



**136 North Monroe Street, Waterloo, Wisconsin 53594-1198**  
**Phone (920) 478-3025**  
**Fax (920) 478-2021**

**PUBLIC NOTICE OF A CITY OF WATERLOO  
PLAN COMMISSION MEETING**

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public and the news media, the following meeting will be held:

COMMITTEE: PLAN COMMISSION  
DATE: May 24, 2016  
TIME: 7:30 p.m.  
LOCATION: Municipal Building Council Chamber, 136 N. Monroe Street

1. CALL TO ORDER AND ROLL CALL
2. MEETING MINUTES APPROVAL: NOVEMBER 24, 2015 (Dec. – April, no meetings)
3. PUBLIC COMMENT
4. NEW BUSINESS
  - a. Proposed Certified Survey Map, Kwik Trip, 115 Portland Road
  - b. Application For A Conditional Use Permit, Marjorie Hein Trust, 717 Lum Avenue/208 Henry Street
5. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
6. ADJOURNMENT

Mo Hansen  
Clerk/Treasurer

COMMISSIONERS: Please contact the Clerk/Treasurer at 478-3025 if you are unable to attend.

Posted, Distributed & Emailed: 5/17/2016

Members: Leisses, Thompson, Springer, Crosby, Butzine, Reynolds, and Lannoy

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above meeting(s) to gather information. No action will be taken by any governmental body other than that specifically noticed. Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request such services please contact the clerk's office at the above location.

**CITY OF WATERLOO PLAN COMMISSION**  
**MEETING MINUTES: November 24, 2015**

1. CALL TO ORDER AND ROLL CALL. Mayor Thompson called the meeting to order at 7 p.m. Commissioners present: Leisses, Crosby, Oelke, Thompson, Lannoy and Reynolds. Absent – Butzine. Others present: Tim Geschke, Hawthorn & Stone and Clerk/Treasurer Hansen.
2. APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES. MOTION: Moved by Reynolds seconded by Oelke to approve meeting minutes for October 27, 2015 as presented. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. None.
4. UNFINISHED BUSINESS
  - a. Certified Survey Map, Commercial Avenue – Larry Waldo. DISCUSSION: Hansen said area dedicated to the City at this time is finalized upon the recording of the certified survey map. MOTION: Moved by Crosby, seconded by Oelke to recommend Council approval of the certified survey map as presented. VOICE VOTE: Motion carried.
  - b. Architectural Design Review – Riverwalk Redevelopment, Assisted Living Facility – 28 units. DISCUSSION. Items 4b & 4c were both taken up at this time. Leisses presented a four page review. Hansen said the Design Review process starts and ends with the Plan Commission. Geschke provided a project outline. The consensus of the body after the City Engineer’s review was to require additional parking spots to meet the appropriate number. MOTION: Moved by Leisses, seconded by Reynolds to approve the Architectural Design Review with the condition that all items referenced in the City Engineer’s November 23<sup>rd</sup> memorandum be required; that additional parking spaces be added to meeting the parking requirement; and that the developer is to meet all the requirements of the CLOMAR process. VOICE VOTE: Motion carried.
  - c. Architectural Design Review – Riverwalk Redevelopment, Market Rate Apartment – 16 units. See above.
5. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.
  - a. January 27, 2016 Workshop For Local Land Use Officials – Whitewater. Noted.
  - b. Rezoning Request C-1 To R-2, 141 W. Madison Street, Rachel Archie / On Hold. Noted.
6. ADJOURNMENT. MOTION: Moved by Crosby, seconded by Leisses to adjourn. VOICE VOTE: Motion carried. Approximate time: 7:30 pm.



Mo Hansen,  
Clerk/Treasurer





# CERTIFIED SURVEY MAP DATED: April 25, 2016

## Birrenkott Surveying, Inc.

P.O. Box 237  
1677 N. Bristol Street  
Sun Prairie, Wisconsin 53590  
Phone (608) 837-7463  
Fax (608) 837-1081

**Surveyor's Certificate:**  
I, Daniel V. Birrenkott, hereby certify that this survey is in full compliance with Chapter 236.34 of Wisconsin Statutes. I also certify that by the direction of the owners listed hereon, I have surveyed and mapped the lands described hereon and that the map is a correct representation of all the exterior boundaries of the land surveyed and the division of that land, in accordance with the information provided.

\_\_\_\_\_  
Daniel V. Birrenkott, Professional Land Surveyor No. S-1531

### Description:

All of lots 1 and 2 of Certified Survey Map No. 3126 filed August 16, 1995 in Volume 13 of Certified Survey Maps, page 114, as Document No. 942935, being part of the Southeast 1/4 of the Southwest 1/4 of Section 5, Township 8 North, Range 13 East, City of Waterloo, Jefferson County, Wisconsin.

### Owners Certificate:

As owner, I hereby certify that I have caused the lands described on this Certified Survey Map to be surveyed, divided and mapped as represented on this Certified Survey Map. We also certify that this Certified Survey Map is to be submitted to the City of Waterloo for approval.

Kwik Trip Inc.

\_\_\_\_\_  
Authorized Representative                      Printed Name                      Date

State of Wisconsin)  
Jefferson County) ss Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2016,  
the above-named, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public, Jefferson County, Wisconsin.                      My Commission Expires

\_\_\_\_\_  
Printed name

### Owners Certificate:

As owner I hereby certify that I have caused the lands described on this Certified Survey Map to be surveyed, divided and mapped as represented on this Certified Survey Map. We also certify that this Certified Survey Map is to be submitted to the City of Waterloo for approval.

Badge Wash/Waterloo, LLC

\_\_\_\_\_  
Authorized Representative                      Printed Name                      Date

State of Wisconsin)  
Jefferson County) ss Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2016,  
the above-named, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public, Jefferson County, Wisconsin.                      My Commission Expires

\_\_\_\_\_  
Printed name

### City of Waterloo Approval Certificate:

Approved for recording per City of Waterloo Plan Commission action of

\_\_\_\_\_ and City of Waterloo Common Council action of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Mo Hansen, City of Waterloo, Clerk

**Surveyed For:**  
Kwik Trip Inc.  
1626 Oak Street  
LaCrosse, WI 54602

Surveyed: TAS  
Drawn: TRK  
Checked: \_\_\_\_\_  
Approved: DVB  
Field book: 347/4-8  
Tape/File: J:\2014\CARLSON

### Register of Deeds Certificate:

Received for recording this \_\_\_\_\_ day of \_\_\_\_\_, 2016

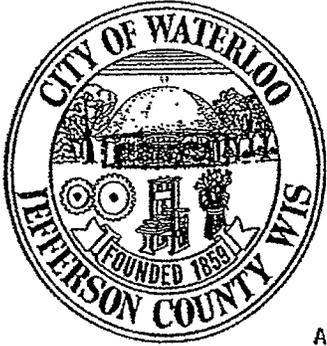
at \_\_\_\_\_ o'clock \_\_\_\_\_ m and recorded in Volume \_\_\_\_\_ of Certified Survey

Maps of Jefferson County on Pages \_\_\_\_\_.

Document No. \_\_\_\_\_

\_\_\_\_\_  
Staci M. Hoffman, Register of Deeds

Certified Survey Map No. \_\_\_\_\_, Volume \_\_\_\_\_, Page \_\_\_\_\_



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198  
Phone (920) 478-3025  
Fax (920) 478-2021

APPLICATION FOR CONDITIONAL USE PERMIT

(Review and Action by City Plan Commission/Common Council)

Number: \_\_\_\_\_ Date Filed: 5-6-2016 Fee Paid: Waived

Location of Property: 717 Lum Avenue, 208 Henry Street, Waterloo, Wisconsin 53594

Applicant: Mary A. Danielson as Trustee of the Marjorie C. Hein Revocable Trust, dated March 9, 2011

Address: 2224 Michigan Avenue, Sun Prairie, Wisconsin 53590 Telephone: (608) 225-2884

Owner of Property: Mary A. Danielson as Trustee of the Marjorie C. Hein Revocable Trust, dated March 9, 2011

Address: 2224 Michigan Avenue, Sun Prairie, Wisconsin 53590 Telephone: (608) 225-2884

Contractor: n/a

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Architect or Professional Engineer: n/a

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Legal Description of Property: Lot 53 of the Plat of Park Hills, City of Waterloo, Jefferson County, Wisconsin.

Land Parcel Size: 0.36 acres Present Use: Two-family dwelling/duplex Zoning District: R-2

Type of Existing Structure (if any): Two-family dwelling/duplex

Proposed Use of the Structure or Site: Two-family dwelling/duplex Number of Employees: 0

TERMS OF MUNICIPAL CODE

Section 385-10(B)(2)

CONDITIONAL USE REQUESTED

Two-family dwelling/duplex

Specify Reason(s) for Application: (for example, insufficient lot area, setback, etc.)

Two-family dwelling/duplex is a conditional use for R-2 zoning districts. Property has been utilized as a two-family dwelling/duplex since 1988.

ATTACH THE FOLLOWING:

1. Adjoining owners, all names and addresses of all abutting and opposite property owners within 200 feet.
2. Site plan showing the area involved, its location, dimensions, elevations, drainage, parking, etc., and location of adjacent structures within 200 feet.

Date: 5-6-2016

Mary A. Danielson  
Signature of Applicant

List of Adjoining Owners for Conditional Use Permit Application

1. Edeltraut M. Grossman  
202 Henry Street  
Waterloo, Wisconsin 53594
2. Lannoy Family Partnership  
808 N. Monroe Street  
Waterloo, Wisconsin 53594
3. Adolfo Estrada  
Francisco Estrada  
Maria E. De La Cruz  
801 Lum Avenue  
Waterloo, Wisconsin 53594
4. Oliver L. Robertson  
Karen A. Robertson  
722 Lum Avenue  
Waterloo, Wisconsin 53594
5. Richard K. Blawusch  
Reba H. Blawusch  
710 Lum Avenue  
Waterloo, Wisconsin 53594
6. Orchard Storage LLC  
711 Lum Avenue, Apt. A  
Waterloo, Wisconsin 53594

