



MINUTES (APPROVED 7/17/19)
CITY OF WAUPUN PLAN COMMISSION
Waupun City Hall – 201 E. Main Street, Waupun WI
Wednesday, June 19, 2019 at 4:45 PM

CALL TO ORDER

The Plan Commission met at 4:45 pm in the Council Chambers, City Hall, Waupun.

ROLL CALL

Members Present: Julie Nickel, Fred Lueck, Mike Matoushek, Elton TerBeest, Jerry Medema, and Jeff Daane

Member Excused: Derek Drews

Staff Present: Kathy Schlieve and Susan Leahy

PERSONS WISHING TO ADDRESS THE PLAN COMMISSION—

Chairman Nickel asked if there were any persons in attendance wishing to address the committee on any issue not included on today's agenda. Hearing nothing, Chairman Nickel proceeded to address the items listed for consideration and action on the committee's agenda.

CONSIDERATION - ACTION

1. Minutes of the May 29, 2019 meeting.
Chairman Nickel called for a motion to approve the minutes of the May 29, 2019 meeting. Motion by Matoushek, seconded by TerBeest to approve the minutes of the May 29, 2019 meeting as presented. Motion carried, unanimously. Minutes approved 6/0.
2. Public Hearing - Conditional Use Permit application of Signarama (representing Homan Value Center) at 700 W. Main St. to allow a projecting sign.

Chairman Nickel read the call of the hearing and its purpose. Zoning Administrator Leahy noted this property is in the B-2 Business District and Section 16.11(2)(a) of the City's Zoning Code states that projecting signs shall be permitted only as a Conditional Use in all business and institutional districts. Melissa Schoop representing Signarama appeared to discuss their proposal for the Homan Value Center on W. Main St. The sign would be centered on the front of the building or about in the center of the present wall sign. It would have a total height of 72" and a width of 34". It would be "L" Shaped and be double sided and contain 8 sq. ft. It would be mounted on the front wall by a 3" steel projecting frame about 6" from the wall. It would have LED internal lighting. The final color has not yet been decided. Josh Russell, a neighbor, wanted to see a picture of the sign as he does not want the sign to affect his line of site from his bedroom window. The sign would be a minimum of 10' above the ground surface. Lueck noted his concerns with projecting signs in business districts. He is familiar with several cases where projecting signs have been blown off of buildings or where their mounting points over time become loose and fall off and have injured people and vehicles below. In addition, in colder climate states many projecting signs have collected snow and ice which have fallen off and injured pedestrians and vehicles below. Melissa indicated that their sign would have three strong metal connections.

No further facts were presented for or against this projecting sign so Chairman Nickel called for a motion to act on this request.

Motion by Matoushek, seconded by TerBeest to approve a Conditional Use Permit for Homan Auto Sales "Homan Value Center" at 700 W Main St., Waupun on the condition that the color of the sign is approved by the City Administrator before issuance of said permit. The Plan Commission finds the projecting sign will not be detrimental to any adjacent land use, would not create an undesirable level of light in the immediate area, nor cause property values to measurably decline.

Vote: Daane, Medema, TerBeest, Matoushek and Nickel – “AYE”

Lueck – Abstain.

Motion carried 5/0/1.

3. Public Hearing - Conditional Use Permit Application of Rob Bartz, at 331 Bly St. to use the middle section of the former Christian Home property as indoor residential storage per section 16.03(3)(d) of the Waupun Municipal Code.

Chairman Nickel read the call of the hearing and its purpose. Rob Bartz, contractor, discussed the proposed change in use for the middle section of the former Christian Home. They noted that the western third of the building will be converted to senior living efficiency/workforce apartments. The middle section of this building is proposed as indoor residential storage lockers for those residents of the adjacent apartments as an accessory use. Any unused storage lockers would be rented out to the general public for personal, non-commercial storage. Doors would be reinforced with locks for easy customer access and the main access door would be coded. They would have approximately 84 storage units. Lueck agreed that the storage units for the multifamily use of the west portion of the structure would be an accessory use on this property but to rent most of the other storage units out to the general public would seem to be a commercial storage business which may not be an allowed use here. Sue Leahy, Zoning Administrator said she and Kathy discussed this issue with the City Attorney and his opinion is that this would not constitute a commercial business. The only alternative in this situation would be to rezone this portion of the property to a Commercial Zoning District and that would be spot zoning and would probably be illegal. Lueck said he would like to see this structure back on the City Tax roll. Kurt DeVries, a neighbor on Grandview Ave. questioned what income level would the units cater to? He doesn't want to see their land values lowered because of these low income units.

Mr. Bartz said the residential units would range between \$500 and \$650 per month and include heat. It was also noted the property is already in an R-3 Multi-Family Zoning District and these living units are a permitted use in the present district and does not require a Conditional Use Permit. Another neighbor questioned whether the storage units would be accessible 24/7. Mr. Bartz said no, he would set a time period from maybe 7 am – 11 pm. That is still negotiable and there would only be one service door for the storage units. Matoushek doesn't feel the storage unit business is a commercial business. Security cameras would be used in the storage unit area. Daane felt the property will be better maintained if the new use is allowed.

No further facts were presented for or against this interior storage unit business so Chairman Nickel declared the hearing closed and called for a motion to act on the Conditional Use Permit request.

Motion by TerBeest, seconded by Medema to grant a Conditional Use Permit to Rob Bartz at 331 Bly St. to convert the middle section of the former Christian Home to an indoor residential storage area per 16.03(3)d) of the Waupun Municipal Code subject to the following conditions:

1. The storage units are incidental to the adjoining multi-family units with tenants utilizing storage space as well as additional storage units can be rented to the public for personal storage.
2. No commercial storage is allowed.
3. Water to all rooms is to be shut off and all bathrooms are to be closed off and made inaccessible .
4. Doors shall be reinforced with locks for customers easy access.
5. The main access door shall be coded for customer access.
6. Security Camera(s) shall be required.
7. The exterior of the building must be maintained residential and appear to blend in with the existing neighborhood.

Findings: The committee finds this conditional use permit will not be detrimental to the adjacent land uses and it will not create any traffic hazard or parking problems for the area, will not hinder future development

in the area, will not create undesirable levels of noise or light in the immediate area and will not cause property values to measurably decline.

Vote: Daane, Medema, TerBeest, Matoushek, and Nickel – “AYE”

Lueck – Abstain

Motion carried – 5/0/1.

4. Public Hearing - Conditional Use Permit Application of Rob Bartz at 331 Bly St. to use the east side of the former Christian Home property as a commercial kitchen and commercial gathering for non-profit or for profit groups.

Chairman Nickel read the call of the hearing and its purpose. Kathy Schlieve and Rob Bartz briefly explained the proposal for the eastern third of the former Christian Home building. They noted this section of the Campus has a commercial kitchen and a hall that will be closed off from the rest of the building. It could be used for a commercial catering business, the Senior Center, weddings, private for profit or non-profit clubs, other charitable institutions or a community kitchen. Bruce Paulson, a neighbor was concerned about noise and parking problems if a wedding is held there. He doesn't want any bands playing live music and there needs to be time frames for each event so as to not disturb the neighbors as well as on street parking concerns. Sue Leahy noted that in conversations with the City Attorney the proposed use of this section of the building would not constitute a commercial use. No further facts were presented for or against this proposal so Chairman Nickel closed the hearing and asked for a motion to act on the Conditional Use Permit.

Motion by Nickel, seconded by TerBeest to grand a Conditional Use Permit to Rob Bartz to use the kitchen and dining hall area of the former Christian Home as a commercial kitchen and/or a commercial gathering area for a non-profit and/or a for profit group or club subject to the following conditions:

1. Without a specific defined use for this portion of the building, the owner shall contact the City to determine if the proposed use will be consistent with the allowed uses for this Zoning District.
2. Appropriate noise levels for the adjacent residential neighborhood shall be maintained.
3. Hours of use of this portion of the building shall be 8:00 am – 11 :00 pm unless modified by the City if said use of this area changes for special events.
4. Adequate parking shall be established by the City to support the proposed use once the tenant and/or the future use is determined.

Findings: The committee finds the proposed use of the eastern portion of the former Christian Home will not be detrimental to the adjacent residential uses, it will not result in a traffic hazard or parking problem, it will not hinder future or existing development in this area, it will not create undesirable levels of noise or light in the immediate area or will not cause property values to measurably decline.

Vote: Daane, Medema, TerBeest, Matoushek, and Nickel – “AYE”

Lueck – Abstain

Motion carried, 5/0/1.

5. Site Plan Review - Insight FS, at 1208 W Brown St.

Todd Tesdal, Grain Department Manager, provided a site plan and narrative for their project at 1208 W. Brown St. They wish to construct new grain handling equipment in the SW portion of their property. Equipment will include an open air grain receiving pit, a grain dryer, a tower which will house 2 grain legs and a storage bin. Mr. Tesdal indicated they received a height variance from the City's Zoning Board of Appeals today for the storage bin at 71', the dryer at 109', and the two legs at 160' tall. He said they have explosion proof motors and blast doors on the grain legs which releases pressure. Mike Beer with the City of Waupun Fire Department said the Fire Department does not have a problem with this construction. Lueck questioned Todd regarding the excessive height of these structures if there would be any problems with airplane flight

patterns due to the Reabe airport a short distance to the west. He also asked if the structure would be lighted for airplanes. He felt there would not be any problem with airport and yes they will be lighted.

Todd said they deal mostly with wet corn so there should not be much dust, but yes, there will be dust. They are considering a structure over the dump area within the next 18 months.

They are also working on a storm water plan and retention pond.

No further questions were asked on the site plan, so Chairman Nickel called for a motion to approve the site plan for Insight FS at 1208 W. Brown St.

Motion by Daane, seconded by Nickel to approve the site plan for Insight FS subject to the following Conditions:

1. They shall comply with the City's storm water ordinance.
2. A cover structure shall be constructed over the dump area to help contain dust within the next 18 months.

Vote: Daane, Medema, TerBeest, Matoushek, Lueck, and Nickel – "AYE"

Motion carried, unanimously. 6/0.

ADJOURNMENT

Motion by Matoushek, seconded by Medema to adjourn the meeting. Motion carried, meeting adjourned at 5:39 pm.