



MINUTES
CITY OF WAUPUN PLAN COMMISSION MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Wednesday, August 16, 2023 at 4:30 PM

The Waupun Plan Commission met on Wednesday, August 16, 2023 at 4:30 pm in the Waupun City Hall Council Chambers. The meeting was held in person, virtual, and teleconference.

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

Roll Call taken. Members Present: Elton TerBeest, Rohn Bishop, Jill Vanderkin, Mike Matoushek, Jason Whitford, Jeff Daane and Gerald Medema. Staff Present: Kathy Schlieve, Susan Leahy (online). Also present, Eric Mulder, Roger Schregardus (online arrived at 4:45 pm) and Jenna and Levi Frens, Excel Engineering and Derek Drews.

No public present to address the Plan Commission.

Chairman Bishop indicates the next meeting is planned for September 20, 2023 at 4:30 p.m.

Matoushek motion, Vanderkin second to approve minutes of July 19, 2023. Carried unanimously.

Motion TerBeest, second Whitford to open a public hearing, Jenna Frens is seeking a conditional use to move their car dealership business from current location on corner of Main and Drummond to 501 E Main St, which is a business owned by her father. No public questions or comments are given. Motion Matoushek, second Whitford to close the public hearing. Motion Matoushek, second Whitford to approve the conditional use application as presented. Carried unanimously.

Excel Engineering presents specifics of proposed certified survey map for FVSBank, located at 101 S Madison St in Waupun. Survey map combines lot the bank acquired previously to the east of the main building. Motion Vanderkin, second Whitford to approve the certified survey map as presented. Carried unanimously.

Excel Engineering presents site plan for improving the parking lot at 101 S Madison Street. Jeff Daane notes that storm water requirements have been met. Motion Whitford, second Matoushek to approve the site plan as presented. Carried unanimously.

Jeff Daane explains the site plan for a drive easement through City owned property on Shaler Drive and that WisDOT is requiring movement of the driveway to gain access to STH 26 and Shaler Drive. Motion Matoushek, second Whitford to approve the site plan as presented. Carried unanimously.

Roger Schregardus provides an overview of the site plan for Eric Mulder Construction project in Heritage Ridge Business Park. Motion Matoushek, second Whitford to approve the site plan as presented. Carried unanimously.

Motion Vanderkin, second Matoushek to adjourn meeting. Carried unanimously. Meeting adjourned at 4:54 p.m.