



City of Waupun

201 E. Main Street

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"Wild Goose Center of Wisconsin"

October 11, 2017

TO: Plan Commission Members
FROM: Mayor, Julie Nickel
SUBJECT: Plan Commission meeting scheduled for Wednesday, October 18, 2017, at 4:45 p.m. in the Council Chambers, City Hall, Waupun.

AGENDA

1. Call to Order
2. Roll Call
3. Approve minutes of the September 20, 2017 meeting.
4. Public Hearing – Conditional Use Permit – Anything and Everything Home Maintenance for a zero foot attached side yard setback on a split two-family dwelling ad 810 and 812 Taft Ln.
5. CSM review for 810 and 812 Taft Ln. (will be distributed next week)
6. Adjournment

Cc: Mayor & Common Council
City Attorney
Department Managers
Media
Anything and Everything Home Maintenance

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact Angie Hull, City Clerk at 920-324-7900.

CITY OF WAUPUN
PLAN COMMISSION
MINUTES OF THE SEPTEMBER 20, 2017 MEETING
(**DRAFT**)

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: Julie Nickel, Fred Lueck, Jeff Daane, Jerry Medema, Nancy Vanderkin, Elton TerBeest and Derek Drews

Staff Present: Susan Leahy

Other City Officials Present: City Attorney VandeZande and Fire Chief BJ DeMaa

3. Chairman Nickel called for the approval of the August 16, 2017 meeting. Motion by TerBeest, seconded by Medema to approve the minutes of the August 16, 2017 meeting as presented. Motion carried, minutes approved, unanimously.

4. Public Hearing – Conditional Use Permit of Ceemedia LLC to erect a billboard on property described as WPN-14-15-33-03-001-00 – Gateway Dr. Chairman Nickel read the call of the hearing and its purpose. Mike Butler, owner of Ceemedia appeared to discuss his proposal. He indicated he was contacted by the City who has several businesses in the City that want to advertise their business along the high way in order to draw more people into the City. Mr. Butler was surprised at the Cities request as he is well aware of the City's new billboard ordinance, 16.11(6) which allows one and only one permanent off premises billboard advertising sign that would be permitted within the corporate limits of the City of Waupun. Since he has already erected the one allowed billboard he wasn't sure he could get a second one.

The proposed billboard would be approximately 330' north of the existing billboard along Hwy 151. Some of the businesses interested in advertising on the new billboard are the new truck stop, Gysbers Jewelry, Agnesian Health, etc. It was noted the two signs on the North bound land are for businesses in Beaver Dam and Fold du Lac. Homan Auto has a billboard on Hwy 151 north of Beaver Dam.

A question came up as to whether this committee can authorize an additional billboard in conflict with the new provisions in the sign ordinance. City Attorney VandeZande noted the proper procedure would be to amend Section 16.11(6) if there are proposals for more billboards in the area. He also noted the City Board of Appeals granted a variance earlier today to allow a second billboard and he felt that the Board of Appeals is a separate body that it would be OK in this situation to grant a variance. Lueck noted that as a former member of the Board of Appeals and having attended their meeting today that most variance requests are granted without the Board making any findings required by the State to justify granting a variance. If more billboards are needed in the future he feels an amendment is the appropriate remedy, not variances as variances are only to be used in very unusual situations. This committee can add conditions in granting this Conditional Use Permit such as additional standards, restrictions concerning its location, zoning, size, design materials, and aesthetic considerations as long as it does not interfere with any first amendment rights in the signs content. No further facts were presented

for or against this proposed Conditional Use Permit so Chairman Nickel declared the hearing closed.

Motion by Daane, seconded by TerBeest to grant a Conditional Use Permit to Ceemedia LLC to erect a second billboard along Hwy 151 and located approximately 330' north of the present billboard subject to the following conditions. 1.) All conditions placed on the Conditional Use Permit for the 1st billboard shall also apply to this Conditional Use Permit, 2.) Any WI DOT permits be obtained by the billboard owner prior to construction., 3.) The Owner shall obtain a variance to Section 16.11(6) of the Waupun Municipal Code prior to construction.

Vote: Drews, TerBeest, Vanderkin, Medema, Daane, and Nickel – "AYE"

Lueck – "NAY"

Motion carried 6-1.

5. Public Hearing – Conditional Use Permit – Waupun Area School District at 623 S. Watertown St. to establish and operate a transition house for special education students. Chairman Nickel read the call of the hearing and its purpose. This is a continuation of a hearing originally held on August 16, 2017. That hearing was tabled so the school could get more information on their proposal out to the public and the neighbors could be contacted and find out how the school district intends to use the property recorded as Lot 18, Plat of Libby Addition, Town of Chester, Dodge County, WI. Wendy Dawson with the School District appeared and discussed the school's plan for the site. The District intends to annex this property from the Town of Chester into the City of Waupun and use the present structure as a transition house for special education students at the Junior/Senior High School level. Wendy said she and her team held a Q&A session at the Public Library and also visited with 15-16 people surrounding the site and adjacent streets. The only concern one neighbor had was with the heavy traffic down Watertown St. Lueck agreed with the concern as having lived in Beverly Ct. just down the street for over 50 years. He is well aware of the heavy traffic and noise along this portion of Watertown Street. He has several other concerns which he noted at the August 16, 2017 hearing, the major concern is that if the property is annexed into the City, the school district will ask for City services and then take it off the tax roll. A majority of the committee felt that this is needed in the district and would be a benefit to the City. Wendy also noted there would not be any parking or transportation issues.

Motion by Vanderkin, seconded by Drews to grant a Conditional Use Permit to the Waupun School District for a transition house for special education students on the condition that the City Council approves a petition for direct annexation and that the property comes into the City in an R-4 Central Area Single Family Residential Zoning District.

Vote: Drews, TerBeest, Vanderkin, Medema, Daane, Nickel – "AYE"

Lueck – "NAY"

Motion carried 6/1.

6. Discuss Annexation request for the Waupun School District at 623 S. Watertown St. Chairman Nickel noted that the Waupun Area School District has filed a petition to purchase Lot 18 of the Plat of Libby Addition in the Town of Chester, Dodge County, Wisconsin and annex said property to the City of Waupun. The lot is presently owned by James and Linda DeVries. The property is intended to come into the City as an R-4 Central Area Single Family Residential Zoning District

and will be placed in the Fourteenth Ward of the 1st Aldermanic District. The petition indicates the real estate is not presently served by any public water or sewer facility however the petitioners request that the real estate be provided with sewer and water service on a future request of the owners.

Chairman Nickel called for a motion on the annexation request. Motion by Medema, seconded by TerBeest to send a favorable recommendation to the City Council on the request of the Waupun Area School District to annex Lot 18 of the Plat of Libby Addition Town of Chester, Dodge County, Wisconsin to the City of Waupun and come into the City as an R-4 Central Area Single Family Residential Zoning District and to be placed into the Fourteenth Ward of the 1st Aldermanic District and to approve an ordinance to annex real estate located in the Town of Chester to the City of Waupun.

Vote: Drews, TerBeest, Vanderkin, Medema, Daane, and Nickel – “AYE”
Lueck – “NAY”
Motion carried 6/1.

7. Discuss Site Plan for Union Congregational Church, 125 Beaver Dam St. Deanne Goodlaxson speaking for the church said that they purchased the lot to the east for their parking lot. They now wish to add a new concrete drive at the proposed canopy extension. They are also proposing a new 10' x 10' storage shed on the NE corner of their lot. They wish to reconfigure their service entrance and add an open area for their congregation members. They also wish to retrofit their kitchen, modify some walls, upgrade their bathrooms, especially the handicapped areas and make it more user friendly. Chairman Nickel called for a motion.

Motion by TerBeest, seconded by Vanderkin to approve the site plan for the Union Congregation Church at 125 Beaver Dam St. as presented.

Vote: Drews, TerBeest, Vanderkin, Medema, Daane, Lueck, and Nickel – “AYE”
Motion carried 7/0.

8. Chairman Nickel asked Kathleen Thunes, ECWRPC to take over the rest of the meeting and discuss the Comprehensive Plan inventory, Analysis and Issue Identification / Vision / Goal Strategies and Recommendation Development. We briefly discussed the transportation chapter. She indicated she checked with Lamers Bus lines and they do stop regularly in Waupun two times a day. She also noted that van transportation within the City is available for residents 60 and older for medical appointments, hair appointments, restaurants, Senior Center as well as the 2nd and 4th Thursday of the month to the Forest Mall in Fond du Lac.

The committee decided to remove the request “38.32” from the plan as if left in, it could jeopardize the cities future transportation finding.

Kathy then went on to discuss the results of the City's Comprehensive Plan Visioning web portal summary. After some discussion we went on to Chapter 5, Agricultural, Natural & Cultural Resources. Objectives & Goals, Stream Corridors and Surface Water Floodplains, wetlands, woodlands, and several other issues were discussed. The committee decided to take out a proposed 50' setback from WDNR identified Wetlands as being too restrictive. Tree planting within the City right of ways was also removed from the plan. Comprehensive Plan maps of the

Prime Farmland, soils, water, conservation and cultural resources were also reviewed. The Committee will discuss Chapter 4 – Utilities & Community Facilities at its next meeting.

9. Motion by Vanderkin, seconded by Drews to adjourn the meeting. Motion carried, meeting adjourned at 6:41 pm.

Fred Lueck
Secretary



"Wild Goose Center of Wisconsin"



CITY of WAUPUN

201 E. Main Street

Waupun, WI 53963

FAX: (920) 324-7939

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN, that at a meeting of the Plan Commission of the City of Waupun, to be held in the Council Chambers in the City Hall of the City of Waupun on Wednesday the 18th day of October, 2017 at 4:45 o'clock in the P.M., there will be considered the application for a Conditional Use Permit of:

1. Anything and Everything Home Maintenance LLC for a Zero foot attached side yard setback on split two-family dwellings at 810 and 812 Taft Lane as per Zoning Section 16.03(2)(d)(iii).

PLEASE TAKE FURTHER NOTICE that all persons desiring to be heard on the proposed Conditional Use in support thereof or in opposition thereto, must appear at the said meeting of the Plan Commission of the City of Waupun.

Dated this 6th day of October, 2017.

Susan Leahy
Zoning Administrator
City of Waupun

(PUBLISH October 11, 2017)

Fee: \$150.00

Paid: _____

Date: 10/6/17



CITY OF WAUPUN
201 E. Main Street
WAUPUN, WISCONSIN 53963

Conditional Use Permit Application

From: Anything + Everything Home Maintenance, LLC
(business name or individual)

Property Description and address:

810 ~~and~~ Taft Lane
812 Taft Lane

Conditional Use Requested:

Zero lot line ~~to~~ to split parcel
for duplex sale

Zoning Ordinance Section Involved:

16.03 (2) (d) (iii)

Date Presented to Plan Commission:

10-18-17

CONDITIONAL USE: ☐ Granted ☐ Denied

Comments:

Signature of Applicant (s)

By 