



MINUTES
CITY OF WAUPUN PLAN COMMISSION
Waupun City Hall – 201 E. Main Street, Waupun WI
Wednesday, December 21, 2022 at 4:30 PM

CALL TO ORDER

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

ROLL CALL

Members Present: Elton TerBeest, Jerry Medema, Jeff Daane, Rohn Bishop, Mike Matoushek, Jill Vanderkin, Jason Whitford

Staff Present: Kathy Schlieve

Others Present: Roger Schregardus

PERSONS WISHING TO ADDRESS THE PLAN COMMISSION—

None

FUTURE MEETINGS AND GATHERING INVOLVING THE PLAN COMMISSION

The next meeting will be January 25, 2023

CONSIDERATION - ACTION

1. Approve minutes of November 30, 2022 meeting.
Motion by TerBeest , 2nd by Matoushek to approve the minutes of the November 30, 2022 meeting. Motion carried, unanimously.

2. Site Plan Review - 26 W. Main St - Scott & Lynette Peters
Roger Schregardus appeared and handed out new plans with updated elevations and renderings. The proposed site is in the Central Business District and zoned B-2. Steel building is planned, but needs to adhere to the Central Business District guidelines which are more restrictive. Dark brown main color and black wainscoting, but they could put a lanon stone/wainscoting facing the street.

The business will be a small engine repair business which is allowed as they were issued a Conditional Use Permit on December 8, 2021 to operate a U-Hall Dealer and construct a 2 stall garage for small engine repair and vehicle service with the following conditions:

1. No more than three vehicles to be serviced at a time.
2. No repair parts to be stored outside.
3. Installation of a privacy fence on the north side of the property.

Many questions were asked on the appearance of the building and the Conditional Use Permit that was issued.

Kathy Schlieve stated that since the building is in the Central Business District, the design of the building would have to follow Section 25 of the Waupun Municipal Code and is subject to approval by the CDA. The Plan Commission only looks at the site plan to make sure it meets the requirements in Section 16.17 of the Waupun Municipal Code, which it appears to meet.

Water and sewer will be installed to the building. The placement of the building will be where the old building was. Scott Peters will be operating business. They are looking for low cost / economical building.

Motion by Matoushek, 2nd by Vanderkin to table the Site Plan Review to get more information on lighting, signage, fence layout and to review the Conditional Use Permit that was issued on December 8, 2021.

Motion carried, unanimously.

ADJOURNMENT

Motion by Matoushek, 2nd by Medema to adjourn the meeting. Motion carried, meeting adjourned at 4:56 pm

Minutes prepared by Trista Steinbach