

CITY OF WAUPUN  
PLAN COMMISSION  
MINUTES OF THE FEBRUARY 21, 2018 MEETING  
(Approved 3/21/18)

1. Call to Order:

The Plan Commission met at 4:45 p.m. in the Council Chambers, City Hall, Waupun.

2. Roll Call:

Members Present: Fred Lueck, Nancy Vanderkin, Elton TerBeest, and Jeff Daane

Members Excused: Julie Nickel, Jerry Medema, and Derek Drews

Staff Present: John Lust, Zoning Administrator

3. Acting Chairman Vanderkin called for the approval of the January 17, 2018 meeting minutes. Motion by Daane, seconded by TerBeest to approve the minutes of the January 17, 2018 meeting as presented. Motion carried, minutes approved, unanimously.

4. Certified Survey Map – 201 Fond du Lac St. Brad Johnson of New Frontier Land Surveying LLC agent for the owner “Marine Credit Union” appeared to discuss the need for the CSM. A note on the CSM indicates the Plat of Pages Replat does not graphically match the monumentation in the field. The measurements on the plat are a correct representation of the true boundary lines and match found monumentation, occupation and the deeds. This survey was completed to clarify erroneous mapping on the recorded plat.

Lueck noted that Section 17.5(4) of the Cities Subdivision Ordinance requires setbacks or building lines required by the zoning ordinance shall be shown on the face of the map. This map does not contain such setback or building lines.

Motion by TerBeest, seconded by Daane to recommend to the City Council that the proposed CSM for Part of Lot 9 and Lot 10 of the Plat of Page’s Replat as recorded in Vol 6 of Plats, on page 20, said lands being a part of the SE ¼ of the SE ¼ of Section 32, Township 14 North, Range 15 East, City of Waupun, Fond du Lac County, Wisconsin be approved on the condition that the City’s setback or building lines be shown on said map prior to council action and recording. Motion carried, unanimously.

5. Acting Chairman Vanderkin called upon Kathy Thunes of ECWRPC to continue her discussion on the City’s Comprehensive Plan Update.

She indicated that she added that the City should investigate the possibility of combining the Waupun City and Country Fire Departments in Chapter 4. City Fire Chief BJ DeMaa noted that is something they can do. Kathy forecasted utilities and community facilities needs. She also stressed the need for diversity training in City government and development of an equal opportunity employment policy. In Chapter 7, Intergovernmental Cooperation as a goal to monitor facility and space needs and staffing concerns. She also revisited the name change from Agnesian Health Care to SSM Health noted in Section 7.4.11 as well as working with the local historical society.

Daane noted continued communication with the Department of Corrections regarding the guard towers which are no longer occupied at night. Land issues in Chapter 8 were also discussed. Corridor businesses on the west end of the City was suggested on the City’s future land use map. Population projections were also discussed as well as household projections. It appears the City’s population will increase until 2035 and thereafter decrease by 2040. The City’s household projections also are projected to increase until 2035 and again decrease by 2040. She also discussed household unit intensity and units/acre based on the City’s lot size in the Zoning Ordinance.

Commercial/Industrial land use needs were also discussed. In 2015 the City had 128.61 commercial acres and 119.7 industrial acres. The City needs 17.73 new acres to meet the 146.34 acres needed by 2035 for commercial acres. The City will need 16.5 new acres to meet the 136.20 industrial acreage needed by 2035. Kathy said that the total gross acreage needs are based on minimum zoning requirements in the City for residential units (single family, duplexes, and multifamily units) would be 185 acres by 2035. She also discussed the future land use map which the City should use as a guide. She discussed existing land uses in the City and a future conceptual plan, such as a residential neighborhood investment area, a neighborhood commercial corridor, a senior residential district, environmentally sensitive areas, intergovernmental coordination area, trails, community gateways, etc. Other things the map may also include are, Wetlands less than five acres, floodways, floodplains, a 75' stream buffer, and conservancy zoned areas. Intergovernmental areas with cooperation with adjacent towns, like an official map for streets, trails, connections to Wild Goose Trail, etc. Future retention ponds, landfills, well locations, a new senior center, community center, etc. The committee should review the 2040 Future Land Use Map and read the framework that was passed out to the committee members for the next meeting in April.

6. Motion by Vanderkin, seconded by TerBeest to adjourn the meeting. Motion carried, meeting adjourned at 5:40 pm.

Fred Lueck, Secretary