



A G E N D A
CITY OF WAUPUN ZONING BOARD OF APPEALS
Waupun City Hall – 201 E. Main Street, Waupun WI
Monday, October 11, 2021 at 4:30 PM

VIDEO CONFERENCE AND TELECONFERENCE

The Waupun Zoning Board of Appeals will meet virtually at 4:30 pm on October 11, 2021, via Zoom. The public may access the conference meeting online or by phone. Instructions to join the meeting are provided below:

To Join Zoom Meeting:

<https://us02web.zoom.us/j/89315066470?pwd=bWVlZWlkd2p6ZktGTlI3UEZ5OU1sQT09>

Meeting ID: 893 1506 6470

Passcode: 022495

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

CALL TO ORDER

ROLL CALL

PERSONS WISHING TO ADDRESS THE ZONING BOARD OF APPEAL--*State name, address, and subject of comments. (2 Minutes)*

No Public Participation after this point.

FUTURE MEETINGS AND GATHERING INVOLVING THE ZONING BOARD OF APPEAL

CONSIDERATION - ACTION

1. Approve minutes of the October 4, 2021 meeting.
2. Variance Request of Robert Mitchell at 301 W Main St. to construct a detached garage that will be 18" from the property line.

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 ZONING BOARD OF APPEALS
Waupun City Hall – 201 E. Main Street, Waupun WI
Monday, October 4, 2021 at 4:30 PM

CALL TO ORDER

Mark Nickel, Acting Chairman, called the In-house & Virtual Zoning Board of Appeals meeting at 4:35 p.m. via Zoom.

ROLL CALL

Members present: Mark Nickel, Patricia Beyer, Derek Minnema, and Rick Vanthoff

Absent: Jason Westphal & Dylan Weber

Also in attendance were Susan Leahy, Zoning Administrator

PERSONS WISHING TO ADDRESS THE ZONING BOARD OF APPEAL--State name, address, and subject of comments. (2 Minutes)

No persons appeared.

CONSIDERATION - ACTION

1. Recognition of Mayoral Appointment of Board Members

ALDERMAN	<i>Mayoral Appointed Chairman</i>		Jason Westphal
CITIZEN		4/30/2022	Mark Nickel
CITIZEN		4/30/2023	Derek Minnema
CITIZEN		4/30/2024	Rick Vanthoff
CITIZEN		4/30/2024	Dylan Weber
CITIZEN ALTERNATE		4/30/2023	Patricia Beyer

Motion by Minnema to approve the appointed board members. Vanthoff 2nd.

4 Ayes, 0 Nays. Motion carried unanimously

2. Motion by Vanthoff for meeting date and time to remain the same, the first Monday of the month at 4:30 pm on an as needed basis. Minnema 2nd.

4 Ayes, 0 Nays. Motion carried unanimously

3. Motion by Beyer, second by Minnema to approve the April 5, 2021 Zoning Board of Appeals meeting minutes.

4 Ayes, 0 Nays. Motion carried unanimously

4. Public Hearing – Nickel read request to discuss/approve a variance request from Robert Mitchell, 301 West Main Street to construct a detached garage that will be 18” from the property line.

- Nickel addressed the board that he drove past the site and saw the location of where the existing garage was located.
- Beyer questioned if the 18” is from the wall or the overhang.
- Leahy verified the 18” would be from the overhang.
- Beyer also questioned if the 18” would be off the south property line which is perpendicular to Bly Street. Questioned the labeling on Mitchell’s floor plan as the garage door should face Bly Street, but the way it is labeled it’s not. Need clarification. Other board members stated the same.
- Minnema pulled up the GIS map which shows the original garage on the west property line, so it is assumed that would be the 18” side the owner would like the variance for.
- Nickel stated that they cannot approve due to the drawing needs clarification.
- Nickel asked if the adjacent property owners notified.
- Leahy stated neighbors were notified but have not received any calls or emails.
- Minnema would like to see an updated map showing the street and labeled correctly for the 18” variance request.

- Nickel closed the public hearing .
- Motion by Vanthoff to table until further information is provided on location. Beyer 2nd.
4 Ayes, 0 Nays. Motion carried unanimously
- Motion by Weber to approve the garage addition with an 8' front yard setback along High Street. Beyer 2nd.
 - 4 Ayes, 0 Nays. Motion carried unanimously.
 - Nickel asked that the plan show the streets also.
- Motion by Beyer to hold an emergency meeting Monday, October 11, 2021 at 4:30 pm to follow up on requested information. Minnema 2nd.
4 Ayes, 0 Nays. Motion carried unanimously

ADJOURNMENT

Motion by Beyer, seconded by Vanthoff to adjourn the meeting. Motion carried, meeting adjourned at 4:51 pm.

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.

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN, that at a meeting of the Zoning Board of Appeals of the City of Waupun, will be held on Monday, October 4, 2021 at 4:30 pm to consider the application for a Variance Request of:

1. Robert Mitchell at 301 W Main St. to construct a detached garage that will be 18" from the property line. Municipal Code Section 16.03(4)(c)(iv) states "Have an accessory building side yard setback of 3 feet and not exceed a maximum accessory building height of 18 feet".

The meeting will be conducted via zoom.

To Join Zoom Meeting:

<https://us02web.zoom.us/j/87822729149?pwd=VUVKZ1VqNXMySGpxOVJZcG5pOFJiQT09>

Meeting ID: 878 2272 9149

Passcode: 925749

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

Dated this: September 8, 2021

Susan Leahy
Zoning Administrator
City of Waupun

(PUBLISH, **September 27, 2021**)

Fee: \$150.00 Paid: \$150.00 Date: 7/26/21



CITY OF WAUPUN

201 E. Main Street

WAUPUN, WISCONSIN 53963

VARIANCE APPLICATION

From: Robert Mitchell

(business name or individual)

Property Description and address:

301 West Main Street

Variance Requested:

Construct new garage 18" from property line. Original garage was on property line.

Zoning Ordinance Section Involved:

16.03(4)(c)(iv) Have an accessory building side yard setback of 3 feet and not exceed a maximum accessory building height of 18 feet.

Date presented to Zoning Board of Appeals:

VARIANCE:

☐ Granted ☐ Denied

Comments:

Signature of Applicant (s):

Robert F. Mitchell

49

WYMAIN'S

#1218577

#1218406

#1216451

BLYST

0522-059

0.3 ac.

0522-058

0.172 ac.

315

0522-057

0.143 ac.

303

0522-056

0.1 ac.

301

0521-020

0.222 ac.

223

0521-021

0.116 ac.

211F7

0522-060

0.13 ac.

01189

0522-062

0.132 ac.

411F4

ROW

0.3c.

01133

211

Design ID: 322459506780
Estimate ID: 89106

MENARDS
Design & Buy™ GARAGE

See -
From Bob
Mitchell.

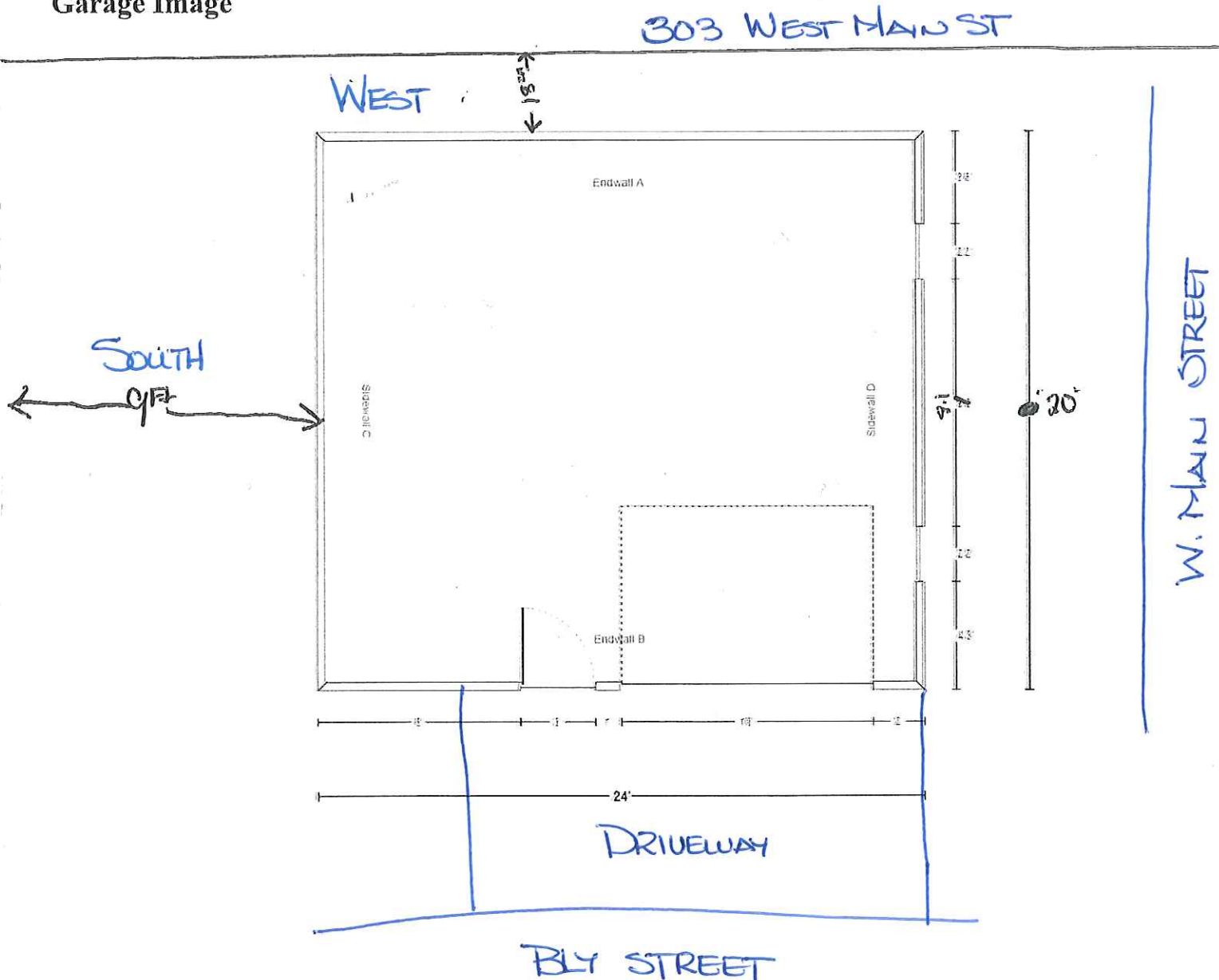
How to purchase at the store

1. Take this packet to any Menards store.
2. Have a building materials team member enter the design number into the Garage Estimator Search Saved Designs page.
3. Apply the design to System V to create the material list.
4. Take the purchase documents to the register and pay.

to recall and purchase a saved design at home

1. Go to Menards.com.
2. Select the Garage Estimator from the Project Center.
3. Select Search Saved Design.
4. Log into your account.
5. Select the saved design to load back into the estimator.
6. Add your Garage to the cart and purchase.

Garage Image



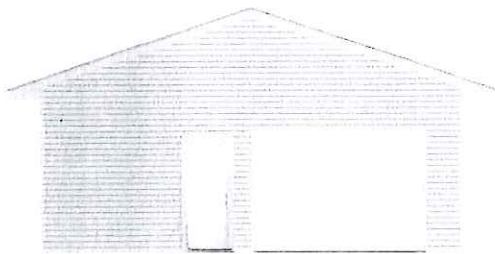
Design ID: 322459506780
Estimate ID: 89106

MEYARDS
Design & Buy™ GARAGE

Dimensions

Wall Configurations

*Illustration may not depict all options selected.



EAST ELEVATION

ENDWALL B

Mastercraft®; 36"W x 80"H Primed Steel 6-Panel

Ideal Door®; Traditional 10' x 7' White Insulated



SIDEWALL D

26"W x 36"H JELD-WEN®; Vinyl Double Hung

26"W x 36"H JELD-WEN®; Vinyl Double Hung