



**A G E N D A**  
**CITY OF WAUPUN PLAN COMMISSION**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Wednesday, June 16, 2021 at 4:45 PM**

**VIDEO CONFERENCE AND TELECONFERENCE**

The Waupun Plan Commission will meet virtually at 4:45 pm on Wednesday, June 16, 2021 via Zoom. The Public may access the conference meeting online or by phone. Instructions to join the meeting are provided below.

To Join the Zoom Meeting:

<https://us02web.zoom.us/j/85703163614?pwd=S1VTdHBzejFLUGVudFVodXJSM3V6dz09>

Meeting ID: 857 0316 3614

Passcode: 962191

By Phone: +1 312 626 6799 US (Chicago)

**CALL TO ORDER**

**ROLL CALL**

**PERSONS WISHING TO ADDRESS THE PLAN COMMISSION**--State name, address, and subject of comments. (2 Minutes)

*No Public Participation after this point.*

**FUTURE MEETINGS AND GATHERING INVOLVING THE PLAN COMMISSION**

**CONSIDERATION - ACTION**

1. Recognition of Mayor Appointment of Board Members

**PLAN COMMISSION (3 Year Term)**

The Plan Commission shall consist of the Mayor, who shall be its presiding officer, the Director of Public Works, CDA member, an Alderperson appointed by the Council annually and 3 citizen members. Simultaneous membership on the Board of Zoning Appeals and Plan Commission is permissible.

MAYOR	Serve as Chairman		
ALDERMAN			Michael Matoushek
CDA Member		4/30/24	Jill Vanderkin
CITIZEN		4/30/23	Elton Terbeest
CITIZEN		4/30/24	Jerry Medema
CITIZEN		4/30/24	Jon Dobbratz
UTILITY GENERAL MANAGER	Ex Officio		
DIRECTOR OF PUBLIC WORKS	Ex Officio		

2. Nominations and Appointment of Secretary.
3. Motion to Establish Day of Month and Time of Board Meeting.
- [4.](#) Approve Minutes of the April 28, 2021 meeting.
- [5.](#) Public Hearing - Conditional Use Permit application of Ahsley Vandekolk, The Parlor Hari Boutique at 8 W Main St. to install a projecting sign per Section 16.11(5)(e) of the Waupun Municipal Code.

- [6.](#) Public Hearing - Conditional Use Permit application of Raven Whisper at 329 S Watertown St. to operate a dog grooming business out of her home per Section 16.13(5) of the Waupun Municipal Code.
- [7.](#) Public Hearing - Conditional Use Permit application of Krista Bishop at 307 E Main St. to install a projecting sign from the front of the store over the sidewalk per Section 16.11(2)(a) of the Waupun Municipal Code.
- [8.](#) Housing Study and Residential Zoning Districts.

#### **ADJOURNMENT**

*Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.*



**MINUTES**  
**CITY OF WAUPUN PLAN COMMISSION**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Wednesday, April 28, 2021 at 4:45 PM**  
**(DRAFT)**

**CALL TO ORDER**

The Waupun Plan Commission met virtually at 4:45 pm via Zoom.

**ROLL CALL**

Members Present: Julie Nickel, Fred Lueck, Jerry Medema, Jill Vanderkin, Jeff Daane, and Mike Matoushek

Member Excused: Elton TerBeest

Staff Present: Sarah VanBuren, Kathy Schlieve, Susan Leahy, and Steve Brooks

**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 will be on Wednesday, May 19, 2021 at 4:45 pm.

**CONSIDERATION - ACTION**

1. Approve minutes of the March 17, 2021 meeting.

Chairman Nickel asked for a motion to act on the Plan Commission minutes of the March 17, 2021 meeting. Motion by Matoushek, seconded by Medema to approve the minutes of the March 17, 2021 meeting as presented. Motion carried, unanimously.

2. Public Hearing - Rezoning Petition of Pella Lutheran Church to rezone Lot 85 of Assessor's Plat No. 5. Parcel #292-1315-0514-103

Petition to rezone land owned by Pella Lutheran Church from the R-4 Central Area Single Family Residential Zoning District to the IN - Institutional Zoning District. Chairman Nickel read the call of the hearing and its purpose. George Baumann, agent for the church said they had purchased the lot north of the church about 20 years ago for a possible parking lot expansion. The home was removed and a garage is presently located on the property. Linda Meisner, State Department of Corrections said they want to purchase the lot for off street parking for prison employees.

City Zoning Administrator, Susan Leahy noted that the IN Zoning District will abut the IN zoning district across the street so it will not be considered spot zoning. Lueck noted that the minimum required lot size in the IN Zoning District is 5 acres with a minimum width of 100'. This lot is a small residential lot or would now be a substandard lot in the IN Zoning District. To establish a new land use on this substandard lot it probably should go to the Board of Appeals for a variance. The State is looking at approximately 30 parking stalls on this lot. Jeff Daane, City Engineer said that the street opening and approach may have to be relocated which is ashame as this is a brand new street.

No further facts were presented for or against this rezoning request so Chairman Nickel declared the hearing closed and asked for a motion to act on the rezoning request.

Motion by Matoushek, seconded by Vanderkin to send a favorable recommendation to the City Council on the rezoning petition of Pella Lutheran Church to rezone Parcel 292-1315-0514-103, Lot 85 Assessors Plat #5,

City of Waupun, Dodge County, Wisconsin from the R-4 Central Area Single Family Residential Zoning District to the IN - Institutional Zoning District for the purpose of creating an off street parking lot.

Vote: Matoushek, Daane, Vanderkin, Medema, Lueck, and Nickel - "AYE".

Motion carried, unanimously, 6/0

3. Public Hearing - Conditional Use Permit Application of Trent Ehlert at 417 E Main St. to operate a woodworking and finishing business.

Chairman Nickel read the call of the hearing and its purpose. Trent and Lindsey Ehlert appeared to discuss their proposed business at 417 E Main St (The old Rock Shop building). It would consist of a retail business on the 1st floor and a woodworking and finishing area and a dust collection system and ventilation unit as part of their heating, ventilation, and air conditioning system in the basement. A majority of the business will be retail and fit in with the existing B-2 Central Business Zoning District. They would be making major renovations to the building. Lueck questioned whether the Fire Department has reviewed this proposal as these types of workshops have highly combustible dust and therefore it is a common woodshop fire hazard. Kathy Schlieve indicated the fire department will be reviewing their site plan shortly to determine any potential hazards. Neighbor Cassandra Verhage of Verhage Photo said it would be nice to have a close neighbor. No further facts were presented for or against this proposed Conditional Use Permit so Chairman Nickel declared the hearing closed and called for a motion to act on the Conditional Use Permit Application.

Motion by Matoushek, seconded by Lueck to grant a Conditional Use Permit to Trent Ehlert to establish a retail business and woodworking shop at 417 E Main St. located in a B-2 Central Business District as we find the proposed use will not be detrimental to the adjacent business as it will be an appropriate use, will not create a traffic hazard, 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 measurable decline.

Vote: Matoushek, Daane, Vanderkin, Medema, Lueck, and Nickel - "AYE"

Motion carried, unanimously 6/0.

4. Site Plan Review - Maple Tree Townhomes

Kathy Schlieve said this proposal is another multi-family project located at the intersection of E. Jefferson St, Young St and a portion of Washington Ave. (the old Washington School Site). The proposal calls for five (5) buildings, and twenty-eight (28) units. It will also include two (2), twelve (12) unit garages. There will be two accesses onto Young St. Lueck questioned the term townhouse as the definition of a townhouse usually means zero lot line units where the owner owns the land below the unit. Kathy said these units will be like the ones over by the Brittain House restaurant on the southeast side of the City. Lueck said he has heard concerns from some of these renters that in order to use their patios, friends and guests have to walk thru their bedrooms to get to their patio. Sue Leahy, Zoning Administrator said this is a state requirement to have the two accesses, unfortunately these unit designs have to go thru their bedrooms to meet state code. Daane, City Engineer said he has reviewed the stormwater plans for the project and they look OK to him. Lueck said he realizes the City's zoning map was just amended to place these lands in a multi-family zoning district but questioned if the City's Comprehensive Plan Map has actually been amended and if a public hearing was ever held for the plan amendment? Kathy said she has spoken with City Attorney VandeZande and he feels the Public Hearing for the City's Zoning Map change could suffice for the Public Hearing on the Comprehensive Plan Map. The question then is have both maps, the City Zoning Map and the Comprehensive Zoning Map both been approved by the Council.

Chairman Nickel called for a motion to act on the Site Plan Review of Maple Tree Townhomes.

Motion by Medema, seconded by Matoushek to approve the site plan for Maple Tree Townhomes as presented.

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

5. Site Plan Review - 503 Industrial Dr.

Bryan Yohn said they are proposing a new set of storage units in addition to what they already have on site. They are looking at 10 more units for larger boats and campers. Daane said a condition of approval should include a review of stormwater plans by MSA and the City. Sue Leahy said the units will meet all yard and setback requirements of the City's Zoning Ordinance and lighting on the site will also be OK. Chairman Nickel called for a motion to act on this site plan review.

Motion by Matoushek, seconded by Vanderkin to approve the site plan for 503 Industrial Dr. for additional storage units on the condition that storm water plans are submitted and reviewed by MSA and the City Engineer.

Vote: Matoushek, Daane, Vanderkin, Medema, Lueck, and Nickel - "AYE"  
Motion carried, unanimously 6/1

**ADJOURNMENT**

Chairman Nickel wanted to report to the committee that Fred Lueck would be retiring from the committee and this would be his last meeting. He began his service with the City in or around 1980 on the Board of Appeals. He has been a member of the City Plan Commission and/or the Board of Appeals for about 41 years. He said he enjoyed every minute of his service to the City and he worked with a lot of great staff, citizen committees and board members and he will miss that. The committee members all thanked him for his service to the City.

Motion by Lueck, seconded by Nickel to adjourn the meeting. Motion carried, meeting adjourned at 5:15 pm.

Fred Lueck  
Secretary



CITY OF WAUPUN BUILDING INSPECTOR  
Waupun City Hall – 201 E. Main Street, Waupun WI  
P: 920-324-7917 \* F: 920-324-7939  
[www.cityofwaupun.org](http://www.cityofwaupun.org)

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NOTICE IS HEREBY GIVEN, that at a meeting of the Plan Commission of the City of Waupun, to be held via zoom on Wednesday the 16<sup>th</sup> day of June, 2021 at 4:45 O'clock in the P.M., there will be considered the application for a Conditional Use Permit of:

1. Ashley VandeKolk, The Parlor Hair Boutique at 8 W Main St. to install a projecting sign per Section 16.11(5)(e) of the Waupun Municipal Code.

The meeting will be held via zoom.

To join the Zoom Meeting

<https://us02web.zoom.us/j/85703163614?pwd=S1VTdHBzejFLUGVudFVodXJSM3V6dz09>

Meeting ID: 857 0316 3614

Passcode: 962191

By Phone: +1 312 626 6799 US (Chicago)

PLEASE TAKE FURTHER NOTICE that all persons desiring to be heard on the proposed Conditional Use in support thereof or in opposition thereto, must contact the Zoning Administrator prior to said meeting of the Plan Commission of the City of Waupun.

Dated this 3<sup>rd</sup> day of June 2021

Susan Leahy  
Zoning Administrator  
City of Waupun

(PUBLISH June 9, 2021)

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# Customer Ad Proof

60000969 City of Waupun

Order Nbr 56094

Publication Beaver Dam Daily Citizen

Contact City of Waupun  
Address 1 201 E MAIN STREET  
Address 2  
City St Zip WAUPUN WI 53963

Phone 9999999999  
Fax

Section Legals  
SubSection  
Category 0100 LEGAL NOTICE

Ad Key 56094-1  
Keywords NOTICE OF PUBLIC HEARING NOTIC

Notes

Ad Proof

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Dated this 3rd day of June 2021  
Susan Leahy  
Zoning Administrator  
City of Waupun  
Daily Citizen 6-9-2021  
56094

PO Number  
Rate Open  
Order Price 23.96  
Amount Paid 0.00  
Amount Due 23.96

Start/End Dates 06/09/2021 - 06/09/2021  
Insertions 1  
Size 34

Salesperson(s) Mike Miles NF14  
Taken By Michael Miles

Fee: \$150.00

Paid: ☒ 88

Date: 5/28/21



CITY OF WAUPUN  
201 E. Main Street  
WAUPUN, WISCONSIN 53963

## Conditional Use Permit Application

From: Ashley VandeKolk - The Parlor Hair Boutique

(business name or individual)

920-382-2024 / parlorhairboutique@gmail

Property Description and address:

8 W. Main Street, Waupun, WI 53963

Conditional Use Requested:

Projecting sign, 3' x 4'

Zoning Ordinance Section Involved:

Section 16.11(5)(e) - projecting signs are prohibited unless approved by conditional use permit

Date Presented to Plan Commission:

CONDITIONAL USE:

☐ Granted

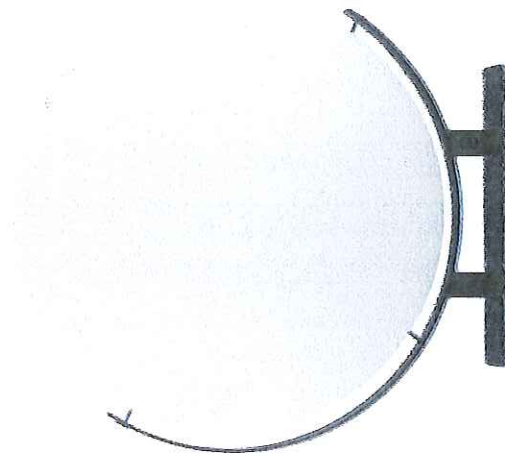
☐ Denied

Comments:

Signature of Applicant (s)

Ashley VandeKolk



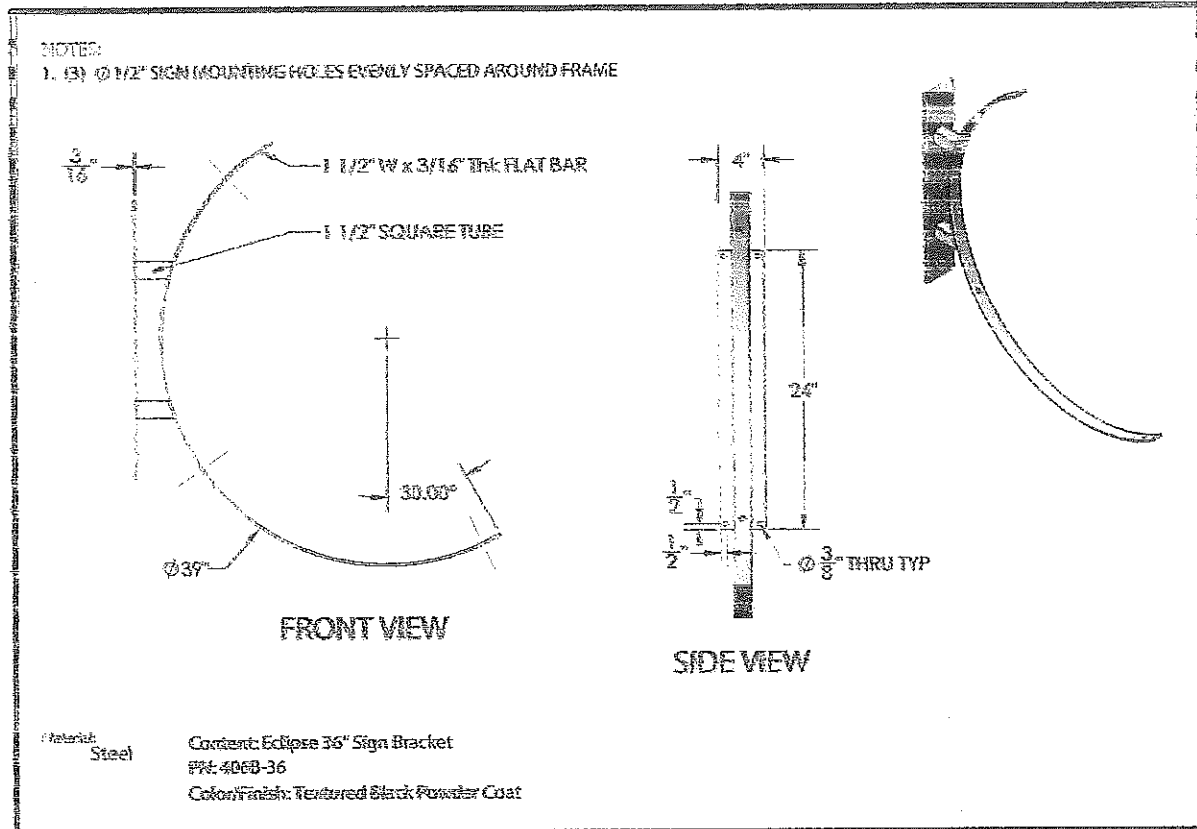


36" Eclipse Fixed Mount Sign Bracket  
Sign Substrate: 1" Thick - 36" PVC Circle  
Double-sided vinyl print

\$750.00

Installation done by customer

Mounting Type: Wall Mount  
 Color: Black  
 Material: Steel  
 Shape: Round  
 Style: Simple, Modern





CITY OF WAUPUN BUILDING INSPECTOR  
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Dated this 1<sup>st</sup> day of June 2021

Susan Leahy  
Zoning Administrator  
City of Waupun

(PUBLISH June 9, 2021)

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60000969 City of Waupun

Order Nbr 55713

Publication Beaver Dam Daily Citizen

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Address 1 201 E MAIN STREET  
Address 2  
City St Zip WAUPUN WI 53963

Phone 9999999999  
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Section Legals  
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Dated this 1st day of June 2021  
Susan Leahy  
Zoning Administrator  
City of Waupun  
Daily Citizen 6-9-2021  
55713

PO Number  
Rate Open  
Order Price 23.96  
Amount Paid 0.00  
Amount Due 23.96

Start/End Dates 06/09/2021 - 06/09/2021  
Insertions 1  
Size 34

Salesperson(s) Mike Miles NF14  
Taken By Michael Miles

Fee: \$150.00 Paid: \$150.00 5/17/21 Date: May 17, 2021



**CITY OF WAUPUN**  
201 E. Main Street  
WAUPUN, WISCONSIN 53963

## Conditional Use Permit Application

Applicant Name: Raven Whisper Phone # 920-318-1732

Address: 329 South Watertown Street E-mail: ravenwhisper@keromail.com

City, State, Zip Waupun, WI 53963

Property Description and address:

329 South Watertown Street

Conditional Use Requested:

Dog Grooming Business, average is 5 per day no more than 8

Zoning Ordinance Section Involved:

16.13(5)

Date Presented to Plan Commission: \_\_\_\_\_

CONDITIONAL USE: ☐ Granted ☐ Denied

Comments:

Signature of Applicant (s)



S WATER TOWN

0423-043  
0.25 ac.

0423-044  
0.25 ac.

0423-045  
0.165 ac.  
327

0423-046  
0.25 ac.



0423-047  
0.173 ac.  
610

ROW  
0 ac.

329 S. WATERTOWN ST

SAWYER ST

1017/788

26

0423-054  
0.325 ac.  
401

0423-053  
0.227 ac.  
610

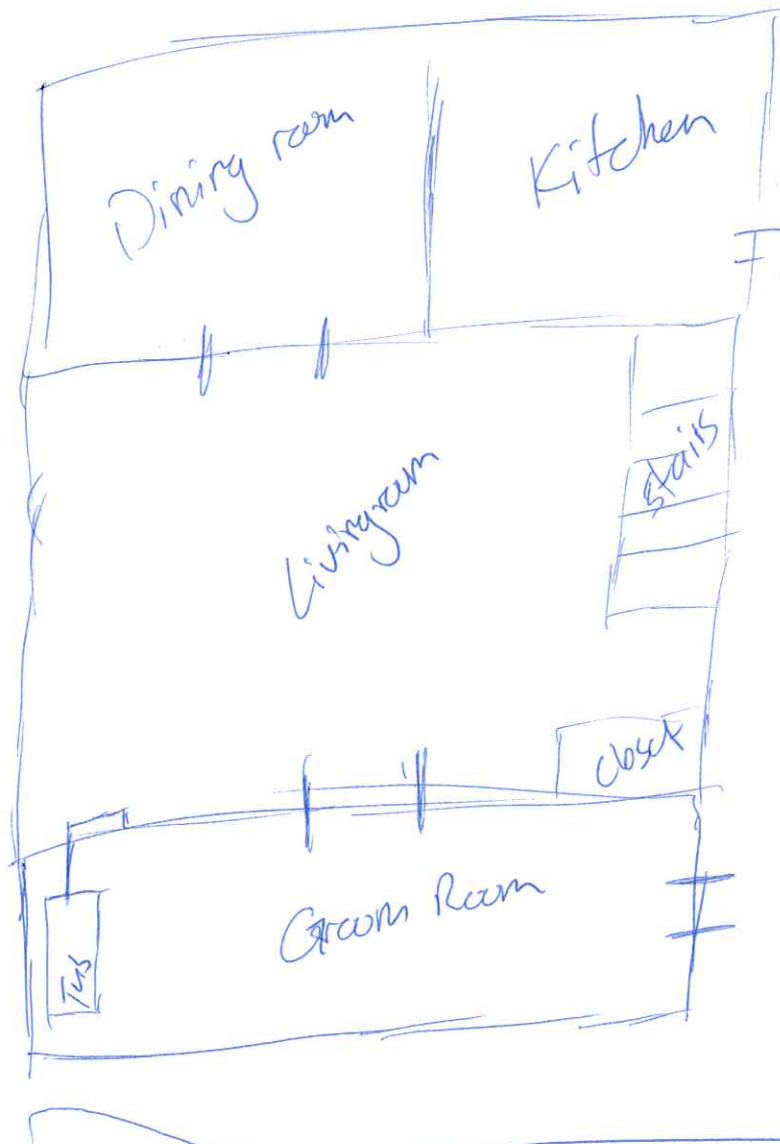
0423-055  
0.19 ac.  
407

0423-056  
0.25 ac.

0514-050  
0.435 ac.



WATER TOWN ST



SAWYER ST.



CITY OF WAUPUN BUILDING INSPECTOR  
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(PUBLISH June 9, 2021)

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Susan Leahy  
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City of Waupun  
Daily Citizen 6-9-2021  
55717

PO Number  
Rate Open  
Order Price 24.63  
Amount Paid 0.00  
Amount Due 24.63

Start/End Dates 06/09/2021 - 06/09/2021  
Insertions 1  
Size 35  
Salesperson(s) Mike Miles NF14  
Taken By Michael Miles

Fee: \$150.00

Paid:

PAID 11/16/21

Date:

5/28/21



**CITY OF WAUPUN**  
201 E. Main Street  
WAUPUN, WISCONSIN 53963

## Conditional Use Permit Application

Applicant Name: KRISTA L. BISHOP Phone # 920.296.3546

Address: 307 E MAIN E-mail: Krista.bishop@msn.com

City, State, Zip WAUPUN, WI 53963

Property Description and address:

307 E MAIN - COMMERCIAL BUSINESS - SELLING  
YARNS & FINISHED GOOD - 2 STORY STONE FRONT

Conditional Use Requested:

<sup>PROJECTING</sup>  
HANG A SIGN FROM THE FRONT OF THE STORE  
OVER THE SIDE WALK. THE SIGN IS 18" HIGH X 36"  
LONG. PREFERRED A SINGLE BRACKET - BOTTOM OF  
SIGN TO BE A MINIMUM OF 10' FROM SIDE WALK

Zoning Ordinance Section Involved:

16.11 Signs (2a) Projecting Sign

Date Presented to Plan Commission:

6/16/21

4:45 pm

CONDITIONAL USE:

☐ Granted

☐ Denied

Comments:

Signature of Applicant (s)

**36" SCROLL BRACKET**

**QTY 2**

**\$95.00 EACH OR 190.00 FOR PAIR**

**18"X36"**



**6MM ACM SIGN PANEL**

**DOUBLE SIDED**

**STANDARD 3M RED VINYL**

**\$150.00 FOR THE SIGN READY TO INSTALL**





**DATE:** June 8, 2021  
**TO:** Sarah Van Buren and City of Waupun Plan Commission  
**FROM:** Patrick Beilfuss, Seth Hudson  
**REGARDING:** Housing Study and Residential Zoning Districts

In February 2020, Cedar Corporation completed a Housing Study and Needs Analysis for the City of Waupun. The Study identified ways the City could amend its zoning code to reduce the cost of residential development, provide more housing options, and reduce steps in the review and approval of residential site plans. Our discussions and possible zoning code amendments will focus on three areas.

1. **Dimensional requirements for the R-1 Single Family Residential District.** Parcels zoned R-1 Single Family Residential District in the City of Waupun require a minimum lot width of 90' and a minimum lot area of 10,000 sq. ft. The Study showed that in 2018, the average cost per linear foot for street, sidewalk, watermain, storm sewer, and sanitary sewer construction was \$525.33.

This means that the average cost of providing utilities to a parcel zoned R-1 in the City of Waupun would be \$47,279.70 (90' x \$525.33/foot for street and utilities). If the City reduced the minimum lot width to 80', the street and utility costs would be \$42,026.40 per lot, and reducing it to 70' would reduce the costs to \$36,773.10 per lot.

Reducing lot width requirements may result in reduced development costs. It does not guarantee that developers will utilize the minimum lot size.

2. **R-2 Two Family Residential District – Permitted and Conditional Uses.** The City of Waupun lists a split two-family dwelling as a Conditional Use in the R-2 Two Family Residential District. This requires an additional regulatory step and public hearing for a developer/contractor who wants to construct split two-family dwellings.

Adding split two-family dwellings as a permitted use in the R-2 Two Family Residential District may attract this type of residential development to the City.

3. **Accessory Dwelling Units:** Accessory Dwelling Unit (ADU) ordinances allow an additional dwelling unit on a lot in an R-1 Single Family Residential District. An ADU provides additional housing that can be less expensive for people looking for housing, and takes up no additional room in the City. There are a large range of options and requirements for ADU's that vary by community. We have provided a presentation titled "Regulating Accessory Dwelling Units" that outlines the main components of an ADU ordinance we will discuss in order to draft an appropriate ordinance for the City of Waupun.

We look forward to our discussion on the 16<sup>th</sup>.

# Regulating Accessory Dwelling Units (ADUs)



# What is an ADU?



An accessory dwelling unit (ADU) is a smaller, independent residential dwelling unit located on the same lot as a stand-alone (i.e., detached) single-family home. ADUs go by many different names throughout the U.S., including →

- accessory apartment
- alley flat
- back house
- backyard bungalow
- basement apartment
- carriage house
- coach house
- garage apartment
- granny flat
- guest house or cottage
- in-law suite
- laneway house
- mother-daughter house
- multigenerational house
- ohana unit
- secondary dwelling unit
- sidekick



# Why ADUs?



## **PERSONAL (HOMEOWNER) REASONS**

Homeowners add, or may desire to add, Accessory Dwelling Units (ADUs) for many different reasons.

- For some homeowners it is an income-generating investment;
- Some enjoy the benefits of multi-generational living;
- Many realize both the health and economic benefits of caring for loved ones at home, and;
- Some invest in an ADU to secure those benefits for themselves in the future.

In any case, adding an ADU is an investment.





# Why ADUs?



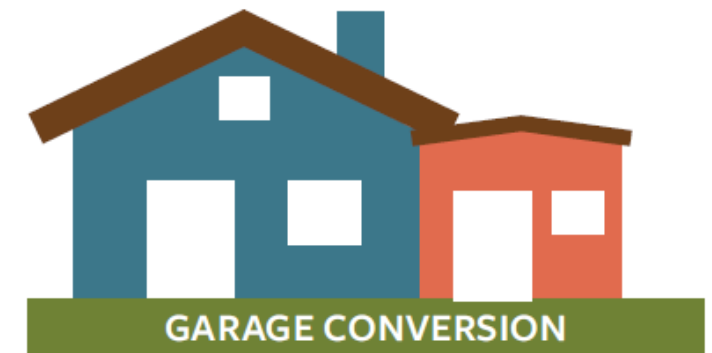
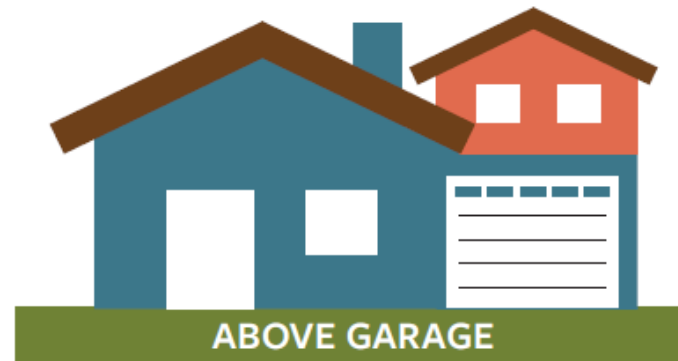
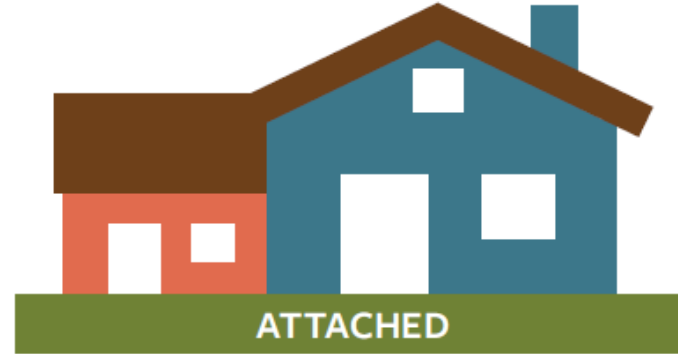
## MUNCIPAL / COMMUNITY REASONS

Local governments may have many purposes for ADUs:

- To provide homeowners with a means of obtaining, through tenants in either the ADU or the principal unit, rental income, companionship, security, and services.
- Add affordable units to the existing housing.
- Make housing units available to moderate-income people who might otherwise have difficulty finding homes within the city.
- Develop housing units in that are appropriate for people at a variety of stages in the life cycle.
- Protect neighborhood stability, property values, and the single-family residential appearance of the neighborhood by ensuring that ADUs are installed under the conditions of an ordinance.



# ADU Types



▲ Accessory dwelling units (or ADUs) come in many shapes and styles.

Source: AARP







Traditional or modern?







Endless styles





# Zoning Ordinance Options for ADUs



#1

Ordinance Section or Characteristic	Option 1	Option 2	Option 3	Comments
<b>Purpose or Intent</b>	n/a	n/a	n/a	
<b>Definitions</b>	n/a	n/a	n/a	
<b>General Allowances</b>	“By-right” use in existing zoning districts (primarily SFR as lots are typically larger)	“Accessory use” in existing zoning districts (more than just SFR typically)	“Conditional Use” in existing zoning districts (SFR or other)	Can also discern between attached and detached ADUs
<b>Review/Approval Process</b>	Administrative w/plan submission and permit	Administrative w/ plan submission and permit	Conditional Use Permit (CUP) process w/public hearing	Must also address permit form, fees, renewals, notification distances, and appeals
<b>Number of ADUs Allowed</b>	1 per lot	1+ per lot in certain districts	Bonus ADU provisions	Tie to lot size or coverage requirements
<b>ADU Type</b>	Attached only	Detached only (also allow manufactured homes?)	Both	Can specify one or the other for certain districts



# Zoning Ordinance Options for ADUs



#2

Ordinance Section or Characteristic	Option 1	Option 2	Option 3	Comments
<b>Excluded Uses</b>	Allowed on in one of the two structures, but not both	None allowed in ADU.	None allowed in either	Examples include day-care, home-based businesses, etc.
<b>Owner Occupancy</b>	Required in one of the two structures	Required in both structures	Not required	
<b>Number of Occupants</b>	1 family or 2 unrelated individuals	No more than 3 individuals (related or unrelated)	No more than 2 bedrooms	
<b>Lot Size</b>	2,500 sq. ft. more than minimum district requirement	20% larger than minimum district requirement	Other?	Could also address lot frontage minimums
<b>ADU Size / Lot Coverage</b>	Ratio between primary residence & ADU. Not >65% of total floor area of primary, up to max of ____ sq. ft.	No more than 700 to 800 sq. ft or less than 300 to 400 sq. ft.	No more than 10% of lot area	



# Zoning Ordinance Options for ADUs



#3

Ordinance Section or Characteristic	Option 1	Option 2	Option 3	Comments
Location on Lot	Side or rear of existing residence	Side only	Rear only	Attached ADU on front requires variance
Side-Yard Setback	Underlying zoning	n/a	n/a	
Front-Yard Setback	Underlying zoning	n/a	n/a	
Rear-Yard Setback	Underlying zoning	n/a	n/a	
ADU Entrance	Separate / independent outside entrance	Detached ADU may not face nearest side or rear property line unless abutting alley	If on alley, front should face alley	Could also require interior door between principal DU and ADU
ADU Height	13'-15' if detached one story	22'-25' if 1.5 or two story detached	Underlying zoning if attached	
Design Standards	Required	Suggested (guidelines)	None	Similar to primary residence, exterior finish, roof pitch, trim, windows



# Zoning Ordinance Options for ADUs



#4

Ordinance Section or Characteristic	Option 1	Option 2	Option 3	Comments
<b>Parking</b>	Underlying zoning dictates. No additional off-street parking space required	1 off-street parking space in addition to underlying zoning requirement	Option to waive if w/in ¼ mile of public transit	
<b>Walkways</b>	Unobstructed walkway from public street to ADU	No walkway required	n/a	
<b>Landscaping</b>	Required	Not required	n/a	
<b>Utility Connections</b>	Required	n/a	n/a	
<b>Building Codes</b>	Required	n/a	n/a	
<b>Fire Access</b>	Required	n/a	n/a	





# Zoning Ordinance Options for ADUs



#5

Ordinance Section or Characteristic	Option 1	Option 2	Option 3	Comments
<b>Short Term Rental</b>	Allowed in one of the two structures, but not both	Allowed in ADU only	Not allowed in either structure	Ensure consistency with 66.1014, Wis. Stats.
<b>Recording</b>	Deed Restriction required	Covenants required	n/a	To ensure continued compliance upon sale or transfer
<b>Sale of ADU</b>	No separate sale allowed	Separate sale allowed	n/a	
<b>Other Ideas....</b>	Provide incentives	Provide Technical Assistance and/or pre-approved ADU plans	Encouragement of Barrier-Free ADUs	



# Over-Regulation Test?



## Rules that discourage ADUs

- ADU-specific regulations that don't also apply to primary dwellings (e.g., owner-occupancy requirements)
- complex design compatibility criteria and approval steps
- off-street parking requirements beyond those required for the primary dwelling
- restrictions that limit ADUs to certain geographic areas, particular zoning categories or to large lots
- caps on square footage relative to the primary house that make it easy to add an ADU to a large home but hard or impossible to add one to a small home



# The End – Thank You!



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