

NOTICE OF A CITY OF WATERLOO PLAN COMMISSION PUBLIC 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 to consider the following:

MEETING: PLAN COMMISSION

DATE: Tuesday, December 23, 2025 TIME: 6:00 p.m. LOCATION: 136 N. MONROE STREET, MUNICIPAL BUILDING COUNCIL CHAMBERS

PLAN COMMISSION REGULARLY SCHEDULED MEETING

1) CALL TO ORDER AND ROLL CALL

2) APPROVAL OF MEETING MINUTES:

3) CITIZEN INPUT (3-Minute Time Limit)

4) NEW BUSINESS

- a. New CSM Map for 477 W. Madison St
- b. Minor Land Division W12295 State Road 89
- 5) FUTURE AGENDA ITEMS & ANNOUNCEMENTS
- 6) ADJOURNMENT

Jeanne Ritter, Clerk/Deputy Treasurer

Members: Leisses, Quimby, Kuhl, Crosby, Chadwick, Empey & Renforth

Posted, Distributed & Emailed: 12/19/2025

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may attend the above meeting(s) to gather information. No action will be taken by any governmental body other than that specifically noted. 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.

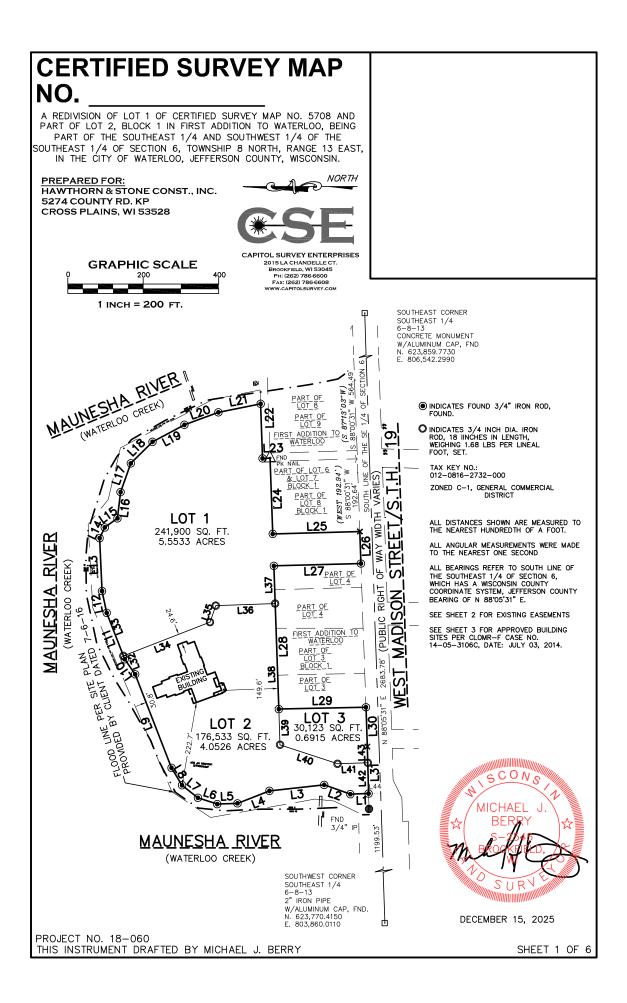
WATERLOO PLAN COMMISSION - Minutes October 28, 2025

[a digital meeting recording also serves as the official record]

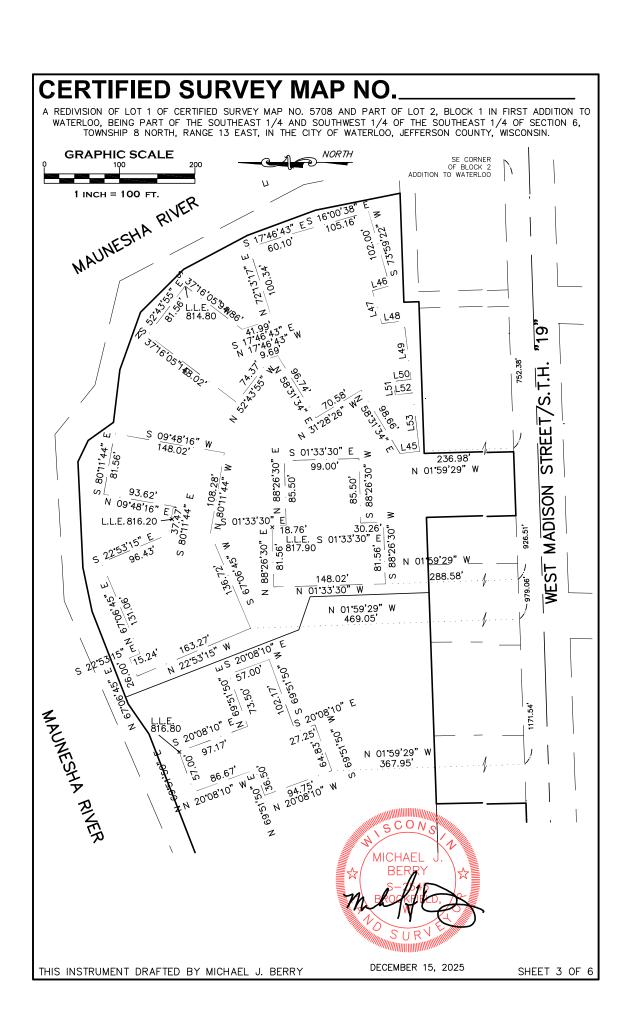
PLAN COMMISSION REGULARLY SCHEDULED MEETING

- 1) CALL TO ORDER AND ROLL CALL: Mayor Quimby called the meeting to order at 6:00 p.m. Commissioners attending: C. Kuhl, B. Renforth, M. Leisses and Chadwick. Absent: Crosby and Empey. Others in attendance: D. Behm, T. Ulam, T.Castillo and Clerk Ritter.
- 2) APPROVAL OF MEETING MINUTES: September 23, 2025 Motion [C.Kuhl/Leisses] VOICE VOTE: Motion carried.
- 3) CITIZEN INPUT (3-Minute Time Limit)- none
- 4) NEW BUSINESS
 - a. CSM for 516 Washington Street James and Brenda Marshall Motion to approve with changes to the CSM and Engineers final sign off. [Leisses/Renforth] VOICE VOTE Motion carried
 - b. Ordinance 2025-13 Amending 140-13 Fences and Walls. Motion to change distance to 2ft from property line. [C.Kuhl/Chadwick] VOICE VOTE: Motion carried.
- 5) FUTURE AGENDA ITEMS & ANNOUNCEMENTS
- 6) ADJOURNMENT Motion [Leisses/C.Kuhl] VOICE VOTE: Motion carried. 6:26p.m.

Jeanne Ritter, Clerk/Deputy Treasurer



CERTIFIED SURVEY MAP NO. A REDIVISION OF LOT 1 OF CERTIFIED SURVEY MAP NO. 5708 AND PART OF LOT 2, BLOCK 1 IN FIRST ADDITION TO WATERLOO, BEING PART OF THE SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 6, TOWNSHIP 8 NORTH, RANGE 13 EAST, IN THE CITY OF WATERLOO, JEFFERSON COUNTY, WISCONSIN. **GRAPHIC SCALE** NORTH 1 INCH = 100 FT. U RECIPROCAL EASEMENT FOR INGRESS AND EGRESS PER DOC. NO. 855566 (25' X 20') ඁත WIDE RIGHT—OF—WAY R ROADWAY PURPOSES_ PER VOL. 311 DEEDS 11, DOC. NO. 549869 15.0' 15' WIDE UTILITY EASEMENT FOR WATER MAIN TO THE CITY OF WATERLOO PER DOC. NO. 855522 (CENTERED ON A 10" DIA. 20' WIDE PUBLIC SANITARY SEWER_ 10.0 WATER MAIN) AND WATER MAIN EASEMENT LOT 1 . 일 일 NOSI 20, 5, MADI PROPOSED EMERGENCY INGRESS & EGRESS EASEMENT FOR THE BENEFIT OF LOT 2 BY SEPARATE DOCUMENT WEST 28 25' LOT 2 SCONS **MICHAEL** LOT DECEMBER 15, 2025 THIS INSTRUMENT DRAFTED BY MICHAEL J. BERRY SHEET 2 OF 6



CERTIFIED SURVEY MAP NO.

A REDIVISION OF LOT 1 OF CERTIFIED SURVEY MAP NO. 5708 AND PART OF LOT 2, BLOCK 1 IN FIRST ADDITION TO WATERLOO, BEING PART OF THE SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 6, TOWNSHIP 8 NORTH, RANGE 13 EAST, IN THE CITY OF WATERLOO, JEFFERSON COUNTY, WISCONSIN.

LINE TABLE				
LINE	LENGTH	BEARING		
L1	48.36'	N01°59'29"W		
L2	73.59'	N19*34'54"E		
L3	146.00'	N06°11'03"W		
L4	91.07'	N21°25'31"W		
L5	53.75'	N02°02'24"W		
L6	53.75'	N18°11'36"E		
L7	53.75'	N38°25'35"E		
L8	53.75'	N58°39'34"E		
L9	266.27	N68*46'34"E		
L10	48.42'	N55*10'08"E		
L11	131.89'	N68°43'53"E		
L12	59.17'	N78°02'06"E		
L13	140.45	N87°20'20"E		
L14	31.50'	S64°09'18"E		
L15	41.26'	S35*38'56"E		
L16	70.12	S83°08'15"E		
L17	80.92'	S70°21'50"E		
L18	80.92'	S44°49'02"E		
L19	95.93'	S28'04'14"E		
L20	95.93'	S20°07'27"E		
L21	114.31'	S11°25'38"E		
L22	144.69'	S88°00'31"W		

LINE	LENGTH	BEARING
L23	20.00'	S01°59'29"E
L24	201.04'	S88'00'31"W
L25	231.00'	S01°33'03"E
L26	84.86'	S88°00'31"W
L27	231.00'	N01°33'03"W
L28	379.93'	S88°00'31"W
L29	231.01'	S01°12'42"E
L30	104.20'	S88°00'31"W
L31	124.72'	S88*26'38"W
L32	9.62'	N68*43'53"E
L33	122.27'	N68°43'53"E
L34	246.30'	S21°16'07"E
L35	46.42'	S70°57'05"E
L36	157.70'	S01°59'29"E
L37	99.90'	S88°00'31"W
L38	374.43'	S88'00'31"W
L39	94.40'	S88°00'31"W
L40	160.50'	S18*23'08"W
L41	80.21'	S01°59'29"E
L42	81.79'	S88°26'38"W
L43	42.93'	N88*26'38"E
L44	32.07	N01*59'29"W



DECEMBER 15, 2025

CERTIFIED SURVEY MAP NO.

A REDIVISION OF LOT 1 OF CERTIFIED SURVEY MAP NO. 5708 AND PART OF LOT 2, BLOCK 1 IN FIRST ADDITION TO WATERLOO, BEING PART OF THE SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 6, TOWNSHIP 8 NORTH, RANGE 13 EAST, IN THE CITY OF WATERLOO, JEFFERSON COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

STATE OF WISCONSIN) SS

I, MICHAEL J BERRY, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY:

THAT I HAVE SURVEYED, DIVIDED AND MAPPED A REDIVISION OF LOT 1 OF CERTIFIED SURVEY MAP NO. 5708 AND PART OF LOT 2, BLOCK 1 IN FIRST ADDITION TO WATERLOO, BEING PART OF THE SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 6, TOWNSHIP 8 NORTH, RANGE 13 EAST, IN THE CITY OF WATERLOO, JEFFERSON COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID 1/4 SECTION; THENCE N 88'05'31" E ALONG THE SOUTH LINE OF SAID 1/4 SECTION 1199.53 FEET; THENCE N 01'59'29" W 32.07 FEET TO THE SOUTHWEST CORNER OF SAID LOT, BEING ON THE NORTH LINE OF STATE TRUNK HIGHWAY "19" AND THE POINT OF BEGINNING OF LANDS TO BE DESCRIBED; THENCE CONTINUING N 01'59'29" W 48.36 FEET; THENCE N 19'34'54" E 73.59 FEET; THENCE N 06'11'03" W 146.00 FEET; THENCE N 21'25'31" W 91.07 FEET; THENCE N 02'02'24" W 53.75 FEET; THENCE N 18'11'36" E 53.75 FEET; THENCE N 38'25'35" E 53.75 FEET; THENCE N 55'39'34" E 53.75 FEET; THENCE N 68'43'53" E 131.89 FEET; THENCE N 78'02'06" E 59.17 FEET; THENCE N 87'20'20" E 140.45 FEET; THENCE S 83'08'15" E 41.26 FEET; THENCE S 83'08'15" E 70.12 FEET; THENCE S 70'21'50" E 80.92 FEET; THENCE S 44'49'02" E 80.92 FEET; THENCE S 28'04'14" E 95.93 FEET; THENCE S 20'07'27" E 95.93 FEET; THENCE S 11'25'38" E 114.31 FEET; THENCE S 88'00'31" W 144.69 FEET; THENCE S 01'59'29" E 20.00 FEET; THENCE S 88'00'31" W 201.04 FEET; THENCE S 01'33'03" E 231.00 FEET; THENCE S 88'00'31" W 379.93 FEET; THENCE S 01'12'42" E 231.01 FEET TO A POINT ON THE SAID NORTH LINE 05 STATE TRUNK HIGHWAY; THENCE S 88'00'31" W ALONG SAID NORTH LINE 05 STATE TRUNK HIGHWAY; THENCE S 88'26'38" W ALONG SAID LINE 104.20 FEET; THENCE S 88'26'38" W ALONG SAID LINE 104.20 FEET; THENCE S 88'26'38" W ALONG SAID LINE 104.20 FEET; THENCE S 88'26'38" W ALONG SAID LINE 104.20 FEET; THENCE S 88'26'38" W ALONG SAID LINE 124.72 FEET TO THE POINT OF BEGINNING.

CONTAINING: 448,556 SQUARE FEET OR 10.2974 ACRES.

THAT I HAVE MADE SUCH SURVEY, LAND DIVISION AND MAP BY THE DIRECTION OF HAWTHORN & STONE CONSTRUCTION, INC., OWNER OF SAID LAND.

THAT SUCH MAP IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION THEREOF MADE.

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236.34 OF THE STATUTES OF THE STATE OF WISCONSIN, THE CITY OF WATERLOO MUNICIPAL CODE, AND THE ORDINANCES OF JEFFERSON COUNTY IN SURVEYING, DIVIDING, AND MAPPING THE SAME.

DATED THIS 15TH DAY OF DECEMBER, 2025.

PROFESSIONAL LAND SURVEYOR S-2545

STATE OF WISCONSIN

CERTIFIED SURVEY MAP NO	
REDIVISION OF LOT 1 OF CERTIFIED SURVEY MAP NO. 5708 AND PART OF LOT 2, BLOCK 1 IN FIRST ADDITION WATERLOO, BEING PART OF THE SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION TOWNSHIP 8 NORTH, RANGE 13 EAST, IN THE CITY OF WATERLOO, JEFFERSON COUNTY, WISCONSIN.	
CORPORATE OWNER'S CERTIFICATE	
HAWTHORNE AND STONE CONSTRUCTION, INC., A WISCONSIN CORPORATION EXISTING UNDER THE LAWS OF THE STATE OF WISCONSIN, AS OWNER, I HEREBY CERTIFY THAT I CAUSED THE LAND DESCRIBED HEREON TO BE SURVEYED, DIVIDED, MAPPED AND DEDICATED AS REPRESENTED ON THIS CERTIFIED SURVEY MAP. I ALSO CERTIFY THAT THIS CERTIFIED SURVEY MAP IS REQUIRED TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL: CITY OF WATERLOO.	
IN WITNESS WHEREOF, HAWTHORNER AND STONE CONSTRUCTION, INC. HAS CAUSED THESE PRESENTS T BE SIGNED BY JANICE FAGA, PRESIDENT, AT, WISCONSIN, THIS DAY OF , 202	o —
JANICE FAGA PRESIDENT	-
STATE OF WISCONSIN) SS	
PERSONALLY CAME BEFORE ME THISDAY OF, 202_, JANICE FAGA, TO ME KNOW AS THE PERSON WHO EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THE SAME.	
NOTARY PUBLIC STATE OF WISCONSIN MY COMMISSION EXPIRES:	
CITY OF WATERLOO PLAN COMMISSION APPROVAL	
THIS CERTIFIED SURVEY MAP IS HEREBY APPROVED BY THE PLAN COMMISSION OF THE CITY OF WATERLOO ON THIS DAYOF, 202	
JENIFER QUIMBY, MAYOR DATE	
DOUG KOEHLER, PLAN COMMISION SECRETARY DATE	
CITY OF WATERLOO COMMON COUNCIL APPROVAL THIS CERTIFIED SURVEY MAP, HAVING BEEN APPROVED BY THE CITY OF WATERLOO PLANNING COMMISION, IS HEREBY APPROVED AND ACCEPTED BY THE CITY OF WATERLOOCOMMON COUNCIL ON THIS DAYOF	
JENIFER QUIMBY, MAYOR DATE	

DATE



DECEMBER 15, 2025

JEANNE RITTER, CITY CLERK



Dodge County Land Resources and Parks Department

127 East Oak Street • Juneau, WI 53039

PHONE: (920) 386-3700 • EMAIL: landresources@co.dodge.wi.us

WEBSITE: co.dodge.wi.gov

DATE SENT TO CITY:

DECEMBER 11, 2025

DEADLINE FOR CITY RESPONSE:

JANAURY 10, 2026

LETTER OF INTENT NOTIFICATION

Please find attached a copy of the minor subdivision letter of intent(s) submitted to our department for approval.

NAME
BRENT COX & PATRICIA
BURLEW

<u>CITY</u> WATERLOO (TOWN OF PORTLAND)

ACTIVITY NUMBER 2025-1176

Please notify our department of your City's position on the enclosed letter of intent. If your City does not return the completed form by the above deadline or file a request that the County review be delayed until a date after which your City has reviewed the proposal, we will assume that the City is in favor of the land division request.

CONTACT:

Land Resources & Parks Department

ATTN: Land Division 127 E. Oak Street Juneau, WI 53039

Phone: (920) 386-3700 x2

E-mail: landresources@co.dodge.wi.us

			CITY RECOM	1MEND/	ATION		
	APPROVE		DENY		NO RECOMMEND	DATION	
	LAYOVE	ER TO DATE:		-		🗆	
COMMENTS	S:	*					
						2	
						CITY REP	RESENTATIVE



DODGE COUNTY LAND RESOURCES AND PARKS DEPARTMENT

127 E OAK STREET • JUNEAU, WI 53039 PHONE: (920) 386-3700 • FAX: (920) 386-3979

E-маіL: landresources@co.dodge.wi.us

MINOR LAND DIVISION LETTER OF INTENT FORM

THIS AREA FOR OFFICE USE ONLY				
Activity No.	Expiration Date			
251176	٠			
Application Date:	Receipt #:			
12-9-25	13033-0009			

Application Fee: \$75 (No	plandPIN 036-0913-2131-000						
NA	PROPERTY DESCRIPTION						
Applicant (Agent)	_	^	Parcel Identification	Number (PIN)			
Breat Cox	and Patri	as Burlewle	resimon	tial Pa	1036-	0913-31	12-1-001
Street Address			Town	-1.00	. 0.00	0913-31	R F
W12295	State Pr	ed 89	Port	amd	to the second		" "
City • State • ZipCode	3.1010	acc or	1/4	1/4	Castian		
			1/4	1/4	Section	Acreage of Parent Parcel	Acreage of Proposed Lot(s)
Wasterlo	0, W15	3594	and South of the	The 10 1 99		M 177.	,
Property Owner (If different fr	rom applicant)		Subdivision (Name, lo	ot and block) or	CSM # (Volume/Pa	ige/Lot)	11/4
50	ane						-,1 =
Street Address			Site Address Of Prop	erty (DO NOT Inc	lude City/State/Zi	pCode)	
5.0						,	
City • State • ZipCode			Discount of the				
			Is this property	y connected	to public sev	ver? 🗆 Yes	⊠.No
			ACT PERSON				
		ber (include area code) of a per	son we can contact	if we have any	questions about	your application.	
Name Brent	Cox		Daytime Phon	e (<u>970)</u>	390_	9401	
	CURRENT PROPERTY U	SE			PROPOSED US	E	
☐ Vacant Property			✓ Single Family R	Residential —	hew 2	acre-rest	dential
Single Family Residenti	al		Duplex (Two-family Residential) parcel from land t				
Duplex (Two-Family Residential)			Multi-Family Residential Smay siver from residentia				
Multi-Family Residential			• Numb	er of residentia			, , ,
Number of residential units:			☐ Agricultural Us			res	1 -
M-Active Working Farm Operation (30 acres)			🗹 Open Space Recreational / Wetlands - No residential structures 💶 👆 Бе				
🗹 Recreational / Wetland	ls / Wooded Parcel		☐ Business / Industrial / Commercial Use (Describe Below) added to				
Business / Industrial / C	Commercial Use (Descri	be Below)	Other (Describe Below) Current resident				
Other (Describe Below))		parcel - area				
			And the same				
					C	sooded/r	ereating
	A SKETCH PLAN S	HOWING THE PROPOSED LAND DIVISI	ON IS REQUIRED TO BE :	SUBMITTED WITH	antiquipade average	THE RESERVE AND DESCRIPTION OF THE PERSON.	
			RTIFICATE				
I, the undersigned, hereby knowledge. I hereby author	apply for Minor Land orize members of the D	Division approval and certify th odge County Land Resources ar	at all the information	on both above	and attached is	true and correct	to the best of my
information pertinent to m	ny request.						
D	rent Cox		922 20	011.	, 10	stmarhl gmaile	e tectory
Contact Person (Print)	rem a	Daytime Contact Phone	(120) 5010	940	Email: _@	gmaile	om_'
Signa	ature				Date 11	11/25	
		OFFICE	USE ONLY				- 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1
CUP Required (Ap	op)	REZONE Required	(Арр)	Restriction	n Release Requir	ed
Notes:	2	3 1 1 2 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			100		
APPROVED	DENIED	LAND RESOURCES AND PARKS DEPARTM	ENT		*		
					Date		



INSTRUCTIONS

Sketch the proposed land division in the space provided below or attach a sketch map or aerial photo of the proposed land division to the application. The sketch map or aerial photo shall be at a scale of 1" = 200' or other appropriate scale. This sketch map or aerial photo shall include the following information:

- 1. North arrow, date and scale;
- 2. Reference to a section corner or existing lot line;
- 3. The dimensions of the existing parcel;
- 4. The location and dimensions of the proposed lot(s);
- 5. The location of the existing and proposed lot lines;
- 6. The location and dimensions of any existing or proposed easements;
- The location of any existing buildings, water wells, septic systems, water courses, drainage ditches and other features pertinent to proper division;
- 8. The location and name of existing roads, easements of record, public access to navigable waters and dedicated areas;
- 9. The location of existing and proposed driveways;
- 10. Any other additional information pertinent to this land division;

(An aerial photo of your site may be available through the Dodge County Planning, Development and Parks Department. Please contact our office for additional information (920) 386-3700)

