

MINUTES
CITY OF WAUPUN ZONING BOARD OF APPEALS
Waupun City Hall – 201 E. Main Street, Waupun WI
Monday, September 30, 2024, at 4:30 PM

CALL TO ORDER

Chairman Westphal called the In-house & Virtual Zoning Board of Appeals meeting to order at 4:31 p.m.

ROLL CALL

Members present: Jason Westphal, Derek Minnema, Dylan Stein, & Rick Vanthoff

Members absent: Mark Nickel & Patricia Beyer

City Staff present: Susan Leahy, Zoning Administrator & Kathy Schlieve, Administrator

Audience: Jim Londberg, Point of Beginning, Keetan Schulz, Rapids Housing, Ellexis Tenpas

PERSONS WISHING TO ADDRESS THE ZONING BOARD OF APPEAL

No persons appeared.

FUTURE MEETINGS AND GATHERING INVOLVING THE ZONING BOARD OF APPEAL

Leahy stated that there were no applications at this time.

CONSIDERATION – ACTION

1. Approve minutes of the May 6, 2024 meeting

Motion Stein, 2nd Vanthoff to approve May 6, 2024 Zoning Board of Appeals meeting minutes. Motion carried 4-0.

2. Public Hearing - Variance Application: Daniel and Ellexis Tenpas at 214 Howard St. to construct a garage addition extending 3' into the required front yard setback per Municipal Code 16.03(1)(c)(ii)

Westphal read request to discuss/approve a variance request for Daniel & Ellexis Tenpas at 214 Howard Street to construct a garage addition extending 3' into the required front yard setback per Municipal Code 16.03(1)(c)(ii).

Ellexis Tenpas addressed the board regarding the project regarding curb appeal and the reason for the garage addition. She stated the existing rear portion of the garage in the future will be converted to living space with the garage staying at the front. With the rear portion of the house being a walk-out basement and the existing grades, it is easier to add to the front than the rear of the existing garage. Westphal asked if there were any questions. No questions asked.

Motion Minnema, 2nd Vanthoff to approve the Daniel and Ellexis Tenpas variance application. Motion carried 4-0.

3. Public Hearing - Variance Application: Rapids Housing, LLC at 916 S. Madison Street to reduce the lot width to 40' at (9) proposed lots and reduce the lot size from 6,000 square feet to a minimum of 4,000 square feet for the 11 proposed lots within the mobile home park per Municipal Code Section 16.03(6)(c)(i)

Westphal read request to discuss/approve a variance request for Rapids Housing, LLC at 916 South Madison Street to reduce the lot width to 40' at (9) proposed lots and reduce the lot size from 6,000 square feet to a minimum of 4,000 square feet for the (11) proposed lots within the mobile home park per Municipal Code Section 16.03(6)(c)(i). Jim Londberg explained the project of expanding for (11) additional lots due to the need for housing. The owner is proposing to have (9) of the (11) lots be less than the required 50' wide and all (11) lots to be less than the required 6,000 sf. They can still meet the setback requirements with smaller lots.

Stein did question if this would be an issue with emergency vehicles. Schlieve commented that they can access from the road. Leahy also stated that there is a cul de sac at the end of the original roadway into the park. Westphal stated he does not see any issues and housing is needed and a few more would be good for the area. Westphal asked if there were any questions. No questions asked.

Motion Westphal, 2nd Stein to approve the Rapids Housing LLC variance application. Motion carried 4-0.

ADJOURNMENT

At 4:45pm, motion Vanthoff, 2nd Minnema to adjourn the meeting. Motion carried 4-0.