Site Plan Review for the property located at 550 McMillen St., subject to the following conditions, subject to Staff approval:

- Require the applicant to increase the pavement setback for the proposed parking lot closest to the new Schumacher Way cul-de-sac to meet the standards of Section 15.02.24 (10' from the right-of-way)
- Require the applicant to reduce the driveway widths to meet the standards of Section 15.06.03 (24').
- Require the applicant to add curbing along all internal parking and landscaping areas.
- Require the applicant to add a minimum of 14 on-site bicycle parking stalls or provide designated space in underground parking
- Require the applicant to update the Site Plan to include:
- Four-sided, screened dumpster enclosure that meets all ordinance requirements, as approved by staff.
- Landscaping plan with plantings and points identified that meets all ordinance requirements, as approved by staff.
- Four-sided elevations for the office/mailroom building that meets all ordinance requirements, as approved by staff.
- Waive the 0.4 footcandles lighting requirement, subject to public safety approval.
- Waive the requirement for a 50' throat depth for the access point office of Schumacher Way due to the very low traffic volumes associated with this street and access point.
- Waive the requirement for variation amongst the individual buildings (architectural elements, materials, colors, etc.), understanding that the individual buildings are proposed to have a variation of colors and materials meeting the intent of the requirement.
- Contingent on the Plan Commission approval of the Conditional Use Permit.
- Any other recommendations of City staff and the Plan Commission.

Motion carried, 6-0

- i. Update on previously approved projects (Houseman)*
None.

5. Adjournment

Huckabee moved, seconded by Shull to adjourn. Meeting adjourned at 4:55 p.m.