



MINUTES
CITY OF WAUPUN PLAN COMMISSION
Waupun City Hall – 201 E. Main Street, Waupun WI
Wednesday, February 21, 2024 at 4:30 PM

The Waupun Plan Commission met on Wednesday, February 21, 2024 at 4:30 pm in the Waupun City Hall Council Chambers.

CALL TO ORDER

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

ROLL CALL

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

Members Excused: Mike Matoushek

Staff Present: Kathy Schlieve, Susan Leahy

Others Present: Maddie Gantner - (Zoom), Jamie Briggs (Zoom)

PERSONS WISHING TO ADDRESS THE PLAN COMMISSION-- None

FUTURE MEETINGS AND GATHERING INVOLVING THE PLAN COMMISSION

Next Meeting will be on Wednesday, March 20, 2024

CONSIDERATION - ACTION

1. Approve minutes of the December 20, 2023 meeting.
Motion by Medema, 2nd by TerBeest to approve the minutes of the December 20, 2023 meeting. Motion carried, unanimously.
2. Public Hearing - Conditional Use Permit Application - Madeline Gantner at 425 E Main St. to install a projecting sign above the front entrance per Municipal Code Section 16.11(2)(a) and 16.11(5)(e).

Motion by Whitford, 2nd by Vanderkin to open the public hearing. Motion carried, unanimously.

Madeline appeared and wants to put a sign at 425 E. Main St. It's a projecting sign on her current location in Brownsville and she will be moving it to Waupun. The sign has a large bracket and will be secured to the building. The sign is completely stationary.

Kathy Schlieve stated that BID and CDA did approve the plan. She did receive a call from one neighbor about it and once she explained what it was about, they were fine with it.

Kathy Schlieve and Sue Leahy believe that we should make an ordinance change to allow projecting signs as a permitted use instead of a conditional use permit.

Motion by Whitford, 2nd by Vanderkin to close the public hearing. Motion carried, unanimously.

Motion by TerBeest, 2nd by Whitford to approve the Conditional Use Permit Application of Madeline Gantner at 425 E. Main St. to install a projecting sign above the front entrance of the building as presented. Motion carried, unanimously.

3. Public Hearing - Conditional Use Permit Application - Meaghan DeJager at 20 S. Madison St. to install a projecting sign above the entrance per Municipal Code Section 16.11(2)(a) and 16.11(5)(e).

Motion by Whitford, 2nd by Vanderkin to open the public hearing. Motion carried, unanimously.

Meaghan DeJager could not be here to discuss her plan, but Sue Leahy and Kathy Schlieve discussed the plan.

Motion by Whitford, 2nd by Vanderkin to close the Public Hearing. Motion carried, unanimously.

Motion by Whitford 2nd by, Vanderkin to approve the Conditional Use Permit application of Meaghan DeJager at 20 S. Madison St. to install a projecting sign above the entrance of the building as presented.

Motion carried, unanimously.

ADJOURNMENT

Motion by Medema, 2nd by Whitford to adjourn the meeting. Motion carried, meeting adjourned at 4:38 pm.

Minutes prepared by Trista Steinbach