

CITY OF WAUPUN
PLAN COMMISSION
MINUTES OF THE APRIL 19, 2017 MEETING
(Approved 5/17/2017)

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, Elton TerBeest, Fred Lueck, Nancy Vanderkin, Jerry Medema, Derek Drews, and Jeff Daane
Staff Present: Susan Leahy and Kathy Schlieve
3. Chairman Nickel called for the approval of the minutes of the March 29, 2017 meeting. Motion by Medema, seconded by Drews to approve the minutes of the March 29, 2017 meeting as presented. Motion carried, unanimously.
4. Discuss / Approve Site Plan for an Athletic Complex at the Waupun Junior/Senior High School at 801 E. Lincoln St.

A representative from Rettler Corp. of Stevens Point who provides master planning, landscape architecture, design, project management and survey services. One of their specialties is athletic facilities. He made reference to the site plan for the complex as well as the bid package which included the site construction plans. He noted there are several things to accomplish yet before construction may begin which includes but is not limited to getting state approval, a zoning change, a land transfer from the City to the School District, etc.

Chairman Nickel asked the committee if there are any questions on the project. Lueck questioned why on their plans, the project site and the project limits do not match. He indicated that for the most part, the existing soccer fields would not be disturbed. The existing baseball field on the plan would be removed. Lueck also questioned the number and size of the off street parking stalls, handicapped stalls, trash receptacles, trees, lighting, photometric plan if necessary, rezoning and a conditional use permit in the R-1 District. The consultant said the off street parking spaces would be 10' x 20' and be ADA compliant for the handicapped spaces. He said he didn't think there would be a lot of new lighting but if the city requires a photometric plan they can provide one. The proposed trees are noted on Page C300 of the plan. The complex would include a 9 lane, 400 meter track with all- weather surfacing and striping. There would also be a 210' x 345' natural turf/soccer field inside the track. The complex would also include a 1,000 seat bleacher area with a press box, a concession and restroom building, eight tennis courts, a high jump area, a long jump and triple jump area, a pole vault area, a shot put and discus area, a storage building and two soccer fields on the southwest corner of the complex. The consultant noted they still must get the area rezoned, a conditional use permit, and survey map for the land transfer.

Jeff Daane, Public Works Director, passed out a copy of a memo from MSA Professional Services who have made a technical review of the stormwater plans for this complex submitted by the Rettler Corp. MSA requested that their comments on the plan, calculations and their report and other related items be reviewed by the Plan Commission, City Council, City Staff, the School

District and the Rettler Corp.

The consultant noted there may be a need to modify some of the plan in the future. Chairman Nickel noted the rezoning petition and conditional use permits should be submitted ASAP to get on the committees next meeting.

No further questions or comments about the site plan were asked by the Plan Commission so Chairman Nickel asked for a motion to approve the site plan.

Motion by TerBeest, seconded by Vanderkin to approve the site plan for the Athletic Complex for the Waupun Junior/Senior High School property at 801 E. Lincoln St, Waupun, as presented.

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

5. Discuss / Approve Site Plan for an addition to the Federal Mogul building at 401 Industrial Ave. A representative from Federal Mogul appeared and presented a plan to construct a 60' x 24' (1440 sq. ft.) hazardous storage addition to their present building. No erosion control plans are required as the addition will be on top of an existing blacktopped area. He indicated they will comply with all applicable fire codes. Sue Leahy, City Zoning Administrator, said the addition will comply with all City yard and road setback requirements of the Zoning Ordinance. No further comments or questions were asked, so Chairman Nickel asked for a motion to approve the site plan.

Motion by Medema, seconded by Drews to approve the site plan for Federal Mogul Corp. to construct a 24' x 60' Hazardous Materials addition to their present building at 401 Industrial Ave.

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

6. Discuss / Approve a CSM for a resurvey of Lots 10 and 11 of Heritage Ridge Subdivision, City of Waupun.

MSA Professional Services submitted a resurvey of Lots 10 and 11 of Heritage Ridge Subdivision. Kathy Schlieve, City Administrator, briefly discussed the resurvey of Lots 10 and 11 of Heritage Ridge Subdivision. The lot line between the two lots has been changed from the original plat. Lot 11 now becomes Lot 1 of the resurvey and will contain 9.693 +/- acres. Lot 10 will now become Lot 2 of the resurvey and be reduced in acreage down to 4.533 +/- acres. In addition the 20' drainage easement and 15' pond maintenance access easement along the lot line between Lots 10 and 11 of Heritage Ridge will be eliminated by the new CSM.

Lueck noted that 150' x 150' vision corner at the intersection of STH 26 and Shaler Dr. is adequate but questioned whether the DOT has reviewed and issued an access permit onto STH 26 that will be sufficient in width and turning radius to allow for the turning of large semis onto and out of Shaler Dr. In addition he notes that there is a 30' planting strip noted along this portion of the highway and hopes that nothing is planted in the vision corner that would block the sight distance at this intersection. There was no further discussion on the resurvey map so

Chairman Nickel called for a motion to approve said map.

Motion by Vanderkin, seconded by Daane to send a favorable recommendation to the City Council on the resurvey of Lots 10 and 11 of the Heritage Ridge Subdivision and being part of the SW $\frac{1}{4}$, of the SW $\frac{1}{2}$ of Section 9, T13N, R15E, City of Waupun, Dodge County, Wisconsin.

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

7. Motion by Lueck, seconded by TerBeest to adjourn the meeting. Motion carried, meeting adjourned at 5:06 p.m.

Fred Lueck
Secretary