



**MINUTES**  
**CITY OF WAUPUN PLAN COMMISSION**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Wednesday, November 19, 2025 at 4:30 PM**

**CALL TO ORDER**

Chairperson Bishop called the meeting to order at 4:30pm.

**ROLL CALL**

Members In-Person: Chairperson Rohn Bishop, Gary Dejager, Jerry Medema, Elton TerBeest

Members Virtual: Michael Matoushek

City Staff In-Person: City Attorney Dan VandeZande, City Administrator Kathy Schlieve, Sue Leahy Grand Valley Inspector

City Staff Virtual: None

Absent and Excused: Jeff Daane

**PUBLIC HEARING**

**1. Ordinance Amending Ch. 6.05 Parking Limitations; Ch 16.01 Zoning Code; Ch. 16.02 Definitions for the Purpose of Recreational Vehicle Parking**

Motion Matoushek, second TerBeest to open the public hearing. Carried unanimously. No public comment.

Motion Dejager, second Medema to close the public hearing. Carried unanimously.

Motion Dejager, second Medema to approve and send to council Ordinance Amending Ch. 6.05 Parking Limitations; Ch 16.01 Zoning Code; Ch. 16.02 Definitions for the Purpose of Recreational Vehicle Parking. Carried unanimously.

**PERSONS WISHING TO ADDRESS THE PLAN COMMISSION**

None

**FUTURE MEETINGS AND GATHERING INVOLVING THE PLAN COMMISSION**

**2. Next Regularly Scheduled Meeting: Wednesday, December 17, 2025, 4:30 p.m. Waupun City Hall, 201 E Main Street, Waupun, WI**

**CONSIDERATION - ACTION**

**3. Minutes from October 15, 2025 Plan Commission Meeting**

Motion TerBeest, second Medema to approve minutes from October 15, 2025 Plan Commission Meeting. Carried unanimously.

**DISCUSSION**

**4. Chris Blotzer, 717 Sunrise Avenue, for a home occupation for Automotive Retail/Wholesale utilizing a garage stall per Municipal Code Section 16.13(1)(b).**

Sue Leahy- Grand Valley Building Inspector informs Plan Commission Chris Blotzer has withdrawn his conditional use permit application as he will only have a home office now.

**ADJOURNMENT**

Motion Medema, second Dejager to adjourn this meeting at 4:36pm. Carried unanimously.