



MINUTES
CITY OF WAUPUN PLAN COMMISSION MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Wednesday, January 15, 2020 at 4:45 PM
(Approved 2/18/20)

CALL TO ORDER

The Waupun 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: Susan Leahy, Sara VanBuren, and BJ DeMaa

PERSONS WISHING TO ADDRESS THE PLAN COMMISSION--

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

FUTURE MEETINGS AND GATHERING INVOLVING THE PLAN COMMISSION

Chairman Nickel indicated the next meeting of the Plan Commission may be February 19, 2020 at 4:45 pm.

CONSIDERATION - ACTION

1. Approve Minutes of the December 18, 2019 meeting. Motion by Lueck, seconded by Medema to approve the minutes of the December 18, 2019 meeting as presented. Motion carried, unanimously.
2. Public Hearing - Conditional Use Permit Application for Frens Automotive at 25 E Main St. to operate a car dealership per section 16.04(2)(d)(vi) of the Waupun Municipal Code.

Levi and Jenna Frens appeared and discussed their plan for their proposed business. They also submitted a narrative explaining their companies overview, inventory, and repairs, hours of operation, and their future objectives and a site plan. Their lot would hold about 6-10 vehicles for sale. The existing sign on the premises will be reduced in dimension and the Shell logo will be removed. The former canopy, gas pumps, and tanks have been removed. The western two bays will be used by the owners existing wrecker and towing business.

Existing lighting will be used. They may put a yard light on the top of the building. The committee raised concern about the existing vehicles presently parked in the Vision Corner of Drummond St. and E. Main St. which is presently a traffic hazard at this intersection. Jeff Daane indicated he would mark off the vision corner for them so that area would be open to see oncoming traffic from the west.

No further information was presented at the hearing and the committee had no further questions so Chairman Nickel declared the hearing closed and called for a motion to act on this request for a Conditional Use Permit.

Motion by TerBeest, seconded by Matoushek that the proposed used car lot at this location will not be detrimental to the adjoining land use and would be an appropriate use for this site, will not create a traffic hazard if the required vision triangle is adhered to, that the proposed use will not hinder development in the area and will not cause undesirable levels of noise or light in the immediate area and will not cause property values to measurably decline and we therefore grand a Conditional Use Permit to Frens Automotive LLC in accordance with Section 16.04(2)(d)(vi) of the Waupun Municipal Code and in accordance with the Narrative and site plan submitted with said Conditional Use Permit.

Vote: Daane, Medema, TerBeest, Matoushek, Lueck, and Nickel - "AYE". Motion carried, unanimously.

3. Certified Survey Map review for parcel WPN-14-15-99-HF-295-00

Jeff Butzke, surveyor for Compass Surveying LLC appeared and explained the need for a CSM for Joseph and Alyssa Priebe, Lot 29 Hazelton Heights and the unplatted lands. Mr. Butzke noted that the Priebe's wish to add 30' to the north dimension of their lot (29). These lands are presently unplatted. Susan Leahy said some minor corrections to setback lines, etc. have been corrected, however it was noted tonight that the street name on the CSM is noted as Summer St., however it is Summer Ave. and that needs to be corrected prior to recording.

Motion by Medema, seconded by TerBeest to file a favorable recommendation to the City Council for the CSM of Joseph and Alyssa Priebe and known as Lot 29 of Hazelton Heights and part of the SW 1/4 of the NW 1/4, Section 32, T14N R15E, City of Waupun, Fond du Lac County, Wisconsin.

Vote: Daane, Medema, TerBeest, Matoushek, Lueck, and Nickel - "AYE". Motion carried, unanimously.

4. Site Plan Review - 433 E Main St.

The applicant is proposing an approximately 16' x 24' addition on the rear of their bar structure. It would have a 6' x 6'8" overhead door. It will be used for storage of equipment for his bar business and also for a smoking area for his customers, who smoke as smoking is not allowed in the bar. The structure would have three windows on the dimension facing the outside stairs. BJ DeMaa, City Fire Chief viewed the site and has no problems with the proposed addition.

Motion by Matoushek, seconded by Nickel to approve this site plan for the addition to the rear of the "Our Bar" at 433 E. Main St.

Vote: Daane, Medema, TerBeest, Matoushek, Lueck, and Nickel - "AYE". Motion carried, unanimously.

ADJOURNMENT

Motion by Medema, seconded by Nickel to adjourn the meeting. Motion carried, meeting adjourned at 5:06 pm.

Fred Lueck
Secretary