

CITY OF WAUPUN
PLAN COMMISSION
MINUTES OF THE AUGUST 16, 2017 MEETING
(Approved 9/20/17)

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, and Derek Drews
Member Excused: Nancy Vanderkin, Elton TerBeest
Staff Present: Kathy Schlieve and Susan Leahy
Other City Officials Present: City Attorney VandeZande and Fire Chief BJ DeMaa
3. Chairman Nickel called for the approval of the July 19, 2017 meeting. Motion by Medema, seconded by Drews to approve the minutes of the July 19, 2017 meeting as presented. Motion carried, minutes approved, unanimously.
4. Public Hearing – Waupun School District for a Conditional Use Permit to establish a transition house for special education students at 623 S. Watertown St. Chairman Nickel read the call of the hearing and its purpose. City Attorney VandeZande indicated the property would be annexed to the City of Waupun and come in as an R-4 Zoning District. The R-4 Zoning District allows as a Conditional Use, Public and Parochial schools. Attorney VandeZande noted the annexation probably will have to include the highway right of way and be approved by the Wisconsin Department of Administration, Municipal Boundary review. He also noted the property could be served by sewer and water and eliminate private wells as well as eliminate a town island. Dr. Olson, Waupun Superintendent, said the transition house would help kids generally 18-19 years old with intellectual disabilities learn life skills with hope they will be able to live independently and perhaps hold a job in the future. She also said the program is run by Jen Schramm and there would be less than 10 kids on the site.

Lueck said he has several concerns with this proposal. First of all, we are acting on a Conditional Use Permit for a use presently located in the Town of Chester, not the City of Waupun. Secondly, the proposed annexation is not on the Committees agenda and there is no map, so this committee cannot legally act on the annexation request at this time. He also questioned why does this land use have to be in the City of Waupun, why can't it remain in the Town of Chester? In addition he always has concerns when a property is annexed to the City and immediately is taken off the tax roll but they still want to use City services. He also notes that the City has very few smaller affordable single family homes for the low income or first time home buyers and this proposed annexation will eliminate a home that could be used for that purpose and therefore this proposal may not be in the public or the Cities best interest.

He also questioned whether there had been any discussion between the City and Town in regards to the City paying the town for taxes it may lose if the lot is annexed? Finally, he feels there may be a safety issue with this lot. Watertown Street is a very busy street with a lot of trucks, busses, emergency vehicles that use this street daily and it would become even more busy with a new truck stop being constructed about a mile down the street and it is also

questionable if there is sufficient off street parking for the staff bus and other staff or parent vehicles that may need to be on this small lot. Several neighbors appeared and said they knew nothing about this plan to use the home adjacent to theirs for a transition home and questioned how this new use would affect their properties.

Dr. Olson agreed that they put the cart before the horse and should have informed the residences in this area about the schools plan for this property. Chairman Nickel suggested that this matter be tabled to a future meeting so that any potential concerns that the neighbors may have can be discussed and the annexation can be worked out with the Town, City and the State.

Drews felt this issue should be tabled so that the annexation and the Conditional Use can be handled all at one meeting.

A consensus of the Committee agreed that the Conditional Use Permit request and an annexation request for the site will be tabled to a future meeting date so that all pertinent issues regarding the schools request for a transition house and possible annexation request can be handled by the Plan Commission at one meeting. Everyone who was notified of today's meeting will be re-notified of the time and date for this future meeting.

5. Discuss Annexation request of the Christian Home. A petition for direct annexation has been submitted by the Christian Home and Rehabilitation Center Inc., to annex approximately 10.50 acres of land to the City of Waupun. The parcel is presently located in the SE ¼ NW ¼, Sec. 6, Town of Chester, Dodge County, Wisconsin. City Attorney VandeZande noted the proposed annexation now complies with the Wisconsin Department of Administration and will not create a town island. A representative for the Christian Home briefly noted the modified annexation boundaries. A small parcel located in the SE corner of the parcel will remain in the Town of Chester so as to not result in a town island. Lueck asked if the small area not being annexed will continue to be owned by the Christian Home and if so would the Christian Home consider selling that area as a separate saleable lot and if so does it actually meet the minimum area and width requirements for a lot in the Town of Chester. The representative said it will continue to be owned by the Christian Home and they have no intention at this time to sell that area as a separate lot.

Motion by Medema, seconded by Daane to send a favorable recommendation to the City Council to create an ordinance to annex real estate located in the SE ¼, NW ¼, Section 6, T13N R15E, Town of Chester, Dodge County, Wisconsin to the City of Waupun and come into the City as an R-3 Multifamily residential zoning district and be placed in the 13th Ward of the 4th Aldermanic District.

Vote: Drews, Medema, Daane, Lueck, and Nickel – “AYE”
Motion carried, unanimously 5/0

6. Review and Discuss the site plan for the Christian Home and Rehabilitation Center. A representative discussed the Christian Home landscaping, luminaire, and site construction plans. He noted the rehabilitation center would be on the 1st floor and the 2nd floor would be assisted living units. They hope to start construction later this year and finish in 2018. DNR & DOT permits are in progress. The primary entrance will be along STH 68. Lueck questioned whether they would have a basement or mechanical room below grade as he is concerned about the high

bedrock and wet soils in this area. The representative indicated it would be a 100% slab on grade construction.

Motion by Medema, seconded by Lueck to approve the site plan for the construction of the Christian Home and Rehabilitation Center as submitted.

Vote: Drews, Medema, Daane, Lueck, and Nickel – “AYE”
Motion carried, unanimously.

7. Review Site Plan for Heritage Ridge Travel Plaza and Wild Goose Café. Cal, spokesman for the Travel Plaza discussed the overall site plan and the swales to the retention ponds. He also noted there will now be 3 cuts on Shaler Dr. so that cars will not interfere with the trucks entering the site. They have worked with MSA regarding the drainage plans. He also discussed the sewer and water lines coming in from Shaler Dr. Landscaping was also noted. There will be 7 trees along Hwy 26, some small shrubs along the vision corner and 6 trees along Hwy 151. A monument sign in the NW corner was discussed. It was determined a variance has already been granted for said sign.

Motion by Lueck, seconded by Nickel to approve the site plan for the Heritage Ridge Travel Plaza and Wild Goose Café as presented.

Vote: Drews, Medema, Daane, Lueck, and Nickel – “AYE”
Motion carried, unanimously 5/0.

8. Motion by Drews, seconded by Daane to adjourn the meeting. Motion carried, meeting adjourned at 5:18 pm

Fred Lueck
Secretary