

City of Waupun Zoning Board of Appeals
Minutes of March 5, 2018

1. Call to Order:
 - a. Chairman Mesa called The Zoning Board of Appeals meeting at 4:30 p.m.
2. Roll Call:
 - a. Members Present: Frank Mesa, Mark Nickel, Dick Walters, Merlin Schouten, Jon Dobbratz and Mike Matoushek, Jr.
 - b. Also Present: John Lust, Zoning Administrator, Kathy Schlieve, City Administrator and Mayor Julie Nickel
3. Approve Minutes of November 20, 2017 meeting.
 - a. Schouten made a motion to approve the November 20, 2017 meeting minutes, Walters seconded. Motion carried.
4. Public Hearing:
 - a. Mesa read Request: Discuss/Approve Variance of ACS/RBSH LLC at 918 and 919 Taft Lane to reduce the required setback from 30' to 25' per Municipal Code Section 16.03 (2)(c)(ii)
 - b. Schouten noted that construction had commenced and questioned why the variance request was not requested before construction began.
 - c. Administrator Schlieve explained that we had a change of zoning/building inspector and under the previous inspector/zoning administrator the plans were approved and the setback error was missed. This impacts future construction on the street and the city is seeking approval of this variance based on an error by the city.
 - d. Nickel made a motion to approve variance as requested. Schouten 2nd . Roll Call: Mesa – Aye, Walters – Aye, Dobbratz – Aye, Schouten – Aye, Nickel – Aye s. 5-Ayes, 0 Nays. Motion carried.
5. Other Business
 - a. John Lust, building inspector/zoning administrator noted that Waupun's front setback is different than other surrounding communities, noting that most communities require a 25' not a 30' setback. Lust suggested that the city consider changing to the 25' setback to accommodate the needs of homeowners.
 - b. Discussion about the rationale for the current setback occurred and the group felt that there should be consideration given to the recommendation.
 - c. Administrator Schlieve will incorporate into our ordinance review and bring back for further action to appropriate committees.
6. Adjournment:
 - a. Schouten made a motion to adjourn, Walters seconded.
 - b. Meeting adjourned at 4:50 p.m. Motion carried.

Prepared by: Kathy Schlieve, City Administrator