



A G E N D A
CITY OF WAUPUN ZONING BOARD OF APPEALS
MEETING
 Waupun City Hall – 201 E. Main Street, Waupun WI
 Monday, May 06, 2024 at 4:30 PM

The Waupun Zoning Board of Appeals will meet in person, virtual, and teleconference. Instructions to join the meeting are provided below:

To Join Zoom Meeting:

<https://us02web.zoom.us/j/85404107630?pwd=b3UwTjBZNld3R2d6S3VyLzdDNnpFQT09>

Meeting ID: 854 0410 7630

Passcode: 679065

By Phone: (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 August 7, 2023 meeting
2. Recognition of Mayoral Appointments of Board Members

ZONING BOARD OF APPEALS (3 Year Term)

The Board of Zoning Appeals shall consist of 5 members and an alternate. The alternate shall act with full power when a member of the Board is absent or refuses to vote because of interest. Simultaneous membership on the Board of Zoning Appeals and Plan Commission is permissible. The Mayor appoints the Chairperson.

ALDERMAN (Mayoral Appointed Chairman)	4/30/2025	Jason Westphal
CITIZEN	4/30/2025	Mark Nickel
CITIZEN	4/30/2026	Derek Minnema
CITIZEN	4/30/2027	Rick Vanthoff
CITIZEN	4/30/2027	Dylan Stein
CITIZEN ALTERNATE	4/30/2026	Patricia Beyer
UTILITY GENERAL MANAGER (Ex-Officio)		
DIRECTOR OF PUBLIC WORKS (Ex-Officio)		

3. Establish Day of Month and Time of Board Meeting.
4. Public Hearing - Variance Request of Jared Apfelbeck at 620 Claggett Ave. to construct a 6' high vinyl fence within a future front yard per Municipal Code Section 16.01(11)(j)(ii) and (iv).

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, August 07, 2023 at 4:30 PM

CALL TO ORDER

Chairperson Westphal called the Zoning Board of Appeals meeting to order at 4:36 p.m.

ROLL CALL

Members present: Jason Westphal, Dylan Weber, Mark Nickel, Rick Vanthoff, Patricia Beyer

Members Virtual/Teleconference: None

Members Absent: Derek Minnema

Staff present: Administrator Kathy Schlieve, City Clerk Angela Hull

Staff Virtual/Teleconference: Building Inspector Sue Leahy

Audience: Rich Lamers

PERSONS WISHING TO ADDRESS THE ZONING BOARD OF APPEAL

No persons appeared before the Board

FUTURE MEETINGS AND GATHERING INVOLVING THE ZONING BOARD OF APPEAL

No future meetings planned

CONSIDERATION – ACTION

Approve minutes of the April 3, 2023 meeting.

Motion Vanthoff, second Weber to approve the April 3, 2023 Zoning Board of Appeals meeting minutes.

Motion carried 5-0.

Recognition of Mayoral Appointments of Board Members

Board reviews the 2023-2024 membership to the Zoning Board of Appeals.

Establish Day of Month and Time of Board Meeting.

Motion Weber, second Beyer to continue to hold the 2023-2024 Zoning Board of Appeals meetings on the first Monday of each month at 4:30pm and as needed. Motion carried 5-0.

Public Hearing - Variance Request of Rich Lamers at 610 Hillyer St. to relocate a 10' x 10' pre-fab shed in the front yard. 24' front setback from the property line and 3' from the side yard, per Municipal Code Section 16.03(4)(c)(iv).

Public Hearing was called to order to hear the variance request of Rich Lamers, owner of 610 Hillyer Street, to relocate his prefab shed to the front yard. As no comments from the public were heard, the Public Hearing was closed.

Motion Weber, second Nickel to approve the variance request from Rich Lamers of 610 Hillyer Street for the relocation of a prefab shed to the front yard, with a recommendation of a gravel base. Motion carried 5-0.

ADJOURNMENT

At 4:45pm, motion Vanthoff, second Weber to call the meeting adjourned. Motion carried 5-0.

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, May 6, 2024 at 4:30 pm to consider the application for a Variance Request of:

1. Jared Apfelbeck at 620 Claggett Ave. to construct a 6' high vinyl fence within a future front yard per Municipal Code Section 16.01(11)(j)(ii) and (iv).

The meeting will be held in person, virtual and teleconference.

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Dated this 17th day of April 2024

Susan Leahy
Zoning Administrator
City of Waupun

(PUBLISH April 29, 2024)

Fee: \$150.00 Paid: MediCard Date: 4/15/2024



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

VARIANCE APPLICATION

From: JARED APFELBECK
(business name or individual)

Property Description and address:
620 Claggett Avenue

Variance Requested:
Construct a 6' high Vinyl Fence within a future front yard

Zoning Ordinance Section Involved:
16.01(11)(j)
(ii)Rear or side yard fences may be placed immediately adjacent to, but not across the property lines, and shall be placed so that the most aesthetic side is facing adjoining lots.
(iv)Fences may be placed or erected in the front yard building setback line provided they do not exceed 4 feet in height and are 90% see-through.

Date presented to Zoning Board of Appeals: _____

VARIANCE: Granted Denied

Comments:

Signature of Applicant (s): 
use Ashley's Email @city



The data used to create this map is a compilation of records, information, and data from various city, county and state offices, and other sources. This map is only advisory, does not replace a survey, and may not be used for any legal purpose. Dodge County assumes no liability for any use or misuse of this information.

Date created: 4/15/2024

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