

**CITY OF CEDARBURG
PLAN COMMISSION
APRIL 7, 2025**

A regular meeting of the Plan Commission, City of Cedarburg, Wisconsin, will be held at 7:00 p.m. on Monday, April 7, 2025. Attendees have the option of joining the meeting in person at City Hall, W63N645 Washington Avenue, upper level, Council Chambers, or online via the following Zoom link¹: <https://us02web.zoom.us/j/86507575603>

AGENDA

1. CALL TO ORDER - Mayor Patricia Thome
2. ROLL CALL: Present - Mayor Patricia Thome, Jack Arnett, Adam Voltz, Sig Strautmanis, Sherry Bubnitz, Jon Scholz, Common Council Member Jim Fitzpatrick

Also Present - City Planner Mary Censky, City Administrator Mikko Hilvo, Administrative Assistant Theresa Hanaman

3. STATEMENT OF PUBLIC NOTICE
4. APPROVAL OF MINUTES – March 3, 2025 and March 18, 2025

5. COMMENTS AND SUGGESTIONS FROM CITIZENS
Comments from citizens on a listed agenda item will be taken when the item is addressed by the Plan Commission. Under this item, individuals can speak on any topic *not* on the agenda for up to 2 minutes, with possible time extensions at the discretion of the Mayor. No action will be taken on items not listed on this agenda except as a possible referral to committees, individuals, or a future Plan Commission agenda item.

6. PRESENTATION; AND DISCUSSION

A.* A report will be given by raSmith regarding their Technical Memorandum and related supporting data comprising the Cedarburg Traffic & Access Planning Study jointly commissioned by the City and Town of Cedarburg for the WIS 60/Horns Corners Road to Keup Road, Washington Avenue/WIS 60 to Bridge Road, and Sheboygan Road (County I)/WIS 60 to Washington Avenue areas. Review and discussion regarding the report and study will follow.

7. PUBLIC HEARINGS; AND ACTION THEREON

A.* Applicant/property owner Lauren & James Heaberlin, d/b/a Little Red House LLC, request Conditional Use Permit (CUP) approval to transfer the existing tourist rooming house use permit at this site/building into their names as the new business and property owners. This B-3 Central Business District w/ HPD Historic Preservation District Overlay zoned property is located at N50 W6208 Western Road.

Tax Key No: 13-107-06-05-002

Ward/Ald. District: 3

B.* Applicant/property owner Jeanie Crawford, d/b/a Bird House Rentals LLC, requests Conditional Use Permit approval to utilize approximately 2,800 sq. ft. of space within the existing building located at W61 N397 Washington Avenue and N39 W6181-6191 Jackson Street for leasable 'flex social event space, gathering leasable space', 'physical therapist office/service',

and 'fully enclosed, indoor, individual and group fitness' uses, among other uses that are permitted of right in the B-1 Neighborhood Business Zoning District.

Tax Key No: 13-050-20-02-002

Ward/Ald. District: 5

8. REGULAR BUSINESS; AND ACTION THEREON

A.* Applicant/property owners Mike and Cindi Purnell (a/k/a Burg 653 LLC), request architectural plan review and approval for new construction of a single family dwelling with attached garage on their vacant residential infill lot located at N70 W6222 Bridge Road. This 0.17-acre property is zoned Rs-6 Single-Family/Two-Family Residential.

Ward/Ald. District: 1

Tax Key No. 13-080-18-02-001

B.* Review, discussion, and possible action/recommendation to the Common Council to amend Title 13, Chapter 1, Section 13-1-54 (b)&(d), 13-1-55(e), and 13-1-59(b)&(d) of the Zoning Code, listing the use "All-Electric Coffee Roasting that does not vent directly to the outdoors" as a permitted use, and limiting "Fuel Fired Coffee Roasting that vents directly to the outdoors" as a conditional use in the B-2 Community Business, B-3 Central Business, and M-1 Limited Manufacturing districts. This matter is City initiated.

C.* Review, discussion, and possible action/recommendation to the Common Council of the "First Amendment to City of Cedarburg Highway 60 Business Park Declaration of Restrictions and Covenants" to the Common Council. This amendment provides that mobile service support structures are not subject to the height limitations set forth in Section 3.B(iii). This matter is City initiated.

D.* Review, discussion, and possible action/recommendation to the Common Council to amend Title 13, Chapter 1, Article D, Section 13-1-82(c) of the Zoning Code, reducing the minimum required size for a parking stall from 180 sq. ft. (i.e., 10' x 18' typical), to 162 sq. ft. (i.e., 9' x 18" typical), excluding those stalls required to be provided for physically disabled persons. This matter is City initiated.

E.* Review, discussion, and possible action/recommendation to the Common Council to amend Title 13, Chapter 1, Section 13-1-60 of the Zoning Code, adding the use "Manufacturing, Assembly, Production and Packaging of Pet Care and Pet Accessory Products, Excluding Pet Food" in the M-2 General Manufacturing District. This matter is City initiated.

9. COMMENTS AND ANNOUNCEMENTS BY PLAN COMMISSIONERS**

10. MAYOR'S ANNOUNCEMENTS**

11. ADJOURNMENT

* *Information attached for Commission Members; available through City Clerk's office.*

** *This topic is to be limited to such items as establishing the next meeting date, items for the next agenda, reminders of scheduled community events, and similar.*

City of Cedarburg is an affirmative action and equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, disability, age, sexual orientation,

gender identity, national origin, veteran status, or genetic information. City of Cedarburg is committed to providing access, equal opportunity, and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities. To request reasonable accommodation, contact the Clerk's Office at (262) 375-7606 or email: cityhall@ci.cedarburg.wi.us.

**MEMBERS – PLEASE NOTIFY CITY CLERK'S
OFFICE IN ADVANCE IF UNABLE TO ATTEND MEETING**

It is possible that a quorum of members of the Common Council may attend Plan Commission meetings held the first Monday of each month at 7:00 p.m. No business will be conducted by the Common Council and no action will be taken. Attendance is for the purpose of information gathering and exchange.

¹ No assurance is provided to those Commissioners and citizens planning to attend remotely that the technology will perform sufficiently to allow for their participation. The meeting will proceed regardless. Commissioners and citizens wishing to ensure they can participate are encouraged to attend in person.

CITY OF CEDARBURG
PLAN COMMISSION
March 3, 2025

A regular meeting of the City of Cedarburg Plan Commission was held on Monday, March 3, 2025, at Cedarburg City Hall, W63N645 Washington Avenue, upper level, Council Chambers, and online via the Zoom app. Mayor Patricia Thome called the meeting to order at 7:00 p.m.

Roll Call -Mayor Patricia Thome, Council Member James Fitzpatrick, Adam Voltz, Sig Strautmanis, Jack Arnett, Sherry Bublitz, and Jon Scholz

Also Present - City Planner Mary Censky, City Administrator Mikko Hilvo, Administrative Assistant Theresa Hanaman, Cedarburg School District Superintendent Dr. Jeridon Clark, Andy Klimpel from Altius Building, Carl Miller from Dimension Design Group, Michael and Cindi Purnell

STATEMENT OF PUBLIC NOTICE

Administrative Assistant Hanaman confirmed that the agenda for the meeting had been posted and distributed in compliance with the Wisconsin Open Meetings Law.

APPROVAL OF MINUTES

A motion was made by Commissioner Bublitz, seconded by Commissioner Scholz, to approve the minutes from February 3, 2025. The motion carried unanimously.

COMMENTS AND SUGGESTIONS FROM CITIZENS – None

REGULAR BUSINESS AND POSSIBLE ACTION THEREON

A BRIEF REPORT WAS GIVEN BY THE CEDARBURG SCHOOL DISTRICT REGARDING THE RECENTLY COMPLETED “CEDARBURG SCHOOL DISTRICT COMMUNITY GROWTH & PROJECTIONS REPORT 2024/25”.

Dr. Clark thanked the Plan Commission for the opportunity to summarize a 60-page report by Md. Roffers, commissioned by the Cedarburg School District for a population growth and enrollment study. This study analyzed anticipated growth without considering open enrollment, focusing instead on current resident students.

Dr Clark went on to explain that Md. Roffers categorized the community into 57 neighborhoods. He noted that neighborhoods around 30 years old and certain types of new home developments typically bring an influx of new/young families. The study projected future growth by engaging with city officials, developers, and surveying new home purchasers. Single-family homes typically generate about 0.76 students each, while multifamily homes yield approximately 0.05 students per unit.

Contrary to community concerns about overcrowding, the Cedarburg School District is currently under capacity, with schools like Parkview and Thorson able to accommodate an additional 100 students. Dr. Clark clarified that class sizes depend on the School Board's decisions rather than building capacity.

Projections show Thorson Elementary may exceed its capacity by 2040, with an expected 664 students versus a limit of 640. Neighborhood 49 is projected to add 140 elementary students to Thorson, prompting the School Board to consider moving this area to Parkview Elementary. They will consider this at a future meeting. Since Neighborhood 49 has no current residents, no student transfers would be needed. If approved, Parkview would accommodate 572 students and Thorson 524, keeping both schools within capacity.

Commissioner Arnett mentioned a footnote that projections might not reflect student growth during a real estate recession, similar to 2008. He was surprised that with the proposed 1,800 units, the School District would have the same number of students as today. Commissioner Arnett asked about the impact of no growth on enrollment and funding.

Dr. Clarke confirmed that projections rely on growth and new construction. Without the new units, the district would depend on home turnover, which is low (under 0.5%), indicating a potential decline in student numbers. Without 4K enrollment, the district is likely to see an overall decline, affecting funding tied to student numbers.

Mayor Thome inquired about the section northeast of Stone Wall Farms related to the Cedarburg School District. Dr. Clark explained that when the Village of Grafton acquired part of Cedarburg, some areas remained in the Cedarburg District, leading to discussions on equitable alignment. A resolution was approved to clarify school district assignments for families when those properties develop.

Mayor Thome expressed concerns about classroom sizes and their link to funding. Dr. Clark stated the district aims for 18-24 students in kindergarten and first grade, and 22-28 in grades two through five. Most classes meet these goals, though some average 26 or 27, which are manageable. Adding a new class costs roughly \$100,000. Over the last decade, class sizes have remained stable.

In January, the School Board approves open enrollment based on class sizes, only adding seats if averages fall below minimums. Cedarburg has high demand for open enrollment, with more applications than spots. The board has a reapplication process for students transitioning from 8th to 9th grade. If the high school reaches capacity, we may limit new enrollments for 9th grade, though this has not been done before. Students who are accepted into kindergarten can remain until the end of 8th grade.

Interestingly, the school-age population dropped by about 500 from 2010 to 2020, while the 65-plus demographic increased by 1,400, raising concerns about housing for families versus seniors. Notably, new housing has minimal effect on student enrollment, averaging 0.76 students per new home.

The Cedarburg School District assessed potential projects using fairly generous projections as to future residential land uses on the undeveloped properties while collaborating with Md. Roffers and the City Planner to develop land and project growth trends through 2040.

This item was scheduled for presentation and discussion only. No action was taken.

Public Comment

Terry King, W60 N762 Sheboygan Road - He raised concerns about the open enrollment process affecting capacity and the housing density developments with the student population.

Richard Patek, N116 W5575 Lucas Court – Richard questioned the report projections for 2040 which are significantly lower than those from 2019. Is this change due to potential housing developments in Sustainable Growth Areas? What factors could contribute to this shift in five years? Can reducing development in these areas help control future school district populations?

APPLICANT/PROPERTY OWNER OZAUKEE COUNTY LASATA, IN C/O COUNTY ADMINISTRATOR JASON DZWINE, REQUESTS FOLLOW-UP PLANS REVIEW AND APPROVAL (INCLUDING ARCHITECTURE, PARKING, FLOOR AREA RATIO, AND EXTERIOR LIGHTING) IN SUPPORT OF THEIR CONDITIONAL USE PERMIT (CUP) TO ADD A NEW 16,034 SQ. FT./19-UNIT CBRF BUILDING/WING ONTO THEIR EXISTING 22.59-ACRE RCAC BUILDINGS/CAMPUS LOCATED AT W79 N673 N. WAUWATOSA ROAD. THIS PROPERTY IS ZONED I-1 INSTITUTIONAL AND PUBLIC SERVICE DISTRICT.

On January 6, 2025, the Plan Commission reviewed this Conditional Use Permit (CUP) use request, along with the related building, site, landscaping, lighting, access/parking, and other related subordinate plans/details. The CUP was approved at that time, subject to the following conditions:

- 1) Applicant to commission a professional lighting analysis and plan, for review and approval by the Plan Commission prior to occupancy, which plan depicts full compliance with industry standards for safety as to lighting the new building and related drive/parking/entry areas. Any new lighting required under an approved lighting plan must be placed and operational prior to the start of occupancy.
- 2) Applicant to provide survey-based confirmation that the sum total of the floor area of the principal building and all accessory buildings, included with this proposed new addition, will not exceed 40 percent of the lot area.
- 3) Applicant to satisfy the requirements of the Fire, Building Inspections, Engineering, Light & Water, and Public Works Departments as to the new site and building plans.
- 4) Plan Commission review and approval of a revised architectural design for the building taking into account, the guidance of the architect specialists to the Plan Commission.
- 5) If a living roof is proposed, the details and proposed timeline should be made a part of the plan submittal.
- 6) Full execution and recording of the CUG documents prior to start of occupancy.
- 7) Any new signs which may be proposed are subject to prior review, approval, and permit

issuance in accordance with Chapter 5 of the Building Code – Regulation of Signs prior to placement at the site.

7) Applicant to maintain the required licensure for CBRF use in this building at all times. No other occupancy type is permitted without prior review and approval by the Plan Commission.

8) Fully detailed plans as to stall sizes, curb-stopping, and setbacks from lot lines, shall be provided by the applicant for review and approval by the Plan Commission.

At the discretion of the Plan Commission, conditions 1), 2), 4), & 8) above may be satisfied by the revised plan set.

The applicant continues to work with the various applicable City staff to satisfy condition number 3) above. These departments will be asked to sign off as ‘satisfied’ prior to issuance of a building and/or early start footings/foundation permit.

Condition 5) above is no longer applicable. There will not be a flat or living roof in the project.

Conditions 6) & 7) will carry forward and remain applicable to the original CUP approval.

Architecture. The architect specialists to the Plan Commission met and worked with the applicant to refine the original building plans. The resulting, revised plans appear to be significantly improved considering the contextual style of the surrounding buildings, materials, use of windows, primary entrance...and so on. The architect specialists still have a couple of comments/recommendations, such as:

- Sheet A2.2: the retaining wall is 5+ feet tall at the highest point. It would be nice to see that softened up a bit, if possible.
- Sheet A5.1: shows new storefront with an anodized finish. The model appears to show a finish on the storefront that matches the fiberglass windows, which feels appropriate. I'd recommend a powder coat finish to match the storefront.

The architect specialists on the Plan Commission can expound on the status of the current (revised) design details.

Floor Area Ratio. The applicant has provided the required calculation, and the proposed Floor Area Ratio (with the new building included) is 31.2% where up to 40% is permitted.

Parking. The narrative submittal identifies a net increase in parking of 13 stalls. The details as to location of these parking stalls are clearly called out in the revised plans as to stall sizes, curb-stopping, and apparent setbacks from lot lines. One of the new parking areas is on the southwest corner of the plan along the main drive. These stalls will have vehicles pulling in forward with headlights shining toward homes to the west. It's a distance of approximately 300 feet from the stalls to the homes, and there appears to be adequate existing vegetation between them to mitigate any light trespass on the neighbors. The parking stalls are specified as 9' wide x 18' deep typical (i.e., 162 square feet). Section 13-1-82(c) of the City Code states that the "Size of each parking space shall be not less than 180 square feet, exclusive of the space required for ingress and egress". The Code does not appear to give the Plan Commission the authority to waive or modify this

standard.

Lighting. The building and site lighting fixture types are detailed in the revised submittal. All the proposed fixtures are designed for downcast lighting and are not expected to create glare or trespass issues on the neighbors.

Planner Censky recommends the following conditions be considered for attachment to any approval the Planning Commission may be inclined to grant in this matter:

- 1) The proposed new lighting as presented under these revised plans must be placed and operational prior to the start of occupancy.
- 2) The proposed new landscaping as presented under these revised plans must be installed no later than 3 months after initial occupancy or, if seasonal weather conditions prevent this, no later than the next July 1.
- 3) In the event nuisance light trespass would occur as a result of vehicles parking in the new spaces being added in the southwest corner of the site, the City may request that Lasata design and install, after-the-fact, a suitable screening solution to mitigate the trespass.
- 4) All new and revised parking stalls shall be modified to meet the minimum standard 180 sq. ft. in area.
- 5) Applicant to satisfy the requirements of the Fire, Building Inspections, Engineering, Light & Water, and Public Works Departments as to the new site and building plans, prior to their sign off and issuance of a building and/or early start footings/foundation permit, including, for instance, but not necessarily limited to these comments most recently received from engineering, public works and light/water departments:
 - a. After plans have been approved by the plan commission, a stormwater management plan shall be submitted to and approved by the City Engineer.
 - b. Long-term maintenance agreements will be needed for the ponds.
 - c. Stormwater is being directed from the West pond to the East pond, can the East pond handle this?
 - d. Easements will be needed for all public sanitary sewer and water main on the entire Lasata site.
 - e. Developers' agreement will be needed for public sanitary sewer and water main.
 - f. Installation of public sanitary sewer and water main will require on-site inspection and as-builts.
- 6) Full execution and recording of the CUG documents prior to start of occupancy.
- 7) Any new signs which may be proposed are subject to prior review, approval, and permit issuance in accordance with Chapter 5 of the Building Code – Regulation of Signs prior to placement at the site.
- 8) Applicant to maintain the required licensure for CBRF use in this building at all times. No other occupancy type is permitted without prior review and approval by the Plan Commission.

Commissioner Voltz reviewed the updated architecture plans, stating the revised proposals better reflect existing architectural features immediately surrounding this new building with design elements like gable forms, clapboard siding, and double-hung windows. He also reiterated the finish on the store front should match the white double hung residential windows. As far as the

concern about height of the retaining wall, the applicant noted that they intend to landscape thoroughly along that wall with perennial grasses to soften the appearance.

Plan Commissioners discussed with representatives from Lasata, Carl Miller, and Andy Klimpel regarding the recommendations from the City Planner and the proposed 162 sq. ft. stalls vs the existing standard of 180 sq. ft. The Plan Commission would support a code change to reflect the more typical 9' x 18' stall size (162 sq. ft.), vs our current minimum standard 180 sq. ft. in area.

Action: The motion was made by Council Member Fitzpatrick, seconded by Commission Scholz to approve the Ozaukee County Lasata plan review in support of their Conditional Use Permit (CUP) and to add a new CBRF building/wing onto their existing campus subject to the Planner's recommended conditions and subject to the parking stalls being brought into compliance with the current code, and with the recommendation that the color of the storefront frames be consistent with the double-hung window color. The motion carried unanimously.

REVIEW, DISCUSSION, AND POSSIBLE RECOMMENDATION TO THE COMMON COUNCIL FOR REZONING (MAP CORRECTION) OF THE TWO PROPERTIES LOCATED AT W61 N506-510 WASHINGTON AVENUE, FROM EXISTING I-1 INSTITUTIONAL AND PUBLIC SERVICE DISTRICT WITH HPD HISTORIC PRESERVATION DISTRICT OVERLAY, TO B-3 CENTRAL BUSINESS DISTRICT WITH HPD OVERLAY. THIS ITEM IS CITY INITIATED AS IT APPEARS TO BE AN ERROR IN THE MAPPING.

Planner Censky relayed a recent inquiry about the zoning district classification of one of these parcels and someone had requested a list of the permitted uses within that district. On close review of the Zoning Map (current and past editions), it was discovered that, despite these properties having been treated as B-3 Central Business District w/ HPD Historic Preservation District Overlay in past Plan Commission matters, these properties are mapped in the I-1 Institutional and Public Service District. It doesn't appear that either of these buildings was associated with the historic, adjoining I-1 use, Immanuel Lutheran Church. There is no record of these properties ever having been rezoned from I-1 to another district. The City's current Land Use Plan/Map classifies these properties as Commercial.

The Planner supports favorable recommendation of this rezoning to the Common Council as a matter of map correction. Doing so will comport with the Land Use Plan/Map classification of the properties. Further, it will correctly convey to current and prospective future owners of the properties – what are the permitted uses and related spatial/bulk restrictions.

Action: The motion was made by Council Member Fitzpatrick, seconded by Commission Arnett to recommend to the Common Council for rezoning of two properties located at W61 N506-510 Washington Avenue from existing I-1 Institutional and Public Service District with HPD Historic Preservation District Overlay, to B-3 Central Business District with HPD Overlay. The motion carried unanimously.

APPLICANT CRAIG CALIENDO, OWNER/DEVELOPER AND BUILDER OF THE STONE LAKE CONDOMINIUM PROJECT, REQUESTS APPROVAL FOR NON-SUBSTANTIAL AMENDMENT TO THE PUD REGARDING BUILDING SETBACKS FROM THE PUBLIC ROAD, AND THE ADDITION OF ONE MORE DOUBLE-FRONT-FACING-GARAGE TWIN HOME PLAN. APPLICANT IS ALSO SEEKING CLARIFICATION ON THE EXTENT DEVELOPER FLEXIBILITY AS TO THINGS LIKE BUILDING FOOTPRINT LOCATIONS, GARAGE STALL ADDITIONS, DECKS, AND PATIOS.

The Stone Lake Condominium project was approved with a Planned Unit Development (PUD) Overlay Zoning classification. Within this PUD, the specific plans and terms of approval, including some exceptions from the base zoning district (i.e., Rd-1 Two-Family Residential District) standards, are memorialized. [Section 13-1-69\(o\)\(3\) of the Code](#) states that “Any subsequent change or addition to the plans or uses shall first be submitted for approval to the city plan commission and if in the opinion of the city plan commission such change or addition constitutes a substantial alteration of the original plan, a public hearing before the city common council shall be required...”

The various component plans for this project were approved over the course of several meetings.

Architecture. In 2023, the architectural plans (and plan locations) for the various buildings that would be constructed in this condominium were reviewed and approved by the Plan Commission (see documents attached). The Castillion Model Double-Forward/Double-Front-Facing garage plan was limited to use only on buildings 9, 25, and 32 of the site plan. At this time, the applicant is requesting permission to use a Castillion Model Double-Forward/Double-Front-Facing garage plan for building 15 of the original site plan as well. This building was originally approved for a double-front-facing (not double-forward) Breton model.

Building Setbacks. On January 30, 2023 the Common Council approved reduction of the standard setback (i.e., 25’) for this development to 20’, “from the right-of-way of all streets”. Staff are planning to use the edge of pavement as synonymous with edge of right-of-way as to the private street. Along the public street, the applicant is requesting approval to use 25-foot setback from the back-of-curb which translates into a building setback of 12.5-feet from the back of the sidewalk. Staff would suggest that, if the Plan Commission favors this reduction in setback for the buildings along the public street, the buildings must be arranged in a manner that ensures there is adequate outdoor space (i.e., not less than 9-feet wide and 20-feet in length per vehicle) available to each unit to park at least two vehicles between the garage door and the street without encroaching upon the sidewalk.

Clarifications. The applicant (and Staff) also request clarification from the Plan Commission as to the extent of flexibility the developer has when it comes to final spatial location of the building footprints, the addition of extra garage stalls, decks, patios, sunrooms... and similar.

If the Plan Commission feels that the architectural plan changes for the building identified as 15 on the original site plan, together with the setback modification from the public street are

considered ‘non-substantial alterations’ to the approved plans, then a motion to approve or deny these requests would be appropriate at this time. If they are considered ‘substantial’ alterations to the approved plans, then a motion to recommend action to the Common Council would be appropriate at this time.

The Planner recommends the following conditions be considered for attachment to any approval(s) the Planning Commission may be inclined to make in this matter:

- 1) If the Plan Commission favors the proposed reduction in setback for the buildings along the public street (to 25-feet back from curb), the adjacent buildings must be arranged in a manner that ensures there is adequate outdoor space (i.e., not less than 9-feet wide and 20-feet in length per vehicle) available to each unit to park at least two vehicles between the garage door and the street without encroaching upon the sidewalk.

Planner Censky requested Plan Commission guidance as to staff review of the latest documents (building permit applications) coming through on this project. How much flexibility does the developer have in terms of building plans changes and building location adjustments. Planner Censky referred to the Condominium plat and past approvals, noting the specific house plans for each lot were proposed and approved and the building footprint locations were shown on the approved plat. Staff doesn’t know whether this is the exact outcome the Plan Commission was expecting or whether there is flexibility for the developer to adjust these things on a case-by-case basis as he submits for building permits.

Developer Craig Caliendo says he will provide a package with the site plan and current building plans for each unit as they go. He noted that they sell many of these units before construction, so the final configurations at specific sites will depend on pre-sales, while still adhering to the approved floor and site plans.

Commissioners felt the current plan differed significantly from the initially approved plan, expressing concern about unexpected changes. Commissioners emphasized the need for clear alignment on changes to the approved plans and plat. The Plan Commission wants to focus on final designs, especially garage placements, to avoid unexpected changes after lots are platted. Commissioners also expressed concerns regarding the increased size of some buildings and the reduction of green space.

The Plan Commission expressed significant concerns regarding multiple double front facing, garage-forward designs. Commissioners stipulated that garages doors should not dominate the street view. They had originally limited double front-facing, garage forward plans to just three units in the original plan: sites 9, 25, and 32. Now they also want permission to do this on site 15 (per the original site plan numbering). The applicant also requests approval for a 25-foot setback from the edge of pavement on the public road which he feels will better align with the 20-foot setback from the edge of pavement on the private road.

Action: The motion was made by Commissioner Strautmanis, seconded by Council Member Fitzpatrick, to approve the request for one additional double front facing, garage forward building to be constructed in the development on site 15 (per the original site plan numbering) and to

approve the limited flexibility as to final building footprint locations, building features (such as decks, porch, sunroom, extra garage stalls) as each building permit is applied for, subject to staff review and approval that the overall site still works as to eventual, cumulative building spacing, setbacks from roads and quarry, mass grading, utilities and to approve the request for 25-foot building setback from the back of curb of the public road provided such buildings are arranged in a manner that ensures there is adequate outdoor space (i.e., not less than 9-feet wide and 20-feet in length per vehicle) available to each unit to park at least two vehicles between the garage door and the street without encroaching upon the sidewalk. These changes are considered a non-substantial amendment to the PUD. The motion carried unanimously.

Council Member Fitzpatrick mentioned the units may need to have side entrance garages to provide this parking space.

REVIEW, DISCUSSION, AND POSSIBLE ACTION/RECOMMENDATION TO THE COMMON COUNCIL TO AMEND TITLE 15, CHAPTER 5, SEC. 15-5-11(H) OF THE SIGN CODE AS MIGHT ALLOW PAINTING OF WALL SIGNS DIRECTLY UPON THE SURFACE OF A BUILDING IN THE B-3 CENTRAL BUSINESS DISTRICT AND/OR THE HISTORIC PRESERVATION OVERLAY DISTRICT. THIS MATTER IS CITY INITIATED.

Presently, City Code Section 15-5-11(h) of the [Sign Code](#) lists “Painted wall signs which are painted directly on the surface of the building.” among the sign types that are prohibited City-wide.

The question was recently asked, should this prohibition continue to be applied quite so strictly within the City’s Central Business District and/or Washington Avenue Historic Preservation District, where such signs are thought to have been at least somewhat common in the past. On inquiry, the Plan Commission did, on February 3, 2025, consider and refer this matter to the Landmarks Commission for consideration and possible recommendation back to the Plan Commission.

On February 27, 2025, the Landmarks Commission considered the matter in concept. There was general support for this change provided, among other things, that no sign painting could be applied to masonry surfaces. At that meeting, Staff was requested to return with a draft of language that would enact this change.

On February 13, 2025, the Landmarks Commission reviewed a draft of proposed Code changes to effectuate this change and favorably recommended it to the Plan Commission. The DRAFT of changes is provided below:

City of Cedarburg Code of Ordinances Title 15, Chapter 5
Sec. 15-5-11 - Prohibited signs.

The following signs shall be prohibited within all zoning districts in the City of Cedarburg:

- (a)** Abandoned signs. See section 15-5-10.
- (b)** Flashing, alternating, rotating or swinging signs. Flashing, alternating, rotating or swinging

signs or devices, whether illuminated or not, visible from the public right-of-way.

...

(h) Painted wall signs*. Painted wall signs which are painted directly on the surface of the building.

***In the B-3 and/or Historic Preservation Overlay Zoning District, the Landmarks Commission may consider and approve signs painted directly on the surface of the building provided:**

- 1) Such signs (and any related lighting) shall be determined by the Landmarks Commission to be complimentary to the architectural style and character of the building, and suitable in the context of its surroundings, or they shall not be approved. Specific findings in support of any approval or denial shall be made by the Commission.**
- 2) Colors (including depth/richness of the color tone, and finish) and manner of application to the building surface are first reviewed and approved by the Landmarks Commission.**
- 3) Such signs shall attempt to emulate the local historic practice and style of painting sign content directly on the surface of a building.**
- 4) No sign shall be painted, in whole or part, directly upon any masonry building surface.**
- 5) Signs painted directly on the surface of a building shall be counted toward the cumulative maximum quantity and square footage of wall signs permitted on any given building or property.**
- 6) The area of a sign painted on the surface of a building shall be calculated as the smallest regular polygon that can be drawn around all lettering, wording and accompanying designs or symbols, together with any background of a different color than the natural color or finish material of the building.**
- 7) For signs painted directly on the surface of a building, a full color, scaled, and dimensioned, detailed graphic representation of the plan shall be submitted at the time of Sign Permit application. The Building Inspector shall refer all such applications to the Landmarks Commission for consideration and possible approval prior to issuing a Sign Permit.**
- 8) For the purposes of this specific section of the City Sign Code only, sign shall have the meaning "Any display which is used to advertise, identify, display, direct or attract attention to an object, person, institution, organization, business, brand, product, service, event, or location including words, letters, figures, designs, symbols, colors, or illumination".**
- 9) Any sign approved to be painted directly on to the surface of a building shall use materials and methods of application that are non-destructive to the surface of the building wall.**

Commissioner Strautmanis is concerned regarding this proposal because it sounds like the intent is to create these historic murals or painted signs on the walls. However, he worries about the possibility of a painted plywood sign being used instead saying "It feels like it could just become part of the building in a way that's not appealing. This does have the potential to look cheap." Which brings up the issue of allowing signs to be painted directly on the surface of the building.

If you look downtown, Commissioner Strautmanis thinks some people have circumvented this by using panels that resemble the wall and then placing the signs on those.

Commissioner Strautmanis asked Planner Censky if the City is allowed to control content. Planner Censky confirmed that Plan Commission and Landmarks Commission can prohibit “off-premises” signs. The City can also prohibit vulgarity and profanity, but other than those aspects, sign content cannot be controlled.

Planner Censky said there is a provision in the sign code stating that all signs must be maintained in sound condition.

Commissioner Strautmanis also mentioned that part of our sign code allows window decals, but when the City allows a lot of decals in the historic district, it feels inconsistent with the architectural character of the area. He believes that it must have been approved by the Landmarks Commission, but feels it detracts from the quality/character expected in the historic district. Planner Censky stated it’s often a question of whether it complies with the sign code. The sign code states that you can have up to 25% of a window covered with window signage, and in some buildings, that leads to a lot of decals.

Commissioner Arnett believes there are too many unanswered questions. For example, the idea of using a piece of plywood, fastening it to the building, and calling it a sign seems problematic.

Commissioner Voltz noted he worked with a property owner in Cedarburg on rehabilitating their property and went through the Landmarks and Plan Commissions. As an aside, the client asked about signage and was directed to the sign code. Commissioner Voltz asked Planner Censky if painted signs could be permitted, and she said no, as they are specifically prohibited by the sign code. He found this surprising, especially in Cedarburg, where we have existing examples of painted signs, like the one on the Washington House Inn. Another painted sign on the gallery building was recently revealed and is being preserved as a part of the history of that building and the community. These signs are/were a part of our history and reflect how signage was created in the past. Commissioner Voltz doesn’t believe we should prohibit them.

Council Member Fitzpatrick doesn’t have a negative view of the concept but thinks the City hasn’t worked out all the details. There are many regulations to consider. If you look at what is required to get past the Landmarks Commission, you won’t see a cheap piece of plywood with someone spray-painting "For Sale" on it. There are significant layers to this process, and while we cannot limit content, we still expect a well-crafted sign.

It’s believed that the requirement for approval by the Landmarks Commission addresses many of the concerns regarding signage. If a sign does not meet their standards, it simply won’t be approved. The city needs to consider any “what-if” scenarios, as any proposed signage must go through the Landmarks Commission for review, ensuring we avoid problematic signs.

Commissioner Strautmanis is in favor of allowing painted signs. His only question is: If a Site and Architectural Review Board is established in the future, will they also review signage?

Planner Censky mentioned currently, signage only goes through building inspection, except signs located in the Washington Avenue Historic District where all signs must be reviewed/approved by the Landmarks Commission, which is quite clear.

The motion was made by Commissioner Bublitz, seconded by Mayor Thome, supporting the changes in language as presented in the packet and adding an item 10 requiring a signature from the building owner on any application for a sign to be painted on a building. The motion was carried with Council Member Fitzpatrick, Commissioner Voltz, Bublitz, Scholz, and Mayor Thome voting aye. Commissioner Arnett and Commissioner Strautmanis voting nay.

REVIEW, DISCUSSION AND POSSIBLE ACTION ON MATTERS RELATED TO THE SMART GROWTH COMPREHENSIVE LAND USE PLAN UPDATE INCLUDING:

- **CHAPTER 8 – THE LAND USE ELEMENT.**
 - o **TWELVE SMART GROWTH AREAS (SGA’S).**

The Plan Commission felt it was too late in the evening to start on this topic. A special meeting of the Plan Commission to go over the Smart Growth Areas was scheduled for March 18, 2024 at 6:00 PM.

COMMENTS AND ANNOUNCEMENTS BY PLAN COMMISSIONERS

Commissioner Scholz thanked the Mayor for having Dr. Clark from the Cedarburg School District speak tonight regarding the Community Growth and Projections Report. Commissioner Strautmanis was surprised by the reported low number of students associated with multifamily housing as if there would be no kids impacted at all. Commissioner Arnett defined the definition of multifamily housing to include senior living and condos, which means it covers everything except single-family homes.

MAYOR’S ANNOUNCEMENTS - NONE

ADJOURNMENT

A motion was made by Commissioner Arnett, seconded by Commissioner Bublitz, to adjourn the meeting at 9:20 p.m. The motion carried unanimously.

Theresa Hanaman
Administrative Assistant

**CITY OF CEDARBURG
PLAN COMMISSION**

**PLN20250318-1
UNAPPROVED MINUTES**

March 18, 2025

A special meeting of the Plan Commission of the City of Cedarburg was held on Thursday, March 18, 2025, at Cedarburg City Hall, W63N645 Washington Avenue, lower level, Room 2, and online via Microsoft Teams. The meeting was called to order at 6:00 p.m. by Mayor Patrica Thome.

Roll Call Present - Mayor Patricia Thome, Council Member Jim Fitzpatrick, Adam Voltz, Jack Arnett, Sig Strautmanis, Sherry Bubnitz, Jon Scholz

Also Present - City Planner Mary Censky, City Administrator Mikko Hilvo, Administrative Secretary Theresa Hanaman

STATEMENT OF PUBLIC NOTICE

Administrative Secretary Hanaman confirmed that the agenda for the meeting had been posted and distributed in compliance with the Wisconsin Open Meetings Law.

APPROVAL OF MINUTES - NONE

COMMENTS AND SUGGESTIONS FROM CITIZENS – NONE

REVIEW, DISCUSSION, AND POSSIBLE RECOMMENDATION TO THE COMMON COUNCIL TO AMEND TITLE 13, CHAPTER 1, ARTICLE F OF THE ZONING CODE AS WOULD TRANSFER THE REVIEW/APPROVAL AUTHORITY FOR SITE AND ARCHITECTURAL PLAN REVIEW FROM THE PLAN COMMISSION TO THE PROPOSED NEW SITE AND ARCHITECTURAL REVIEW BOARD.

The City has been in discussions about creating a new Site and Architectural Review Board (SARB) tasked with site and architectural plan review responsibilities. These duties are currently assigned to the Plan Commission. As Commissioners are aware, two of the City's Plan Commissioners have been expending a great deal of extra time and expertise in previewing architectural plans for the Plan Commission. The proposed new SARB would relieve the couple of Plan Commissioners of this responsibility architectural plan preview by taking over site and architectural reviews and approval.

Planner Censky reported that the creation of the SARB is planned to be the subject of discussion and possible approval by the Common Council at their meeting on March 31, 2025. The Plan Commission may wish to provide a recommendation on this matter, considering the changes to Chapter 1, Article F of the Title 13-Zoning Code as set forth in the Planner Report.

The Plan Commission will recall one of the recently favored policies set forth in Chapter 2-Housing of the Smart Growth Comprehensive Plan calls for developers to 'provide an architectural theme and design detail information as a part of any new housing development application as might ensure that certain unique architectural and building/site design characteristics of historic Cedarburg continue to be referenced going forward'. Further, Chapter 8- Land Use provides, among its goals/objectives, that 'detailed site design considerations must also be addressed during the project approval phase.' These examples suggest that the City is calling for design excellence in

new/future development projects. The SARB could substantially impact these outcomes, considering that the goal is to appoint members to this Board who possess special expertise in architecture and similar site and building design specialties.

It's likely that, as a part of its early work, the SARB would review and may recommend modifications to portions of the specific language describing the site and architectural design standards as set forth in Article F.

ACTION - The Plan Commission discussed this topic and expressed concerns about how much authority this pares away from the Plan Commission as to site plans in particular but also, to a lesser extent as to architecture. They also expressed an understanding and support for getting more expertise in these design elements of review. The idea was floated that the proposed SARB might be advisory to the Plan Commission with respect to site plan review, but also, perhaps as to architectural review. No action was taken at this time.

REVIEW, DISCUSSION, AND POSSIBLE ACTION ON MATTERS RELATED TO THE SMART GROWTH COMPREHENSIVE LAND USE PLAN UPDATE, INCLUDING:

- **CHAPTER 8 – THE LAND USE ELEMENT.**
 - **TWELVE SMART GROWTH AREAS (SGA’S).**

Plan Commission reviewed and discussed Chapter 8, The Land Use Element, dealing with the Smart Growth Areas specifically.

Planner Censky explained to the Plan Commission that confusion arises from some zoning districts and land use classifications referring to units/net acre and some referring just to units/acre. She reviewed the current definitions in the Zoning Code for gross and net acreage and suggested a new reference to Net Buildable Acreage (NBA). The Plan Commission supported this change and suggests that it be brought back to Plan Commission for consideration as a Zoning Code Amendment.

Smart Growth Area 2

Planner Censky reported that SGA 2 is ~21 NBA's. Plan Commission discussed options to change this site from current Agricultural or Open Space to either Governmental and Institutional (owing to the surrounding areas north and east already being classified, zoned, and developed this way) or to Low Density Residential as would be consistent with the Prairie View and Top View neighborhoods nearby. Ultimately, to ensure that adequate land area remains available for future Governmental and Institutional-type land use needs (ref I-1 Institutional and Public Service District Zoning District), and considering this site has ready access to utilities, the Plan Commission reached a consensus that this SGA would be best suited for Governmental and Institutional classification. It was noted that there are a number of other vacant sites in the City that are not bounded by existing Governmental and Institutional Land Use and development which would be considered better sites for new residential use.

Smart Growth Area 3.S.

The existing classification Land Use Category for this 4.32-acre site is 'Mixed Use Office and/or High-Medium Density Residential'. It is a brownfield site. Past approval on this site contained 90 residential units, plus the office building remained. Plan Commission discussed alternative uses of the site such as for open space or institutional use but ultimately reached consensus this location should remain to be 'Mixed Use Office and/or High-Medium Density Residential'. They noted that they want to add, in the narrative, that greenspace, and institutional uses, if proposed in the future, should be given due consideration through possible Land Use Plan Map Amendment.

It's currently zoned MUID Mixed-Use Infill District .

James Schneider – W59 N412 Hilgen Ave. – Agreed with Plan Commission and likes the idea of adding the option of green space to this SGA. He also thinks it looks like a more appealing property for a future public utility space.

Smart Growth Area 3.N.

The existing land use classification on this 4.28-acre site is High-Medium Density Residential (5.2 to 10.8 units per acre). It is a brownfield site. Plan Commission discussed alternative uses of the site such as for open space, but ultimately reached consensus that this location should remain High-Medium Density Residential'. They noted that they want to add, in the narrative, that green space use, if proposed in the future, should be given due consideration through a possible Land Use Plan Map Amendment. It is currently zoned as Rs-6 Single Family/Two Family Residential.

Smart Growth Area 4

Plan Commission agreed that this SGA should be reduced in size and rebounded to include 5+/- acres that connect the site to Wauwatosa Road. The south part of this site would require a lift station to serve it with sanitary sewer, so it was removed from the SGA. Plan commissioners reached a consensus that this site should be classified as Medium-Low Density Residential (12K to 20K lot sizes), favoring the Rs-3 Single Family zoning classification specifically as being most similar to existing lots in the adjacent Cedar Pointe subdivision.

Smart Growth Area 6

Plan Commission agreed that this 18.28-acre site should be reclassified from existing Medium Density Residential (8.4K to 12K lot sizes) to Medium-Low Density (12K to 20K lot sizes), noting in the narrative that the favored Zoning District would be RS-3 since that would be very close in size to the existing platted lots directly adjacent to the north and east of this site.

Smart Growth Area 7

Plan Commission agreed this 56.26+/- NBA site should be reclassified from existing Agricultural, to Low Density Detached Urban Residential (20K to 40K lot sizes) noting in the narrative that zoning District Rs-7 Single-Family Residential would be considered the most appropriate in this case as it's intended to facilitate development in areas that are low density in character, and which do not necessarily provide the full complement of urban improvements.

Planner Censky notified the Commission that the traffic analysis report should be available in mid-April.

ACTION - No action was taken.

PUBLIC COMMENT

Terry King, Resident – W63 N762 Sheboygan Road, Cedarburg, WI- commented that the traffic study should not stop at Bridge Road but continue to Columbia Road and Western Road.

COMMENTS AND ANNOUNCEMENTS BY PLAN COMMISSIONERS

Commissioner Bublitz noted that if the city does not grow, it risks stagnation, and it is essential to protect its financial stability. She pointed out that the city cannot afford to conduct a full comprehensive traffic study. To better understand the financial challenges the city faces, she

suggested that residents attend council meetings and budget discussions. These meetings highlight the tight financial situation that may cause tax increases. The city is working to maximize benefits for Cedarburg while minimizing costs and preserving the City's character.

City Administrator Hilvo apologized for the issues with the Teams link that residents were unable to access. Although the link had been tested and was working earlier, it was not functional. There was a scheduling conflict with a public hearing for the Board of Appeals in the Council Chambers, which used the City's only Zoom link for their meeting.

A Special Plan Commission meeting date was set to be held on April 14, 2025, at 6:00 PM.

MAYOR'S ANNOUNCEMENT

Mayor Thome had no comments or announcements.

ADJOURNMENT

A motion was made by Commissioner Arnett, seconded by Commissioner Bublitz, to adjourn the meeting at 7:53 p.m. The motion was carried without a negative vote.

Theresa Hanaman
Administrative Secretary

PLANNERS REPORT

To: City of Cedarburg Plan Commission

By: Mary Censky

Date: April 7, 2025

General Information:

Agenda Item: 6.A.

Applicant:

This item is City initiated

Property Owner:

N/A

Requested Action:

Presentation from raSmith,
followed by review and
discussion.

Discussion:

As a part of the City's current effort toward updating the Comprehensive Plan Smart Growth Land Use Plan-2025, it was determined early on that the City should gather independent, expert, analysis and reporting on housing, school district needs, and traffic/transportation implications, to help inform its eventual land use and development decisions.

The attached Technical Memorandum and related supporting data (Appendices B, C, and E) comprise the Cedarburg Traffic & Access Planning Study jointly commissioned by the City and Town of Cedarburg for the WIS 60/Horns Corners Road to Keup Road, Washington Avenue/WIS 60 to Bridge Road, and Sheboygan Road (County I)/WIS 60 to Washington Avenue areas.

These materials have been included in your packets and will be presented by raSmith.

No action is requested at this time.



CREATIVITY BEYOND ENGINEERING

MEMORANDUM

DATE: April 4, 2025

TO: Mikko Hilvo, City of Cedarburg Administrator
Eric Ryer, Town of Cedarburg Administrator

FR: Pat Hawley, P.E., PTOE, RSP
Shana Brummond, P.E., PTOE

RE: Cedarburg Traffic & Access Planning Study

INTRODUCTION

The City of Cedarburg and Town of Cedarburg have several undeveloped parcels where development is either planned or anticipated in the future along the WIS 60 corridor. The communities initiated a transportation planning study to achieve the following goals:

1. Coordinate with WisDOT on the future of WIS 60. WIS 60 is a state highway; and therefore, all design and access decisions are WisDOT's responsibility.
2. Identify the future typical sections of the major public roadways and the traffic control and geometry (including roundabouts) at the major intersections in the study area needed to accommodate the planned developments. The ultimate roadway design will be determined by WisDOT.
3. Develop an access plan for the WIS 60 corridor that can be shared with developers to guide their site planning process. Future access locations will be determined by WisDOT.
4. Estimate the geometry of the development access intersections with the public street network based on planned or anticipated development plans. This is intended to provide a preliminary assessment of the intersection geometry and traffic control for planning purposes. WisDOT will ultimately require each development seeking access to WIS 60 to submit a traffic impact analysis (TIA) study to define their specific transportation improvement needs as part of their WisDOT approval. The WisDOT TIA is often also used as part of the municipal approval process.

raSmith was retained by the City and Town to prepare a traffic planning study to identify future developments, traffic forecasts, evaluate potential access locations and preliminary intersection geometry to address the goals outlined above. This technical memorandum summarizes the procedures, findings and recommendations of the study.

STUDY AREA

Based on coordination with the City and Town, the project study area includes the following roadway segments:

- WIS 60 from Horns Corners Road to Keup Road
- Washington Avenue from WIS 60 to Bridge Road
- Sheboygan Road (County I) from WIS 60 to Washington Avenue

The study area roadways are described below.

WIS 60 is an east-west arterial. It is a two-lane undivided roadway that widens to a four-lane median divided roadway east of Forward Way to east of Sheboygan Road/County I. Year 2023 Annual Average Daily Traffic (AADT) volume reported by WisDOT along WIS 60 was 15,700 vehicles per day (vpd) east of Washington Avenue (WIS 181/County NN). The posted speed limit along WIS 60 changes at approximately 1,650 feet west of Washington Avenue (55 miles per hour (mph) to the west and 45 mph to the east).

Washington Avenue is a two-lane undivided roadway with a northwest-southeast orientation within the study area. Washington Avenue is designated as WIS 181 for the section between Sycamore Drive and WIS 60. The roadway is also designated as County NN north of WIS 60. The WisDOT Year 2023 AADT volume was 9,900 vpd between WIS 60 and Sycamore Drive. The posted speed limit along Washington Avenue is 35 mph south of WIS 60 and decreases to 25 mph north of Cambridge Avenue. The posted speed limit is 55 mph to the north of WIS 60.

Sheboygan Road/County I is a two-lane undivided roadway that widens to a four-lane median divided section at the intersection with WIS 60. The WisDOT Year 2023 AADT volume along Sheboygan Road was 3,900 vpd south of WIS 60. The posted speed limit along Sheboygan Road/County I is 25 mph north of Washington Avenue that increases to 45 mph north of Henry Court. The posted speed limit on County I is 55 mph to the north of WIS 60.

The study area includes the following seven intersections, as shown in Exhibit 1:

- WIS 60 & Horns Corners Road – two-way stop control
- WIS 60 & Washington Avenue (WIS 181/County NN) & Covered Bridge Road – traffic signal
- WIS 60 & Sheboygan Road/County I – traffic signal
- WIS 60 & Keup Road – traffic signal
- Washington Avenue & Sycamore Drive – all-way stop control
- Washington Avenue & Sheboygan Road (County I)/Elm Street – one-way stop control
- Washington Avenue & Bridge Road – traffic signal

The existing transportation system is shown in Exhibit 2. The WisDOT has a resurfacing project planned for WIS 60 from Five Corners Drive to 1st Avenue. No geometric modifications are expected as part of the resurfacing project. The project will include replacing the traffic signals at the WIS 60 intersections with Washington Avenue (STH 181/County NN), Sheboygan Road/County I, and Keup Road. Construction is currently scheduled for Year 2030, which may advance to Year 2028 if funding is available.

APPROACH & METHODOLOGY

This study is intended to assist in planning for future developments within the two communities. The study was comprised of four main elements including existing conditions, future developments, future traffic and transportation planning analysis as outlined below.

Existing Conditions

raSmith obtained recent WisDOT daily traffic volumes for the study roadways. Turning movement traffic counts for three of the study intersections were obtained from WisDOT. Traffic counts at the remaining intersections were collected as part of project. raSmith documented the existing geometry for the study area and the intersection traffic control.

Future Developments

The City and Town identified currently planned developments, as well as sites where development is likely to occur by the Year 2050, in each of their communities. The City and Town identified the development locations, the planned/anticipated land use types and their planned/anticipated sizes.

Future Traffic

The Southeastern Wisconsin Regional Planning Commission (SEWRPC) provided Year 2050 daily traffic forecasts for the study corridors and peak hour turning movement forecasts for the study intersections. The SEWRPC forecasts accounted for the future developments identified by the municipalities.

raSmith developed trip generation estimates for the future development sites and assigned peak hour trips to the site driveways. Since the SEWRPC forecasts included the communities' development plans, the raSmith trip assignments were only applied to the developments' driveways, and not to the public study area intersections, to avoid double counting.

SEWRPC's WIS 60 through traffic forecasts at the public intersections were carried to the adjacent site driveways to develop the through traffic volumes at the private driveways. This approach blends two traffic forecasting methodologies, which results in some traffic imbalances along the corridor.

Transportation Planning Analysis

Traffic analysis was conducted for the Year 2050 peak hours for the existing public street intersections and the anticipated development driveway intersections. While overlapping, the goals for the public street intersections and the future development driveway intersections were slightly different.

The goal for the public street intersection analysis was to identify the likely typical section(s) along WIS 60 (two lane undivided vs three-lane TWLTL vs four-lane median divided), future traffic control options, and the functional area of the public intersections. The functional area determination was then used to establish anticipated access windows along WIS 60 for the development sites.

The goal of the development driveway intersection analysis was to estimate the anticipated intersection size and traffic control based on the traffic generated by the assumed land use types and sizes. In addition, the level of access was evaluated to determine if full access or restricted access could be provided based on the operational analysis. The future development access windows were chosen to provide adequate spacing between adjacent intersections and/or to align with access on the opposite side of WIS 60.

Potential improvement options were identified to achieve acceptable traffic operations at all study intersections and driveways. Traffic signals and roundabouts were identified as potential future intersection controls at several intersections. Traffic signal warrants were not conducted, and their identification was based on the peak hour volumes and the intersections' operations under two-way stop control.

It should be stressed this study is a planning level evaluation to provide guidance for future development and access along the WIS 60 corridor. WisDOT will require each development to prepare a traffic impact analysis (TIA) study to analyze the specific conditions of each site. The TIAs will also be used by each municipality as part of their formal review process. The ultimate driveway access locations, design and traffic control will be determined by WisDOT through the TIA process.

EXISTING CONDITIONS

WisDOT provided weekday intersection turning movement traffic counts for three intersections, and raSmith retained Gewalt Hamilton & Associates, Inc. (GHA) to collect weekday peak period turning

movement traffic counts for the remaining intersections. Details of the intersection traffic counts are summarized in Table 1.

Table 1
Intersection Turning Movement Count Collection Summary

Intersection	Weekday Count Period	Count Date	Source
WIS 60 & Horns Corners Road	6:00am to 9:00am and 3:00pm to 6:00pm	9/5/2024	GHA
WIS 60 & Washington Avenue (WIS 181/County NN) & Covered Bridge Road	6:00am to 7:00pm	11/14/2023	WisDOT
WIS 60 & Sheboygan Road/County I	6:00am to 7:00pm	11/14/2023	WisDOT
WIS 60 & Keup Road	6:00am to 7:00pm	11/14/2023	WisDOT
Washington Avenue & Sycamore Drive	6:00am to 9:00am and 3:00pm to 6:00pm	9/5/2024	GHA
Washington Avenue & Sheboygan Road (County I)/ Elm Street	6:00am to 9:00am and 3:00pm to 6:00pm	9/5/2024	GHA
Washington Avenue & Bridge Road	6:00am to 9:00am and 3:00pm to 6:00pm	9/5/2024	GHA

Based on the traffic counts, the existing weekday morning peak hour was identified to be 7:00 to 8:00am and weekday evening peak hour was identified to be 4:30 to 5:30pm. The existing traffic volumes are summarized in Exhibit 3. Traffic counts are provided in Appendix A.

raSmith collected the existing roadway geometrics, speed limits, and traffic control in the study area. The existing transportation system is shown in Exhibit 2.

FUTURE DEVELOPMENTS

The City and Town identified vacant sites in their respective communities where development is currently planned or development is likely to occur at some future time. The communities are currently at different phases of their development plans. The City has several developments in progress. Whereas the Town is in the midst of a zoning code update, and they are using this traffic planning exercise to help identify future potential transportation needs. Exhibit 4 shows the development sites included in the study, Exhibit 5 shows their anticipated land uses, and Table 2 summarizes the land use assumptions used for the traffic study. It should be stressed the land use types and sizes shown in Table 2 are purely assumptions for those sites with a status of “no current plans”, and the actual development plans are yet to be determined.

**Table 2
Future Development Sites**

Site	Land Use Type & Size Assumed for the Traffic Study	Potential Access	Status
1	Athlete Performance (62,301 SF) Children's Wisconsin Clinic (9,992 SF)	Utilizes existing access on WIS 60 for Korb Sports Complex.	Athlete Performance opened in 2024.
2*	Commercial (14,400 SF) Office (14,400 SF) Residential (11 homes)	Future access driveway on WIS 60	No current plans
3	Cedarburg Professional Center (30,300 SF)	Plan to utilize existing access on WIS 60 for Korb Sports Complex.	Approved project. Pending plan submittal from developer.
4*	Future Coffee Shop (2,000 SF)	Utilize existing access on WIS 60 for Korb Sports Complex.	No current plans
5*	Commercial (24,200 SF) Restaurant (5,000 SF) Office (29,200 SF) Residential (20 homes)	Future access driveway on WIS 60.	No current plans
6*	Commercial (27,360 SF)	Future access driveway on WIS 60.	No current plans
7*	Commercial (19,200 SF) Office (19,200 SF)	Future access driveway on WIS 60.	No current plans
8*	Commercial (72,250 SF) Restaurant (5,000 SF) Office (25,750 SF) Residential (8 homes)	Future access driveway on WIS 60.	No current plans
9*	Commercial (73,500 SF) Fast Food Restaurant (3,000 SF) Office (25,500 SF) Residential (36 homes)	Future access driveway on WIS 60. Secondary access on County NN (serve residential only)	No current plans
10	Residential (422 homes)	Future access driveway on WIS 60. Secondary access on County I.	Concept plans pending
11	Existing Wilo (250,500 SF) Phillipp Lithographing Co. (30,700 SF) Manufacturing (212,800 SF) Cornerstone Christian Learning Center: Phase 1 (10,650 SF), Phase 2 (5,661 SF)	Utilize Forward Way for access to WIS 60.	Wilo opened in 2022. Phillipp Lithographing Co. and Phase 1 of Cornerstone Christian Learning Center were recently approved.
12	Gas Station with Convenience Market (9,000 SF & 20 VFP) Commercial (145,000 SF) 2 Restaurants (10,000 total SF) Public Park (10 acres)	Future access driveway on WIS 60. Secondary access on Sheboygan Road.	No current plans
13	Residential (300 apartments)	WIS 60 access anticipated to align with Cedar Creek Pkwy. Secondary Sheboygan Rd access anticipated to align with existing median opening.	Concept plans pending
14	Recreational & Complimentary Land Uses (Restaurants, Hotel, Medical Clinic, etc.)	Future access on WIS 181 (1221 Wauwatosa Road driveway)	No current plans
15	Residential (160 homes)	Future access driveway on WIS 181.	No current plans

- Land use assumptions based on draft zoning work being completed by the Town.

**Table 2 (continued)
Future Development Sites**

Site	Land Use Type & Size Assumed for the Traffic Study	Potential Access	Status
16	Residential (50 homes)	Future access driveway on WIS 181.	No current plans
17	Stone Lake Condominium Development (70 units)	Driveway planned on Susan Lane.	Approved & under construction
18	Residential (71 homes)	Future Sheboygan Rd access on anticipated to align with Colleen Way. Additional access to the south is planned via Holly Lane extension.	Concept plans pending
19	Residential (50 homes)	Future access driveway on Sheboygan Road.	No current plans

* Land use assumptions based on draft zoning work being completed by the Town.

As noted by the asterisks in Table 2, the anticipated land use types and sizes shown for Sites 2, 4, 5, 6, 7, 8 and 9 are for traffic study assumption purposes only based upon the Town's draft zoning work currently underway. The ultimate land uses and project sizes will be determined by final approved zoning and future development project proposals.

FUTURE TRAFFIC

raSmith developed Year 2050 traffic volumes based on the SEWRPC traffic forecasts for the study intersections and trips estimated for the developments along the WIS 60 corridor as discussed in this section.

TRAFFIC FORECASTS

SEWRPC prepared Year 2050 average weekday daily traffic (AWDT) forecasts for the study corridors and peak hour turning movements for the study intersections. The SEWRPC forecasts include the future development sites identified in Table 2. To compare the SEWRPC forecasts to WisDOT's published daily traffic values, the AWDT was converted to AADT. The existing and Year 2050 daily traffic (AADT) forecasts are shown in Exhibit 6. The Year 2050 intersection traffic volumes are shown in Exhibit 7.

SEWRPC's Year 2050 traffic forecast is provided in Appendix B.

DEVELOPMENT TRAFFIC

Trip Generation

Development traffic for each site was estimated using ITE's *Trip Generation Manual*, 11th Edition. The driveway trips were not adjusted for linked and pass-by trips to provide a more conservative trip estimate. Trip generation for sites with future access to WIS 60 (Sites 1 through 13) are provided in Appendix C. For the sites with no direct access to WIS 60 (Sites 14 through 19), trip generation and assignment were not conducted. The approach for sites 14 through 19 is consistent with the overall study goals and methodology. The traffic generated by sites 14 through 19 is included in SEWRPC's forecasts (as are sites 1 through 13), but without direct access to WIS 60, their driveway volumes will not impact the WIS 60 typical section or the WIS 60 intersections' functional areas.

Trip Distribution & Assignment

The following trip distribution was developed based on the existing traffic patterns and anticipated traffic patterns with future developments.

West of WIS 181/County NN/Covered Bridge Road:

- WIS 60 to/from the east: 65%
- WIS 60 to/from the west: 35%

East of WIS 181/County NN/Covered Bridge Road:

- WIS 60 to/from the east: 55%
- WIS 60 to/from the west: 45%

Trips generated by future development sites were assigned to their access driveway based on the above trip distribution, as shown in Exhibits 8A and 8B.

All the development trips were assigned to WIS 60 for the purpose of this study. It is anticipated that Sites 8, 9, 10, 12 and 13 may have some type of access to the side streets.

As noted previously, development trips were not assigned to the public street intersections since the SEWRPC traffic forecasts included future developments in the area. The WIS 60 through traffic from the SEWRPC forecasts was used to develop the through traffic for the adjacent driveways.

TRANSPORTATION PLANNING ANALYSIS

Transportation planning analysis was conducted for the following two scenarios:

- Year 2050 operations without improvements. This scenario analyzes the public street intersections only (no driveways) utilizing the existing intersection geometrics and traffic control. This analysis scenario provides a baseline for the study intersections without improvements.
- Year 2050 operations with improvements. The improvements analysis includes both the public street and the driveway intersections. It includes future access locations and recommends potential improvement options.

It should be noted both scenarios utilize identical Year 2050 traffic volumes at the public street intersections. The two differences are the inclusion of the anticipated development driveways and the inclusion of intersection improvements for the second scenario

The study intersections were analyzed using the procedures set forth in the Highway Capacity Manual 7th Edition (HCM7). The signalized and stop controlled intersections were analyzed with Synchro and the roundabouts were analyzed with HCS. Level of Service (LOS) is a quantitative measure from the HCM referring to the overall quality of flow at an intersection. LOS ranges from very good, represented by LOS "A," to very poor, represented by LOS "F." For analysis and design purposes, LOS "D" was used to define acceptable peak hour operating conditions.

The planning analysis was based on the following parameters:

- Analysis of the driveways utilized defaults for peak hour factor (0.92) and heavy vehicle percentages (2%).
- Maintaining the existing four-lane median divided section on WIS 60 between Forward Way and approximately 1,150 feet east of Sheboygan Road/County I.
- Future traffic signals between Site 5 Driveway/Site 6 Driveway and Sheboygan Road/County I would operate as a coordinated signal system. The coordinated signal system analysis does not include pedestrian phase (walk/flashing don't walk) to cross WIS 60 or side streets. The pedestrian phases are anticipated to be push button activated.

YEAR 2050 OPERATIONS WITHOUT IMPROVEMENTS (PUBLIC STREETS ONLY, NO DRIVEWAYS)

The Year 2050 traffic analysis for the public street intersections with the existing transportation system is shown in Exhibit 9. While the development traffic is included in the Year 2050 traffic volumes, the development driveways were not analyzed in this scenario.

Based on the Year 2050 traffic analysis, the southbound approach of the WIS 60 intersections with Horns Corners Road is expected to operate at LOS F conditions during the weekday evening peak hour. The WIS 60 intersection with Washington Avenue (WIS 181/County NN) & Covered Bridge Road is expected to have several movements operating at LOS E/F conditions during the peak hours. The WIS 60 intersection with Keup Road is expected to have movements operating at LOS E/F conditions. Improvements to address the unacceptable traffic operations are provided in the improvements section.

Details of the Year 2050 traffic operational analysis with existing transportation system are provided in Appendix D.

YEAR 2050 OPERATIONS WITH IMPROVEMENTS (INCLUDES DRIVEWAYS)

The Year 2050 total traffic analysis with improvements included the study intersections and the development driveways. Exhibits 10,11 and 12 show the anticipated sites, recommended access windows and potential improvement options anticipated to accommodate the Year 2050 total traffic conditions. The potential improvements options and access locations are detailed below.

Potential Improvement Options

Some of the future driveways are expected to operate unacceptably with the existing two-lane undivided WIS 60 cross section. As part of the WisDOT TIA process, an intersection control evaluation (ICE) will analyze different intersection control options and determine the recommended intersection control. For this planning study, the following intersection control options were evaluated for the WIS 60 intersections and driveways.

Two-Way Stop Control With Raised Median: A raised median could be constructed on WIS 60 to provide storage to perform northbound and southbound left-turn and through movements in two stages (proceed from the stop bar to the median in stage 1, and accelerate from the median into the WIS 60 travel lane in stage 2). WisDOT recommends a minimum 24-foot wide median to accommodate two-stage left-turn and through movements.

Traffic Signal: A future traffic signal could be installed when warranted.

Roundabout: A future roundabout could be constructed when traffic signal warrants are met. WisDOT currently requires traffic signal warrants to be met to consider a roundabout. Roundabouts are not recommended in close proximity of a signalized intersection due to the dispersion of platoons created by traffic signals.

The results of the Year 2050 total traffic analysis with improvements is provided in Appendix E. As shown in Appendix E, the intersections are expected to operate acceptably with the improvement options shown in Exhibits 10, 11 and 12. The intersection type and traffic control is highlighted in the following sections, while the intersections' specific recommended geometry is shown in Exhibits 10-12.

WIS 60 & Horns Corners Road Intersection

- Two-Way Stop Control Option:
 - o Consider providing a raised median section on the WIS 60 approaches to accommodate two-stage crossing.

- Roundabout Option:
 - Consider a single lane roundabout. *Traffic signal volume warrants are not expected to be met with the Year 2050 volumes based on the land use assumptions used in this study. A roundabout may be warranted based on safety needs.*

WIS 60 & Site 2 Driveway Intersection

- The Site 2 Driveway is anticipated to operate under one-way stop control. Based on Year 2050 traffic analysis, the southbound approach is expected to operate at LOS E conditions during the weekday evening peak period. HCM can overestimate delays for stop controlled intersections, and for the purposes of this study, it is shown with stop control. The site's future WisDOT TIA will identify the specific improvement requirements.

WIS 60 & Korb Sports Complex Driveway Intersection

- One-Way Stop Control Option:
 - Consider providing a raised median section on the WIS 60 approaches to accommodate two-stage crossing.
- Roundabout Option:
 - Consider a single lane roundabout. *Traffic signal volume warrants are not expected to be met with the Year 2050 volumes based on the land use assumptions. A roundabout may be warranted based on safety needs.*

WIS 60 & Site 5 Driveway/Site 6 Driveway Intersection

- Traffic Signal Control Option:
 - Consider installing a traffic signal when warrants are met. Coordinate future traffic signal with the adjacent traffic signals on WIS 60 to improve corridor operations.
- Roundabout Option:
 - Consider a single lane roundabout.
 - A roundabout at Site 5 Driveway/Site 6 Driveway would likely require the WIS 60 intersection with Washington Avenue to operate under roundabout control as well.

WIS 60 & Site 7 Driveway/Site 8 Driveway Intersection

- Traffic Signal Control Option:
 - Consider installing a traffic signal when warrants are met. Coordinate future traffic signal with the adjacent traffic signal at the WIS 60 intersection with Washington Avenue (WIS181/County NN) and Covered Bridge Road to improve corridor operations.
- Roundabout Option:
 - Consider a single lane roundabout.
 - A roundabout at Site 7 Driveway/Site 8 Driveway would likely require the WIS 60 intersection with Washington Avenue to operate under roundabout control as well.

WIS 60 & Washington Avenue (WIS 181/County NN) & Covered Bridge Road Intersection

- The intersection is expected to operate with several movements at LOS E/F conditions with the existing geometry. A four-lane WIS 60 is anticipated to be needed to accommodate the Year 2050 volumes at the five-legged intersection.
- Coordinate traffic signal with the adjacent future traffic signals on WIS 60.

A multi-lane roundabout would be challenging at this five-legged intersection due to the skews of the roadways and the right-of-way impacts anticipated with the realignment of the skewed approach legs. Maintaining a signalized intersection at five-corners may limit the ability to introduce roundabouts along the WIS 60 corridor.

WIS 60 & Site 9 Driveway Intersection

- Traffic Signal Control Option:
 - o Consider installing a traffic signal when warrants are met. Coordinate future traffic signal with the adjacent traffic signal at the WIS 60 intersection with Washington Avenue (WIS 181/County NN) and Covered Bridge Road to improve corridor operations.
- Roundabout Option:
 - o Consider a single lane roundabout.
 - o A roundabout at Site 9 Driveway would likely require the WIS 60 intersections with Washington Avenue and Forward Way to operate under roundabout control as well.

WIS 60 & Forward Way/Site 10 Driveway Intersection

- Traffic Signal Control Option:
 - o Consider installing a traffic signal when warrants are met. Coordinate future traffic signal with the adjacent traffic signal at the WIS 60 intersection with Sheboygan Road/County I to improve corridor operations.
- Roundabout Option:
 - o Consider a single lane roundabout.
 - o A roundabout at Forward Way/Site 10 Driveway would likely require the WIS 60 intersection with Sheboygan Road/County I to operate under roundabout control as well.

WIS 60 & Site 12 Driveway Intersection

- One-Way Stop Control Option:
 - o Restrict the left-out movement with a raised median that allows left-in, right-in and right-out movements. The left-out movement was shown to operate unacceptably under the Year 2050 volumes.
 - o The left-out traffic was redistributed to the WIS 60 intersection with Sheboygan Road/County I.
- Roundabout Option:
 - o Consider a roundabout with two entry lanes for the eastbound and westbound approaches.
 - o A roundabout allows for full access.
 - o A roundabout at Site 12 would likely require the WIS 60 intersections with Forward Way and Sheboygan Road/County I to operate under roundabout control as well.

WIS 60 & Sheboygan Road/County I Intersection

- Traffic Signal Option:
 - o Coordinate traffic signal with future traffic signals on WIS 60 to improve corridor operations. Based on preliminary analysis, the intersection has surplus capacity and could operate at acceptable levels with fewer travel lanes.
- Roundabout Option:
 - o Consider a roundabout with two entry lanes for the eastbound and westbound approaches

WIS 60 & Site 13 Driveway Intersection

- Align driveway with Cedar Creek Parkway and the existing median opening. The future intersection is anticipated to operate under two-way stop control.

WIS 60 & Keup Road Intersection

- Traffic Signal Option:
 - The intersection is planned to continue to operate as an isolated signal due to spacing from adjacent signalized intersections.
- Roundabout Option:
 - Consider a roundabout with two entry lanes for the westbound approach.

Details of the Year 2050 total traffic operational analysis with improvements are provided in Appendix E.

Potential Access Locations

Future access along WIS 60 was evaluated based on WisDOT preferred intersection spacing and the functional area of the existing public street intersections. The functional area was calculated for each approach based on queues from the Year 2050 traffic analysis with improvements and deceleration related to the posted speed limit. raSmith utilized the traffic queues for the following intersection control analysis:

- WIS 60 & Horns Corners Road – future two-way stop control with raised median
- WIS 60 & Washington Avenue (WIS 181/County NN) & Covered Bridge Road – future coordinated traffic signal with improvements
- WIS 60 & Forward Way/Site 10 Driveway – future coordinated traffic signal with improvements
- WIS 60 & Sheboygan Road/County I – future coordinated traffic signal with improvements
- WIS 60 & Keup Road – uncoordinated traffic signal with improvements

The development driveways are recommended to be located outside of the functional areas of adjacent intersections.

WisDOT desires traffic signals be spaced at one quarter to one half mile spacing to provide optimal progression. WisDOT prefers roundabouts be located at the same quarter mile minimum spacing, but there may be instances where shorter intersection spacing is allowed due to roundabout's smaller functional area.

The recommended access windows for the driveways are shown in Exhibits 10, 11 and 12.

IMPROVEMENT TIMEFRAME CONSIDERATIONS

This planning study looked at a Year 2050 analysis year, which assumed all developments were constructed and open; and the study identified the improvements needed to accommodate the total future traffic conditions. In reality, the developments will occur over time over the next 25 years, and interim improvements will likely be needed for each development.

The typical process is for each developer to construct the public roadway improvements triggered by their development based on the WisDOT TIA process and the municipality's approval process. WisDOT outlines the required improvements in an improvement letter issued to the municipality after acceptance of the TIA.

RECOMMENDATIONS AND CONCLUSIONS

The transportation plan and access windows are expected to accommodate the planned and anticipated developments in the City and Town. The improvements identified are based on planning level analysis of the anticipated future developments.

As shown in Exhibits 10-12, a two-lane WIS 60 is expected to accommodate future traffic growth through the Year 2050 west of the Washington Avenue intersection. The Washington Avenue intersection has existing operational challenges due to its five-legged configuration and skewed approaches. Compensating for these challenges will require WIS 60 to operate as a four-lane roadway at the intersection, which will have right-of-way impacts. The intersection is likely to remain signalized under its five-legged configuration. A multi-lane roundabout would be challenging to construct due to the five legs, skews of the roadways and right-of-way impacts resulting from realigning the skewed legs. Maintaining traffic signal control at this intersection may limit the ability to introduce roundabouts elsewhere along the WIS 60 corridor. WIS 60 could operate acceptably as a two-lane roadway east of the Washington Avenue intersection. Considering the existing Sheboygan Road (County I) intersection is already constructed with a four-lane WIS 60, it may not be cost effective to downsize the intersection, despite its surplus capacity.

Each development requesting new access on WIS 60 will be required by WisDOT to conduct a TIA as part of their approval process to determine their access and improvements. WisDOT will seek to limit access to WIS 60 via alternative access to side streets and cross access between adjacent parcels where available.

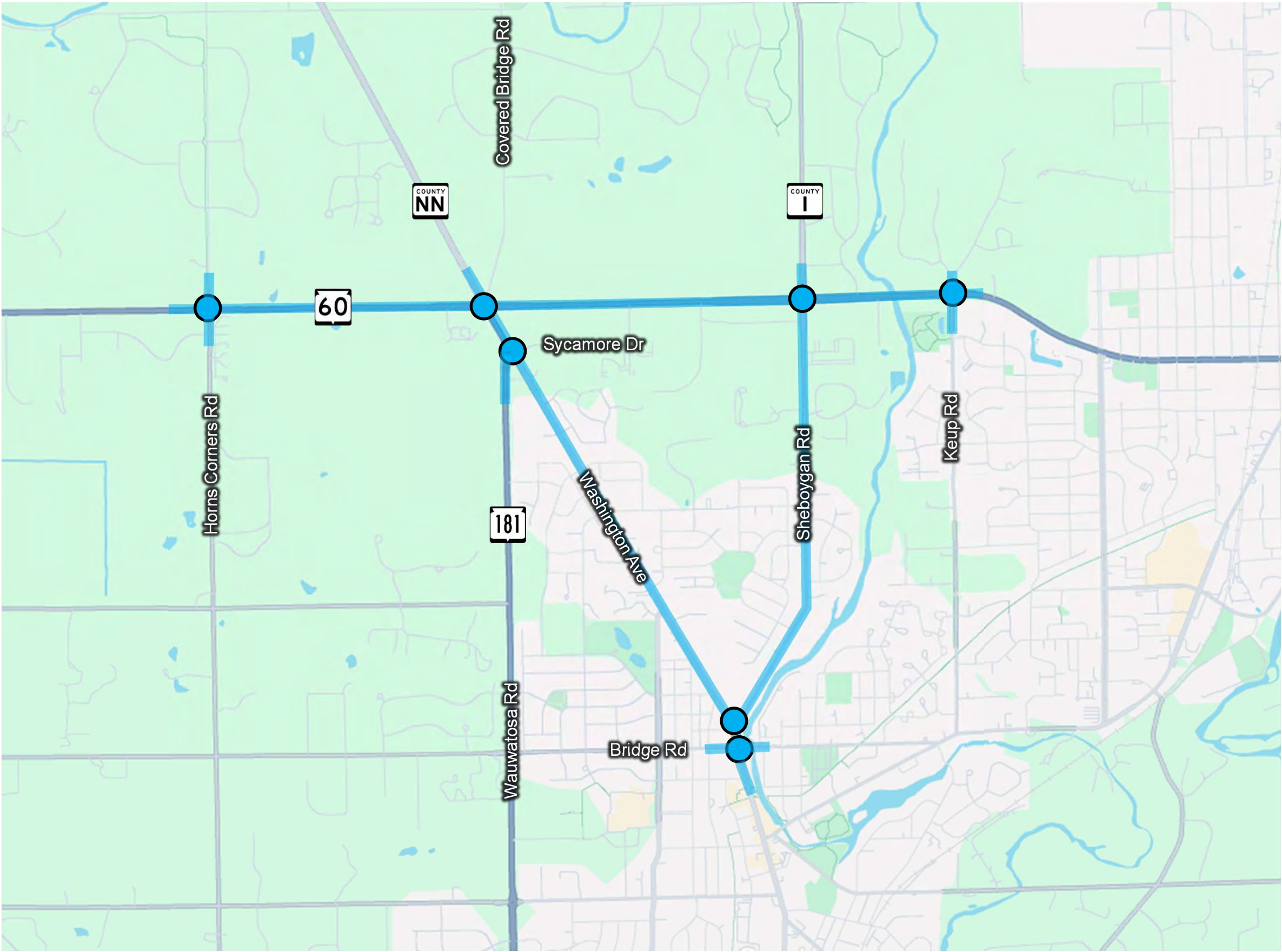
The findings and conclusions presented in this study are based on the current land use assumptions provided by the City and Town, and it provides a vision for the WIS 60 corridor under these assumptions. It is very likely these assumptions will change over time, and thus the study is not binding to the City or Town. The planning study was conducted in such a way that its recommendations are expected to accommodate some modifications to the land use types and sizes. Moderate to major changes in the assumed land use types or intensities could alter the overall recommendations.

EXHIBITS

- Exhibit 1 – Study Location Map
- Exhibit 2 – Existing Transportation System
- Exhibit 3 – Existing Traffic Volumes
- Exhibit 4 – Future Development Sites
- Exhibit 5 – Future Development Sites Anticipated Land Uses
- Exhibit 6 – Existing & Year 2050 Daily Traffic Volumes
- Exhibit 7 – Year 2050 Traffic Volumes
- Exhibits 8A – Year 2050 Total Traffic Volumes
- Exhibit 8B – Year 2050 Total Traffic Volumes
- Exhibit 9 – Year 2050 Peak Hour Operating Conditions with Existing Transportation System
- Exhibit 10 – WIS 60 Transportation Plan Considerations (West Section)
- Exhibit 11 – WIS 60 Transportation Plan Considerations (Center Section)
- Exhibit 12 – WIS 60 Transportation Plan Considerations (East Section)

APPENDICES

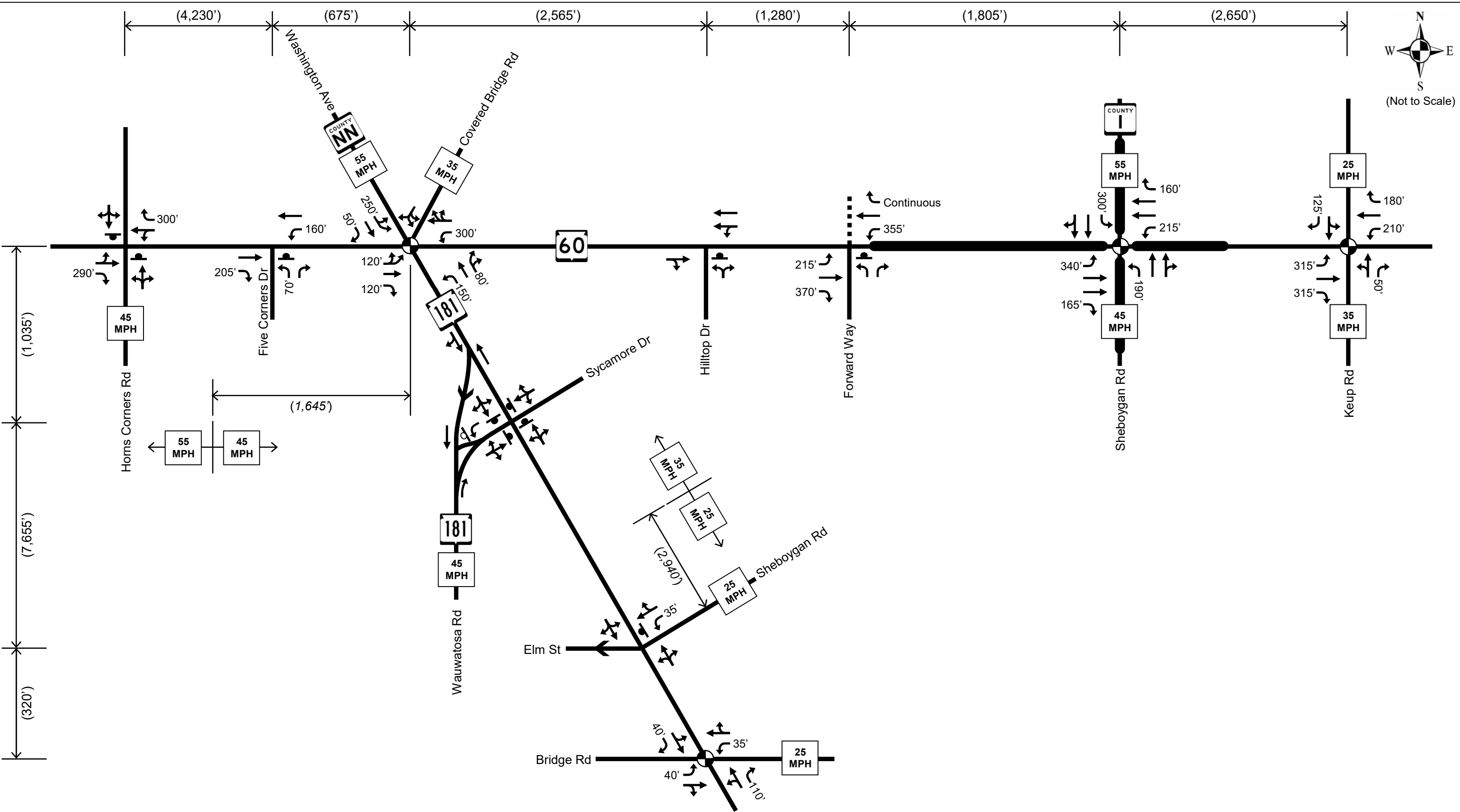
- Appendix A – Traffic Information
- Appendix B – SEWRPC Forecasts
- Appendix C – Development Trip Generation
- Appendix D – Year 2050 Traffic Analysis for Public Street Intersections with Existing Transportation System
- Appendix E – Year 2050 Total Traffic Analysis with Improvements



Legend

-  = Study Intersection
-  = Study Area Roadway Segment

Study Location Map



Legend

→

=

Lane Geometry

⬮

=

Stop Sign

⬮

=

Yield Sign

⬮

=

Traffic Signal

XXX'

=

Turn Bay Storage Length, ft

▬

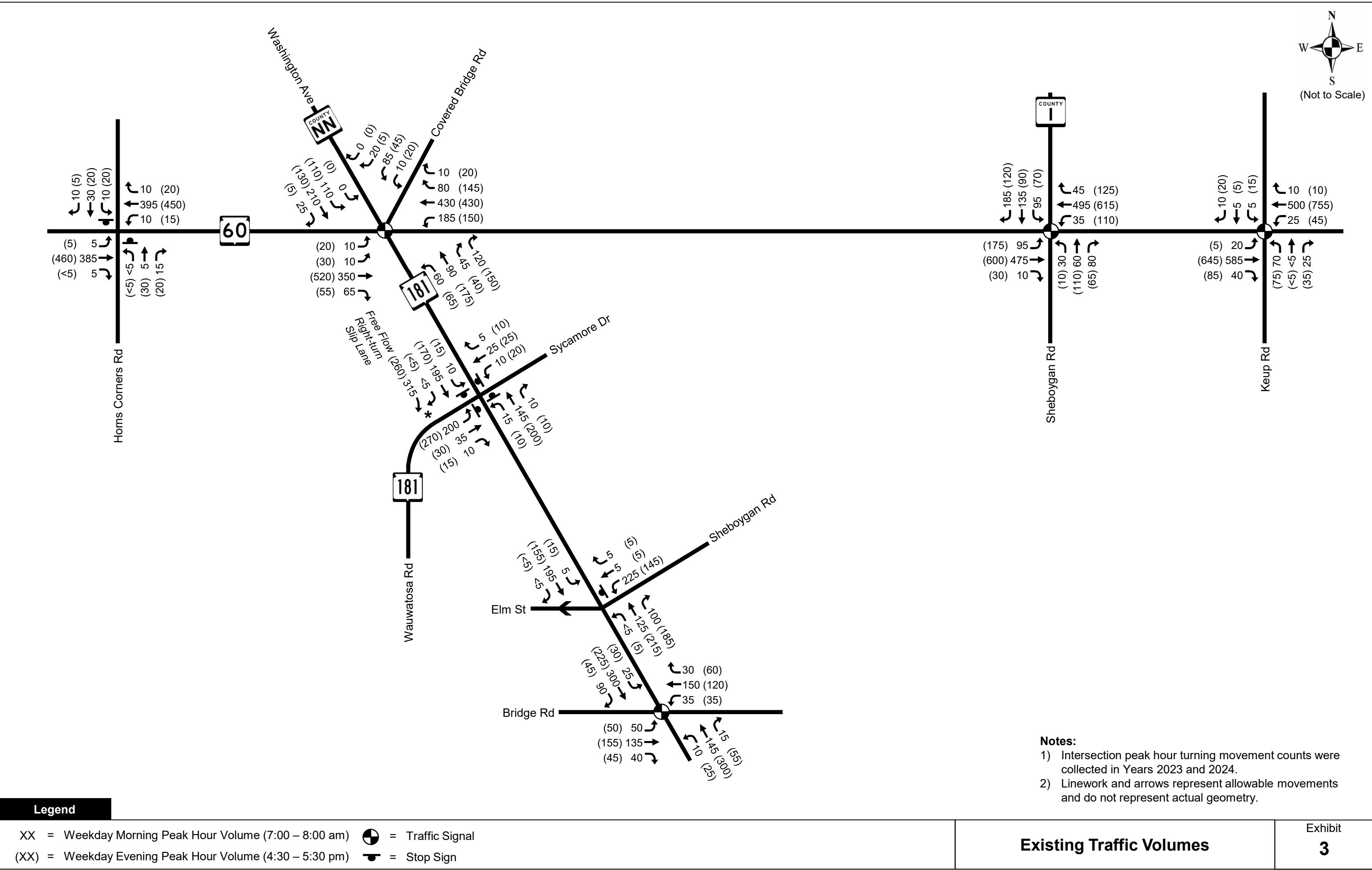
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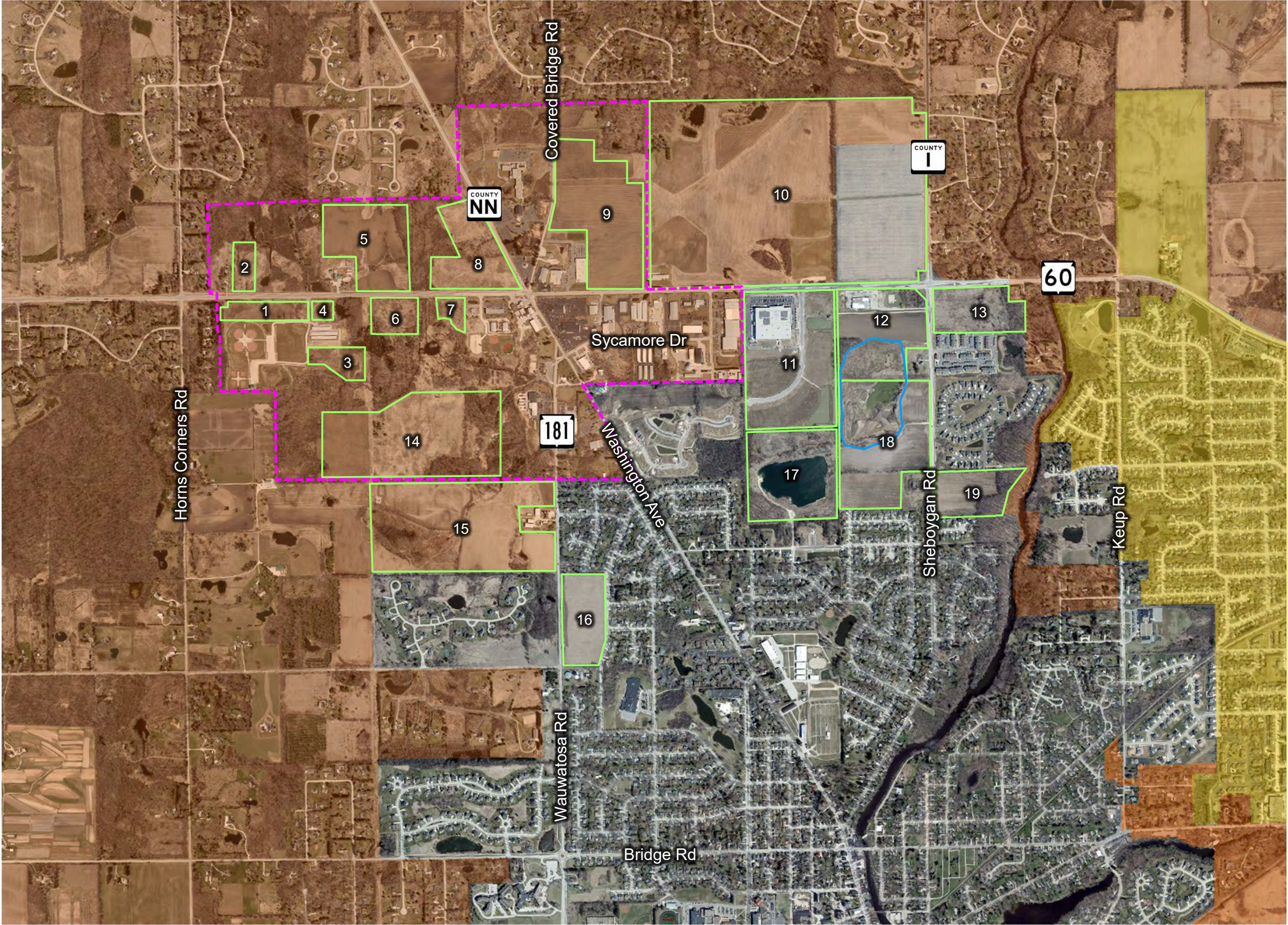
Raised Median

(XXX')

=

Intersection Spacing (Centerline-to-Centerline, ft)

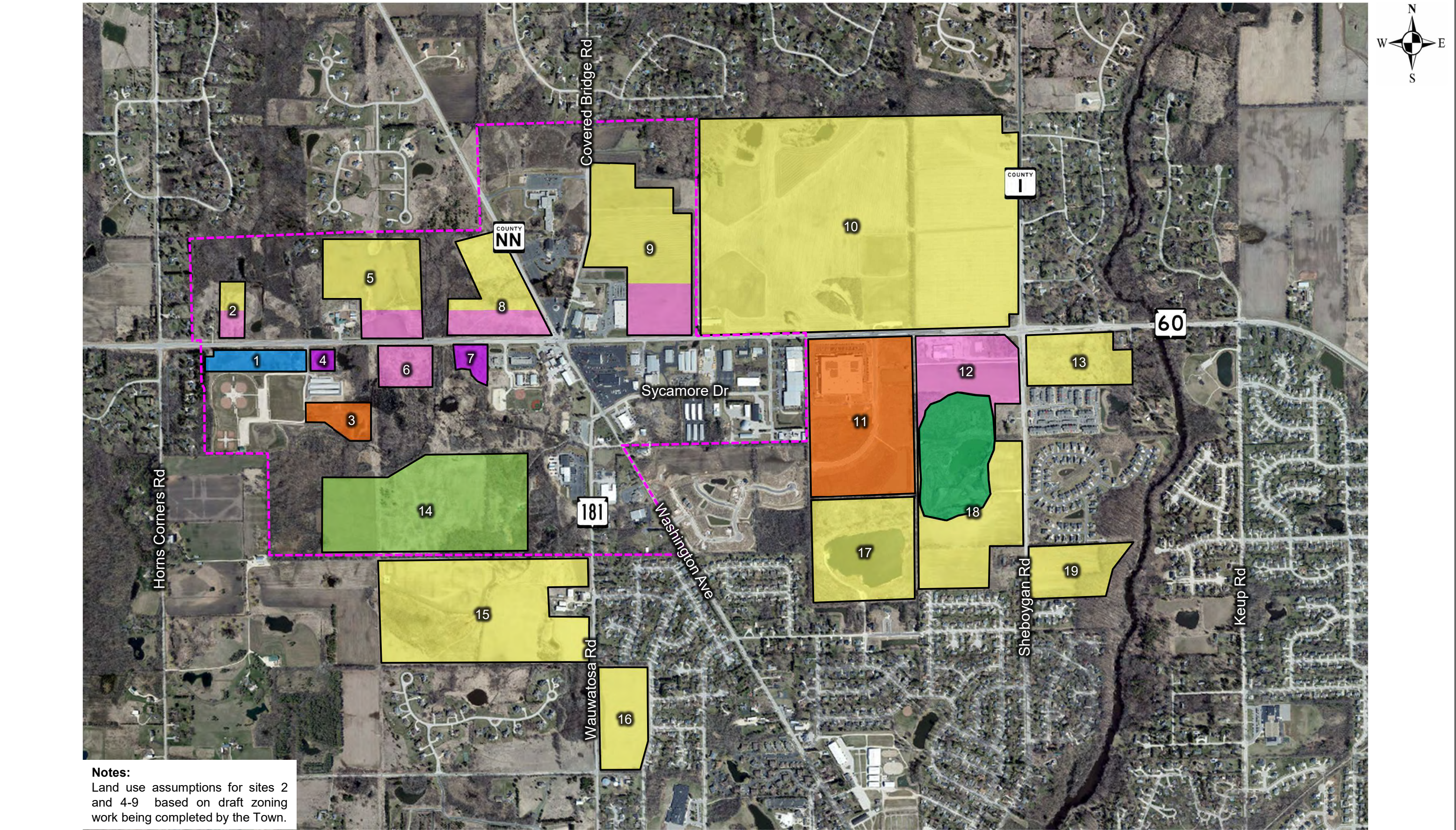




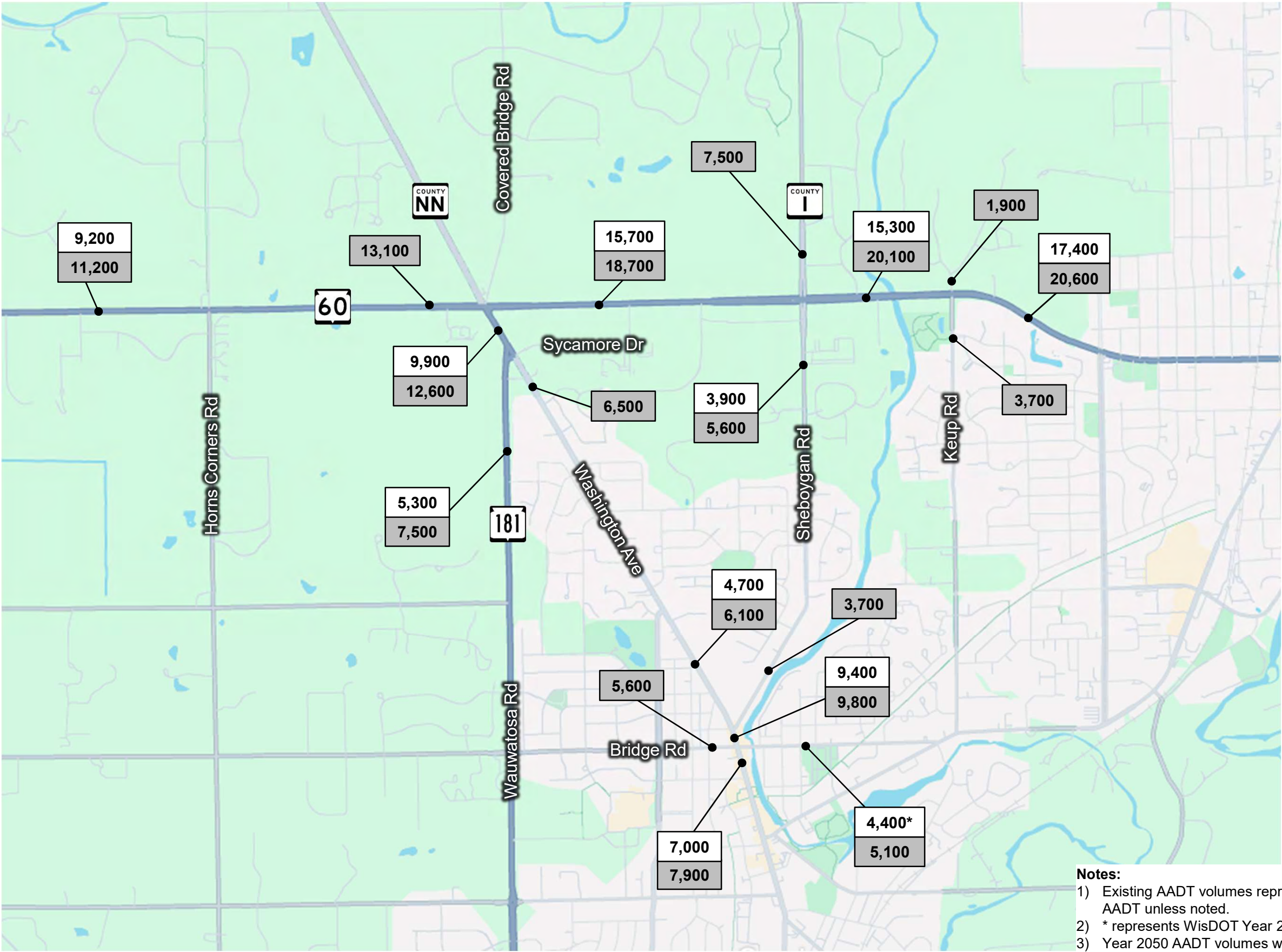
Legend

- | | | |
|--|--|--|
|  = Future Development Site | XX = Development Site Number |  = City of Cedarburg |
|  = Future Park Site |  = Five Corners Business District |  = Town of Cedarburg |
| | |  = Village of Grafton |

Future Development Sites



Legend					
	= Residential		= Mixed Use		= Public Park
	= Recreational		= Retail / Restaurant		= Recreational & Complimentary Uses
	= Business Park/ Manufacturing	XX = Development Site Number			
				= Five Corners Business District	

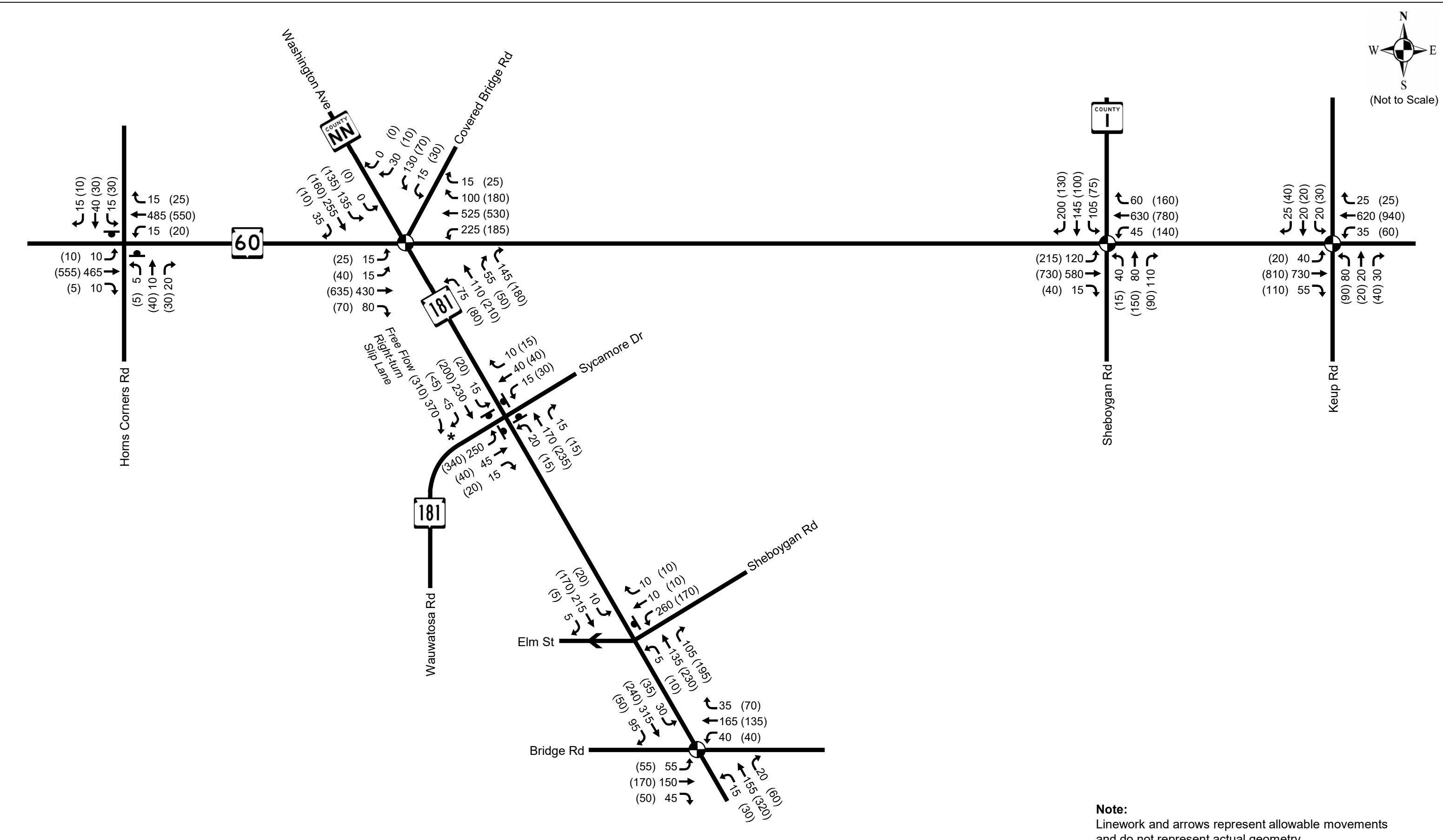


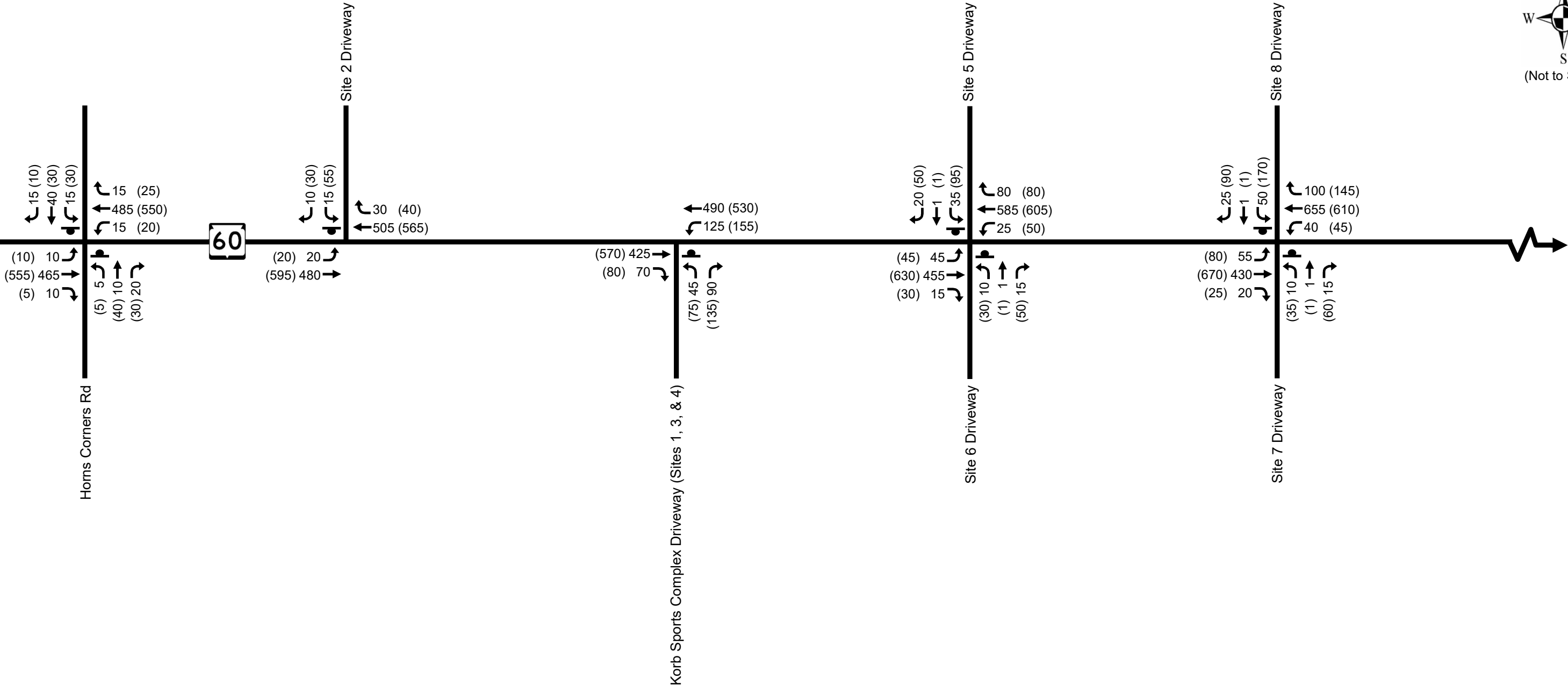
Notes:
1) Existing AADT volumes represent WisDOT's Year 2023 AADT unless noted.
2) * represents WisDOT Year 2019 AADT.
3) Year 2050 AADT volumes were converted from SEWRPC's Year 2050 AWDT

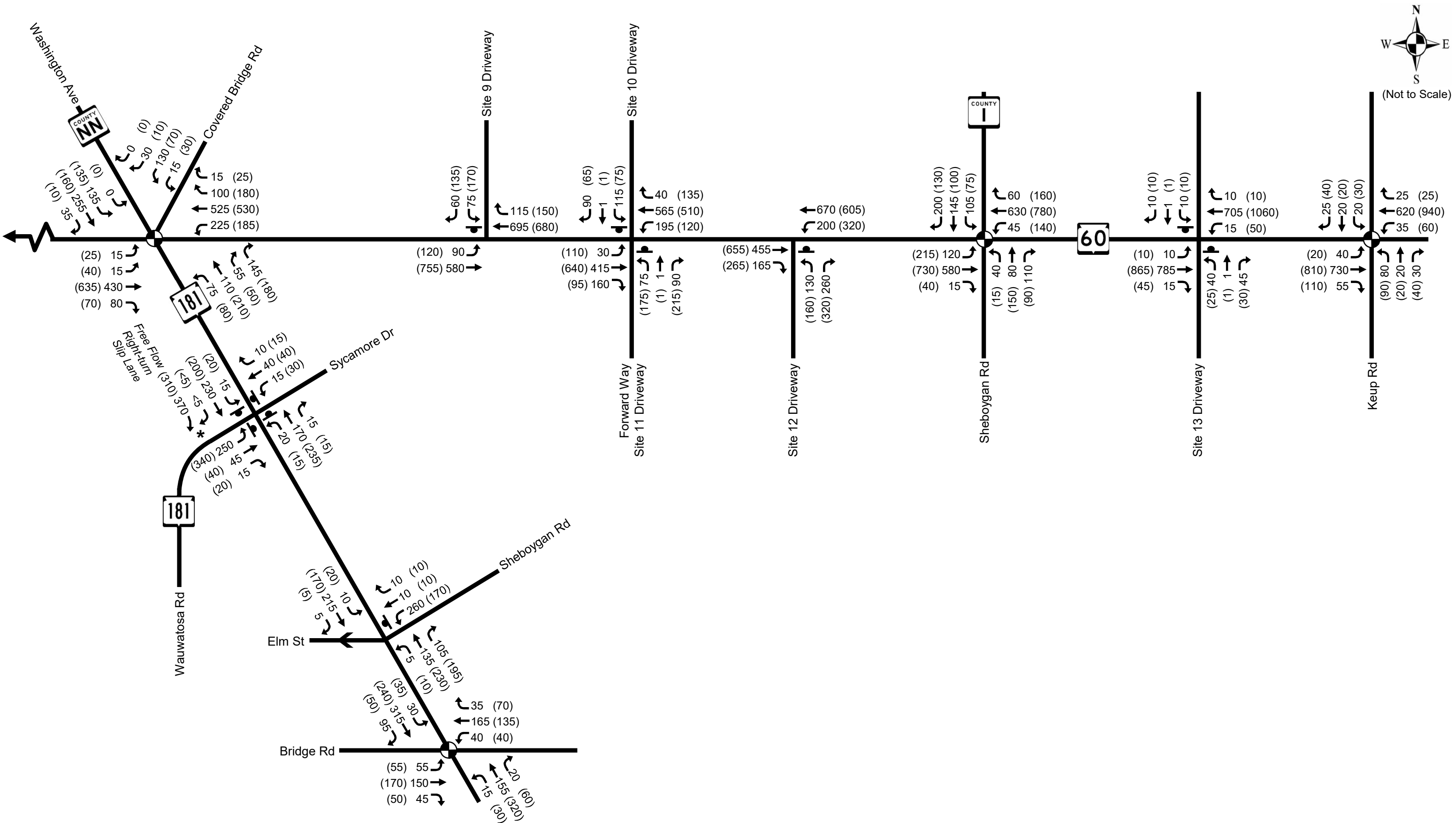
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XXX = Existing Annual Average Daily Traffic (AADT) Volume (vpd) **XXX** = Year 2050 Estimated Annual Average Daily Traffic (AADT) Volume (vpd)

Existing & Year 2050 Daily Traffic Volumes



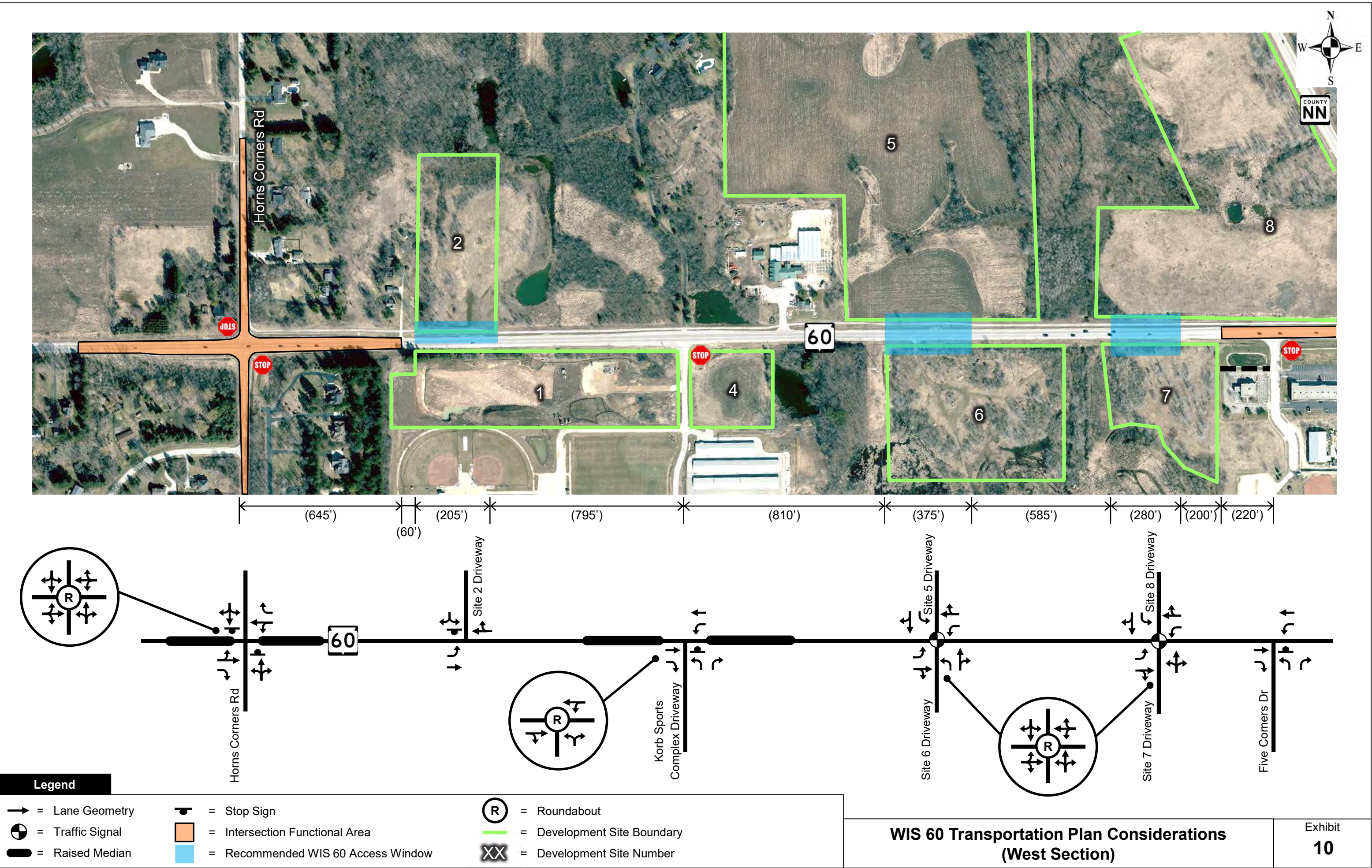


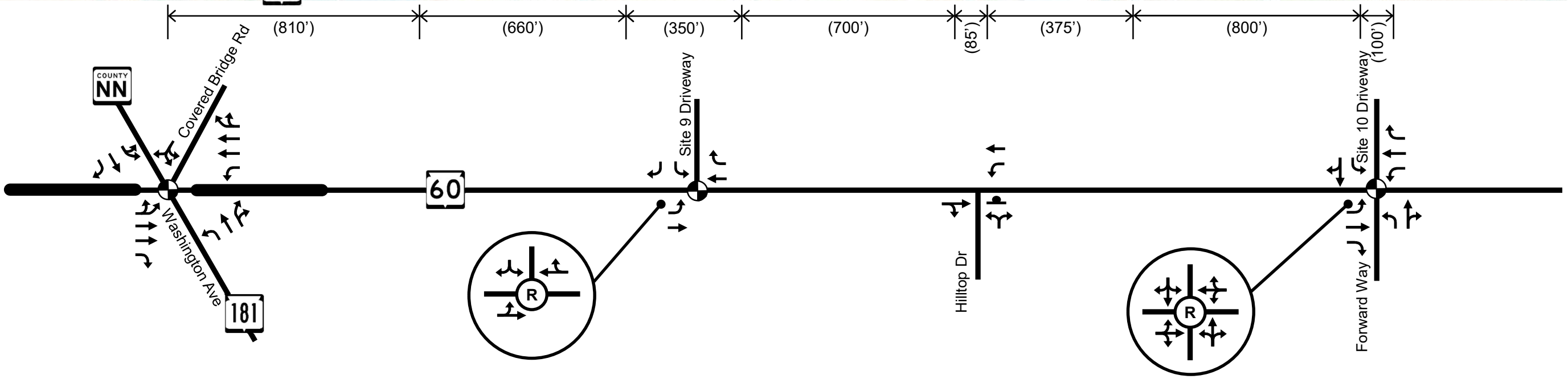


Legend XX = Weekday Morning Peak Hour Volume (7:00 – 8:00 am) (XX) = Weekday Evening Peak Hour Volume (4:30 – 5:30 pm) = Traffic Signal = Stop Sign	Year 2050 Total Traffic Volumes	Exhibit 8B
--	--	----------------------------------

Intersection	Traffic Control	Peak Hour	Parameter	Level of Service (LOS) per Movement by Approach												Overall Intersection LOS
				Eastbound			Westbound			Northbound			Southbound			
				LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	
WIS 60 & Horns Corners Rd	Two-Way Stop Control	AM	LOS	A	A	(A)	A	A	(A)	C	C	C	D	D	D	N/A
			Delay, sec	8.7	8.7	0.0	8.7	8.7	0.0	21.3	21.3	21.3	33.4	33.4	33.4	
			Queue, ft	<25	<25	0	<25	<25	0	<25	<25	<25	45	45	45	
		PM	LOS	A	A	(A)	A	A	(A)	D	D	D	F	F	F	N/A
			Delay, sec	8.8	8.8	0.0	8.8	8.8	0.0	34.7	34.7	34.7	72.1	72.1	72.1	
Queue, ft	<25	<25	0	<25	<25	0	45	45	45	80	80	80	80			
WIS 60 & CTH I/ Sheboygan Rd	Traffic Signal	AM	LOS	B	A	A	B	A	A	B	B	B	B	B	B	B
			Delay, sec	13.6	8.3	6.3	11.1	8.5	6.5	18.1	14.6	14.6	17.1	16.2	15.4	
			Queue, ft	75	140	<25	25	150	<25	35	75	75	80	130	130	
		PM	LOS	B	A	A	B	A	A	C	C	C	C	C	C	B
			Delay, sec	18.8	7.2	5.3	12.7	7.4	5.6	23.1	21.7	21.7	25.0	21.7	21.7	
Queue, ft	200	150	<25	90	165	35	<25	90	90	60	90	90	90			
WIS 60 & Keup Rd	Traffic Signal	AM	LOS	C	C	A	C	B	A	E	E	B	C	C	B	C
			Delay, sec	25.7	24.3	9.9	32.0	17.5	9.7	69.4	69.4	16.6	21.7	21.7	16.5	
			Queue, ft	<25	345	<25	<25	260	<25	90	90	25	45	45	<25	
		PM	LOS	D	C	B	D	E	B	F	F	B	D	D	B	E
			Delay, sec	45.0	30.0	10.5	42.3	62.3	10.1	287.9	287.9	19.5	37.4	37.4	19.6	
Queue, ft	<25	435	30	35	675	<25	95	95	30	50	50	30	30			
Washington Ave & Sycamore Dr	All-Way Stop Control	AM	LOS	C	C	C	B	B	B	B	B	B	B	B	B	
			Delay, sec	16.1	16.1	16.1	10.3	10.3	10.3	12.1	12.1	12.1	13.0	13.0		13.0
			Queue, ft	90	90	90	<25	<25	<25	45	45	45	55	55		55
		PM	LOS	C	C	C	B	B	B	B	B	B	B	B	B	C
Delay, sec	19.1		19.1	19.1	10.4	10.4	10.4	13.4	13.4	13.4	12.6	12.6	12.6			
Queue, ft	120	120	120	<25	<25	<25	55	55	55	45	45	45	45			
Washington Ave & Sheboygan Rd/ Elm St	One-Way Stop Control	AM	LOS	--	--	--	C	A	A	A	A	A	A	A	N/A	
			Delay, sec	--	--	--	20.0	9.5	9.5	7.8	7.8	7.8	7.8	7.8		7.8
			Queue, ft	--	--	--	85	<25	<25	<25	<25	<25	<25	<25		<25
		PM	LOS	--	--	--	C	B	B	A	A	A	A	A	A	N/A
			Delay, sec	--	--	--	17.3	10.2	10.2	7.6	7.6	7.6	8.3	8.3	8.3	
Queue, ft	--	--	--	45	<25	<25	<25	<25	<25	<25	<25	<25	<25			
Washington Ave & Bridge Rd	Traffic Signal	AM	LOS	C	C	C	C	C	C	B	B	A	B	B	A	B
			Delay, sec	24.6	20.8	20.8	23.7	20.9	20.9	10.4	10.4	8.9	12.7	12.7	9.4	
			Queue, ft	45	130	130	35	130	130	80	80	<25	165	165	30	
		PM	LOS	C	C	C	C	C	C	B	B	A	B	B	A	B
			Delay, sec	23.0	20.4	20.4	22.9	20.2	20.2	11.8	11.8	9.1	11.1	11.1	9.1	
Queue, ft	45	135	135	35	130	130	155	155	<25	120	120	<25	<25			

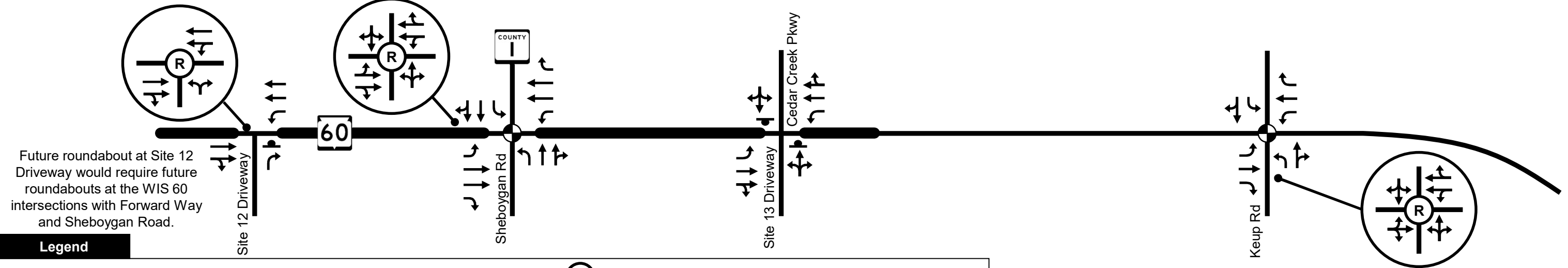
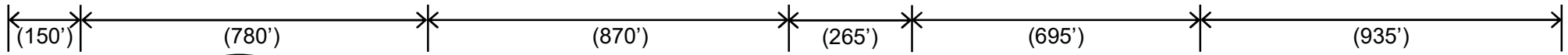
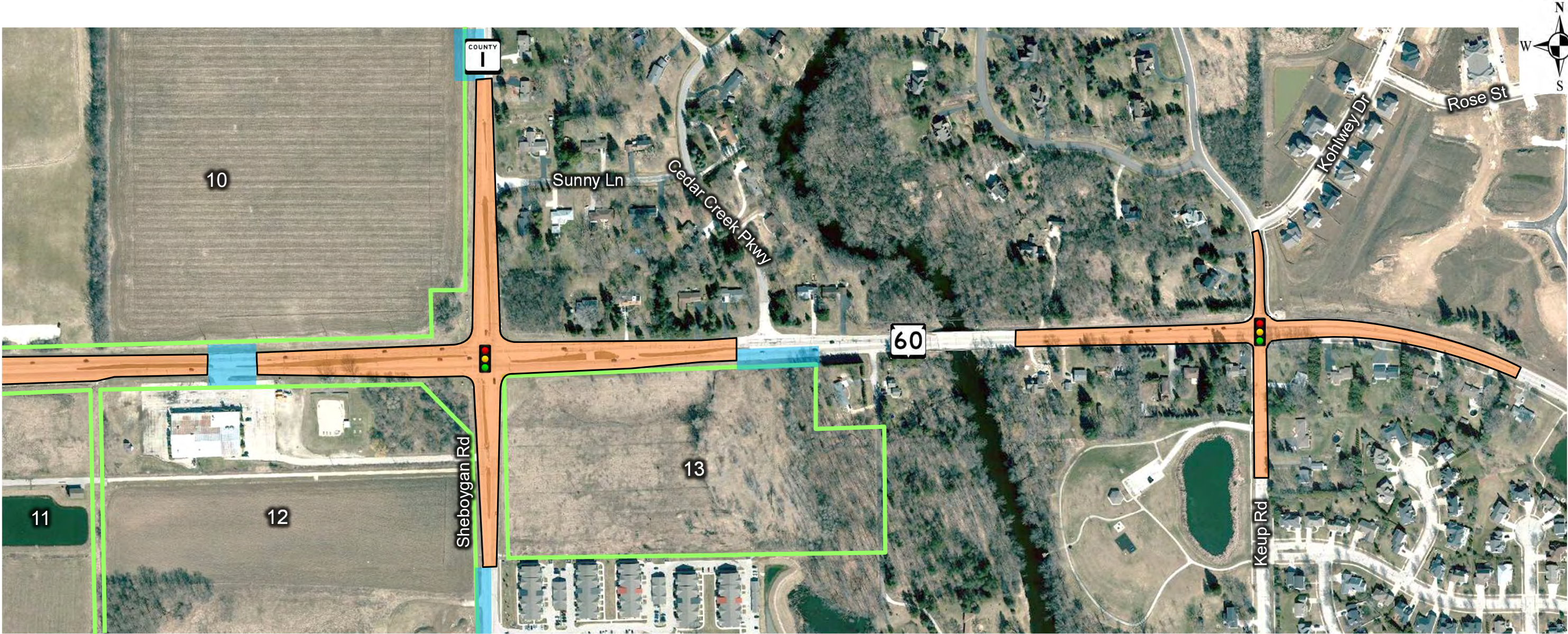
Intersection	Traffic Control	Peak Hour	Parameter	Operating Conditions per Movement by Approach																		Overall Int. LOS
				Eastbound (WIS 60)				Westbound (WIS 60)				Northbound (Washington Ave)				Southbound (CTH NN)			Southbound (Covered Bridge Rd)			
				Hrd LT	LT	TH	RT	LT	TH	RT	Hrd RT	LT	TH	RT	Hrd RT	LT	TH	RT	LT	TH	RT	
				to CTH NN	to Covered Bridge Rd	WIS 60	to Washington Ave	to Washington Ave	WIS 60	to CTH NN	to Covered Bridge Rd	WIS 60	to CTH NN	to Covered Bridge Rd	WIS 60	WIS 60	to Washington Ave	WIS 60	WIS 60	to Washington Ave	WIS 60	
WIS 60 & STH 181/ CTH NN/Covered Bridge Rd	Traffic Signal	AM	LOS	E	E	E	D	E	E	E	E	F	E	F	F	D	E	D	F	F	F	E
			Delay, sec	61.5	61.5	74.5	45.8	69.5	56.1	56.1	56.1	82.4	72.8	88.8	88.8	50.4	55	45.7	94.5	94.5	94.5	
			Queue, ft	75	75	>500	130	425	>500	>500	>500	160	210	275	275	205	390	50	380	380	380	
		PM	LOS	F	F	F	D	E	D	D	D	E	F	F	F	D	D	D	F	F	F	E
			Delay, sec	94.9	94.9	89.3	42.2	74.7	53.2	53.2	53.2	76.4	91.9	87.5	87.5	54.9	49.9	44.3	95.6	95.6	95.6	
			Queue, ft	195	195	>500	115	355.0	>500	>500	>500	165.0	375	295	295	205	240	<25	220.0	220	220	





Legend		
	=	Lane Geometry
	=	Traffic Signal
	=	Raised Median
	=	Stop Sign
	=	Intersection Functional Area
	=	Recommended WIS 60 Access Window
	=	Roundabout
	=	Development Site Boundary
	=	Development Site Number

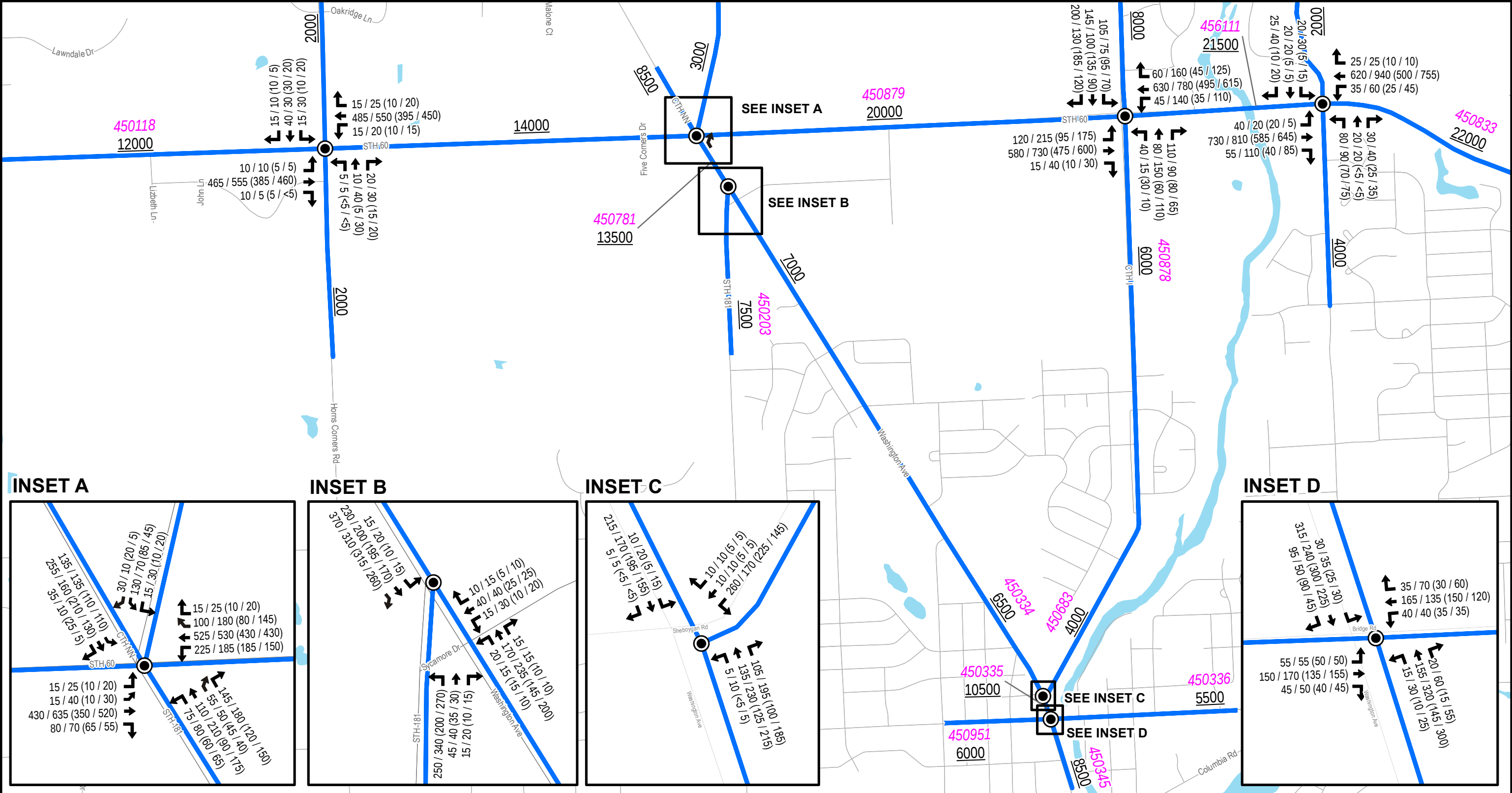
WIS 60 Transportation Plan Considerations
(Center Section)



Legend			
= Lane Geometry	= Stop Sign	= Roundabout	= Development Site Boundary
= Traffic Signal	= Intersection Functional Area	= Development Site Number	
= Raised Median	= Recommended WIS 60 Access Window		

APPENDIX B

SEWRPC Forecasts



CEDARBURG TRAFFIC STUDY

FORECAST YEAR 2050 AVERAGE WEEKDAY TRAFFIC (AWDT) AND PEAK-HOUR TURN MOVEMENT VOLUMES

FORECAST WORK ORDER:
MASTER CONTRACT:
ROUTE(S): STH 60 / WASHINGTON AVE
LOCATION DESCRIPTION: BRIDGE RD/KEUP RD
COUNTY(IES): OZAUKEE
FORECAST YEARS: 2050
SEWRPC PROJECT ID: 200-1000
PREPARED BY: G. ALE
DATE: 12/19/2024

— FORECAST FACILITY
XXXXXX TRADAS_ID
XXXXX FORECAST YEAR 2050 AWDT VOLUME ON A ROADWAY SEGMENT

AVERAGE WEEKDAY PEAK-HOUR TURN MOVEMENT VOLUMES
XXX / XXX (XXX / XXX) FORECAST YEAR 2050 (COUNT YEAR 2023/2024)
AM / PM PEAK-HOUR VOLUMES

NOTES

(A) THE FORECASTS ARE PREPARED WITHIN THE CONTEXT OF THE VISION 2050 LAND USE AND TRANSPORTATION SYSTEM PLAN AND UTILIZE THE COMMISSION'S 5TH GENERATION TRAVEL DEMAND MODELS AND TIME-OF-DAY ASSIGNMENTS.

(B) AM PEAK HOUR IS 7:00 – 8:00 AM AND PM PEAK HOUR IS 4:30 – 5:30 PM.



APPENDIX C

Development Trip Generation

Trip Generation Summary

Site	Weekday	AM Peak			PM Peak		
	Daily Trips	In	Out	Total	In	Out	Total
1,3 & 4	2,780	195	135	330	235	210	445
2	1,180	50	25	75	60	85	145
5	1,385	40	25	65	80	80	160
6	2,485	125	55	180	125	145	270
7	1,320	60	25	85	70	95	165
8	5,870	155	75	230	225	260	485
9	7,115	205	135	340	270	305	575
10	3,795	70	205	275	245	140	385
11	3,965	355	165	520	215	390	605
12	15,305	365	290	655	585	580	1,165
13	2,000	30	85	115	95	55	150

Sites 1, 3 & 4 Trip Generation

ITE Code	Land Use	Size	Unit	Weekday		AM Peak						PM Peak					
				Daily Trips	Rate or FCE	In	%	Out	%	Total	Rate or FCE	In	%	Out	%	Total	Rate or FCE
492	Health/Fitness Club (Site 1)	62,301	SF		N/A	40	51%	40	49%	80	1.31	125	57%	90	43%	215	3.45
630	Clinic (Site 1)	9,992	SF	395	FCE	25	81%	5	19%	30	FCE	10	30%	25	70%	35	3.69
770	Business Park (Site 3)	30,300	SF	1,035	FCE	40	85%	5	15%	45	FCE	15	26%	35	74%	50	FCE
937	Coffee/Donut Shop w/ Drive-Thru (Site 4)	2,000	SF	1,065	533.37	85	51%	85	49%	170	85.88	40	50%	40	50%	80	38.99
488	Soccer Complex (Existing Korb Sports Complex)	4	Fields	285	71.33	5	61%	0	39%	5	0.99	45	66%	20	34%	65	16.43
Total				2,780		195		135		330		235		210		445	
Linked (XXX)				0%													
Driveway Trips				2,780		195		135		330		235		210		445	
Pass-by (XXX)				0%													
Total New Trips				2,780		195		135		330		235		210		445	

		Distribution			
		AM		PM	
		IN	OUT	IN	OUT
%		195	135	235	210
T/F West WIS 60	35%	70	45	80	75
T/F East WIS 60	65%	125	90	155	135
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		195	135	235	210
		OK	OK	OK	OK

Site 2 Trip Generation

ITE Code	Land Use	Size	Unit	Weekday		AM Peak						PM Peak					
				Daily Trips	Rate or FCE	In	%	Out	%	Total	Rate or FCE	In	%	Out	%	Total	Rate or FCE
822	Strip Retail Plaza (<40K)	14,400	SF	835	FCE	20	60%	15	40%	35	2.36	50	50%	50	50%	100	FCE
710	General Office Building	14,400	SF	215	FCE	25	88%	5	12%	30	FCE	5	17%	30	83%	35	FCE
210	Single-Family Detached Housing	11	DU	130	FCE	5	26%	5	74%	10	FCE	5	63%	5	37%	10	FCE
Total				1,180		50		25		75		60		85		145	
Linked (XXX)			0%														
Driveway Trips				1,180		50		25		75		60		85		145	
Pass-by (XXX)			0%														
Total New Trips				1,180		50		25		75		60		85		145	

		Distribution			
		AM		PM	
		IN	OUT	IN	OUT
		50	25	60	85
%					
T/F West WIS 60	35%	20	10	20	30
T/F East WIS 60	65%	30	15	40	55
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		50	25	60	85
		OK	OK	OK	OK

Site 5 Trip Generation

ITE Code	Land Use	Size	Unit	Weekday		AM Peak						PM Peak					
				Daily Trips	Rate or FCE	In	%	Out	%	Total	Rate or FCE	In	%	Out	%	Total	Rate or FCE
822	Strip Retail Plaza (<40K)	24,200	SF	1,320	54.45	35	60%	20	40%	55	2.36	75	50%	70	50%	145	FCE
932	High Turnover (Sit-Down) Restaurant	5,000	SF	535	107.2	30	55%	20	45%	50	9.57	25	61%	20	39%	45	9.05
710	General Office Building	29,200	SF	400	FCE	55	88%	5	12%	60	FCE	10	17%	50	83%	60	FCE
210	Single-Family Detached Housing	20	DU	230	FCE	5	26%	10	74%	15	FCE	15	63%	5	37%	20	FCE
Total				2,485		125		55		180		125		145		270	
Linked (XXX)			0%														
Driveway Trips				2,485		125		55		180		125		145		270	
Pass-by (XXX)			0%														
Total New Trips				2,485		125		55		180		125		145		270	

		Distribution			
		AM		PM	
		IN	OUT	IN	OUT
		125	55	125	145
%					
T/F West WIS 60	35%	45	20	45	50
T/F East WIS 60	65%	80	35	80	95
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		125	55	125	145
		OK	OK	OK	OK

Small Sample Size ≤ 5

Site 6 Trip Generation

ITE Code	Land Use	Size	Unit	Weekday		AM Peak						PM Peak					
				Daily Trips	Rate or FCE	In	%	Out	%	Total	Rate or FCE	In	%	Out	%	Total	Rate or FCE
822	Strip Retail Plaza (<40K)	27,360	SF	1,385	FCE	40	60%	25	40%	65	2.36	80	50%	80	50%	160	FCE
Total				1,385		40		25		65		80		80		160	
Linked (XXX)			0%														
Driveway Trips				1,385		40		25		65		80		80		160	
Pass-by (XXX)			0%														
Total New Trips				1,385		40		25		65		80		80		160	

		Distribution			
		AM		PM	
		IN	OUT	IN	OUT
%		40	25	80	80
T/F West WIS 60	35%	15	10	30	30
T/F East WIS 60	65%	25	15	50	50
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		40	25	80	80
		OK	OK	OK	OK

Site 7 Trip Generation

ITE Code	Land Use	Size	Unit	Weekday		AM Peak						PM Peak					
				Daily Trips	Rate or FCE	In	%	Out	%	Total	Rate or FCE	In	%	Out	%	Total	Rate or FCE
822	Strip Retail Plaza (<40K)	19,200	SF	1,045	54.45	25	60%	20	40%	45	2.36	65	50%	60	50%	125	FCE
710	General Office Building	19,200	SF	275	FCE	35	88%	5	12%	40	FCE	5	17%	35	83%	40	FCE
Total				1,320		60		25		85		70		95		165	
Linked (XXX)			0%														
Driveway Trips				1,320		60		25		85		70		95		165	
Pass-by (XXX)			0%														
Total New Trips				1,320		60		25		85		70		95		165	

		Distribution			
		AM		PM	
		IN	OUT	IN	OUT
		60	25	70	95
%					
T/F West WIS 60	35%	20	10	25	35
T/F East WIS 60	65%	40	15	45	60
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		60	25	70	95
		OK	OK	OK	OK

Small Sample Size ≤ 5

Site 8 Trip Generation

ITE Code	Land Use	Size	Unit	Weekday		AM Peak						PM Peak					
				Daily Trips	Rate or FCE	In	%	Out	%	Total	Rate or FCE	In	%	Out	%	Total	Rate or FCE
821	Shopping Plaza (40-150K)	72,250	SF	4,880	67.52	80	62%	45	38%	125	1.73	185	49%	190	51%	375	5.19
932	High Turnover (Sit-Down) Restaurant	5,000	SF	535	107.2	30	55%	20	45%	50	9.57	25	61%	20	39%	45	9.05
710	General Office Building	25,750	SF	355	FCE	45	88%	5	12%	50	FCE	10	17%	45	83%	55	FCE
210	Single-Family Detached Housing	8	DU	100	FCE	0	26%	5	74%	5	FCE	5	63%	5	37%	10	FCE
Total				5,870		155		75		230		225		260		485	
Linked (XXX)			0%														
Driveway Trips				5,870		155		75		230		225		260		485	
Pass-by (XXX)			0%														
Total New Trips				5,870		155		75		230		225		260		485	

Distribution					
		AM		PM	
		IN	OUT	IN	OUT
%		155	75	225	260
T/F West WIS 60	35%	55	25	80	90
T/F East WIS 60	65%	100	50	145	170
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		155	75	225	260
		OK	OK	OK	OK

Site 9 Trip Generation

ITE Code	Land Use	Size	Unit	Weekday		AM Peak						PM Peak					
				Daily Trips	Rate or FCE	In	%	Out	%	Total	Rate or FCE	In	%	Out	%	Total	Rate or FCE
821	Shopping Plaza (40-150K)	73,500	SF	4,965	67.52	80	62%	45	38%	125	1.73	185	49%	195	51%	380	5.19
734	Fast Food Restaurant w/ Drive-Thru	3,000	SF	1,400	467.48	70	51%	65	49%	135	44.61	50	52%	50	48%	100	33.03
710	General Office Building	25,500	SF	355	FCE	45	88%	5	12%	50	FCE	10	17%	45	83%	55	FCE
210	Single-Family Detached Housing	36	DU	395	FCE	10	26%	20	74%	30	FCE	25	63%	15	37%	40	FCE
Total				7,115		205		135		340		270		305		575	
Linked (XXX)			0%														
Driveway Trips				7,115		205		135		340		270		305		575	
Pass-by (XXX)			0%														
Total New Trips				7,115		205		135		340		270		305		575	

		Distribution			
		AM		PM	
		IN	OUT	IN	OUT
		205	135	270	305
T/F West WIS 60	45%	90	60	120	135
T/F East WIS 60	55%	115	75	150	170
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		205	135	270	305
		OK	OK	OK	OK

Site 10 Trip Generation

ITE Code	Land Use	Size	Unit	Weekday		AM Peak						PM Peak					
				Daily Trips	Rate or FCE	In	%	Out	%	Total	Rate or FCE	In	%	Out	%	Total	Rate or FCE
210	Single-Family Detached Housing	422	DU	3,795	FCE	70	26%	205	74%	275	FCE	245	63%	140	37%	385	FCE
Total				3,795		70		205		275		245		140		385	
Linked (XXX)			0%														
Driveway Trips				3,795		70		205		275		245		140		385	
Pass-by (XXX)			0%														
Total New Trips				3,795		70		205		275		245		140		385	

		Distribution			
		AM		PM	
		IN	OUT	IN	OUT
%		70	205	245	140
T/F West WIS 60	45%	30	90	110	65
T/F East WIS 60	55%	40	115	135	75
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		70	205	245	140
		OK	OK	OK	OK

Site 11 Trip Generation

ITE Code	Land Use	Size	Unit	Weekday		AM Peak						PM Peak					
				Daily Trips	Rate or FCE	In	%	Out	%	Total	Rate or FCE	In	%	Out	%	Total	Rate or FCE
140	Manufacturing (Wilo)	250,000	SF	1,145	FCE	120	76%	40	24%	160	FCE	60	31%	140	69%	200	FCE
140	Manufacturing	212,800	SF	1,005	FCE	105	76%	35	24%	140	FCE	55	31%	115	69%	170	FCE
770	Business Park	30,700	SF	1,040	FCE	40	85%	5	15%	45	FCE	15	26%	35	74%	50	FCE
565	Day Care Center Phase 1	10,650	SF	505	47.62	60	53%	55	47%	115	11.00	55	47%	65	53%	120	11.12
565	Day Care Center Phase 2	5,661	SF	270	47.62	30	53%	30	47%	60	11.00	30	47%	35	53%	65	11.12
Total				3,965		355		165		520		215		390		605	
Linked (XXX)				0%													
Driveway Trips				3,965		355		165		520		215		390		605	
Pass-by (XXX)				0%													
Total New Trips				3,965		355		165		520		215		390		605	

		Distribution			
		AM		PM	
		IN	OUT	IN	OUT
%		355	165	215	390
T/F West WIS 60	45%	160	75	95	175
T/F East WIS 60	55%	195	90	120	215
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		355	165	215	390
		OK	OK	OK	OK

Site 12 Trip Generation

ITE Code	Land Use	Size	Unit	Weekday		AM Peak						PM Peak					
				Daily Trips	Rate or FCE	In	%	Out	%	Total	Rate or FCE	In	%	Out	%	Total	Rate or FCE
WisDOT	Gas Station with Convenience Market	9,000 20	SF VFP	4,350		160	51%	150	49%	310		160	50%	160	50%	320	
821	Shopping Plaza (40-150K)	145,000	SF	9,790	67.52	155	62%	95	38%	250	1.73	370	49%	385	51%	755	5.19
932	High Turnover (Sit-Down) Restaurants (2)	10,000	SF	1,070	107.2	50	55%	45	45%	95	9.57	55	61%	35	39%	90	9.05
411	Public Park	10	Acres	95	FCE	0	59%	0	41%	0	0.02	0	55%	0	45%	0	0.11
Total				15,305		365		290		655		585		580		1,165	
Linked (XXX)			0%														
Driveway Trips				15,305		365		290		655		585		580		1,165	
Pass-by (XXX)			0%														
Total New Trips				15,305		365		290		655		585		580		1,165	

		Distribution			
		AM		PM	
		IN	OUT	IN	OUT
		365	290	585	580
%					
T/F West WIS 60	45%	165	130	265	260
T/F East WIS 60	55%	200	160	320	320
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		365	290	585	580
		OK	OK	OK	OK

Small Sample Size ≤ 5

Site 13 Trip Generation

ITE Code	Land Use	Size	Unit	Weekday		AM Peak						PM Peak					
				Daily Trips	Rate or FCE	In	%	Out	%	Total	Rate or FCE	In	%	Out	%	Total	Rate or FCE
220	Multi-Family Housing (Low-Rise)	300	DU	2,000	FCE	30	24%	85	76%	115	FCE	95	63%	55	37%	150	FCE
Total				2,000		30		85		115		95		55		150	
Linked (XXX)			0%														
Driveway Trips				2,000		30		85		115		95		55		150	
Pass-by (XXX)			0%														
Total New Trips				2,000		30		85		115		95		55		150	

		Distribution			
		AM		PM	
		IN	OUT	IN	OUT
%		30	85	95	55
T/F West WIS 60	45%	15	40	45	25
T/F East WIS 60	55%	15	45	50	30
		0	0	0	0
		0	0	0	0
		0	0	0	0
		0	0	0	0
		30	85	95	55
		OK	OK	OK	OK

APPENDIX E

Year 2050 Total Traffic Analysis with Improvements

Intersection	Traffic Control	Peak Hour	Parameter	Level of Service (LOS) per Movement by Approach												Overall Intersection LOS
				Eastbound			Westbound			Northbound			Southbound			
				LT	TH	RT	LT	TH	RT	LT	TH	RT	LT	TH	RT	
WIS 60 & Horns Corners Rd	Two-Way Stop Control	AM	LOS	A	(A)	(A)	A	(A)	(A)	B	B	B	C	C	C	N/A
			Delay, sec	8.7	0.0	0.0	8.6	0.0	0.0	14.8	14.8	14.8	18.3	18.3	18.3	
		PM	LOS	A	(A)	(A)	A	(A)	(A)	C	C	C	C	C	C	N/A
Delay, sec	9.0		0.0	0.0	8.8	0.0	0.0	20.2	20.2	20.2	24.6	24.6	24.6			
WIS 60 & Horns Corners Rd	Roundabout	AM	LOS	A	A	A	A	A	A	A	A	A	A	A	A	A
			Delay, sec	7.9	7.9	7.9	7.7	0.7	0.7	5.4	5.4	5.4	7.6	7.6	7.6	
		PM	LOS	A	A	A	A	A	A	B	B	B	B	B	B	A
Delay, sec	8.3		8.3	8.3	8.4	8.4	8.4	10.1	10.1	10.1	10.4	10.4	10.4			
WIS 60 & Site 2 Driveway	One-Way Stop Control	AM	LOS	A	(A)	--	--	(A)	(A)	--	--	--	C	--	C	N/A
			Delay, sec	8.8	0.0	--	--	0.0	0.0	--	--	--	20.0	--	20.0	
		PM	LOS	A	(A)	--	--	(A)	(A)	--	--	--	E	--	E	N/A
Delay, sec	9.2		0.0	--	--	0.0	0.0	--	--	--	45.0	--	45.0			
WIS 60 & Korb Sports Complex Driveway	One-Way Stop Control	AM	LOS	--	(A)	(A)	A	(A)	--	C	--	B	--	--	--	N/A
			Delay, sec	--	0.0	0.0	9.0	0.0	--	21.4	--	12.2	--	--	--	
		PM	LOS	--	(A)	(A)	A	(A)	--	D	--	C	--	--	--	N/A
Delay, sec	--		0.0	0.0	10.0	0.0	--	34.1	--	15.5	--	--	--			
WIS 60 & Korb Sports Complex Driveway	Roundabout	AM	LOS	--	A	A	A	A	--	A	--	A	--	--	--	A
			Delay, sec	--	7.8	7.8	8.3	8.3	--	5.8	--	5.8	--	--	--	
		PM	LOS	--	B	B	A	A	--	A	--	A	--	--	--	B
Delay, sec	--		11.0	11.0	9.9	9.9	--	8.5	--	8.5	--	--	--			
WIS 60 & Site 5 / 6 Driveways	Traffic Signal	AM	LOS	A	A	A	A	A	A	D	D	D	D	D	D	A
			Delay, sec	2.6	3.7	3.7	0.5	1.2	1.2	43.0	42.1	42.1	43.9	42.4	42.4	
		PM	LOS	A	A	A	A	A	A	D	D	D	D	D	D	A
Delay, sec	3.6		6.4	6.4	2.1	1.3	1.3	42.1	40.0	40.0	46.1	40.0	40.0			
WIS 60 & Site 5 / 6 Driveways	Roundabout	AM	LOS	A	A	A	A	A	A	A	A	A	A	A	A	A
			Delay, sec	7.2	7.2	7.2	9.7	9.7	9.7	5.0	5.0	5.0	6.0	6.0	6.0	
		PM	LOS	B	B	B	B	B	B	A	A	A	A	A	A	B
Delay, sec	12.1		12.1	12.1	11.0	11.0	11.0	7.6	7.6	7.6	8.3	8.3	8.3			
WIS 60 & Site 7 / 8 Driveways	Traffic Signal	AM	LOS	A	A	A	A	A	A	D	D	D	D	D	D	A
			Delay, sec	0.3	0.6	0.6	0.1	0.9	0.1	42.9	41.7	41.7	44.3	42.2	42.2	
		PM	LOS	A	A	A	A	A	A	D	C	C	D	D	D	A
Delay, sec	0.5		1.7	1.7	0.3	1.2	0.1	38.2	34.1	34.1	43.6	35.1	35.1			
WIS 60 & Site 7 / 8 Driveways	Roundabout	AM	LOS	A	A	A	B	B	B	A	A	A	A	A	A	A
			Delay, sec	7.4	7.4	7.7	12.1	12.1	12.1	5.0	5.0	5.0	7.0	7.0	7.0	
		PM	LOS	C	C	C	B	B	B	A	A	A	B	B	B	B
Delay, sec	17.8		17.8	17.8	14.0	14.0	14.0	9.7	9.7	9.7	11.7	11.7	11.7			
WIS 60 & Site 9 Driveway	Traffic Signal	AM	LOS	A	A	--	--	A	A	--	--	--	D	--	D	A
			Delay, sec	0.4	0.6	--	--	1.2	0.1	--	--	--	44.8	--	42.8	
		PM	LOS	A	A	--	--	A	A	--	--	--	D	--	D	A
Delay, sec	3.9		0.7	--	--	1.9	0.2	--	--	--	49.8	--	42.1			
WIS 60 & Site 9 Driveway	Roundabout	AM	LOS	A	A	--	--	B	B	--	--	--	A	--	A	B
			Delay, sec	9.7	9.7	--	--	13.4	13.4	--	--	--	8.2	--	8.2	
		PM	LOS	C	C	--	--	C	C	--	--	--	B	--	B	C
Delay, sec	21.0		21.0	--	--	15.3	15.3	--	--	--	13.1	--	13.1			
WIS 60 & Forward Way / Site 10 Driveway	Traffic Signal	AM	LOS	A	A	A	A	A	A	D	D	D	D	D	D	B
			Delay, sec	4.8	6.3	4.9	6.3	1.1	0.1	42.6	37.3	37.3	45.2	37.3	37.3	
		PM	LOS	B	A	A	A	C	C	D	D	D	D	C	C	C
Delay, sec	11.8		2.7	0.1	9.0	31.9	21.3	40.8	38.9	38.9	46.4	31.7	31.7			
WIS 60 & Forward Way / Site 10 Driveway	Roundabout	AM	LOS	B	B	B	B	B	B	A	A	A	B	B	B	B
			Delay, sec	14.2	14.2	14.2	13.6	13.6	13.6	7.5	7.5	7.5	12.4	12.4	12.4	
		PM	LOS	C	C	C	C	C	C	D	D	D	A	A	A	C
Delay, sec	21.0		21.0	21.0	22.1	22.1	22.1	25.9	25.9	25.9	9.6	9.6	9.6			
WIS 60 & Site 12 Driveway	One-Way Stop Control	AM	LOS	--	(A)	(A)	A	(A)	--	--	--	B	--	--	--	N/A
			Delay, sec	--	0.0	0.0	9.4	0.0	--	--	--	10.6	--	--	--	
		PM	LOS	--	(A)	(A)	B	(A)	--	--	--	B	--	--	--	N/A
Delay, sec	--		0.0	0.0	13.0	0.0	--	--	--	11.9	--	--	--			
WIS 60 & Site 12 Driveway	Roundabout	AM	LOS	--	A	A	A	A	--	B	--	B	--	--	--	A
			Delay, sec	--	5.9	5.9	6.6	6.6	--	11.3	--	11.3	--	--	--	
		PM	LOS	--	A	A	A	A	--	D	--	D	--	--	--	B
Delay, sec	--		9.4	9.4	7.3	7.3	--	26.4	--	26.4	--	--	--			
WIS 60 & Sheboygan Rd	Traffic Signal	AM	LOS	C	B	B	B	B	A	D	C	C	C	C	C	C
			Delay, sec	29.9	19.2	13.6	19.5	13.1	9.8	42.2	26.6	26.6	31.6	28.5	28.5	
		PM	LOS	B	C	C	B	C	B	D	C	C	D	C	C	C
Delay, sec	16.3		32.4	21.7	14.9	20.3	14.7	44.3	31.1	31.1	36.4	31.1	31.1			
WIS 60 & Sheboygan Rd	Roundabout	AM	LOS	A	A	A	A	A	A	B	B	B	D	D	D	B
			Delay, sec	8.0	8.0	8.0	7.4	7.4	7.4	13.9	13.9	13.9	28.4	28.4	28.4	
		PM	LOS	A	A	A	B	B	B	C	C	C	C	C	C	B
Delay, sec	9.8		9.8	9.8	12.5	12.5	12.5	21.6	21.6	21.6	24.2	24.2	24.2			
WIS 60 & Cedar Creek Pkwy / Site 13 Driveway	Two-Way Stop Control	AM	LOS	A	(A)	(A)	A	(A)	(A)	B	B	B	B	B	B	N/A
			Delay, sec	9.4	0.0	0.0	8.8	0.0	0.0	14.2	14.2	14.2	14.9	14.9	14.9	
		PM	LOS	B	(A)	(A)	A	(A)	(A)	C	C	C	C	C	C	N/A
Delay, sec	11.1		0.0	0.0	9.4	0.0	0.0	16.7	16.7	16.7	23.6	23.6	23.6			
WIS 60 & Keup Rd	Traffic Signal	AM	LOS	B	B	A	B	A	A	B	B	B	B	B	B	B
			Delay, sec	13.7	10.5	5.1	17.3	8.8	5.0	18.7	16.8	16.8	17.5	16.8	16.8	
		PM	LOS	C	A	A	B	B	A	C	C	C	C	C	C	B
Delay, sec	21.6		9.9	4.5	17.5	14.8	4.3	24.7	21.7	21.7	22.9	21.8	21.8			
WIS 60 & Keup Rd	Roundabout	AM	LOS	B	B	B	A	A	A	C	C	C	C	B	B	A
			Delay, sec	13.6	13.6	13.6	5.8	5.8	5.8	23.0	23.0	23.0	10.2	10.2	10.2	
		PM	LOS	C	C	C	A	A	A	B	B	B	B	B	B	B
Delay, sec	22.8		22.8	22.8	7.7	7.7	7.7	11.0	11.0	11.0	13.3	13.3	13.3			
Washington Ave & Sycamore Dr	All-Way Stop Control	AM	LOS	C	C	C	B	B	B	B	B	B	B	B	B	B
			Delay, sec	16.1	16.1	16.1	10.3	10.3	10.3	12.1	12.1	12.1	13.0	13.0	13.0	
		PM	LOS	C	C	C	B	B	B	B	B	B	B	B	B	C
Delay, sec	19.1		19.1	19.1	10.4	10.4	10.4	13.4	13.4	13.4	12.6	12.6	12.6			
Washington Ave & Sheboygan Rd / Elm St	One-Way Stop Control	AM	LOS	--	--	--	C	A	A	A	A	A	A	A	A	N/A
			Delay, sec	--	--	--	20.0	9.5	9.5	7.8	7.8	7.8	7.8	7.8	7.8	
		PM	LOS	--	--	--	C	B	B	A	A	A	A	A	A	N/A
Delay, sec	--		--	--	17.3	10.2	10.2	7.6	7.6	7.6	8.3	8.3	8.3			
Washington Ave & Bridge Rd	Traffic Signal	AM	LOS	C	C	C	C	C	C	B	B	A	B	B	A	B
			Delay, sec	24.6	20.8	20.8	23.7	20.9	20.9	10.4	10.4	8.9	12.7	12.7	9.4	
		PM	LOS	C	C	C	C	C	C	B	B	A	B	B	A	B
Delay, sec	23.0		20.4	20.4	22.9	20.2	20.2	11.8	11.8	9.1	11.1	11.1	9.1			

Intersection	Traffic Control	Peak Hour	Parameter	Operating Conditions per Movement by Approach																Overall Int. LOS		
				Eastbound (WIS 60)				Westbound (WIS 60)				Northbound (Washington Ave)				Southbound (CTH NN)			Southbound (Covered Bridge Rd)			
				Hrd LT	LT	TH	RT	LT	TH	RT	Hrd RT	LT	TH	RT	Hrd RT	LT	TH	RT	LT		TH	RT
				to CTH NN	to Covered Bridge Rd	WIS 60	to Washington Ave	to Washington Ave	WIS 60	to CTH NN	to Covered Bridge Rd	WIS 60	to CTH NN	to Covered Bridge Rd	WIS 60	WIS 60	to Washington Ave	WIS 60	WIS 60		to Washington Ave	WIS 60
WIS 60 & STH 181/ CTH NN/Covered Bridge Rd	Traffic Signal	AM	LOS	C	C	D	C	D	C	B	B	D	D	D	C	C	C	D	D	D	D	
			Delay, sec	32.4	32.4	40.5	30.9	39.7	21.0	18.6	18.6	49.7	43.1	54.6	54.6	32.4	35.0	26.5	54.7	54.7		54.7
		PM	LOS	C	C	D	C	D	B	B	B	D	D	D	D	D	C	C	D	D	D	D
			Delay, sec	32.5	32.5	46.2	26.7	38.6	15.8	15.1	15.1	44.2	54.8	52.1	52.1	35.7	29.5	24.7	54.7	54.7	54.7	

PLANNERS REPORT

To: City of Cedarburg Plan Commission

By: Mary Censky

Date Prepared: April 7, 2025

General Information:

Agenda Item: 7.A.

Property Owner/Applicant:

Lauren & James Heaberlin

Request:

Approval to transfer the existing tourist rooming house conditional use permit (CUP) at this site/building into their names as the new business and property owners.

Current Zoning:

B-3 Central Business District w/ HPD Historic Preservation District Overlay

Current Master Plan Classification:

Commercial

Surrounding Zoning/Land Use:

North: B-3/HPD

South: B-3/HPD & Rm-2 Multi-Family Residential District

East: B-3/HPD

West: B-3

Lot Size:

~5,663 sq. ft. (i.e., .13 acres)

Location:

N50 W6208 Western Road.

Discussion:

The applicants have recently purchased this property. There is an existing conditional use permit, approved on June 3, 2024, for use of this property for tourist rooming house with no minimum length of rental period specified. The current permittee and the new property owners wish to have this existing CUP transferred, amended to reflect the new owners as permittees.

Ozaukee County GIS - Aerial Map View



Recommendation:

The Planner recommends the following conditions be considered for attachment to any approval the Plan Commission is inclined toward granting in this matter:

- 1) Applicant to receive an Occupancy Permit and Room Tax Permit from the City prior to the start of rentals at this location.
- 2) Applicant commits to payment of their ¼'ly room tax payments to the City Treasurer required pursuant to City of Cedarburg Ordinance #94-39 Room Tax.



LAND DEVELOPMENT APPLICATION

PROPERTY LOCATION/ADDRESS: N50W6208 Western Road, Cedarburg, WI. 53012

APPLICANT/BUSINESSNAME: Little Red House LLC

APPLICANT/BUSINESS ADDRESS: 6808 University Avenue STE 108 #1244, Middleton, WI 53562

STATUS OF APPLICANT: ☒ OWNER ☐ AGENT ☐ BUYER ☐ OTHER _____

PHONE: 210-693-9360 EMAIL: LittleRedHouseLLCN50@gmail.com

PROPERTY OWNER (IF DIFFERENT): Lauren & James Heaberlin

PROPERTY OWNER MAILING ADDRESS: 14007 N Bridal Path Ct, Mequon, WI 53097

PROPERTY OWNER PHONE: 210-693-9360 PROPERTY OWNER EMAIL: leheaberlin@gmail.com

REQUEST FOR (CHECK ALL THAT APPLY):

- | | |
|---|--|
| ☐ CONCEPT REVIEW | ☒ CONDITIONAL USE ZONING |
| ☐ SITE/ARCHITECTURAL PLAN APPROVAL | ☐ ANNEXATION REQUEST |
| ☐ SUBDIVISION PLAT OR CSM REVIEW | ☐ VARIANCE/BOARD OF APPEALS |
| ☐ ZONING DISTRICT CHANGE | ☐ OTHER _____ |

DESCRIBE REQUEST: Request to transfer the conditional current occupancy permit for the property to new LLC.

Intend to use the property as a short term rental property.

PLEASE SUBMIT: FIVE (5) COPIES OF WRITTEN DESCRIPTION OF PROPOSAL OR REQUEST FOR CITY STAFF REVIEW -PLUS ELECTRONIC
FIVE (5) FULL SETS OF SUPPORTING DRAWINGS, SKETCHES OR SURVEY MAPS FOR CITY STAFF REVIEW
PLUS ELECTRONIC
TEN (10) SETS OF PLANS (11" x 17" MAX) FOR PLAN COMMISSION REVIEW -PLUS ELECTRONIC

ELECTRONIC COPIES MAY BE SENT TO THANAMAN@CITYOFCEDARBURG.WI.GOV

The undersigned certifies that he/she has familiarized themselves with the State and Local codes and procedures pertaining to this application. The undersigned further hereby certifies that the information contained in this application is true and correct. This application shall be signed by the property owner(s).

PROPERTY OWNER(S) SIGNATURE:  DATE: 3/5/25

FOR CITY STAFF USE ONLY

TOTAL FEE: \$ _____ (SEE FEE SCHEDULE ON REVERSE PAGE) DATE FEE PAID: _____

APPLICATION AND FEE RECEIVED BY: _____ PLAN COMMISSION MEETING DATE: _____

ATTACHMENTS (CHECK IF RECEIVED):

- ☐ FIVE DESCRIPTIONS ☐ FIVE FULL-SIZE SETS ☐ THIRTEEN PLAN SETS

PROPERTY TAX KEY NO/PLAN COMMISSION FILE NO: _____

ZONING: _____ ALDERMANIC DISTRICT: _____ PREVIOUS MEETING: _____

DOCUMENT NUMBER	CONDITIONAL USE PERMIT Tourist Rooming House	
Before the plan Commission of the City of Cedarburg, Ozaukee County, Wisconsin, in regard to the premises at N50W6208 Western Road, located in Section 34 Town 10 North, Range 21 East, Ozaukee County, State of Wisconsin, further described as follows:		
0768668 PART OF LOTS 5,6 & 7 BLOCK 6 & PART LOT 15 BLOCK 9 ASSESSOR'S PLAT COMM 88 FT W OF SE COR LOT 7 TH W 51.5 FT N 96.5 FT E 51 FT S 97 FT POB ORIGINAL PLAT		
		Return to: City Clerk City of Cedarburg W63N645 Washington Avenue PO Box 49 Cedarburg WI 53012-0049

13-107-06-05-002
Parcel Identification No.

Zoning Classification of the Premises is: B-3 Central Business District
Mailing Address of the Premises is: N50 W6208 Western Road

WHEREAS, a petition has been filed by Lauren & James Heaberlin, d/b/a Little Red House LLC ~~Cornerstone Buildings LLC~~ (hereinafter "Permittee" and "Owner") for the purpose of operating a Tourist Rooming House at N50 W6208 Western Road; and

WHEREAS, the proposed Tourist Rooming Houses are permitted as a conditional use in Section 13-1-55(e)(20) of Zoning Code; and

WHEREAS, upon careful consideration of information received in this matter, including information received at the public hearing, and in consideration of the particular nature, character and circumstances of the proposed use, and of the specific and contemporary conditions, the City of Cedarburg Plan Commission hereby finds that the proposed use will not be hazardous, harmful, offensive, or otherwise adverse to the environment or the value of the neighborhood or the community, and will be in accordance with the purpose and intent of the City of Cedarburg Zoning Code and the City of Cedarburg Smart Growth Comprehensive Land Use Plan - 2025, provided the conditional use is operated pursuant to the following conditions and in strict conformance therewith.

NOW, THEREFORE, the Plan Commission of the City of Cedarburg held a Public Hearing on ~~June 3, 2024~~ April 7, 2025, and approved the issuance of this conditional use permit (hereinafter "CUP") for the premises for the above-stated purposes.

The CUP is subject to initial and continued compliance with the City of Cedarburg Municipal Zoning Code and with the following conditions:

1. This CUP is being issued to Lauren & James Heaberlin, d/b/a Little Red House LLC ~~Cornerstone Buildings LLC~~ (Permittee). The CUP shall terminate if and when the Permittee terminates their tenancy at the subject property.
2. The CUP shall not be transferrable to another location.
3. All required Federal, State and Local licenses for Tourist Rooming Houses as regulated under Wisconsin Chapter DHS 195 shall be obtained and maintained.
4. Cedarburg Fire Department will follow the State Licensing Bureau for Rooming Houses, NFPA 1 Section 20.10 and NFPA 101 Life Safety Code.
5. Smoke detectors and carbon monoxide detectors are to be installed and properly maintained.
6. Signage to be approved by the Landmarks Commission and City Building Inspector.
7. The building, as per Exhibit A at N50 W6208 Western Road, is approved as a Tourist Rooming House.
8. Outdoor amenities at this site shall not include a fire pit(s).
9. Onsite parking as per Exhibit B.
10. The Property Owner is required to sign below, before a notary, to approve the issuance of this CUP and to indicate their acceptance of the terms and conditions of this CUP.
11. The Owner shall apply and obtain a building permit as required by the City of Cedarburg's Building and Zoning Codes for any modifications of the unit.

12. Any changes or expansion not included in the CUP shall require approval by the City as an amendment to this CUP.
13. Any substantiated material problems with noise, health, safety, etc. associated with the Tourist Rooming House use at N50 W6208 Western Road shall be the responsibility of the Owner to correct. Failure to correct the problem in a timely manner may result in the partial or complete revocation of this Conditional Use Permit.
14. Interior living space layout as per Exhibit A and B.

SIGNATURES OF PROPERTY OWNER(S) AND PERMITTEE(S):

As **OWNER(S)** of the subject property, I/we approve the issuance of the CUP with the above described conditions.

Signature _____	Date _____	Signature _____	Date _____
<u>Greg Zimmerschied on behalf of Cornerstone Buildings LLC</u>		<u>James Heaberlin</u>	
<u>Lauren Heaberlin</u>		<u>James Heaberlin</u>	
Printed Name/Title		Printed Name/Title	

STATE OF WISCONSIN }
OZAUKEE COUNTY } SS

Personally, came before me this _____ day of _____, 20____, the above-named _____, and _____, to me known to be the person(s) who executed the foregoing instrument and acknowledge the same.

Printed Name _____
Notary Public, Ozaukee County, Wisconsin
My Commission Expires: _____

As **PERMITTEE(S)** of the subject property, I/we understand and accept the terms and conditions of the CUP.

Signature _____	Date _____	Signature _____	Date _____
<u>Greg Zimmerschied on behalf of Cornerstone Buildings LLC</u>		<u>James Heaberlin on behalf of Little Red House LLC</u>	
<u>Lauren Heaberlin on behalf of Little Red House LLC</u>		<u>James Heaberlin on behalf of Little Red House LLC</u>	
Printed Name/Title		Printed Name/Title	

STATE OF WISCONSIN }
OZAUKEE COUNTY } SS

Personally came before me this _____ day of _____, 20____, the above-named Greg Zimmerschied and _____, to me known to be the person(s) who executed the foregoing instrument and acknowledge the same.

Printed Name _____
Notary Public, Ozaukee County, Wisconsin
My Commission Expires: _____

SIGNATURES – CITY OF CEDARBURG

Patricia Thome, Mayor

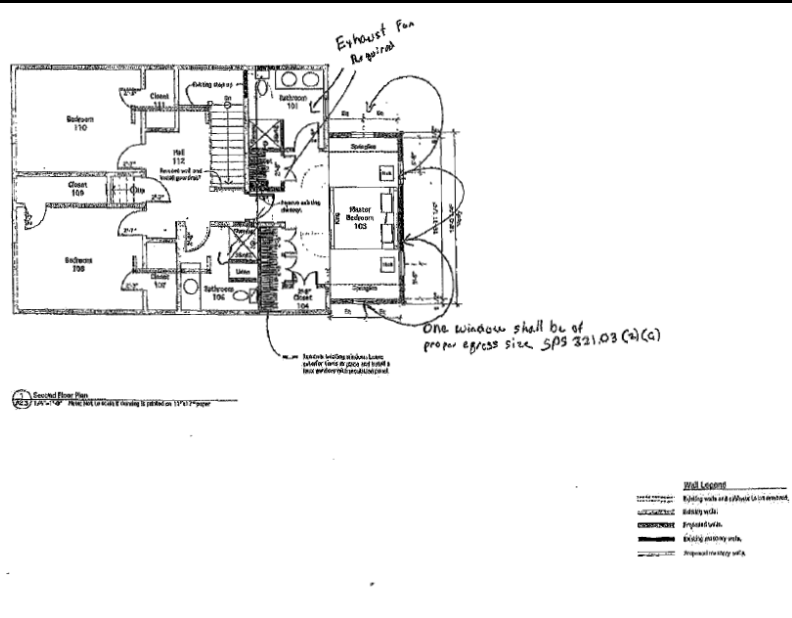
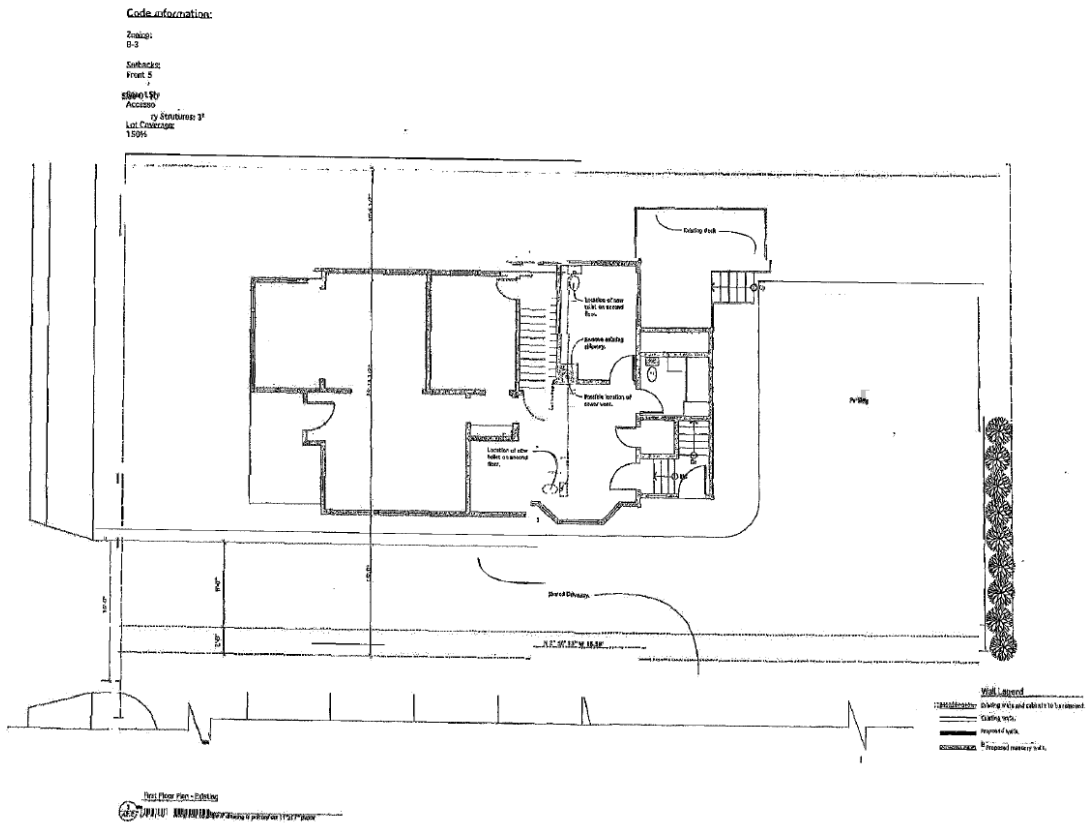
STATE OF WISCONSIN }
OZAUKEE COUNTY } SS

Personally came before me this _____ day of _____, 20____, the above-named Patricia Thome, to me known to be the person(s) who executed the foregoing instrument and acknowledge the same.

Printed Name _____
Notary Public, Ozaukee County, Wisconsin
My Commission Expires: _____

Exhibit A





PLANNERS REPORT

To: City of Cedarburg Plan Commission

By: Mary Censky

Date Prepared: April 7, 2025

General Information:

Agenda Item: 7.B.

Applicant/Property Owner:

Jeanie Crawford d/b/a Bird House Rentals

Requested Action:

Conditional Use Permit (CUP) approval to ~2,800 sq. ft. of recently 'finished' space within the existing building for leasable flex social event space, gathering leasable space', 'physical therapist office/service', and 'fully enclosed, indoor, individual and group fitness' uses .

Current Zoning:

B-1 Neighborhood Business District with Planned Unit Development (PUD) Overlay

Current Master Plan Classification:

Mixed Use Office and/or High Medium Density Residential

Surrounding Zoning/Land Use:

North: Rs-5 Single-Family Residential

South: Rs-5 Single-Family Residential

East: B-2 Community Business District

West: Rs- Single-Family Residential

Lot Size:

1.16 acres (50,530 sq. ft.)

Location:

N39 W6181-6191 Jackson Street

Discussion:

The applicant requests CUP approval to incorporate recently ‘finished’ space into the mix of uses/spaces already in use in this building.

Parking

Currently there are two residential rental dwellings in this building. These comprise approximately 2,980 sq. ft. of floor area. Code required parking to support this part of the total use compilation in this building is 3 parking stalls. Residential units, excluding store-front space and new principal residential structures, are a permitted use in the B-1 Neighborhood Business District.

Currently, there are three individual business tenant spaces in this building. Using the City’s general business/professional office parking standard of 1 stall per 200 square feet of gross floor area, plus one space per employee for the work shift with the largest number of employees, it would be reasonable to plan for ~7 stalls required for tenant space #2A., and ~12 stalls required for tenant space #2B. Business tenant space #1 is currently used as a physical therapist office. Applying the medical, dental, and similar professional health service offices parking standard of 5 stalls per doctor, plus one parking space per employee for the work shift with the largest number of employees, it would be reasonable to plan for ~11 stalls for tenant space #1.

The applicant’s site plan suggests they are currently providing the above requirement for 33 parking stalls to serve existing uses/leasable spaces onsite meeting the City Code standard 180 sq. ft. per parking stall and using appropriate circulation aisle widths. None of the existing stalls are striped.

The proposed new uses ‘leasable flex social event space, gathering leasable space’ and ‘fully enclosed, indoor, individual and group fitness’ trigger another parking requirement. Using the Code standard for places of public assembly, ~90 additional stalls would be required (i.e., 1 stall per person capacity in the assembly space). The Code does say that on-street parking stalls can be counted toward this total if they are within 250 feet of the site. The applicant has identified ~19 such street stalls that could support the extra parking requirement, and they have shown a plan using an easement from the neighboring property to the west, that could bring their total onsite stalls to 53. A Plan Commission waiver, pursuant to [Section 13-1-83 of the Code – Adjustments to Required Parking](#) could potentially be approved as to the required number of parking stalls to support this new use/space.

Google Maps Street View Images





Recommendation:

If the Plan Commission is inclined toward an approval in this matter, the Planner recommends the following conditions be attached:

- 1) Plan Commission approves a reduction in the required number of parking stalls from 123 required, to 72 (or slightly fewer depending upon landscaping requirements) as proposed based on the findings made pursuant to Section 13-1-83 of the City Code.
- 2) All parking and drive areas shall be paved prior to the issuance of an occupancy permit for the new public assembly and indoor fitness space (i.e., tenant space #4).
- 3) Hours for use of tenant space #4 shall be set at __ a.m. to __ p.m. on the following days and __ a.m. to __ p.m. on the following days.
- 4) Applicant shall, prior to use or occupancy of Tenant Space #4, pave and stripe all parking stalls and drive aisles on site. They shall also paint the one-direction circulation arrows on the pavement as shown in the site plan attached
- 5) A suitable and detailed plan for dumpster enclosure shall be presented to staff for review and approval prior to installation. The enclosure must be completed prior to start of use or occupancy in Tenant Space #4 of the building.
- 6) An exterior lighting plan to provide at least minimal security level lighting (i.e., +/- .2 footcandles) on the ground in the parking and circulation areas must be prepared and submitted by the applicant for staff review and approval. Such lighting shall be installed at the site prior to the start of use or occupancy in Tenant Space #4 of the building.

- 7) Applicant to provide, for staff review and approval, an interior parking area landscaping plan consistent with Section 13-1-82 of the Code, such landscaping to be completed within 6 months of use or occupancy in Tenant Space #4.
- 8) Recording of fully signed Conditional Use Permit and related Land Covenant documents memorializing the approved plans and conditions of approval as to the 'leasable flex social event space, gathering leasable space, physical therapist office/service', and 'fully enclosed, indoor, individual and group fitness' uses on this site.



LAND DEVELOPMENT APPLICATION

PROPERTY LOCATION/ADDRESS: 0061N397C Washington Avenue, Cedarburg

APPLICANT/BUSINESSNAME: The Back Space LLC

APPLICANT/BUSINESS ADDRESS: P.O. Box 401 Cedarburg, WI 53012

STATUS OF APPLICANT: ☐ OWNER ☐ AGENT ☐ BUYER ☐ OTHER _____

PHONE: 406-223-4827 EMAIL: jeanie@SBRtherapy.com

PROPERTY OWNER (IF DIFFERENT): _____

PROPERTY OWNER MAILING ADDRESS: P.O. Box 401, Cedarburg WI 53012

PROPERTY OWNER PHONE: _____ PROPERTY OWNER EMAIL: _____

REQUEST FOR (CHECK ALL THAT APPLY):

- | | |
|---|--|
| ☐ CONCEPT REVIEW | ☒ CONDITIONAL USE ZONING |
| ☐ SITE/ARCHITECTURAL PLAN APPROVAL | ☐ ANNEXATION REQUEST |
| ☐ SUBDIVISION PLAT OR CSM REVIEW | ☐ VARIANCE/BOARD OF APPEALS |
| ☐ ZONING DISTRICT CHANGE | ☐ OTHER _____ |

DESCRIBE REQUEST: Request to use ~2,500sq ft space for multi use flex space

PLEASE SUBMIT: **FIVE (5) COPIES OF WRITTEN DESCRIPTION OF PROPOSAL OR REQUEST FOR CITY STAFF REVIEW -PLUS ELECTRONIC**
FIVE (5) FULL SETS OF SUPPORTING DRAWINGS, SKETCHES OR SURVEY MAPS FOR CITY STAFF REVIEW
PLUS ELECTRONIC
TEN (10) SETS OF PLANS (11" x 17" MAX) FOR PLAN COMMISSION REVIEW -PLUS ELECTRONIC

ELECTRONIC COPIES MAY BE SENT TO THANAMAN@CITYOFCEDARBURG.WI.GOV

The undersigned certifies that he/she has familiarized themselves with the State and Local codes and procedures pertaining to this application. The undersigned further hereby certifies that the information contained in this application is true and correct. This application shall be signed by the property owner(s).

PROPERTY OWNER(S) SIGNATURE: Jeannie Caputo DATE: 2-28-2025

FOR CITY STAFF USE ONLY

TOTAL FEE: \$ 300⁰⁰ (SEE FEE SCHEDULE ON REVERSE PAGE) DATE FEE PAID: 2-28-25
APPLICATION AND FEE RECEIVED BY: Theresa Hanaman PLAN COMMISSION MEETING DATE: April 7, 2025

ATTACHMENTS (CHECK IF RECEIVED):

- ☐ FIVE DESCRIPTIONS ☐ FIVE FULL-SIZE SETS ☐ THIRTEEN PLAN SETS

PROPERTY TAX KEY NO/PLAN COMMISSION FILE NO: _____

ZONING: _____ ALDERMANIC DISTRICT: _____ PREVIOUS MEETING: _____

Jeanie Crawford
The Back Space LLC
PO Box 401
Cedarburg, WI 53012
02/25/2025

City of Cedarburg
W63 N645 Washington Avenue
Cedarburg, WI 53012

Dear Members of the Cedarburg Plan Commission,

I am writing to formally introduce and outline the plans for a new business, The Back Space LLC, located at W61 N397C Washington Ave, Cedarburg, WI 53012. Our establishment is designed to serve the community by providing a variety of retail and service offerings that align with the goals of the B-I Neighborhood District.

Purpose of the B-I Neighborhood District:

The B-I Neighborhood District aims to support small retail and service establishments that cater to the day-to-day needs of residents, ensuring that these businesses harmonize with the surrounding neighborhood and adhere to the City of Cedarburg Smart Growth Comprehensive Land Use Plan-2025.

Intended Uses of The Back Space LLC:

“The Back Space” of the LumbAryard in Cedarburg WI within the B1 district with Planned Unit Development Overlay. The Back Space LLC will offer a diverse range of activities and services:

- Flex social event space, gathering leasable space for uses such as, but not necessarily limited to, private parties (i.e., weddings/bridal showers, anniversary, family reunions), business meetings (i.e., civic and professional associations), youth groups (i.e. Scout, theatre, art, remote school groups), charitable events, entertainment

- Individual and group fitness Classes – including but not limited to calisthenics, weights, resistance, spin, personal training, swim/bike/run with focus on performance coaching
- Professional Health and Wellness - physical therapy
- Dance lessons
- Vocal/piano/art lessons
- Refreshment beverage area

These services are intended to complement and enhance our growing city, fulfilling the district's purpose and enriching the local community.

Addressing Community Needs:

We recognize the importance of practical considerations such as parking.

Enclosed with this letter are architectural drawings for your review. Additionally, restrooms are conveniently located within the common area of our building. We are confident that The Back Space LLC will be a valuable addition to the Cedarburg community, providing versatile spaces and services that support the health, education, and cultural engagement of our residents. We look forward to working with the city to ensure that our business meets and exceeds the standards set forth by the B-I Neighborhood District. Thank you for your time and consideration. We are eager to contribute to the vibrant and growing community of Cedarburg.

Sincerely,

Jeanie and Danny Crawford

The Back Space LLC
PO Box 401
Cedarburg, WI 53012

Design drawings
not for construction
This note is to prevent contractors from building from design drawings.
This note will be removed prior to state or building permit submittal.

Architect
Stauss Architect LLC
8215 W. Donges Bay Rd.
Mequon, WI 53097
1.262.238.8888

Option A

Requires easement

ZONING REQUIREMENTS:

ZONING:
PUD (B-2)

- Sec. 13-1-82 - Parking requirements.**
- (b) Access. Adequate access to a public street shall be provided for each parking space, and driveways shall be at least ten feet wide for one and two family dwellings and a minimum of 24 feet wide for all other areas.
- (c) Size. Size of each parking space shall be not less than 180 square feet, exclusive of the space required for ingress and egress.

- (g) Parking spaces for use by physically handicapped persons. All open off-street parking areas providing more than 25 parking spaces, except for parking areas restricted to use by employees only, shall provide parking spaces use by motor vehicles which transport physically disabled persons, in accordance with the following minimum standards:
- (1) One parking space shall be provided in parking areas containing 26 to 49 spaces.
- (2) Two percent of the total number of spaces shall be provided in parking areas containing 50 to 1,000 spaces.

(h)(2)i. Theaters, auditoriums, and other places of public assembly. One space per three patrons based on the maximum capacity of the facility.

Section 13-1-83 Adjustments to required parking

(b)(3) Use of on-street parking for visitors. Available nearby on-street parking may be counted toward visitor parking needs. This may only be allowed when on-street parking is permitted in a specific location, and then only when such on-street parking spaces are within 250 feet of the entrance they are intended to serve

Single one way lane to be 18' Min.

Site plan is based on plat of survey prepared by Phil Dhein 16. August 1988.

Total Required Parking

Tenant#1	13.94
Tenant#2A	6.44
Tenant#2B	12.13
Tenant#3	2
Tenant#4	20.34
Tenant#5	2
Attic	0
Total parking required	56.85

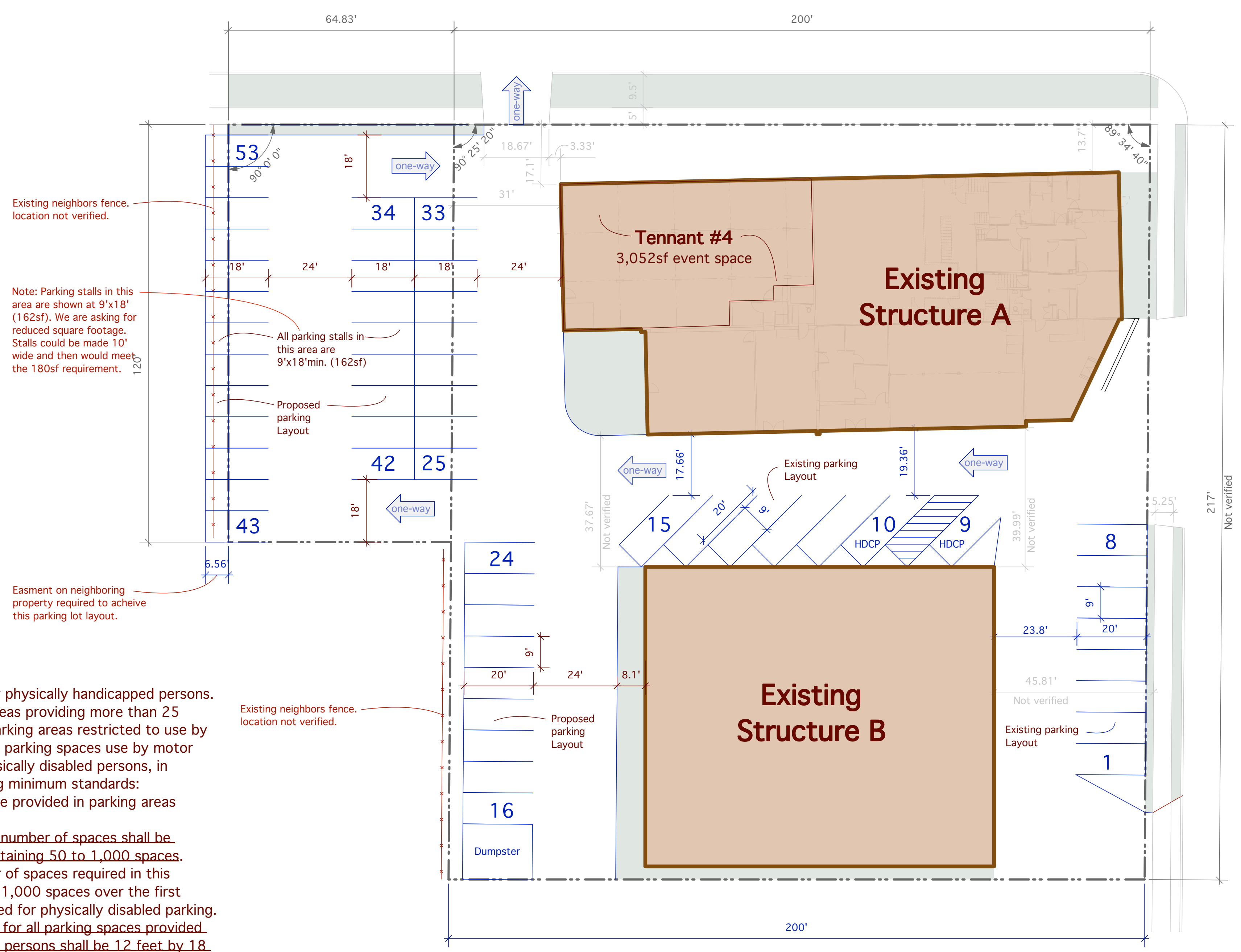
Propose Event Parking

Tenant#3	2
Tenant#4	87
Tenant#5	2
Total parking required	91

If remaining tenants where unoccupied and If you used 1 parking space for 3 people the event space could house 87 available parking spaces x 3 people = 261 occupants max.

Parking spaces provided

Off street	53
Onstreet parking	38
Total parking provided	91



HDCP Parking:

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- (2) Two percent of the total number of spaces shall be provided in parking areas containing 50 to 1,000 spaces.
- (3) In addition to the number of spaces required in this section, one percent of each 1,000 spaces over the first 1,000 spaces shall be provided for physically disabled parking.
- (4) The minimum dimensions for all parking spaces provided for use by physically disabled persons shall be 12 feet by 18 feet.
- (5) Parking spaces provided for the use of physically disabled persons shall be located as close as possible to an entrance which allows such persons to enter and leave the parking area without assistance.
- (6) All parking spaces provided for the use of physically disabled persons shall be marked with a sign which includes the international symbol for barrier free environments and a statement informing the public that the parking space is reserved for use by physically disabled persons. Such signs shall comply with the requirements of Wis. Stats. §§ 346.50, 346.503, and 346.505.

1 Site Plan
A1.1 1"=50' Note: Not to scale if drawing is printed on 11"x17" paper

LUMBAR YARD
PARKING
WASHINGTON AVE., CEDARBURG, WI 53012

Date: 21.Aug.2024

Sheet Title:
Site Plan



A1.1A

Design drawings
not for construction
This note is to prevent contractors from building from design drawings.
This note will be removed prior to state or building permit submittal.

Option B

ZONING REQUIREMENTS:

ZONING:
PUD (B-2)

Sec. 13-1-82 - Parking requirements.
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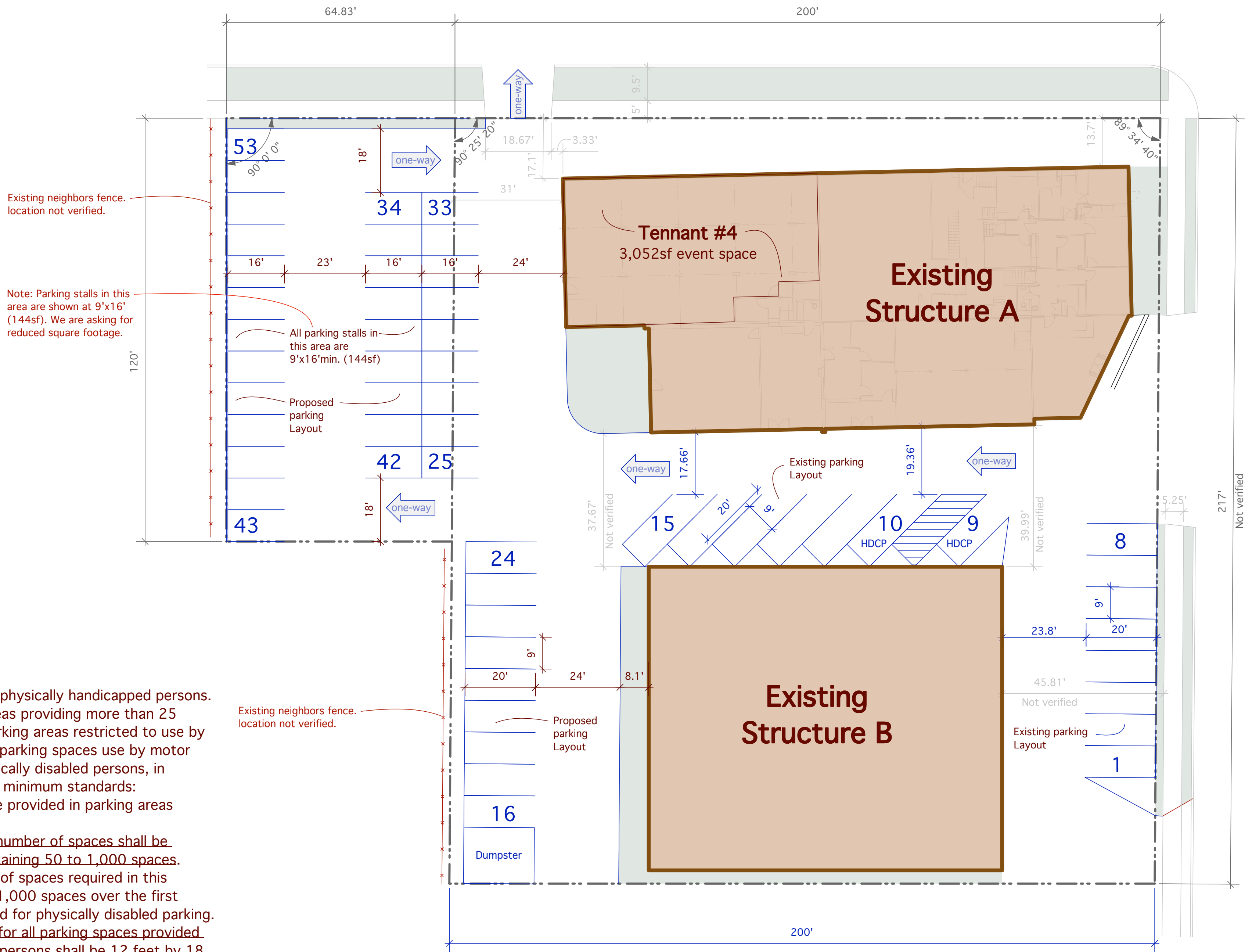
Propose Event Parking

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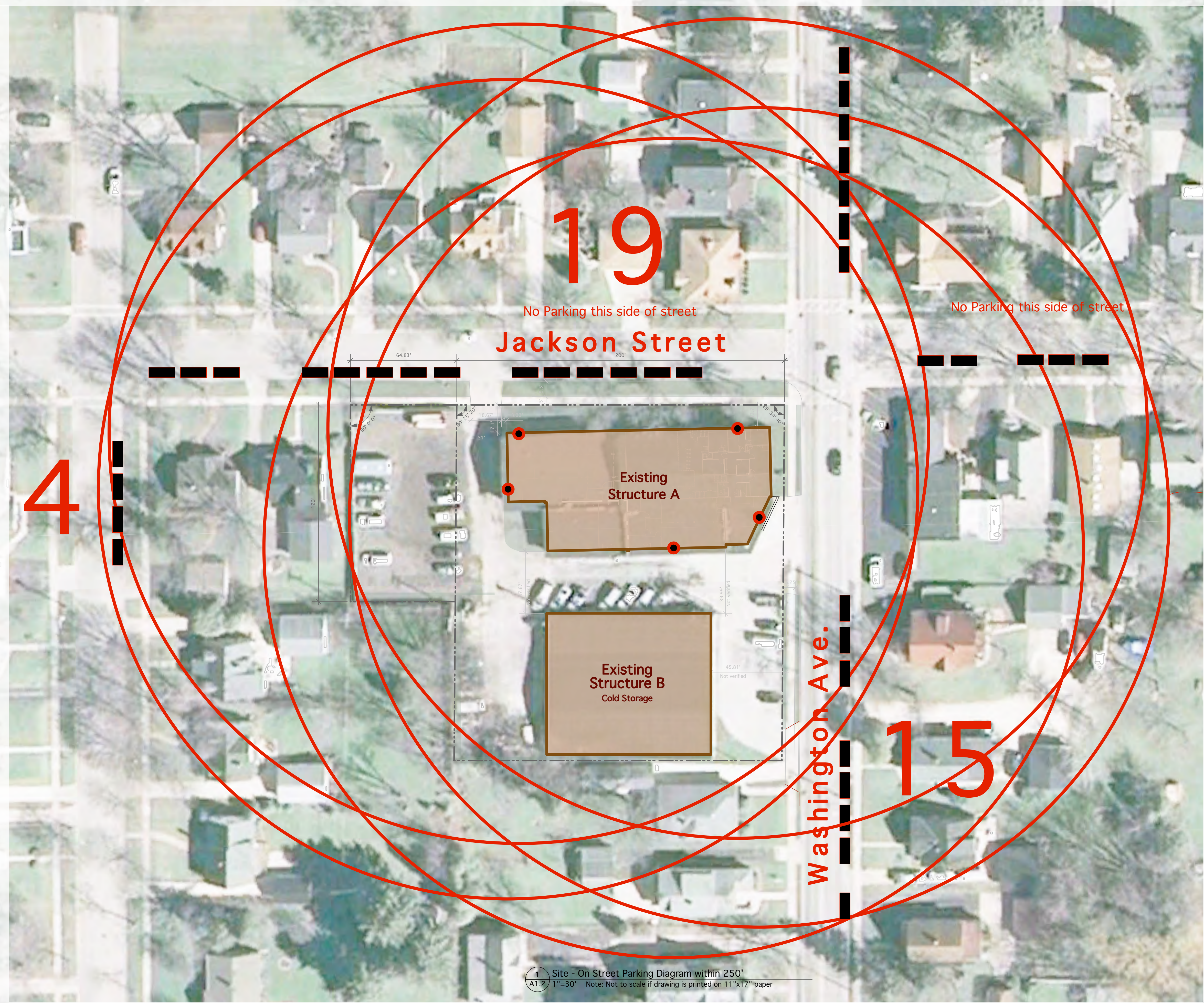


1 Site Plan
A1.1 1"=50' Note: Not to scale if drawing is printed on 11"x17" paper

Design drawings
not for construction

This note is to prevent contractors from building from design drawings.
This note will be removed prior to state or building permit submittal.

Architect
Stauss Architect LLC
8215 W. Donges Bay Rd.
Mequon, WI 53097
1.262.238.8888



LUMBAR YARD
PARKING
WASHINGTON AVE., CEDARBURG, WI 53012

Date: 21.Aug.2024

Sheet Title:
Site Plan

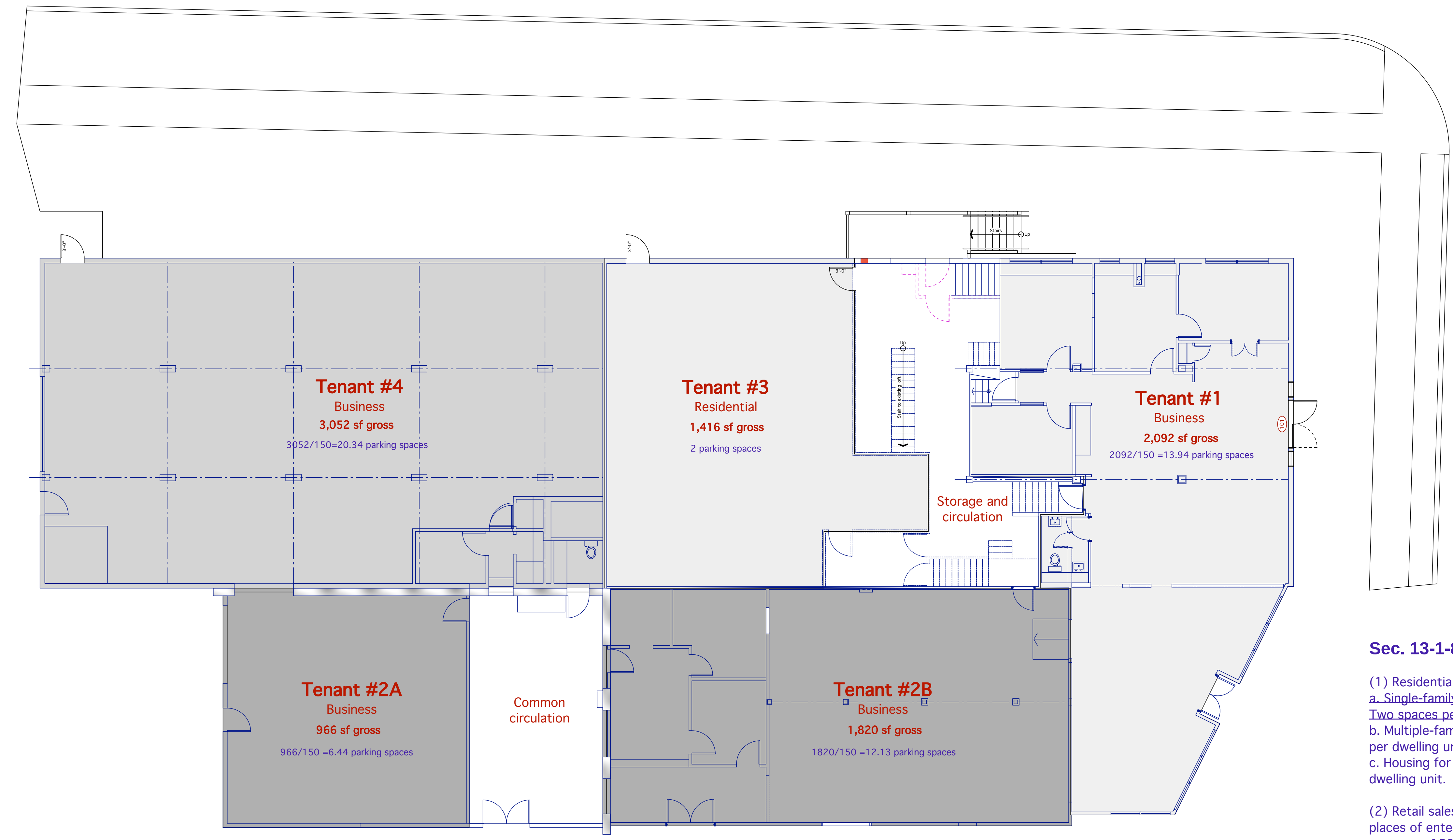
A1.2

Design drawings
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Architect
Stauss Architect LLC
8215 W. Donges Bay Rd.
Mequon, WI 53097
1.262.238.8888

LUMBAR YARD
PARKING
WASHINGTON AVE., CEDARBURG, WI 53012



10,665 sf gross total
building footprint/ area first floor

1 First Floor Plan
2.1 1/8"=1'-0" Note: Scale is 1/16"=1'-0" if drawing is printed on 11"x17" paper

Sec. 13-1-82 - Parking requirements.

- (1) Residential uses.
a. Single-family dwellings and two family dwellings. Two spaces per dwelling unit.
b. Multiple-family dwellings. One and one-half spaces per dwelling unit.
c. Housing for the elderly. One-half space per dwelling unit.
- (2) Retail sales and customer services uses, and places of entertainment as set forth below. One space per 150 square feet of gross floor area of customer sales and services, plus one space per 200 square feet of storage and/or office gross floor area. Other retail sales and customer services uses and places of entertainment.
- j. Personal services. One space per 200 square feet of gross floor area, plus one space per employee for the work shift with the largest number of employees.

Date: 20.Aug.2024

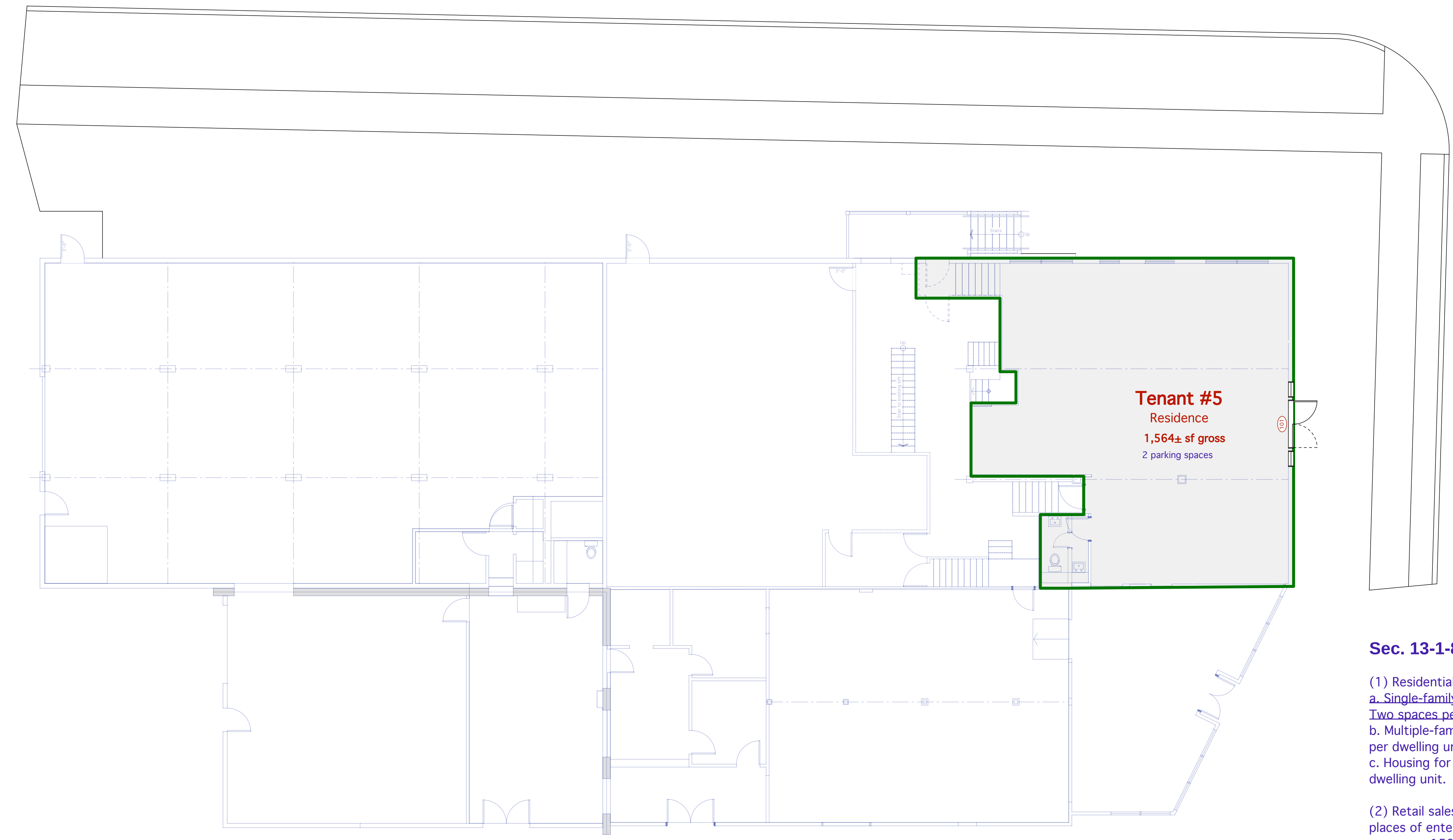
Sheet Title:
First Floor Plan



Design drawings
not for construction

This note is to prevent contractors from building from design drawings.
This note will be removed prior to state or building permit submittal.

Architect
Stauss Architect LLC
8215 W. Donges Bay Rd.
Mequon, WI 53097
1.262.238.8888



1 Air B&B - Mezzanine Floor Plan
2.2 1/8"=1'-0" Note: Scale is 1/16"=1'-0" if drawing is printed on 11"x17" paper

Sec. 13-1-82 - Parking requirements.

- (1) Residential uses.
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LUMBAR YARD
PARKING
WASHINGTON AVE., CEDARBURG, WI 53012

Date: 20.Aug.2024

Sheet Title:
Air B&B
Mezzanine

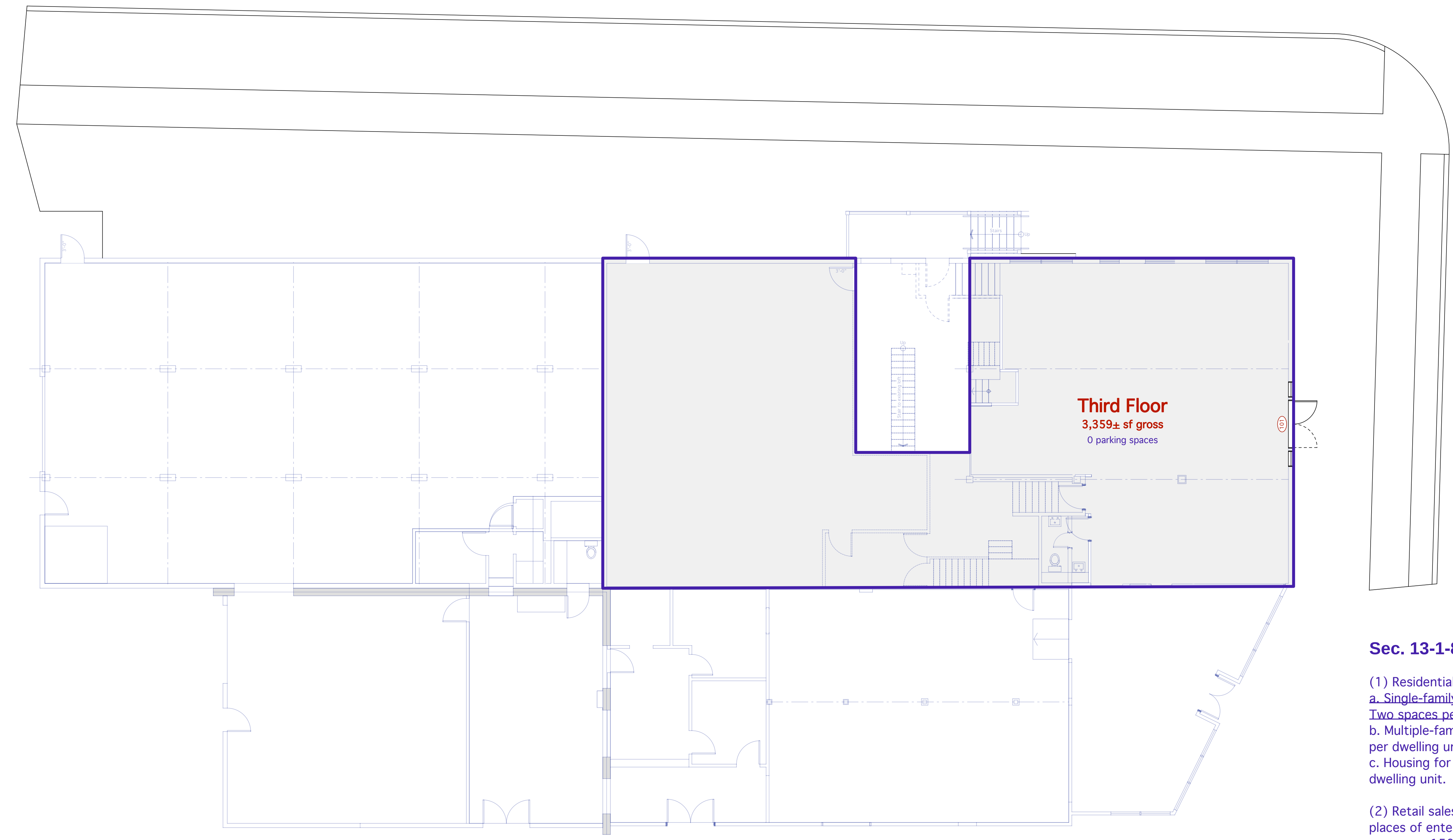
2.2



Design drawings
not for construction

This note is to prevent contractors from building from design drawings.
This note will be removed prior to state or building permit submittal.

Architect
Stauss Architect LLC
8215 W. Donges Bay Rd.
Mequon, WI 53097
1.262.238.8888



1 Attic - Floor Plan
2.3 1/8"=1'-0" Note: Scale is 1/16"=1'-0" if drawing is printed on 11"x17" paper

Sec. 13-1-82 - Parking requirements.

- (1) Residential uses.
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LUMBAR YARD
PARKING
WASHINGTON AVE., CEDARBURG, WI 53012

Date: 20.Aug.2024

Sheet Title:
Attic



PLANNERS REPORT

To: City of Cedarburg Plan Commission

By: Mary Censky

Date Prepared: April 7, 2025

General Information:

Agenda Item: 8.A.

Property Owner/Applicant:

Burg 63, LLC in c/o Mike and Cindi Purnell

Request:

Architectural plan review and approval for construction of a new single-family residence on an infill lot.

Current Zoning:

Rs-6 Single-Family/Two-Family Residential District

Current Master Plan Classification:

Medium Density Residential

Surrounding Zoning/Land Use:

North: Alder Street

South: Rs-6

East: Rs-6

West: Rs-6

Lot Size:

.17acres (7,405 sq. ft.)

Location:

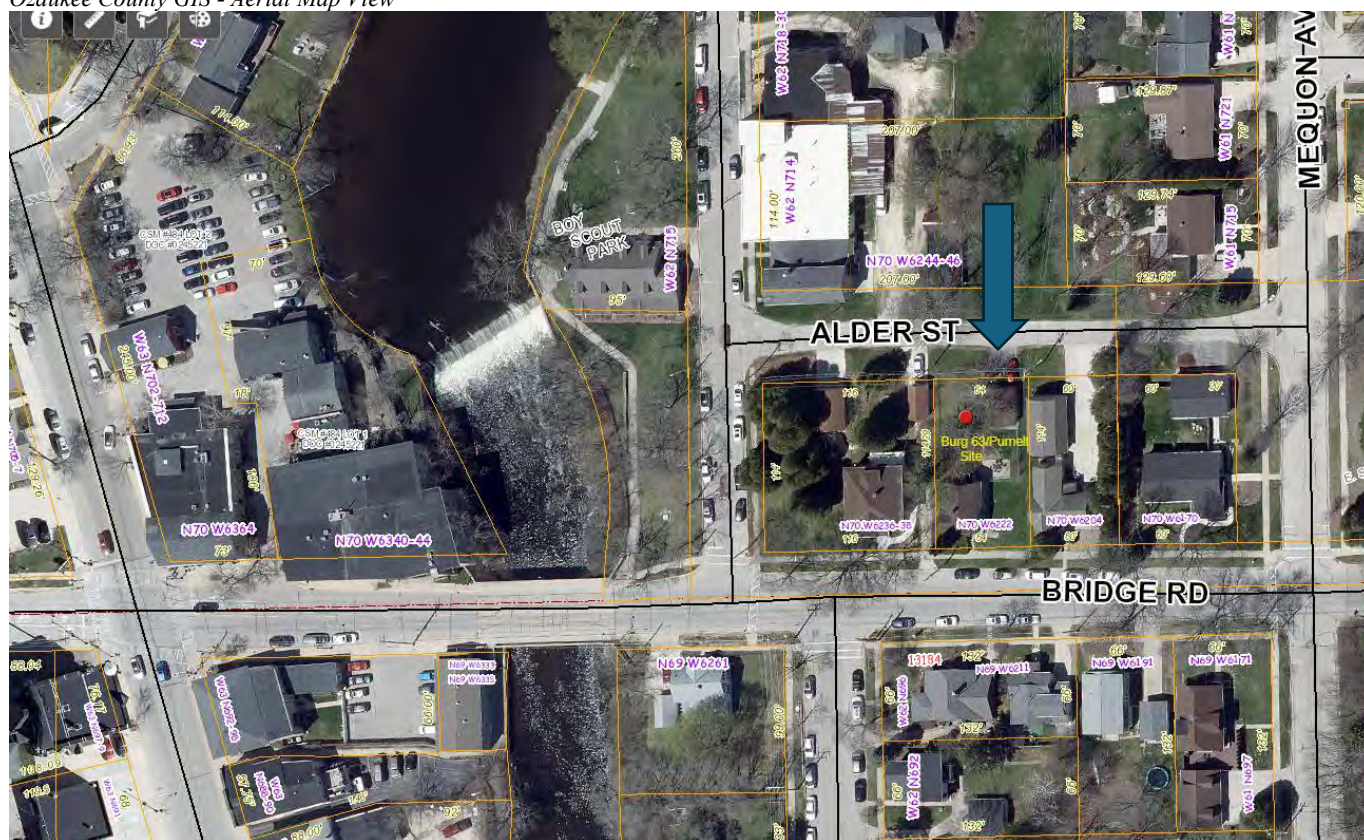
N70 W6222 Bridge Road.

Discussion:

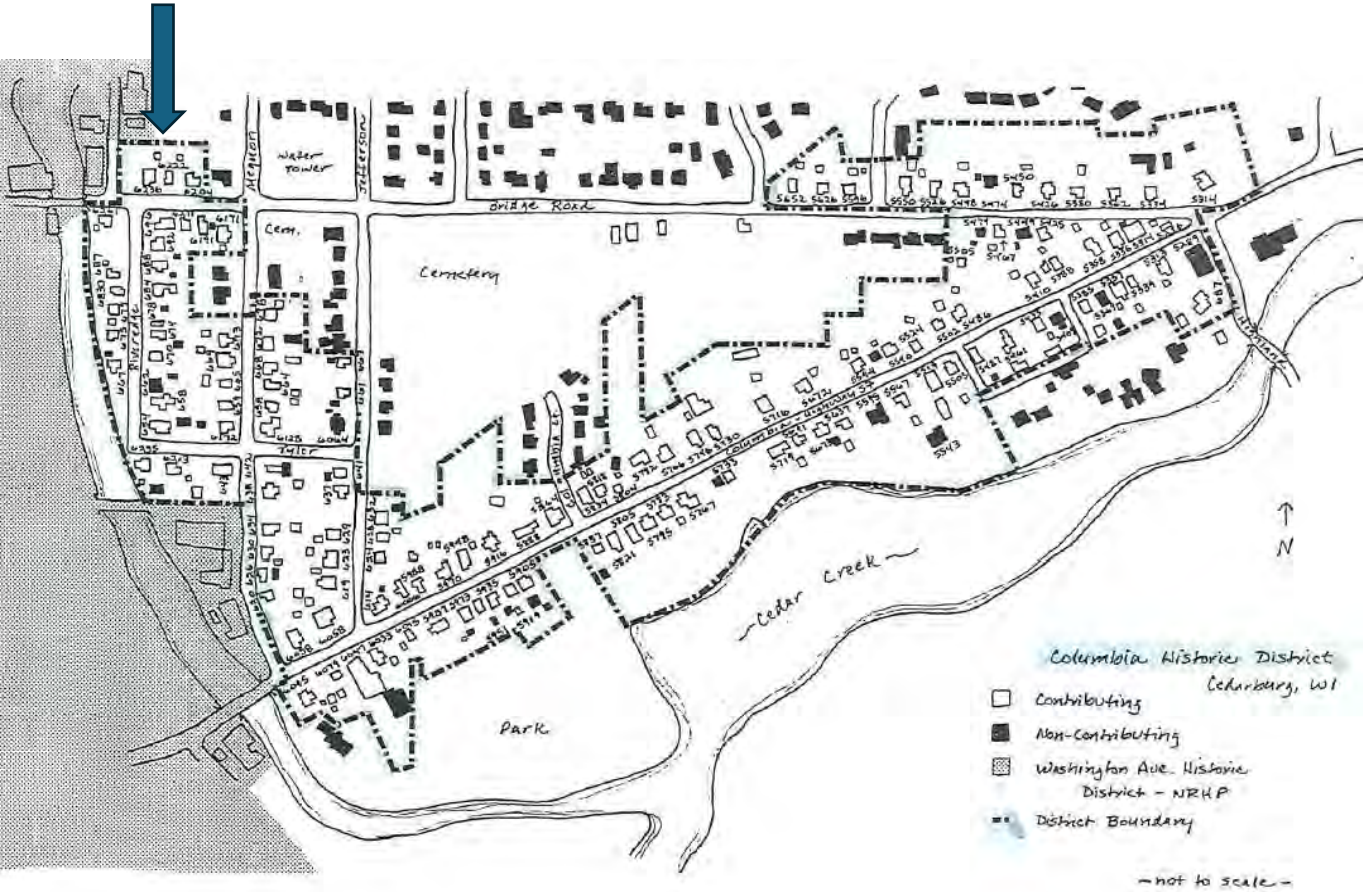
The applicant offers the attached plans for the Plan Commissions review and possible approval as an infill project. Section 13-1-22 of the City Code provides that an infill lot (i.e., a single vacant lot located in a predominately built-up area, which is bounded on two or more sides by existing development) requires architectural review and approval of buildings by the plan commission, before a building permit can be acquired and the building constructed in accordance with the approved plans and an occupancy permit issued. Once an occupancy permit is issued, the status of the lot shall change to non-infill and any additions or modifications thereafter are processed under normal procedures.

The attached plans have been previewed by the architect representatives to the Plan Commission. Multiple review meetings and conversations with the applicant helped them meld their original design to this iteration. The modifications had a great deal to do with dovetailing to the character of existing homes in the immediate surrounding area, and respecting the overall character of architecture throughout the Columbia Historic District, which this site is located in. The applicants plan includes retention/repair of the existing stone retaining wall at the front of the lot, a feature/quality that is common throughout the Columbia Historic District.

Ozaukee County GIS - Aerial Map View



Columbia Historic District Boundary Map



Google Maps Street View



Recommendation:

The Planner recommends the following conditions be considered for attachment to any approval the Plan Commission is inclined toward granting in this matter:

- 1) Any repair or restoration of the existing retaining wall at the front/Bridge Road side of this property shall be subject to prior review and approval of plans/intentions by the City Engineer prior to the start of work.
- 2) Review and approval by the City Engineer/Director of Public Works, Cedarburg Light & Water, and/or Building Inspector as to the final top of foundation wall elevation for the residence, and location and manner of connections to the municipal services such as, but not necessarily limited to sanitary sewer, water, and electricity, prior to issuance of a building permit or early start footings and foundation permit.

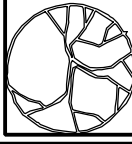


SHEET NUMBER	1	REVISION #:
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DRAWN BY:	DATE:
	3/20/25

Purnell Home
Material Design Board

Moden Structures, LLC.
414-333-7875







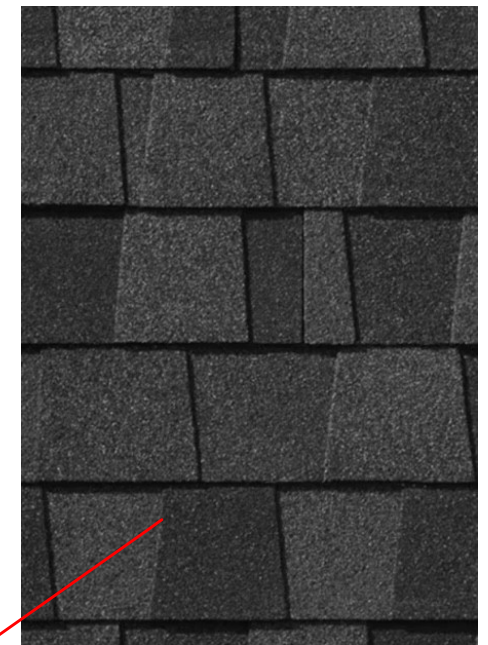
Natural Stone Veneer

Moose Mountain

GAF Timberline HDZ

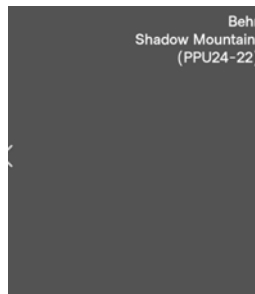
high definition shingles

Appalachian Trial



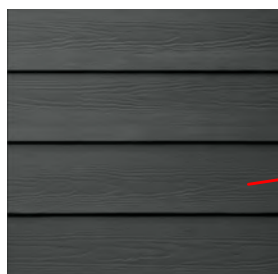
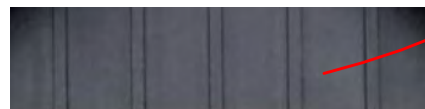
Black Standing Seam

metal roof



LP SmartSide

6" horizontal with 16" Board & Batten
custom paint, Shadow Mountain



Wood post and beams



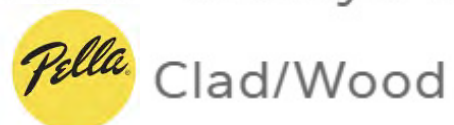
Endicott Brick Manganese Ironspot

1/3 stretcher king face brick



Rebuild existing stone retaining wall

Pella® Lifestyle Series



SHEET NUMBER

3

REVISION #

DATE: 3/20/25

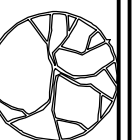
DRAWN BY:

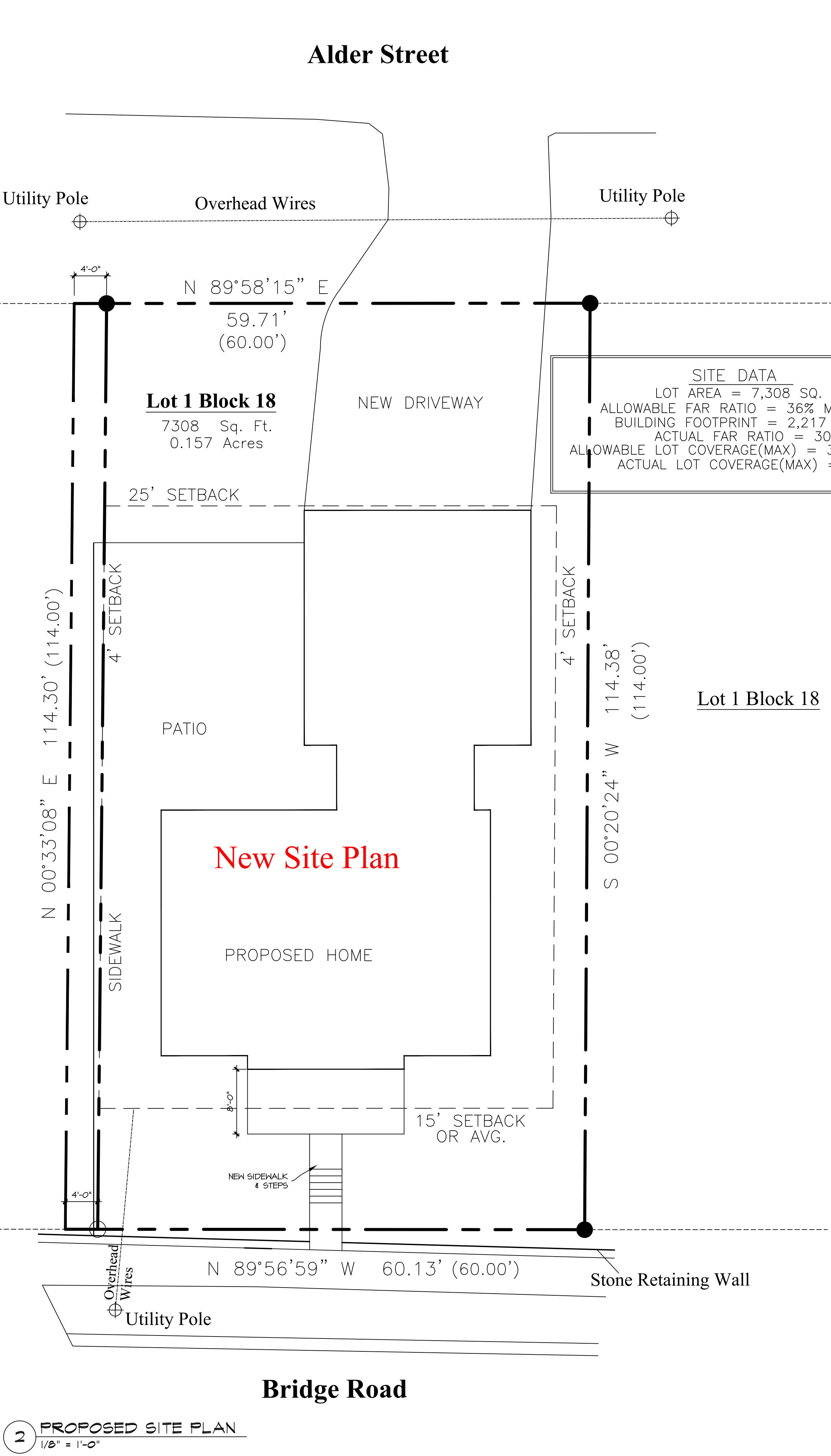
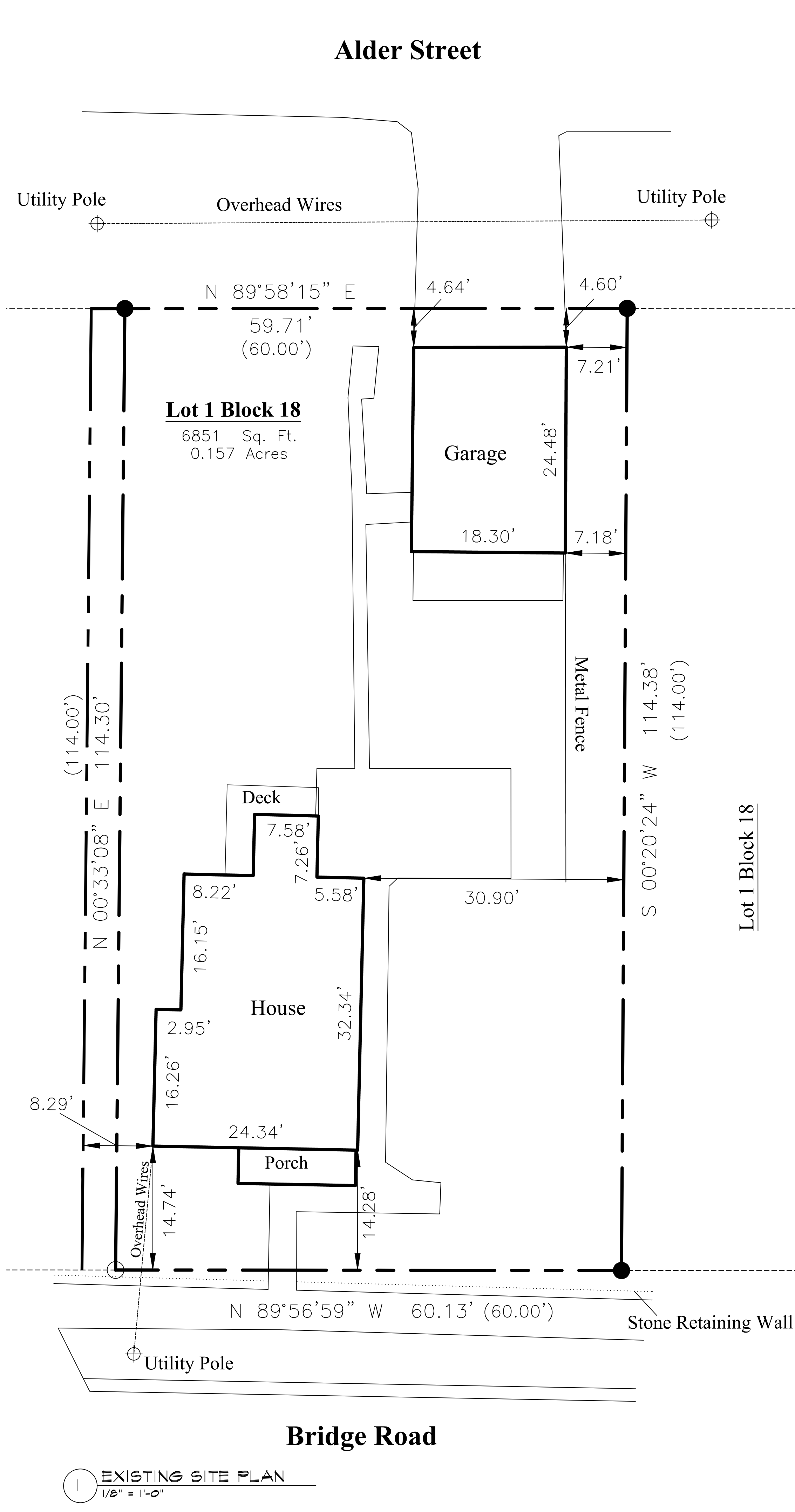
Purnell Home

Material Design Board

Moden Structures, LLC.

414-333-7875





SITE DATA	
LOT AREA	= 7,308 SQ. FT.
ALLOWABLE FAR RATIO	= 36% MAX.(2,603)
BUILDING FOOTPRINT	= 2,217 SQ. FT..
ACTUAL FAR RATIO	= 30%
ALLOWABLE LOT COVERAGE(MAX)	= 30% (2,192 sf)
ACTUAL LOT COVERAGE(MAX)	= 29.8%

**NOT FOR
CONSTRUCTION**

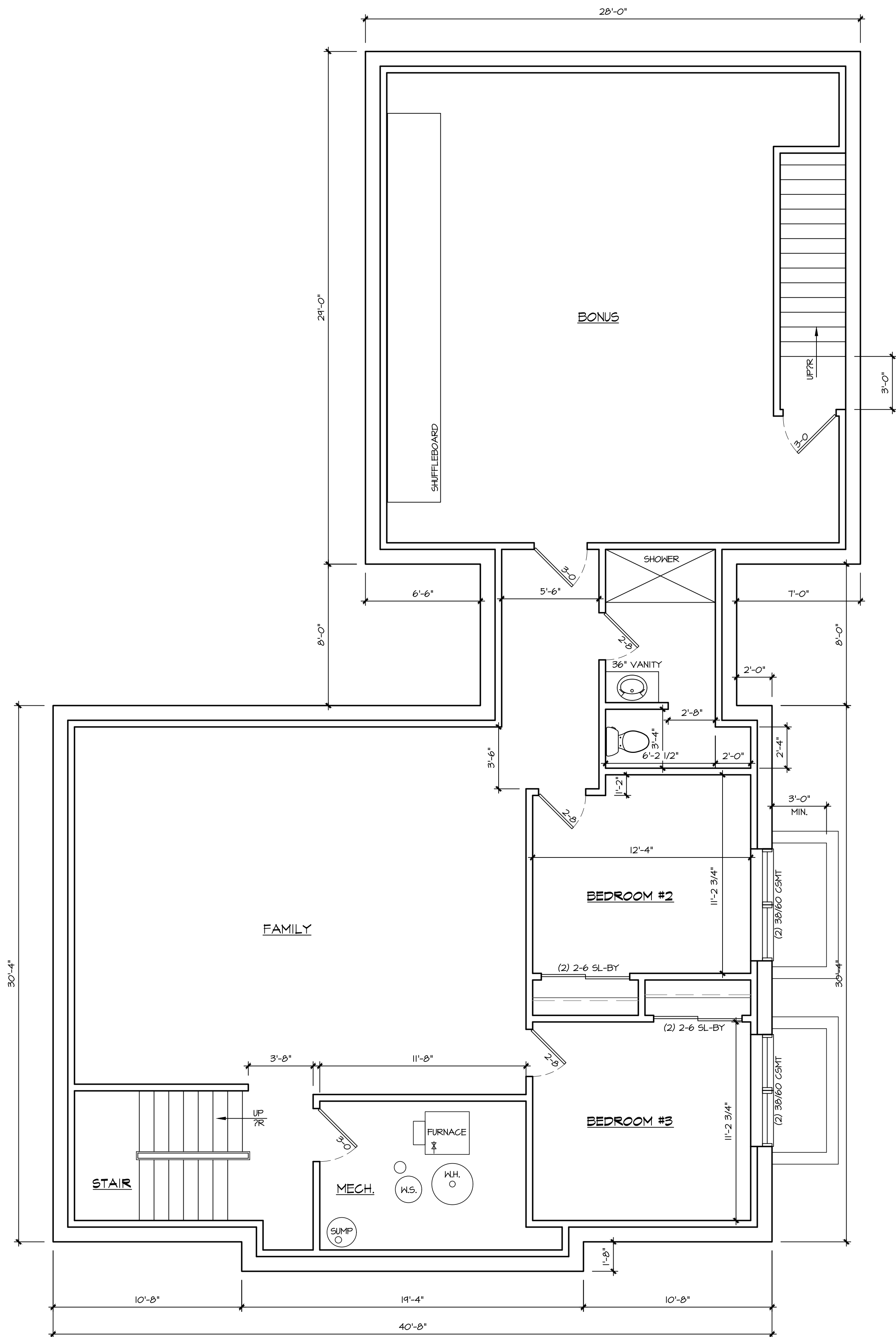
CONTRACTOR TO FIELD VERIFY ALL
DIMENSIONS AND THE EXACT
LOCATION OF EXISTING PLUMBING,
MECHANICAL, AND STRUCTURAL
COMPONENTS AND ADJUST THE
PLANS AS NECESSARY TO
ACCOMMODATE.

SCOPE OF DRAWING:
THESE DRAWINGS INDICATE THE GENERAL
SCOPE OF THE PROJECT IN TERMS OF
ARCHITECTURAL DESIGN INTENT, THE
DIMENSIONS OF THE BUILDING, THE MAJOR
ARCHITECTURAL ELEMENTS AND THE TYPE OF
STRUCTURAL, MECHANICAL AND ELECTRICAL
SYSTEMS. THE DRAWINGS DO NOT
NECESSARILY INDICATE OR DESCRIBE ALL
WORK REQUIRED FOR FULL PERFORMANCE
AND COMPLETION OF THE REQUIREMENTS OF
THE CONTRACT. ON THE BASIS OF GENERAL
SCOPE INDICATED OR DESCRIBED, THE TRADE
CONTRACTORS SHALL FURNISH ALL ITEMS
REQUIRED FOR THE PROPER EXECUTION AND
COMPLETION OF THE WORK INTENDED.

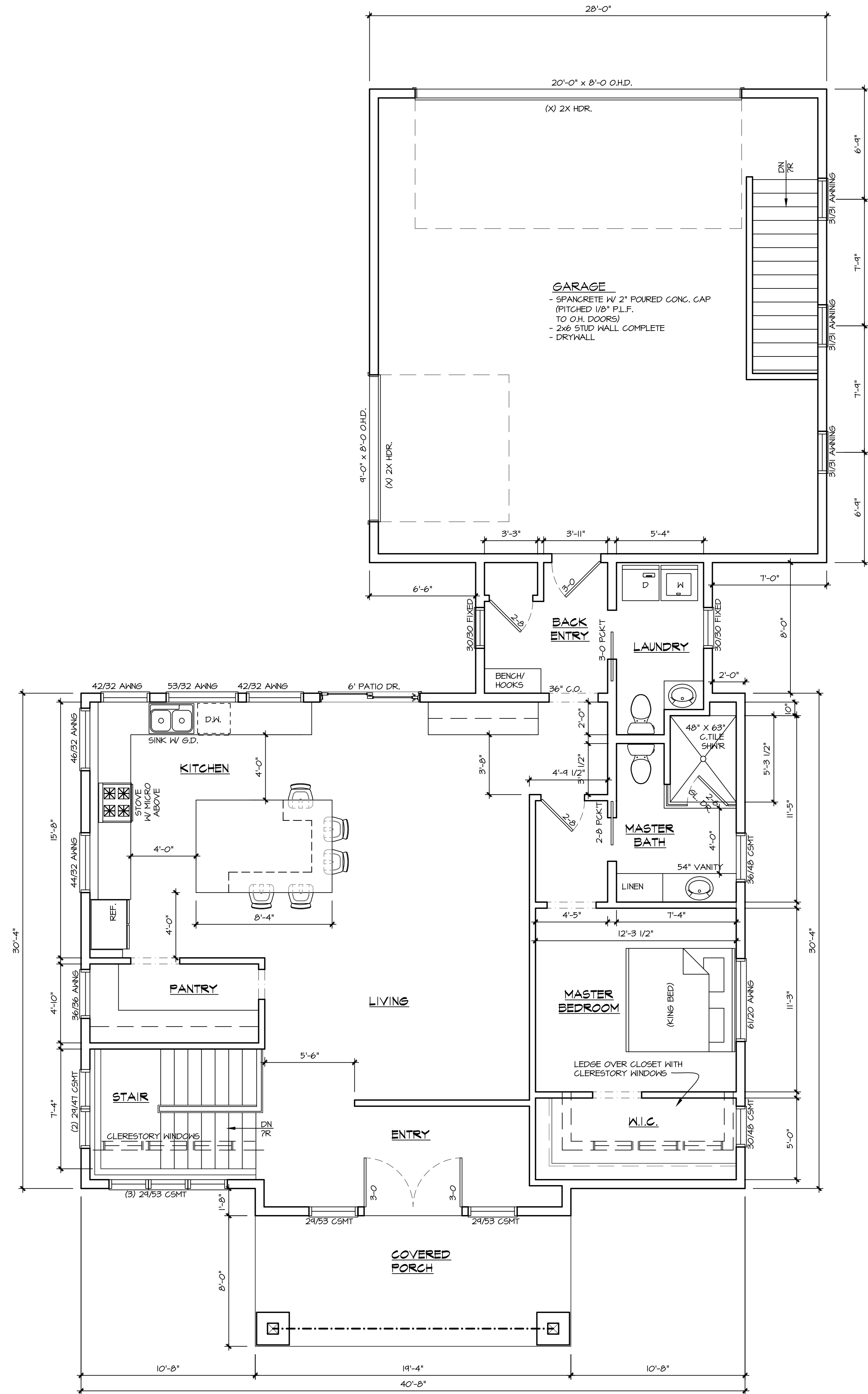
SHEET INDEX:	
SHEET C-1	PROPOSED SITE DEVELOPMENT PLAN & GENERAL NOTES
SHEET A-1	PROPOSED FLOOR PLANS
SHEET A-2	PROPOSED EXTERIOR ELEVATIONS

WALL KEY:	
	= EXIST. WALL TO REMAIN
	= EXIST. WALL TO BE REMOVED
	= NEW STUD WALL

REVISIONS:	
3-10-25	A-4 OPTION
3-12-25	REV. CITY SUBMIT



BASEMENT FLOOR PLAN
1/4" = 1'-0"
BASEMENT FLOOR = 2,193 SQ. FT.



FIRST FLOOR PLAN
1/4" = 1'-0"
FIRST FLOOR = 1,380 SQ. FT.
GARAGE = 812 SQ. FT.
TOTAL = 2,192 SQ. FT.

PURNELL CUSTOM HOME

N70, W6272 BRIDGE STREET
CEDARBURG, WI 53012

SHEET TITLE:

FLOOR PLANS

A-1

DATE: 7-25-24

PROJECT NUMBER: 24-183

REVISIONS:	
3-10-25	A-4 OPTION
3-12-25	REV. CITY SUBMIT



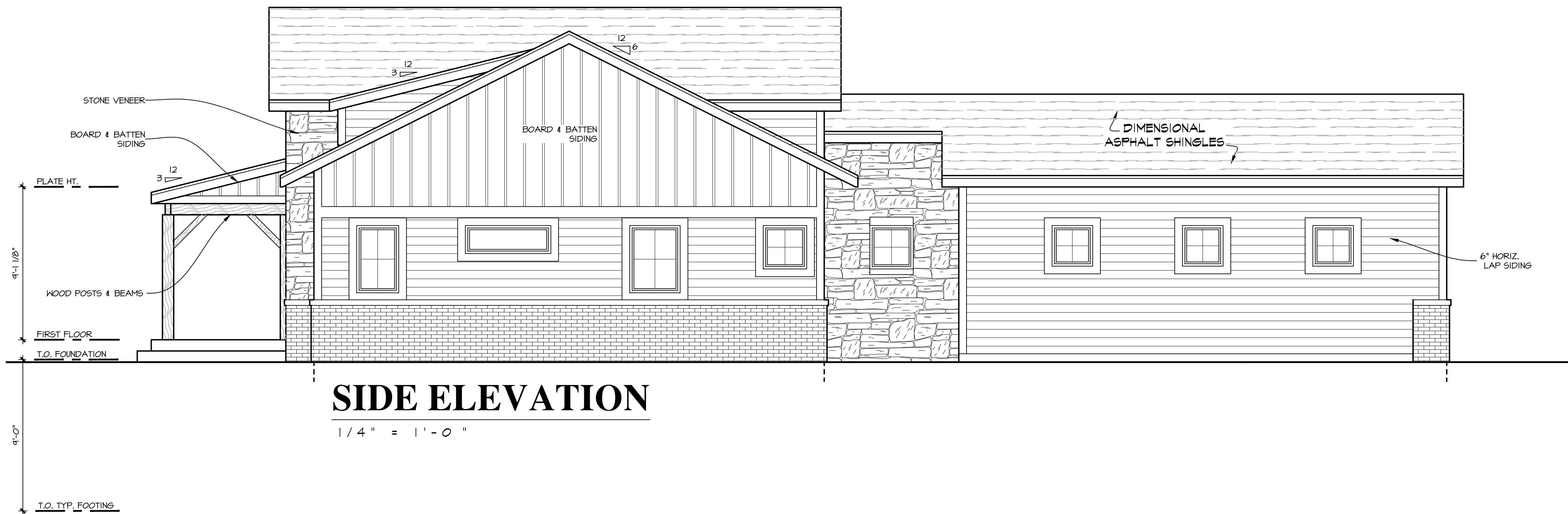
FRONT ELEVATION

1/4" = 1'-0"



REAR ELEVATION

1/4" = 1'-0"



SIDE ELEVATION

1/4" = 1'-0"



SIDE ELEVATION

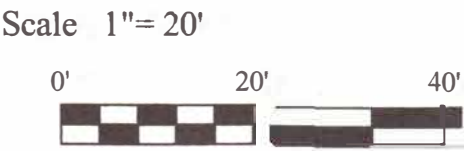
1/4" = 1'-0"

REVISIONS:	
3-10-25	A-4 OPTION
3-12-25	REV. CITY SUBMIT

Cornerstone Land Surveying, Inc.
Plat of Survey



Surveyor:
Richard Simon
5080 Fairy Chasm
West Bend, WI 53095
rls2698@gmail.com
(262) 424-5630

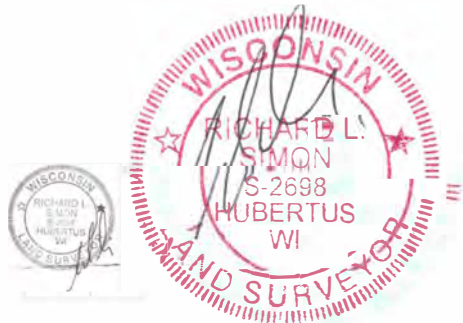


Address:
N70 W6222 Bridge Road
Cedarburg, WI 53012

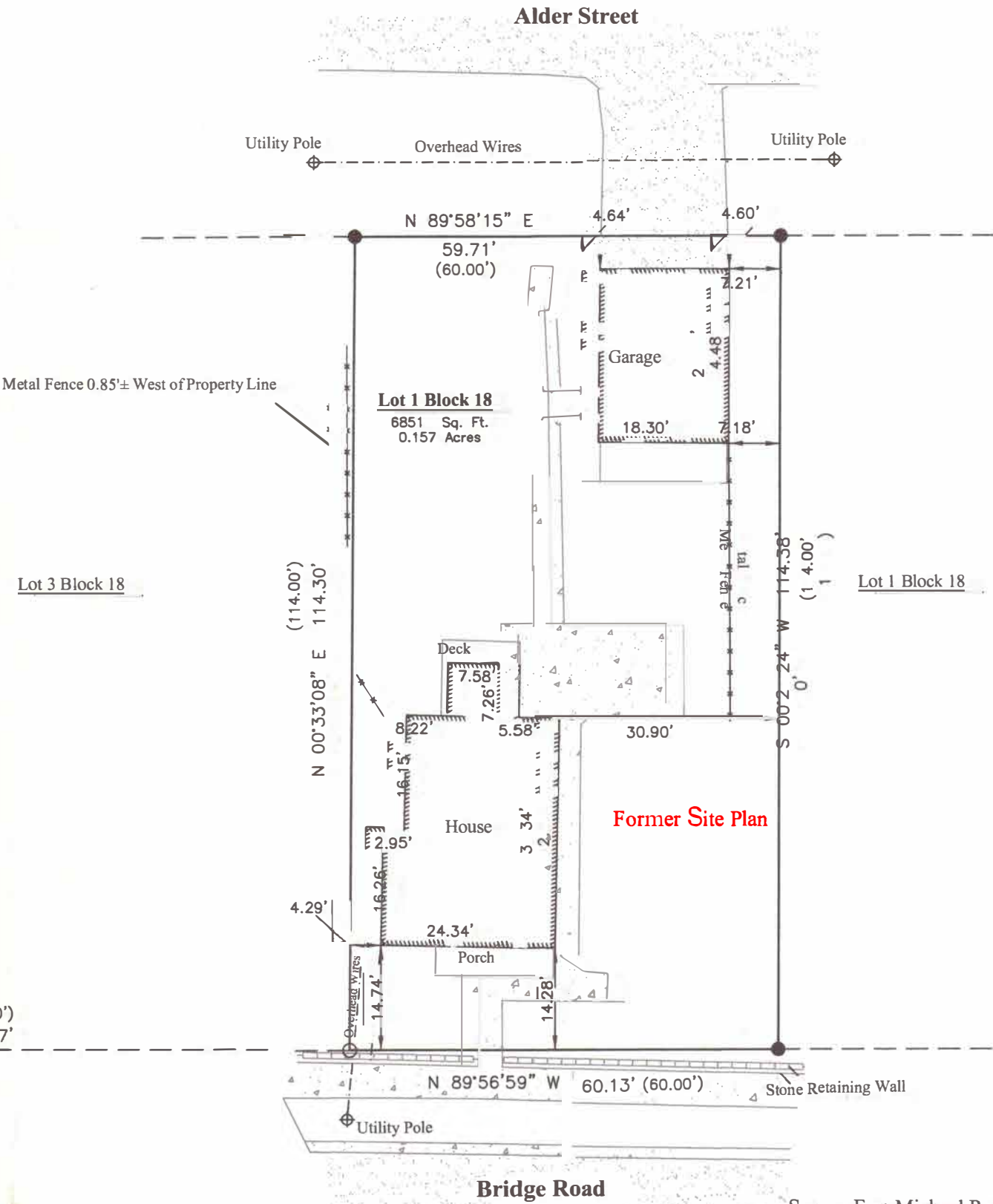
- Legend:**
- Denotes Iron Pipe Found
 - Denotes Iron Rod Set

Description:
All of Lot 2 Block 18 of Gruenhagen's Addition being part of the Southeast ¼ of the Northeast ¼ of Section 27, Township 10 North, Range 21 East, City of Cedarburg, Ozaukee County, Wisconsin.

- Notes:**
- 1) Bearings or Distances in () are Recorded Measurements
 - 2) In providing this boundary survey no attempt has been made to obtain or show data concerning the existence of any utility on the site, whether private, municipal, or public owned.
 - 3) No Title Policy furnished therefore completeness of easements is not warranted.



STATE OF WISCONSIN) SS.
COUNTY OF WASHINGTON)
"I HAVE SURVEYED THE ABOVE DESCRIBED PROPERTY ACCORDING TO OFFICIAL RECORDS AND THE ABOVE MAP IS A TRUE REPRESENTATION THEROF. THIS SURVEY IS MADE FOR THE EXCLUSIVE USE OF THE PRESENT OWNERS OF THE PROPERTY AND ALSO THOSE WHO PURCHASE, MORTGAGE OR GUARANTEE THE TITLE THERETO, WITHIN ONE YEAR FROM THE DATE HERETO.



Survey For: Michael Purnell
Dated this 7th day of February, 2024.

PLANNERS REPORT

To: City of Cedarburg Plan Commission

By: Mary Censky

Date: April 7, 2025

General Information:

Agenda Item: 8.B.

Applicant:

This item is City initiated

Property Owner:

N/A

Requested Action:

Review, discussion, and possible action/recommendation to the Common Council to amend Title 13, Chapter 1, Section 13-1-54 (b)&(d), 13-1-55(e), and 13-1-59(b)&(d) of the Zoning Code, listing the use “All-Electric Coffee Roasting that does not vent directly to the outdoors” as a permitted use, and limiting “Fuel Fired Coffee Roasting that vents directly to the outdoors” as a conditional use in the B-2 Community Business, B-3 Central Business, and M-1 Limited Manufacturing districts.

Discussion:

Coffee Roasting is currently listed as a conditional use in the B-2 Community Business District and the B-3 Central Business District. It is listed as a permitted use in the M-1 Limited manufacturing District.

Historically/traditionally, coffee roasting has been done using fuel fired roasting methods. Fuel fired roasting must be vented directly to the outdoors. Fuel fired roasting has a somewhat higher propensity to emit an acrid odor in the emission because beans can, more easily, be roasted too long or at too high a temperature. All-electric roasters have a lesser tendency to over roast or roast at too high of temperatures. Many new all-electric roasters do not vent to the outdoors at all.

The question was recently asked, should all-electric coffee roasting that does not vent to the outdoors, still be required to go through the conditional use process.

Recommendation:

If the Plan Commission supports the idea of adding “All-electric coffee roasting that does not vent to the outdoors” as a permitted use in the B-2, B-3, and M-1 districts (see draft language changes below), a favorable recommendation to the Common Council would be an appropriate action at this time.

Sec. 13-1-54 B-2 Community Business District.

- (a) *Purpose.* The B-2 Community Business District is intended to provide for the orderly and attractive grouping at appropriate locations of retail stores, shops, offices, and service establishments serving the daily needs of the surrounding local community area. The size and location of such districts shall be based upon evidence of justifiable community need, of adequate customer potential, of satisfactory relationship to the traffic circulation system, and other related facilities, and of potential contribution to the economic welfare of the community.
- (b) *Permitted uses.* (Also see section 13-1-225.) Any of the following retail and customer service establishments:
 - (1) Appliance store.
 - (2) Antique and collectors stores.
 - (3) Art shop.
 - (4) Auto parts stores.
 - (5) Bagel stores.
 - (6) Bakeries, not including the manufacture of bakery products.
 - (7) Banks, savings and loan associations, and other financial institutions (not including drive-in or drive-through facilities).
 - (8) Barber shops.
 - (9) Beauty shops.
 - (10) Bookstores.
 - (11) Business and professional,
 - (12) Camera and photographic supply stores and studios.
 - (13) Clothing store.
 - (14) Coffee/espresso bars.
 - (15) Confectioneries.
 - (16) Delicatessens.
 - (17) Department stores.
 - (18) Drug stores.
 - (19) Fireplace stores.
 - (20) Fish markets.
 - (21) Florists.
 - (22) Fruit and vegetable market.
 - (23) Furniture stores.
 - (24) Furriers and fur apparel.
 - (25) Gift stores.

- (26) Grocery stores.
- (27) Hardware stores.
- (28) Health care facilities including dental clinics, medical clinics, chiropractic clinics, licensed massage therapy.
- (29) Hobby and craft stores.
- (30) Ice cream store.
- (31) Interior decorator.
- (32) Janitorial supplies.
- (33) Jewelry stores.
- (34) Liquor stores.
- (35) Meat markets.
- (36) Music and radio stores.
- (36) Newspaper and magazine stores.
- (37) Newsstands.
- (38) Office supplies and business machine stores.
- (39) Optical stores (not including the manufacturing of lenses).
- (40) Packaged beverage stores.
- (41) Paint, glass, and wallpaper stores.
- (42) Pharmacy (not including drive-thru).
- (43) Photographer.
- (44) Plumbing and heating supplies.
- (45) Self-service laundries and dry cleaning establishments.
- (46) Shoe stores and leather goods stores.
- (47) Shopping centers.
- (48) Soda fountain stores.
- (49) Sporting goods stores.
- (50) Stationery stores.
- (51) Supermarkets.
- (52) Tobacco stores.
- (53) TV and small appliance repair shops.
- (54) Variety stores.

(c) *Accessory uses.*

- (1) Accessory buildings and uses customarily incidental to the above uses including, but not limited to, garages and dumpster storage facilities.
- (2) Essential services.
- (3) Ground-mounted and building-mounted earth station dish antennas.
- (4) Off-street parking areas and loading areas.
- (5) Rental apartment on a non-ground level provided there shall be a minimum floor area of 420 square feet for an efficiency or one bedroom apartment and 550 square feet for a two bedroom apartment.

- (6) Residential quarters for the owner, proprietor, commercial tenant, employee or caretaker located in the same building as the business.

(7) All-Electric Coffee Roasting that does not vent directly to the outdoors.

- (d) *Conditional uses.* (Also see section 13-1-226.)

- (1) a. Adult establishments provided that either of the following two conditions is met:

- 1. The person applying for the conditional use grant demonstrates that the building where the use shall occur is not located within 500 feet of any residential dwelling, rooming unit, hospital, church, school, or stores frequented by persons under the age of 18 years, whether such structures are located in this City or in a contiguous town or municipality. The 500 feet distance shall be measured via a straight line from the nearest corners of such building to any portion of the parcel of land containing a residential dwelling, rooming unit, hospital, church, school, or store frequented by persons under the age of 18 years.
 - 2. The person applying for the conditional use permit files with the zoning administrator a petition favoring the proposed use signed by a minimum of 51 persons representing a minimum of 51 percent of the adult persons owning or occupying property within a radius of 500 feet of the location of the proposed establishment. The petitioner shall attempt to contact all eligible locations within the 500 foot radius and shall submit with the petition a list of all addresses at which no contact was made and, as far as practicable, a list of all persons refusing to sign the petition. In the event that the 500 foot radius is not sufficiently populated to provide a minimum of 100 adult persons owning or occupying property, the radius shall be increased in increments of 100 feet until there shall be an area large enough to contain 100 property owners and occupants. The petition circulated shall state the specified activities and/or specified anatomical area intended to be displayed and the conditional use permit sought. The 500 foot radius and 100 foot increments shall be measured as set forth above.

- b. One year after the date on which the conditional use permit is granted, and every year on that date thereafter, the person granted the conditional use permit shall show the zoning administrator that either of the above conditions is met in order for the conditional use permit to be continued for the following year.

- c. The applicant shall provide the names and addresses of the owners and occupants of all property within 100 feet of the proposed establishment, measured as set forth above. Except where a petition signed by 51 persons is filed with the zoning administrator, in case of protest signed by the owners or occupants of 20 percent or more of the land directly opposite thereto extending 100 feet from the street frontage of such opposite land, the grant of a conditional use permit shall require a vote of three-fourths of the members of the plan commission.

- (2) Animal hospitals, pet daycare facilities and kennels, provided all principal structures and uses are not less than 100 feet from a residential use if kennels are provided.

- (3) Automobile service, repair, and washing.

- (4) Bars, cocktail lounges and taverns.

- (5) Bowling alleys.

- (6) Bus depots, provided all principal structures and uses are not less than 100 feet from any residential district lot line.

- (7) Clubs.

- (8) Commercial child day care facilities.

- (9) Fuel-fired ~~C~~offee roasting that vents directly to the outdoors. (Coffee roasting uses existing on January 1, 2005 shall be classified as conforming conditional uses. However, a change in ownership of such premise shall require the new owner to obtain a conditional use permit.

- (10) Construction services including building contractors, carpentering, wood flooring, concrete services, masonry, stonework, tile setting, plastering services, roofing, sheet metal services, and water well drilling services.

- (11) Dance halls.
- (12) Drive-in or drive-through banks, savings and loan associations, and other financial institutions.
- (13) Factory outlet stores.
- (14) Gasoline service stations, provided that all service islands and pumps shall meet setback requirements.
- (15) Gun shops
- (16) Health clubs.
- (17) Indoor or outdoor recreational and entertainment facilities.
- (18) Limited manufacturing of products listed in section 13-1-59(b)(1) where all operations are conducted wholly within buildings with no outdoor operations or storage of materials or equipment. and provided noise, smoke, dust, dirt and odors are not detrimental to nearby retail, commercial, service, or residential uses. Such limited manufacturing use(s) shall be incidental to the principal use of a building for retail or commercial use, and shall not occupy more than 20 percent of the total floor area of a building.
- (19) Motels and motor hotels.
- (20) New and used automobile dealerships, including all activities incidental to the operation of a dealership.
- (21) Outdoor soda water venting machines.
- (22) Printing and reproduction services [not exceeding 3,000 square feet in gross floor area].
- (23) Restaurants.
- (24) Theaters.
- (25) Truck and trailer rentals.
- (26) Pharmacies with drive-through facilities.
- (27) Public and/or private utilities, telecommunication installations, and other accessories. [Note: When a utility proposes a main inter-city transmission facility, the utility shall give notice to the city of such intention and of the date of hearing before the public service commission.] Public and/or private utility installations less than three feet in height shall be subject only to City of Cedarburg staff approval and may be allowed subject to staff imposed conditions regarding, among other things, effective screening from public view with all season vegetation.
- (28) Wholesaling establishments.
- (29) Micro-Distilleries.
- (30) Micro-Breweries.

Sec. 13-1-55 B-3 Central Business District.

- (a) *Purpose and intent.* The B-3 Central Business District is intended to provide for the preservation of Cedarburg's historic downtown and the orderly appropriate regulations to ensure the compatibility of the diverse uses typical of the downtown area without inhibiting the potential for maximum development of commercial, cultural, entertainment, and other urban activities which contribute to its role as the heart of the city. This area contains a mix of retail sales shops, office, restaurants, cultural, entertainment, and residential uses.
- (b) *General requirements.*
 - (1) Overall development shall be compatible with the city's community character, urban design, historic preservation principles and shall facilitate the objectives as expressed in the adopted Cedarburg Smart Growth Comprehensive Land Use Plan - 2015, and components thereof.
 - (2) A major portion of the B-3 District is also regulated by the City's Historic Preservation District (HPD). This is an "overlay" district created to protect historic buildings and sites that are listed on the National Register of Historic Places. The design, remodeling, reconstruction, painting, and site improvements within the HPD area

require approval and a certificate of appropriateness by both the city's landmarks commission and plan commission.

- (3) Buildings shall be designed to correspond in height, width, proportion, relationship to street, roof forms, composition, window and door patterns, materials and colors compatible with existing buildings in the downtown area.
- (4) All buildings in the HPD portion of the B-3 District existing prior to October 28, 2013 are considered to be conforming structures relative to dimensional requirements to maintain the integrity of the Historic District. If such buildings are ever damaged or destroyed, they may be reconstructed exactly in their pre-damaged or pre-destroyed location and dimensional configuration.
- (5) Single-family and two-family homes existing prior to October 28, 2013 are non-conforming uses and may be continued pursuant to section 13-1-140 titled non-conforming uses.

(c) *Permitted uses.* (Also see section 13-1-225.)

- (1) Antique and collectors stores.
- (2) Art stores, studios, galleries.
- (3) Auto parts stores.
- (4) Bagel shops, bakeries.
- (5) Banks, credit unions, savings and loan associations, and other financial institutions (not including drive-in or drive-thru facilities).
- (6) Barber shops and beauty shops.
- (7) Bicycle sales, repair and rental.
- (8) Bookstores.
- (9) Boutiques.
- (10) Business, professional, medical, and utility offices.
- (11) Camera, photographic supply stores, and photographic studios.
- (12) Catering services.
- (13) Clinics (dental, medical, chiropractic).
- (14) Clothing stores.
- (15) Cocktail lounges, bars, and taverns.
- (16) Coffee shops and espresso bars.
- (17) Computer sales and services.
- (18) Cultural centers.
- (19) Delicatessen.
- (20) Department stores.
- (21) Electronics and appliance stores, and repair shops.
- (22) Farmers markets, including farm products, food, crafts, and food vendors.
- (23) Fish markets.
- (24) Florists, yard and garden supplies, and service.
- (25) Furniture sales.
- (26) Furriers and fur apparel.
- (27) Gift stores.

- (28) Grocery stores.
- (29) Hardware stores.
- (30) Health clubs, athletic clubs, and gymnasiums.
- (31) Hobby and craft stores.
- (32) Ice cream parlors/soda fountain stores.
- (33) Insurance offices.
- (34) Interior decorators.
- (35) Jewelry stores.
- (36) Liquor stores.
- (37) Lodges and clubs.
- (38) Meat markets.
- (39) Museums.
- (40) Music stores.
- (41) Newspaper and magazine stores.
- (42) Office supplies and business machine stores
- (43) Optical stores.
- (44) Paint, glass, and wallpaper stores.
- (45) Pet stores and pet grooming (with all operations indoors).
- (46) Pharmacy (not including drive-thru service).
- (47) Plumbing and heating supplies.
- (48) Publishing houses.
- (49) Real estate offices.
- (50) Restaurants (without drive-thru facilities).
- (51) Self-service laundries and dry cleaning establishments.
- (52) Shoe and leather goods stores.
- (53) Spas and fitness facilities.
- (54) Specialty food and beverage product sales.
- (55) Specialty retail shops for housewares, stationary, home décor, lighting products, and athletic and sporting goods.
- (56) Tailor shops.
- (57) Theaters.
- (58) Tobacco shops.
- (59) Used merchandise resale shops (excluding pawn shops).
- (60) Variety stores.
- (61) Residential use of single-family and two-family structures that existed prior to the adoption of this Ordinance.
- (62) All-Electric Coffee Roasting that does not vent directly to the outdoors.

(d) *Permitted accessory uses.*

- (1) Residential quarters provided that such quarters are in the principal building, not on a ground-level floor, and the entrances and exits to such quarters are directed to the interior of the building. There shall be a minimum floor area of 420 square feet for an efficiency or one bedroom apartment and 550 square feet for a two bedroom apartment.
- (2) Accessory buildings and uses customarily incidental to the above uses, including garages used in conjunction with the operation of the uses of the premise and dumpster storage facilities.
- (3) Off-street parking and loading areas.
- (4) Essential services as defined herein.
- (5) Ground-mounted and building-mounted satellite dish antennas less than three feet in diameter.
- (6) Outdoor dining and non-alcohol beverage service. (Note: Outdoor alcohol beverage services require a premises license approved by the common council).

(e) *Conditional uses.* (Also see section 13-1-226.)

- (1) Automobile service stations.
- (2) Banks, savings and loan associations, credit unions, and other financial institutions with drive-in or drive-through facilities.
- (3) Bed and breakfast establishments providing adequate off-street parking.
- (4) Building supply stores.
- (5) Bus depots, provided all principal structures and uses are not less than 100 feet from any residential district lot line.
- (6) ~~Fuel-fired~~ coffee roasting that vents directly to the outdoors.
- (7) Day care facilities.
- (8) Feed mills, and feed and seed sales.
- (9) Funeral homes, provided all principal structures and uses are not less than 12 feet from any lot line.
- (10) Gun shops, subject to police department and plan commission review and approval.
- (11) Hotels, subject to adequate off-street parking.
- (12) Indoor and outdoor recreational and entertainment facilities.
- (13) Microbreweries, soft drink production, and wineries.
- (14) Night clubs and dance halls.
- (15) Parking structures.
- (16) Pharmacies with drive-thru facilities.
- (17) Printing and reproduction services [not exceeding 3,000 square feet of gross floor area].
- (18) Renewable energy systems (i.e. wind, solar, geothermal).
- (19) Telecommunications installations.
- (20) Tourist Rooming Houses.
- (21) Vehicle detailing.
- (22) Wool carding.
- (23) Micro-Distilleries.

Sec. 13-1-59 M-1 Limited Manufacturing District.

- (a) *Purpose.* The M-1 Limited Manufacturing District is intended to provide for manufacturing, industrial, and related uses of a limited nature and size in situations where such uses are not located in basic industrial groupings and where the relative proximity to other uses requires more restrictive regulation.
- (b) *Permitted uses.* (Also see section 13-1-225.)
- (1) Processing, manufacturing, and/or storage of the following:
- a. Apparel findings and related products.
 - b. Automatic temperature controls.
 - c. Baked goods and bakery products.
 - d. Belts.
 - e. Blank books, loose-leaf binders, and devices.
 - f. Books: publishing, printing, and binding.
 - g. Boot and shoe cut stock and findings.
 - h. Bottling and canning soft drinks and carbonated waters.
 - i. Brooms and brushes.
 - j. Candy and other confectionery products.
 - k. Canvas products.
 - l. Cereal preparations.
 - m. Cigars and cigarettes.
 - n. All-electric ☞ coffee roasting that does not vent directly to the outdoors, and coffee products.
 - o. Costume jewelry, costume novelties, buttons, and miscellaneous notions.
 - p. Curtains and draperies.
 - q. Dental equipment and supplies.
 - r. Dress and work gloves.
 - s. Electrotyping and stereotyping.
 - t. Engineering, laboratory, and scientific and research instruments and associated equipment.
 - u. Envelopes.
 - v. Fabrics, broad and narrow woven.
 - w. Flavor extracts and flavoring syrups.
 - x. Flour and other grain mill products.
 - y. Footwear.
 - z. Fresh or frozen fruits, fruit juices, vegetables, and specialties.
 - aa. Greeting cards.
 - bb. Hats, caps, and millinery.
 - cc. Household furniture and furnishings.
 - dd. Ice.
 - ee. Jewelers' findings and materials.
 - ff. Jewelry and precious metals.

gg. Lamp shades.

hh. Luggage.

ii. Manifold business forms.

jj. Mechanical measuring and controlling instruments.

kk. Men's, youths', and boys' furnishings, work clothing, and allied garments.

ll. Morticians' goods.

mm. Motion picture production.

nn. Musical instruments and parts.

oo. Newspapers: publishing and printing.

pp. Office furniture.

qq. Ophthalmic goods.

rr. Optical instruments and lenses.

ss. Orthopedic, prosthetic, and surgical appliances and supplies.

tt. Paperboard containers and boxes.

uu. Partitions, shelving, lockers, and office and store fixtures.

vv. Pens, pencils, and other office and artists' materials.

ww. Periodicals: publishing and printing.

xx. Photoengraving.

yy. Photographic equipment and supplies.

zz. Pleating, decorative, and novelty stitching and tucking for the trade.

aaa. Printing, commercial.

bbb. Raincoats and other waterproof outer garments.

ccc. Robes and dressing gowns.

ddd. Sanitary paper products.

eee. Self-service storage facilities (mini-warehouses).

fff. Signs and advertising displays.

ggg. Silverware and plated ware.

hhh. Surgical and medical instruments and apparatus.

iii. Tobacco and snuff.

jjj. Tobacco stemming and redrying.

kkk. Toys, amusement, sporting, and athletic goods.

lll. Typesetting.

mmm. Umbrellas, parasols, and canes.

nnn. Venetian blinds and shades.

ooo. Watches, clocks, clockwork-operated devices, and parts.

ppp. Welding and machine shops.

qqq. Wine, brandy, and brandy spirits.

rrr. Women's, misses, juniors', girls', and infants' furnishings, work and dress clothing, and allied garments.

sss. Warehouses.

(c) *Permitted accessory uses.*

- (1) Garages for storage of vehicles used in conjunction with the operation of an industry.
- (2) Off-street parking and loading areas.
- (3) Office, storage, power supply, and other uses normally auxiliary to the industrial operations.
- (4) Ground-mounted and building-mounted earth station dish antennas.
- (5) Retail sales and services of products integral with and incidental to a service or manufacturing business limited to 20 percent of the floor area of the principal building.

(d) *Conditional uses.* (Also see section 13-1-226.)

- (1) Athletic clubs.
- (2) Experimental, testing, and research laboratories.
- (3) Gasoline service stations, automobile and truck servicing and repair, automobile and truck rental services, and automobile and truck washing.
- (4) Gymnasiums.
- (5) Health resorts.
- (6) Heliports and bus depots, provided all principal structures and uses are not less than 100 feet from any residential district boundary.
- (7) Locker plants provided that no meat packing and processing shall be conducted.
- (8) Manufacturing and processing of dimension hardwood and flooring, veneer, and plywood.
- (9) Millwork, lumber yards, saw mills, and planing mills.
- (10) Office uses unrelated to principal industrial operations.
- (11) Processing and manufacturing of feeds prepared for animals and fowl, wholesale, and/or retail warehousing of animal feeds, fertilizer, seeds, garden and lawn supplies, animal health products, and lawn equipment, provided that all operations are conducted within an enclosed building.
- (12) Retail stores and services related to principal industrial operations.
- (13) Transmitting towers, receiving towers, relay and microwave towers without broadcast facilities or studios.
- (14) Utilities.
- (15) Day care facility.
- (16) Fuel-fired coffee roasting that vents directly to the outdoors.

PLANNERS REPORT

To: City of Cedarburg Plan Commission

By: Mary Censky

Date: April 7, 2025

General Information:

Agenda Item: 8.C.

Applicant: This item is City initiated

Property Owner: N/A

Requested Action: Review, discussion, and possible action/recommendation to the Common Council to approve the “First Amendment to City of Cedarburg Highway 60 Business Park Declaration of Restrictions and Covenants”.

Discussion:

Based on Wisconsin Statutes, a municipality may not disapprove mobile service support structure application based solely on the height of the structure. It is not entirely clear that this statutory prohibition also crosses over and applies where private property restrictions and covenants are concerned.

Anticipating that a mobile service support structure will come up for consideration in the City’s Hwy 60 Business Park in the future, and considering that the Hwy. 60 Business Park Declaration of Restrictions and Covenants currently limit the height of all improvements, buildings and structures to 45’ above grade, the City is taking this proactive step to clarify that mobile service support structures are not intended to be included in this height restriction.

A copy of the existing restriction and covenants, along with “The First Amendment to City of Cedarburg Highway 60 Business Park Declaration of Restrictions and Covenants” as prepared by the City Attorney, are attached for your review and consideration.

Recommendation:

If the Plan Commission supports this amendment as presented, a favorable recommendation to the Common Council would be an appropriate action at this time.

	DECLARATION OF RESTRICTIONS AND COVENANTS
Document Number	Title of Document

1104511
RONALD A. VOIGT
OZAUKEE COUNTY
REGISTER OF DEEDS
RECORDED ON
10/26/2020 08:46 AM
REC FEE: 30.00
TRANS FEE:
PAGES: 9
EXEMPT #:
ELECTRONICALLY RECORDED

Recording Area

Name and Return Address

Michael P. Herbrand
Houseman & Feind, LLP
P. O. Box 104
Grafton, WI 53024

Parcel Identification Number (PIN)

**CITY OF CEDARBURG
HIGHWAY 60 BUSINESS PARK
DECLARATION OF RESTRICTIONS AND COVENANTS
RECITALS**

WHEREAS, the City of Cedarburg ("City") is the sole owner of the Property (as hereinafter defined) located within the City limits, more particularly described in Section 1, herein; and

WHEREAS, the City has determined that it is in the best interests of the City, the prospective owners of the Property, and the City's citizens to provide for controlled development of the Property as a business park; and

WHEREAS, the covenants set forth herein are intended by the City to incorporate portions of the strictest performance standards, as set forth in the Performance Standards in the M-3 Business Park Districts, sections 13-1-169, 13-1-170, 13-1-171, 13-1-172, 13-1-173, 13-1-174, 13-1-175, 13-1-176, and 13-1-177 of the Cedarburg Municipal Code of Ordinances, with an emphasis on aesthetics and high architectural standards;

NOW THEREFORE, LET IT BE KNOWN that each and every person, party or entity hereafter purchasing or owning or in any way taking possession of the Property or any portion thereof shall do so subject to the following restrictions and covenants, to wit:

SECTION 1 – PROPERTY SUBJECT TO THIS DECLARATION

The following property ("Property") shall be subject to this Declaration:

Northwest 1/4 and Southwest 1/4 of the Northeast 1/4 of Section 22, Town 10 North, Range 21 East, in the City of Cedarburg, Ozaukee County, Wisconsin, bounded and described as follows:

Commencing at the Northwest corner of the Northeast 1/4 of said Section 22; thence South 02° 07' 53" East along the West line of said 1/4 Section a distance of 56.00 feet to a point in the South line of State Trunk Highway 60 and the point of beginning of Property to be described; thence North 87° 14' 38" East along said South line 983.53 feet to a point; thence North 86° 44' 38" East along said South line 344.64 feet to a point in the East line of the West 1/2 of the Northeast 114 of said Section 22; thence South 02° 10' 31" East along said East line 1943.69 feet to a point; thence South 87° 13' 05" West 1329.62 feet to a point in the West line of the Northeast 114 of said Section 22; thence North 02° 07' 53" West along said West line 1941.30 feet to the point of beginning. Containing 2,579,695 square feet or 59.2217 acres.

SECTION 2 - GENERAL PURPOSE

A. PURPOSE: The general purpose of this Declaration is to insure the best use and most appropriate development and improvement of each building site on the Property; to protect owners of building sites against such use of surrounding building sites as will detract from the commercial quality of the property; to guard against the erection thereon of poorly designed or proportioned structures; to obtain harmonious use of materials and color schemes; to insure the highest and best commercial development of said Property; to encourage and secure the erection of attractive buildings thereon with appropriate locations thereof on building sites; to prevent haphazard and inharmonious improvement of building sites; to secure and maintain proper setbacks from streets and adequate open spaces between structures; and in general to provide for a high quality of improvement in said Property, and thereby to preserve and enhance the value of investments made by owners of the building sites.

B. MUNICIPAL CODE: This Declaration shall not abrogate, replace or supersede the City of Cedarburg Municipal Code of Ordinances ("Code"). Any development within the Property shall comply with both this Declaration and the Code. In the event of a conflict between the terms of this Declaration and the Code, the more strict terms of either shall apply.

SECTION 3 - COVENANTS

A. APPROVAL OF BUILDING PLANS: No building, structure or improvement shall be constructed or placed on any lot, nor shall any building, structure or improvement be remodeled or altered, until detailed plans and specifications for such building, structure or improvement or remodeling, alteration or addition thereto, have been reviewed and approved by the City of Cedarburg Plan Commission ("Plan Commission").

B. ARCHITECTURAL STANDARDS: Buildings and structures shall comply with the following standards:

i) Buildings shall be designed by an architect or engineer. All sides, elevations or facades of all buildings and structures shall be visually pleasing and architecturally and aesthetically compatible with the surrounding environment, as determined by the Plan Commission. Building materials shall be selected for their ability to present a visual statement of a building's purpose, attractiveness and permanence. The building materials used shall be harmonious with the general character of other buildings and structures on the Property.

ii) The front, side and rear walls of all buildings shall be faced with brick, decorative masonry, stone, or architecturally-finished (including, without limitation, painted) precast concrete panels or other decorative material approved by the Plan Commission. For the purpose of this architectural standard, light weight or cinder concrete block shall not be considered a decorative masonry material. Exterior gutters and downspouts shall be permitted only along the side and rear of buildings.

Metal siding shall be used only as a minor building component not to exceed twenty-five percent (25%) of exterior wall surface, excluding roofing, in combination with one of the above materials unless there is Plan Commission approval to exceed this amount. The metal panels must be attractive, durable, of an earth tone or compatible color and not merely an inexpensive method of building.

iii) No building, structure or improvement shall be in excess of forty-five (45) feet in height above grade, excluding any utility penthouse.

iv) The architectural standards and design of any accessory buildings shall be consistent with the design and materials of the principal buildings(s).

v) Prefinished metal siding on rear or side walls shall be permitted until all expansions have been completed. At the time of completion, all side and rear walls shall have finished materials as agreed upon by the Plan Commission.

C. SITE DESIGN STANDARDS: Sites shall be designed to comply with the following standards:

i) With the exception of any lot line abutting State Highway 60, no part or portion of any building shall be erected, constructed or extended nearer than forty (40) feet from the front lot line of the subject site. Parking of motor vehicles and storage of materials, products or equipment shall be prohibited at all times within twenty-five (25) feet from the front lot line of the subject site.

ii) With the exception of any lot line abutting State Highway 60, no part or portion of any building shall be erected, constructed or extended nearer than twenty-five (25) feet to any interior side lot line in said property. Side yards on the street side of corner lots shall be a minimum of forty (40) feet and the use and treatment of such street side yard areas shall be in accordance with the provisions of Section 3(C)(i) above.

iii) With the exception of any lot line abutting State Highway 60, no part or portion of any building shall be erected, constructed or extended nearer than twenty-five (25) feet to any rear lot line.

iv) No part or portion of any building shall be erected, constructed or extended nearer than thirty (30) feet from the lot line abutting State Highway 60, regardless of whether or not the area is a front, side or rear lot line.

v) The entire front, side or rear lot line setback area shall be sodded or seeded and suitably landscaped not later than twelve (12) months after occupancy with materials approved by the Plan Commission. The setback landscaping shall include all areas between side lot lines from the front property line to the building face, excepting only such areas as may be required for driveways or walks.

vi) To achieve a park like appearance, site coverage by principal and accessory

buildings, parking areas and driveways shall not exceed seventy percent (70%) of the lot area, and open space shall comprise a minimum of thirty percent (30%) of the lot area including proper setbacks and offsets. All Property landscaped space in the parking lot shall be considered part of the open space requirement.

vii) All trash must be kept in proper containers enclosed by a fence of solid decorative material that will provide a visual screen. Such fence shall be a minimum of six (6) feet in height, and a maximum of 10 feet in height, and shall be painted or otherwise maintained so as to present a good appearance and be in good repair at all times. Planting shall be provided at the base of all fencing where such base is visible from any dedicated or reserved public street. All fencing exceeding 6 feet in height shall require prior approval by the Plan Commission.

viii) All utility lines within said property shall, where feasible, be installed underground in easements provided, therefore.

D. SIGNAGE STANDARDS: Subject to a variance to these standards being granted by the Plan Commission, at its discretion, signs shall be in accord with the following standards:

i) One (1) wall sign may be allowed on the exterior wall of the principal building. The maximum area of such a wall sign shall be one hundred (100) square feet. In a multi-tenant building, each tenant may share a portion of the maximum total of one hundred (100) square feet of wall signage. On a corner lot, each exterior wall facing a public street may share a portion of the maximum total of the one hundred (100) square feet of wall signage.

ii) One (1) ground-mounted sign may be allowed per premises (not including a pole sign or pylon sign). The maximum area of such a ground-mounted sign shall be fifty (50) square feet per side or one hundred (100) square feet for both sides, and the maximum height shall be six (6) feet.

iii) The color and materials used in structural elements of signage (not including the message area) should be consistent with and related to the building façade materials on the site. The colors used in message areas for all signage on a site should be similar or complementary to create a unified and coordinated appearance.

iv) Internally lit signage must be submitted for approval by the plan commission upon submission of building plans.

v) On-premises directional signage may be allowed giving directions to areas such as employee or visitor parking, and shipping or loading zones. The maximum size of each such directional sign shall be two (2) square feet per side or four (4) square feet for both sides.

vi) Temporary construction signs and banners, real estate signs, and election campaign signs shall be permitted in accord with the provisions of the City of Cedarburg Sign Code.

vii) Specifically prohibited signs include billboards, roof signs, pole or pylon signs, and electronic, flashing, or moving signs of any kind.

viii) The City, through the Plan Commission, may grant additional and/or larger signage rights or standards in its discretion, including, without limitation, in the form of a variance to the foregoing signage standards.

E. PARKING STANDARDS: Parking shall be in accord with the following standards:

i) Amount of parking spaces provided shall be in accord with applicable requirements of the City of Cedarburg Zoning Ordinance.

ii) All parking lots, roadways, driveways and loading areas shall be surfaced with either asphalt or concrete within twelve (12) months after occupancy of the site.

iii) Parking lots shall incorporate the following landscaping design standards:

a. Perimeter and interior lot line greenbelt. A perimeter greenbelt of at least five (5) feet in width shall be installed along all interior lot lines. Perimeter edges should be landscaped with a combination of plant material and earth berming whenever possible. Perimeter greenbelt landscaping may be omitted alongside lot lines which have shared driveways with adjacent lots. The omitted area is limited to that portion from the street to the required minimum building setback line or as necessary to accommodate access cuts.

b. Additional interior greenspace. The interior of parking lots shall be provided with landscape areas consisting of at least five percent (5%) of the total surface area intermittently placed throughout the parking area.

c. Location. Interior landscape plantings may be located in protected areas such as along walkways, in center islands, in end islands, or between parking stalls. Perimeter edge screening and berming should be limited in height to allow a line of sight to the buildings and not obstruct sight distance at entry drives. Parking areas located beyond the twenty-five (25) foot setback or offset required from a dedicated or reserved public street shall be screened by berm and/or landscaping.

d. Landscape Materials. Landscape materials may include shrubs, hardy flowering trees and/or decorative evergreen and deciduous trees. New trees shall have a minimum caliper of two inch (2") to two and one-half inches (2 ½") for canopy trees. The area around trees and planting beds shall be planted with shrubs or ground cover and covered with mulch, bark or appropriate landscape stones.

F. LANDSCAPING STANDARDS: The following landscaping standards shall be adhered to for all developments within the business park:

i) All developed areas of any lot not used for building, parking, driveways, or storage shall be landscaped with a combination of grass, trees, shrubs, berms and planted ground covers. Areas of the site held or designated for expansion shall be planted with grass and maintained as specified herein. Parking lots shall be landscaped as indicated above in Section 3(E)(iii). In addition, landscape plantings shall be provided in accord with a landscape plan prepared by the owner and approved by the Plan Commission. Street trees will be provided by the City.

ii) A landscaping plan shall be prepared and submitted for approval by the Plan Commission at the plan review stage. All landscaping shall be installed prior to the occupancy of any building or the end of the first planting season, whichever occurs first. If any landscaping from the approved plan is not completed at the City's occupancy inspection, the owner shall submit a bond or letter of credit to the City in an amount equal to the estimated cost of the uncompleted landscaping as specified in the landscaping plan prior to the City issuing a certificate of occupancy to the owner. The bond will be refunded to the owner or letter of credit released, by the City Building Inspector, or his designee, upon satisfactory installation of all uncompleted landscaping elements as specified in the approved landscaping plan.

iii) It is the owner's responsibility to maintain all landscaping in an attractive and well-trimmed condition at all times. The owner shall also replace any dead or damaged trees or shrubs with a similar species. Any dead or damaged sod shall also be replaced.

iv) All unused Property area that is planned for future building expansion or other purposes shall be maintained and kept free of unsightly plant growth, stored material, rubbish, refuse, or debris.

SECTION 4 - GENERAL PROVISIONS

A. **TERM:** The restrictions and covenants herein contained shall be deemed to be running with the Property and shall be binding upon all persons, parties and entities having an interest in the Property affected thereby, or claiming such rights for a period of twenty-five (25) years from the date hereof, after which time this Declaration shall be automatically extended for a successive period of five (5) years unless an instrument signed by a majority of Lot Owners has been recorded changing or terminating these restrictions or covenants or reducing the term thereof. For the purpose of calculating votes and determining a majority of Lot Owners under this Declaration of Restrictions and Covenants, each Lot Owner (defined herein as an owner of a parcel of land within the Property, but specifically excluding any outlots) will be allocated votes on a per acre basis (e.g. an owner of 20 acres of the Property - excluding outlots - is entitled to 20 total votes).

B. ENFORCEMENT OF DECLARATION:

i). City, any of its individual Alderpersons, Officers, employees, agents or assigns, any owner of real property within the Property, any member of the public, or any

governmental entity of any kind shall have the right to enforce, by proceedings at law or in equity, all the terms, conditions, and provisions of this Declaration. Any owner of all or any portion of the Property violating any of the terms, conditions or provisions of this Declaration shall pay all costs, expenses and actual attorney's fees incurred by any prosecuting individual or governmental entity. Neither the City, its individual Alderpersons, Officers, employees, agents or assigns, any owner of real property within the Property, any member of the public, or any governmental entity of any kind shall be subject to any suit or claim for failure to take any action allowed or required herein.

ii). Each remedy set forth in this Declaration shall be in addition to all other rights and remedies available at law or in equity. All such remedies shall be cumulative and the election of one shall not constitute a waiver of any other. Any forbearance or failure to exercise any such right or remedy for any violation shall not be a waiver of such right or remedy under any circumstances.

C. INVALIDATION: Invalidation of any of the restrictions or covenants herein contained, or any part thereof, by any judgment or court order shall not affect any of the other provisions herein contained, which shall remain in full force and effect.

D. GOVERNING LAW: The Laws of the State of Wisconsin shall apply to and be interpreted as to any dispute arising under this document.

E. DIVIDING OR COMBINING LOTS PROHIBITED WITHOUT PLAN COMMISSION CONSENT: No portion of the Property shall be divided or combined during the term of these restrictions and covenants without the prior approval of the Plan Commission.

F. AMENDMENT: Any of the provisions of this Declaration may be annulled, waived, changed, modified or amended at any time by written document setting forth such annulment, waiver, change, modification or amendment, executed by the owners of at least seventy-five percent (75%) of the total number of lots comprising the Property. During that period of time that the City owns any undeveloped parcel of land within the Property (not including any outlot for stormwater control), no proposed amendment or termination shall be binding or effective without the prior approval of the Plan Commission and prior written consent of the City.

G. BINDING EFFECT: This Declaration and all amendments shall be executed as required by law so as to entitle it to be recorded and shall be effective upon recording in the office of the Register of Deeds for Ozaukee County, Wisconsin. This Declaration shall be binding upon and inure to the benefit of the City and its successors and assigns, and all persons, parties or entities who may hereafter become owner(s) of the Property or any portion thereof, and their legal representatives, heirs, successors and assigns.

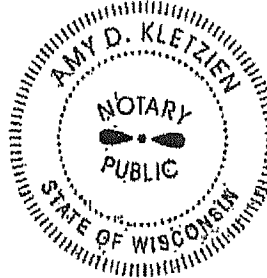
IN WITNESS WHEREOF, the City of Cedarburg has caused these presents to be signed
this 13th date of October, 2020.

CITY OF CEDARBURG

by: *M. J. O'Keefe*
Michael J. O'Keefe, Mayor

Attest: *Tracie Sette*
Tracie Sette, City Clerk

Came before me this 13th day of October, 2020 the above-named Michael J. O'Keefe and Tracie Sette, Mayor, and City Clerk of the City of Cedarburg, and acknowledged the same.



Amy D. Kletzien
Notary Public, State of Wisconsin
My commission: 4/15/23

This instrument was drafted by:
Michael P. Herbrand
Houseman & Feind, LLP
1650 9th Avenue
P.O. Box 104
Grafton, WI 53024
(262) 377-0600
(262) 377-6080 (fax)
mike.herbrand@housemanlaw.com

**First Amendment to
City of Cedarburg Highway 60 Business Park
Declaration of Restrictions and Covenants**

This First Amendment (hereinafter “First Amendment”) to the Declaration of Restrictions and Covenants of the City of Cedarburg Highway 60 Business Park is made and shall be effective as of the date of the latest signature set forth below.

RECITALS

Whereas, in 2020, the City of Cedarburg (“City”), a Wisconsin Municipal Corporation, developed the Highway 60 Business Park (“Business Park”), for the purpose of fostering further industrial and commercial business development within the City, on the property described in detail on **Exhibit A**, attached hereto and incorporated herein by reference (hereinafter the land described on Exhibit A shall be referred to as the “Property”); and

Whereas, pursuant to the creation of the Business Park, the City recorded with the Ozaukee County Register of Deeds Office a Declaration of Restrictions and Covenants against the Property (“Declaration”) which Declaration was recorded on October 26, 2020, at 8:46 am, as Document No. 1104511; and

Whereas, by the terms of the Declaration at Section 4(F), the Declaration may be amended at any time by written document setting forth such amendment, executed by the owners of at least seventy-five percent of the total number of lots comprising the Property; and

Whereas, by the terms of the Declaration at Section 4(A), for the purpose of calculating votes and determining a majority of Lot Owners under the Declaration, each Lot Owner will be allocated votes on a per acre basis, excluding outlots; and

Whereas, the Lot Owners within the Business Park and their respective available votes as of March 1, 2025 are as follows:

Wilo USA LLC Parcel # 13-022-02-001.00 (25.9225 acres)

City of Cedarburg Parcel # 13-022-02-002.00 (5.9220 acres)

City of Cedarburg Parcel # 13-022-02-004.00 (3.0580 acres)

City of Cedarburg Parcel # 13-022-02-007.00 (3.45 acres)

City of Cedarburg Parcel # 13-022-03-004.00 (8.092 acres)

PB&S Holdings LLC – Parcel # 13-022-02-006.00 (4.0669 acres)

Cornerstone CLC Properties LLC – Parcel # 13-022-03-003.00 (2.4930 acres)

Whereas, at least seventy-five percent of the Lot Owners within the Business Park, calculated on a per acre basis pursuant to Section 4(A) of the Declaration, wish to amend the Declaration, as provided in Section 4(F) of the Declaration.

Now, therefore, the Declaration shall be amended as follows:

- A. The following is hereby added to the end of **Section 3.B(iii)**: The foregoing limitation shall not apply to a "mobile service support structure," as that term is defined by Wis. Stat. s. 66.0404(1)(n)(2023-24).
- B. All remaining terms and conditions of the Declaration of Restrictions and Covenants, not inconsistent with the terms and conditions set forth herein, shall remain in full force and effect.

In Witness Whereof, the undersigned have executed this First Amendment as of the date set forth below.

Owner: **WILO USA LLC**

By: Jeff Plaster, CEO/Managing Director

Date: _____

State of Wisconsin)

: SS

County of Ozaukee)

Personally came before me this ____ day of _____, 2025, the above-named Jeff Plaster to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public, _____ County, WI

My Commission expires: _____

Owner: **CITY OF CEDARBURG**

By: Patricia Thome, Mayor

Date: _____

By: Tracie Sette, City Clerk

Date: _____

State of Wisconsin)

: SS

County of Ozaukee)

Personally came before me this ____ day of _____, 2025, the above-named Patricia Thome and Tracie Sette to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, _____ County, WI

My Commission expires: _____

Owner: CORNERSTONE CLC PROPERTIES LLC, a Wisconsin Limited Liability Company

By: Laura Mortag, Member

Date: _____

By: Emily Hilgendorf, Member

Date: _____

State of Wisconsin)
: SS
County of Ozaukee)

Personally came before me this ____ day of _____, 2025, the above-named Laura Mortag and Emily Hilgendorf to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, _____ County, WI
My Commission expires: _____

PLANNERS REPORT

To: City of Cedarburg Plan Commission

By: Mary Censky

Date: April 7, 2025

General Information:

Agenda Item: 8.D.

Applicant: This item is City initiated

Property Owner: N/A

Requested Action: Recommendation to the Common Council to amend Title 13, Chapter 1, Article D, Section 13-1-82(c) of the Zoning Code, reducing the minimum required size for a parking stall from 180 sq. ft. (i.e., 10' x 18' typical), to 162 sq. ft. (9' x 18" required), excluding those stalls required to be provided for physically disabled persons.

Discussion:

The City's current parking stall size requirement is 180 sq. ft. This generally gets laid out as 10' wide x 18' foot deep stalls. It is not uncommon in communities around the State and beyond, to use 162 sq. ft. as the minimum required stall size and to specify that the stalls are to be laid out in 9' wide x 18' deep configuration.

This smaller stall size is being proposed more often lately in site plans submitted for Plan Commission review and approval. The Plan Commission has expressed an interest in approving this smaller stall size but the Code does not presently allow for any waiver or modification to the 180 sq. ft. requirement, short of petitioning for a variance from the Board of Appeals.

As presented below, Section 13-1-82(c) of the Code would be modified to change the City's minimum stall size requirement from 180 sq. ft., to 162 sq. ft. laid out in 9'w x 18'd configuration.

Recommendation:

If the Plan Commission supports this change (see draft language changes below), a favorable recommendation to the Common Council would be an appropriate action at this time.

Sec. 13-1-82 Parking requirements.

In all districts and in connection with every use, there shall be provided at the time any use or building is erected, enlarged, extended, or increased off-street parking stalls for all vehicles in accordance with the following:

- (a) *Permit required.* All parking areas which are constructed, resurfaced, reconstructed, expanded, or extended subsequent to the adoption of this chapter shall obtain a parking lot permit after review of the proposed parking site plan by the city plan commission, in accordance with article F of this ordinance.
- (b) *Access.* Adequate access to a public street shall be provided for each parking space, and driveways shall be at least ten feet wide for one and two family dwellings and a minimum of 24 feet wide for all other areas.
- (c) *Size.* Size of each parking space shall be not less than ~~180-162~~ square feet, laid out in 9' wide by 18' deep configuration, exclusive of the space required for ingress and egress. Refer to Subsection (g) below for stall sizes related to parking spaces for use by physically handicapped persons.
- (d) *Exceptions.* Off-street parking, subject to the following exceptions, is permitted in all yards of all districts, but shall not be closer than 25 feet to the right-of-way of streets in a residential district when abutting a residential district. No truck, trailer, wagon, vehicular equipment, or similar vehicles of a commercial nature [exceeding 30 feet in length] may be parked regularly in any yard, except where permitted as a use in an industrial or business district, and in no event may sales or storage activities be conducted from such vehicles, trailers, or wagons.
- (e) *On-lot location.* Location of off-street parking shall be on the same lot as the principal use or not over 400 feet from the principal use.
- (f) *Parking lot surfacing and landscaping improvement standards.*
 - (1) *Purpose.* The requirements in this Subsection are intended to recognize both the function and visual importance of parking areas and the public benefits resulting from well-designed and landscaped parking areas, which include an enhanced visual appearance, minimizing stormwater runoff, moderating the microclimate and reducing nuisances such as noise and glare.
 - (2) *Affected parking areas.* These improvement standards shall be applicable to the following:
 - a. New parking lots for four or more vehicles in all zoning districts except single-family and two-family districts.
 - b. Existing parking lots, including those located in the B-3 Central Business Districts, which are proposed to be increased in area by four or more vehicle spaces shall be subject to these requirements for the expansion area, and for the prior existing area.
 - c. Existing parking lots for four or more vehicles serving an existing building proposed for improvements exceeding 50 percent of its value, or buildings undergoing additions that will increase their floor area by more than 50 percent.
 - d. Unpaved existing parking lots for four or more vehicles which are proposed for paving, in all zoning districts except single-family and two-family districts.
 - e. New parking lots serving residential uses in the B-3 Central Business District.
 - f. Exclusions. These requirements shall not apply to the resurfacing of existing paved parking lots or to parking areas for existing buildings in the B-3 zoning district proposed in connection with additions to the buildings of less than 50 percent of the building's floor area, provided parking area expansion is less than four parking spaces.

- (3) *Landscaping.* All off-street parking areas described in this subsection, except parking areas in the CEG Community Exhibition District, which are built or redesigned and rebuilt subsequent to August 13, 1990, shall be provided with accessory landscape areas as provided in these specific requirements:
- a. Perimeter and interior lot line greenbelts. A perimeter greenbelt of at least five feet in width shall be installed along the street frontage and along all interior lot lines. Perimeter edges should be landscaped with a combination of plant material and earth berming whenever possible. Perimeter greenbelt landscaping may be omitted along side lot lines which have shared driveways with adjacent lots. The omitted area is limited to that portion from the street to the required minimum building setback line or as necessary to accommodate access cuts.
 - b. Additional interior greenspace. The interior of parking lots shall be provided with landscape areas consisting of at least four percent of the total surface parking area, plus one tree for each ten spaces shall be installed. Existing trees may be used to comply with this requirement.
 - c. Location. Interior landscape plantings may be located in protected areas such as along walkways, in center islands, in end islands, or between parking stalls. Rows of parking spaces shall be broken by a landscape island at the rate of one island for each linear row of 12 parking spaces for single row configurations, or for each 24 parking spaces in double row configurations. Perimeter edge screening and berming should be limited in height to allow a line of sight to the building and not obstruct sight distance at entry drives.
 - d. Landscape materials. Landscape materials may include shrubs, hardy flowering trees and/or decorative evergreen and deciduous trees. New trees shall have a minimum caliper of two inches to two and one-half inches for canopy trees. The area around trees and planting beds shall be planted with shrubs or ground cover and covered with mulch, bark or appropriate landscape stones.
 - e. Landscape requirements for parking areas in the CEG Community Exhibition District shall be determined on a case-by-case basis by the plan commission at the time of site plan approval.
- (4) *Surfacing, curbing, storm sewers.* Parking areas subject to these requirements shall be surfaced with bituminous or Portland cement concrete pavement or concrete pavers in accordance with the City of Cedarburg standards and specifications. Concrete curbing shall be installed as a border along all pavement edges, except for parking areas in the CEG Community Exhibition District, and shall conform to city standards. Concrete curbing requirements in the CEG Community Exhibition District shall be determined by the plan commission on a case-by-case basis at the time of site plan approval. As an option, wheel stops may be installed instead of curbing along peripheral edges if curbs are not required for stormwater control. Parking areas shall be graded and storm sewers may be installed, as required by the city engineer, to manage storm water runoff. Pavement marking shall be provided to delineate each parking space.
- (5) *Procedures.*
- a. Prior to commencing construction, a parking lot building permit shall be obtained from the building inspector for a fee in accordance with article K of the Zoning Code. Prior to obtaining a parking lot building permit, a parking lot site plan shall be approved.
 - b. The parking lot site plan shall be prepared in accord with adopted site plan guidelines and shall include proposed landscaping features, indicating the location, size and species of proposed landscaping, and shall also show existing trees and landscaping to be retained. The parking lot site plan requirements under this section may be incorporated into a master site plan for initial approval of a project.
 - c. If the total parking lot includes more than ten spaces, the parking lot site plan shall be approved by the plan commission. If ten spaces or less, approval shall be by city staff.
- (g) *Parking spaces for use by physically handicapped persons.* All open off-street parking areas providing more than 25 parking spaces, except for parking areas restricted to use by employees only, shall provide parking spaces use by motor vehicles which transport physically disabled persons, in accordance with the following minimum standards:

- (1) One parking space shall be provided in parking areas containing 26 to 49 spaces.
 - (2) Two percent of the total number of spaces shall be provided in parking areas containing 50 to 1,000 spaces.
 - (3) In addition to the number of spaces required in this section, one percent of each 1,000 spaces over the first 1,000 spaces shall be provided for physically disabled parking.
 - (4) The minimum dimensions for all parking spaces provided for use by physically disabled persons shall be 12 feet by 18 feet.
 - (5) Parking spaces provided for the use of physically disabled persons shall be located as close as possible to an entrance which allows such persons to enter and leave the parking area without assistance.
 - (6) All parking spaces provided for the use of physically disabled persons shall be marked with a sign which includes the international symbol for barrier free environments and a statement informing the public that the parking space is reserved for use by physically disabled persons. Such signs shall comply with the requirements of Wis. Stats. §§ 346.50, 346.503, and 346.505.
- (h) *Building enlargement.* In all districts, except for nonresidential uses occupying buildings in the B-3 Central Business District, which buildings were existing at the time of the adoption of this chapter amendment, there shall be provided at the time any use or building is occupied, erected, enlarged, or increased off-street parking spaces for all vehicles, in accordance with the requirements of this section. Enlargement of existing buildings which do not exceed 50 percent of the gross floor area of the existing building shall provide additional off-street parking to accommodate the enlargement area as required herein. Enlargements to existing buildings which exceed 50 percent of the gross floor area of the existing building at the time of the effective date of this ordinance shall provide off-street parking to accommodate both the existing building and enlargement area as required herein. Residential uses within the B-3 Central Business District shall be required to meet the off-street parking requirements. Reference to "the work shift with the largest number of employees" means the maximum number of persons which may be accommodated by the use as determined under state and local building code regulations. In the case of structures or uses not specified in this chapter, the number of spaces specified for a use which is similar shall apply. In developments involving the establishment of two or more uses on one lot or parcel, the number of spaces required for each use shall determine the total number of spaces required. Consideration shall be given to fire department access when determining the location of off-street parking spaces. (See the City of Cedarburg Fire Prevention and Protection Code.)
- (1) *Residential uses.*
 - a. Single-family dwellings and two family dwellings. Two spaces per dwelling unit.
 - b. Multiple-family dwellings. One and one-half spaces per dwelling unit.
 - c. Housing for the elderly. One-half space per dwelling unit.
 - (2) *Retail sales and customer services uses, and places of entertainment as set forth below.* One space per 150 square feet of gross floor area of customer sales and services, plus one space per 200 square feet of storage and/or office gross floor area. Other retail sales and customer services uses and places of entertainment.
 - a. Financial institutions. One space per 200 square feet of gross floor area, plus one space per every two employees for the work shift with the largest number of employees. Financial institutions with a drive-through service facility should provide sufficient space for a minimum of four waiting vehicles at each drive-through service lane.
 - b. Funeral homes. One space per four patron seats of maximum capacity, or 35 spaces per chapel unit, whichever is greater.
 - c. Grocery stores or supermarkets. One space per 100 square feet of gross floor area of customer sales and service plus one space per 200 square feet of storage and/or office gross floor area.
 - d. Motels and hotels. One space per room or suite, plus one space per every two employees for the work shift with the largest number of employees, plus one space per three persons of maximum capacity of each public meeting and/or banquet room.

- e. Lodges and clubs. One space per three persons based on the maximum capacity of the facility.
- f. Repair services. One space per 300 square feet of gross floor area plus one space per employee for the work shift with the largest number of employees.
- g. Restaurant, standard. One space per 150 square feet of gross floor area, plus one space per employee for the work shift with the largest number of employees.
- h. Restaurant, drive-in. One space per 50 square feet of gross floor area, plus one space per two employees for the work shift with the largest number of employees. Sufficient space shall be provided for a minimum of four waiting vehicles at each drive-through.
- i. Theaters, auditoriums, and other places of public assembly. One space per three patrons based on the maximum capacity of the facility.
- j. Personal services. One space per 200 square feet of gross floor area, plus one space per employee for the work shift with the largest number of employees.
- k. Convenience grocery stores. One space per 50 square feet of gross floor area.
- l. Taverns, dance halls, night clubs, and lounges. One space per 100 square feet of gross floor area, plus one space per employee for the work shift with the largest number of employees.
- m. Motor vehicle sales establishments. Two customer parking spaces per salesperson for the work shift with the largest number of salespersons, plus one employee parking space per employee (including salespersons) for the work shift with the largest number of employees.
- n. Motor vehicle repair, maintenance, and service stations. Three spaces per indoor service bay plus one space per employee for the work shift with the largest number of employees.
- o. Animal hospitals. Three patron parking spaces per doctor, plus one employee parking space for the work shift with the largest number of employees.
- p. Plant nurseries and garden and lawn supply sales establishments. One space per 200 square feet of gross floor area of inside sales or display, plus one space per 500 square feet of gross outside sales or display area, plus one space per employee for the work shift with the largest number of employees.
- q. Shopping centers [gross leasable area of at least 30,000 square feet]. Five and one-half spaces per 1,000 square feet of gross leasable area.

(3) *Offices.*

- a. Medical, dental, and similar professional health service offices. Five patron parking spaces per doctor, plus one parking space per employee for the work shift with the largest number of employees.
- b. Government, professional, and business offices. One space per 200 square feet of gross floor area, plus one space per employee for the work shift with the largest number of employees.

(4) *Commercial/recreational uses (except as specifically set forth below).* One space per four patrons based on the maximum capacity of the facility, plus one space per two employees for the work shift with the largest number of employees.

- a. Bowling alleys. Five spaces for each lane, plus one space per employee for the work shift with the largest number of employees.
- b. Golf courses. Ninety spaces per nine holes, plus one space per employee for the work shift with the largest number of employees.
- c. Golf driving ranges. One space per tee, plus one space per employee for the work shift with the largest number of employees.
- d. Indoor tennis, racquetball, and handball courts. Three spaces per court, plus one space per employee for the work shift with the largest number of employees.

- e. Miniature golf courses. One and one-half spaces per hole, plus one space per employee for the work shift with the largest number of employees.
- f. Skating rinks, ice or roller. One space per 200 square feet of gross floor area.

(5) *Industry and related uses.*

- a. Manufacturing, processing, fabrication, and storage operations. One space per employee for the two consecutive work shifts with the largest number of employees.
- b. Wholesale business. One space per employee for the work shift with the largest number of employees, plus one space per 2,500 square feet of gross floor area.
- c. Warehouse. One space per employee for the work shift with the largest number of employees, plus one space per 5,000 square feet of gross floor area.
- d. Mini-warehouse. One space per ten storage cubicles.
- e. Extractive and related operations. One space per employee for the work shift with the largest number of employees.

(6) *Institutional and related uses.*

- a. Churches. One space per three seats based on the maximum capacity of the facility.
- b. Libraries. One space per 500 square feet of gross floor area.
- c. Museums. One space per 250 square feet of gross floor area, plus one space per employee for the work shift with the largest number of employees.
- d. Rooming and boarding houses, fraternity and sorority houses, dormitories, and rectories. One space per bed.
- e. Convents and monasteries. One space per three residents, plus one space per employee for the work shift with the largest number of employees, plus one space per five chapel seats if the public may attend.
- f. Nursing homes. One space per three patient beds, plus one space per employee for the work shift with the largest number of employees.
- g. Hospitals. Two spaces per three patient beds, plus one space per employee for the work shift with the largest number of employees.
- h. Schools.
 - 1. Elementary schools and high schools. One space for each teacher and staff member, plus one space for each ten students 16 years of age and older.
 - 2. Colleges, universities, and trade schools. One space for each teacher and staff member during the highest class attendance period, plus one space for each two students during the highest attendance period.
 - 3. Children's nursery schools or day schools. One space per employee for the work shift with the largest number of employees, plus one space per six students at the highest class attendance period.

(i) *Recreational vehicle parking and storage.*

- a. Not more than one recreational vehicle, camper trailer, camper bus, snowmobiles on a trailer or boat on a trailer exceeding 35' in length may be parked regularly on the driveway of a lot in a residential district except within a garage or other enclosed storage structure or except for the period extending from April 15 to October 31 of each year when it may be parked unenclosed on the driveway of a lot in a residential district, provided it is in actual use during such period and not merely being stored, and that when parked it is sufficiently far from the street as to not interfere with the view of operators of vehicles on the street, or an adjacent intersection.

- b. Open storage of any such vehicle may be permitted at any time with the approval of the city planner and/or building inspector if such vehicle is effectively shielded from normal observation from the street or adjacent properties by landscaping, walls or fencing, and provided such storage is not between any portion of the building and an abutting street. No such permitted storage shall by reason of the permissive grant have any future claim to legal nonconforming use rights and such permissive grant may be rescinded at any time for due cause.
- c. Not more than one recreational vehicle, camper trailer, camper bus, snowmobiles on a trailer, boat on a trailer of less than 35' in length shall be parked at the same time on any parcel or lot. Such vehicle or trailer shall be parked either on the driveway or on a paved off-street parking space that is not between any portion of the building and an abutting street. Such vehicle or trailer shall be parked so that it does not extend over any portion of the public sidewalk of street right-of-way. Parking of these vehicles shall at all times be closer to the principle residence than an adjoining property line. Furthermore, such parking shall be restricted to vehicles owned by the resident on the property upon which the vehicle is parked.
- d. Parking or storage of a vehicle as permitted above does not authorize the use of any such vehicle for human habitation, including but not limited to, sleeping, eating, resting or entertaining and such habitation is a violation of this ordinance.

(Ord. No. 2008-12; Ord. No. 2009-12; Ord. No. 2014-15)

PLANNERS REPORT

To: City of Cedarburg Plan Commission

By: Mary Censky

Date: April 7, 2025

General Information:

Agenda Item: 8.E.

Applicant: This item is City initiated

Property Owner: N/A

Requested Action: Recommendation to the Common Council to add the use “Manufacturing, Assembly, Production and Packaging of Pet Care and Pet Accessory Products, Excluding Pet Food” as a permitted use in the B-2 Commercial District.

Discussion:

The City is home to at least one company engaged in “Manufacturing, Assembly, Production, and Packaging of Pet Care and Pet Accessory Products, Excluding Pet Food”. They are located in the M-2 General Manufacturing Zoning District where they’ve been operating for many years.

The existing list of permitted and conditional uses in the [M-2 General Manufacturing District](#) doesn’t include this use.

The staff has initiated this request to proactively prepare for the possibility that an existing pet products business would want to relocate or expand into or on one of our M-2 General Manufacturing zoned properties, or a new pet products business would want to locate here.

Recommendation:

If the Plan Commission supports the addition of this use as permitted in the M-2 General Manufacturing District (see draft language changes below below), a favorable recommendation to the Common Council would be an appropriate action at this time.

Sec. 13-1-60 M-2 General Manufacturing District.

- (a) *Purpose.* The M-2 General Manufacturing District is intended to provide for manufacturing and industrial development of a more general and less restrictive nature than in the M-1 Limited Manufacturing District in those areas where the relationship to surrounding land use would create fewer problems of compatibility and would not necessitate as stringent regulatory controls. Such districts should not normally abut directly upon residential districts.
- (b) *Permitted uses.* (Also see section 13-1-225.)
 - (1) Those industrial uses permitted in the M-1 Limited Manufacturing District as either "Permitted" or "Conditional" uses.
 - (2) Processing, manufacturing, and/or storage of the following:
 - a. Aircraft and parts.
 - b. Brick and structural clay tile.
 - c. Clay refractories.
 - d. Coating, engraving, and allied services.
 - e. Communication equipment.
 - f. Concrete and concrete products not including the manufacturing of cement.
 - g. Construction, mining, and materials handling machinery and equipment.
 - h. Cutlery, hand tools, and general hardware.
 - i. Electric lighting and wiring equipment.
 - j. Electrical industrial apparatus.
 - k. Electrical transmission and distribution equipment.
 - l. Electrometallurgical products.
 - m. Electronic components and accessories.
 - n. Engines and turbines.
 - o. Farm machinery and equipment.
 - p. Fine earthenware, table, and kitchen articles.
 - q. Flat glass.
 - r. Fluid milk, cream, and milk beverages.
 - s. Glass containers.
 - t. Heating apparatus and plumbing fixtures.
 - u. Household appliances.
 - v. Metal cans.
 - w. Metal products, fabricated structural.
 - x. Millwork, lumber yards, saw mills, planing mills; and retail sales of building materials.
 - y. Motor vehicles and motor vehicle equipment.
 - z. Motorcycles, bicycles, and parts.
 - aa. Office, computing, and accounting machines.
 - bb. Paving mixtures and blocks.
 - cc. Plastic injection molding.

- dd. Porcelain electrical supplies.
- ee. Radio and television receiving sets.
- ff. Screw machine products and bolts, nuts, screws, rivets, and washers.
- gg. Service industry machines.
- hh. Ship and boat building and repairing.
- ii. Signaling and fire control equipment.
- jj. Stone and stone products, cut.
- kk. Wire products, fabricated.
- ll. Warehouses.

mm. Manufacturing, Assembly, Production, and Packaging of Pet Care and Pet Accessory Products, Excluding Pet Food.

(c) *Permitted accessory uses.*

- (1) Garages for storage of vehicles used in conjunction with the operation of an industry.
- (2) Off-street parking and loading areas.
- (3) Offices, storage, power supply, and other uses normally auxiliary to the principal industrial operations.
- (4) Ground-mounted and building-mounted earth station dish antennas.
- (5) Retail sales and service of products integral with and incidental to a service or manufacturing business limited to 20 percent of the floor area of the principal building.

(d) *Conditional uses.* (Also see section 13-1-226.)

- (1) Bottling of alcoholic beverages.
- (2) Construction and prefabrication of wood buildings and structural members and construction of wooden containers.
- (3) Experimental, testing, and research laboratories.
- (4) Locker plants provided that no meat packing and processing shall be conducted.
- (5) Millwork, lumber yards, saw mills, and planing mills.
- (6) Outside storage and outside manufacturing areas, provided that such uses shall be surrounded by a solid fence not less than six feet nor more than eight feet in height unless otherwise approved by the Plan Commission, or an evergreen planting screen not less than six feet tall at the time of planting completely preventing a view from any other property or public right-of-way and shall be at least 300 feet from a residential district.
- (7) Processing of hardwood dimension and flooring, veneer, and plywood.
- (8) Processing of ice cream.
- (9) Public passenger transportation terminals such as heliports and bus depots, except airports, airstrips, and landing fields, provided all principal structures and uses are not less than 100 feet from any residential district boundary.
- (10) Transmitting towers, receiving towers, relay, and microwave towers without broadcast facilities or studios.
- (11) Utilities, provided all principal structures and uses are not less than 50 feet from any residential district lot line.
- (12) Wood pressing.
- (13) New and used automobile sales.
- (14) Auction facilities.

- (15) Veterinary Clinics.
- (16) Day care facility.
- (17) Landscape Contracting.
- (18) Hotels and restaurants provided that the real property subject to the use fronts on an arterial street.
- (e) *Lot area and width.* (Also see article E.) Lots shall have a minimum area of 40,000 square feet and shall not be less than 150 feet in width.
- (f) *Building height and area.* (Also see article E.)
 - (1) No building or part of a building shall exceed 45 feet in height.
 - (2) The sum total of the floor area of the principal building and all accessory buildings shall not exceed 70 percent of the lot area.
- (g) *Setback and yards.* (Also see section 13-1-27 and article E.)
 - (1) There shall be a minimum building setback of 25 feet from the right-of-way of all streets.
 - (2) There shall be a side yard on each side of all principal buildings of not less than 25 feet in width.
 - (3) There shall be a rear yard of not less than 25 feet.
- (h) *Traffic, loading, parking, and access.* (See article D.)
- (i) *Nonconforming uses, structures, and lots.* (See article G.)
- (j) *Performance standards.* (See article H.)
- (k) *Signs.* (See title 15, chapter 5 of the Code of Ordinances.)
- (l) *Site plan review.* (See article F.)
- (m) *Architectural review.* (See article F.)

(Ord. No. 95-30; Ord. No. 99-17; Ord. No. 2000-21; Ord. No. 2004-26; Ord. No. 2023-10, § 1, 8-14-2023)