



**A G E N D A**  
**CITY OF WAUPUN PLAN COMMISSION MEETING**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Wednesday, May 24, 2023 at 4:30 PM**

The Waupun Plan Commission will meet on Wednesday, May 24, 2023 at 4:30 pm in the Waupun City Hall Council Chambers. The meeting will be held in person, virtual and teleconference.

To Join Zoom Meeting

<https://us02web.zoom.us/j/81152900995?pwd=bit3MWtVNFNEczRhc1U0aFBvK2dGUT09>

Meeting ID: 811 5290 0995

Passcode: 854038

By Phone: (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. Approve minutes from the April 26, 2023 meeting
2. Public Hearing - Rezoning Petition of Matt & Katie Bohn / Steve & Mary Guth to rezone property located at 912 E. Main St. from the R-4 Mixed Residential District to the PCD Planned Community Development District.
3. Public Hearing - Conditional Use Permit application of Maria A Lao and Nick Manansale at 600 Fern St. to operate a Church per Municipal Code Section 16.04(1)(d)(iv).
4. Site Plan Review - Kwik Trip - 800 W Main St.
5. Site Plan Review - Scott Peters - 26 W. Main St.
6. Extraterritorial Zoning Review - CSM - Helen & Roy Reabe Trust at W7485 State Rd. 68, Dodge County
7. Extraterritorial Zoning Review - Certified Survey Map - Frank VanBever - CTH M, Fond du Lac County

**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 MEETING**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Wednesday, April 26, 2023 at 4:30 PM**

**CALL TO ORDER**

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

**ROLL CALL**

Members Present: Elton TerBeest, Jerry Medema, Jeff Daane, Rohn Bishop, Mike Matoushek, Jill Vanderkin, Jason Whitford

Staff Present: Sue Leahy, Dan VandeZande, and Kathy Schlieve

Others Present: None

**PERSONS WISHING TO ADDRESS THE PLAN COMMISSION**

None

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

Next meeting will be on May 24, 2023 at 4:30 pm

**CONSIDERATION - ACTION**

1. Recognition of Mayoral Appointments of Board Members  
Chairman Bishop stated that Mike Matoushek has remained on as the Common Council representative and Elton TerBeest has accepted another term on the Board.
2. Nominations and Appointment of Secretary  
Whitford nominated Jeff Daane as secretary. Jeff accepted nomination. Motion by Whitford, 2nd by Vanderkin to appoint Jeff Daane as Secretary. Motion carried, unanimously.
3. Establish Day and Month and Time of Board Meeting  
Motion by Whitford, 2nd by Vanderkin to change the meeting date of the Plan Commission to the third Wednesday of each month. Time will remain the same and start at 4:30 pm. Motion carried, unanimously.
4. Approve minutes of the March 29, 2023 meeting.  
Motion by Medema, 2nd by TerBeest to approve the minutes of the March 29, 2023 meeting. Motion carried, unanimously.
5. Public Hearing - Ordinance Amendment to add Barber and Beauty salons as Permitted uses in the B-1 Business/Professional Office District.  
Motion by Matoushek, 2nd by Whitford to open the Public Hearing. Motion carried, unanimously.

Currently only Professional Offices including offices and clinics for doctors and dentists, and hospitals are allowed in the B-1 district. A beauty shop has recently moved into a building on Fern St. that is Zoned B-1, so it is proposed to add Barber and Beauty Salons as a permitted use in the B-1 Zoning District. Traffic would be pretty much the same as a doctor or dentist office. It is a similar type use as a doctor/dentist office.

The City currently does not have a registration process for businesses so staff did not know that this business moved here until after it was done. This has been very problematic in the past and the City is currently working on a process for this.

Motion by Matoushek, 2nd Medema by to close the Public Hearing. Motion carried, unanimously.

Motion by Matoushek, 2nd by Whitford to recommend to the Common Council the approval of the Ordinance amendment to add Barber and Beauty Salons as a permitted use in the B-1 Business/Professional Office District. Motion carried, unanimously.

6. Public Hearing - Ordinance Amendment to add Churches as Conditional Uses in all Business Zoning Districts.

Motion by Matoushek, 2nd Whitford by to open the Public Hearing. Motion carried, unanimously.

Currently churches are only allowed as Conditional Uses in Residentially Zoned Districts. They are not allowed in any Business Zoned Districts. Typically in Business Districts there would be ample parking for churches. They would only be allowed with a Conditional Use Permit so the Plan Commission could put restrictions on this for parking and other matters.

Motion by Whitford, 2<sup>nd</sup> by TerBeest by to close the Public Hearing. Motion carried, unanimously.

Motion by Matoushek, 2<sup>nd</sup> by Whitford to recommend to the Common Council the approval the Ordinance amendment to add Churches as a Conditional Use in all of the Business Zoned Districts. Motion carried, unanimously.

7. Discuss possible Ordinance change for Off Street Parking in Residential Zoned Districts. This was brought up by Mike Matoushek due to cars being parked in front lawns, mud issues. A proposed amendment was presented to the Commission. This would allow a 10' parking area in the front plane of the house. Much discussion was held as to the location of the off street parking, material of the off street parking area, can we limit the # of vehicles, could duplexes have two parking areas, should this require a building permit or a conditional use permit, trailers in the front yard and people selling items from them.

It was suggested to remove subsection (b) of the proposed ordinance and bring this back to the committee for more discussion along with an analysis of how other communities handle selling from front yards of residences.

8. Discuss possible changes to the Zoning Code pertaining to setbacks for driveways. Currently the City does not have a required side yard setback for driveways so they can go right up to the property line. New subdivision aren't typically an issue, but the older sections of the City there are a lot that go right up to the property line and some that share driveways. Sue suggested a 3' setback and Jeff suggested a 6" setback as long as drainage isn't an issue. We do not currently require building permits for driveways. Discussion on changing that process to ensure drainage is not a problem and consensus that this would be a good thing to do.

#### **ADJOURNMENT**

Motion by Medema, 2<sup>nd</sup> by Vanderkin. Meeting adjourned at 5:22 pm

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN, that at a meeting of the Plan Commission of the City of Waupun, will be held on Wednesday the 24<sup>th</sup> day of May, 2023, at 4:30 o'clock in the P.M. there will be considered an ordinance to amend Chapter 16 of the Municipal Code of the City of Waupun.

The meeting will be held in person and via Zoom. Instructions to join the zoom meeting are below:

Join Zoom Meeting

<https://us02web.zoom.us/j/81152900995?pwd=bit3MWtVNFNEczRhc1U0aFBvK2dGUT09>

Meeting ID: 811 5290 0995

Passcode: 854038

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

**ORDINANCE # 23 - \_\_\_\_**

AN ORDINANCE TO AMEND CHAPTER SIXTEEN OF THE MUNICIPAL CODE OF THE CITY OF WAUPUN ENTITLED "ZONING ORDINANCE."

THE COMMON COUNCIL OF THE CITY OF WAUPUN ORDAINS:

SECTION 1: Section 16.01 (10) of the Municipal Code of the City of Waupun entitled "Zoning Map" is amended so that real estate currently owned by Matt & Katie Bohn / Steve & Mary Guth located at 912 E. Main St. presently zoned in the R-4 Mixed Residential District is rezoned to PCD Planned Community Development District. The real estate to be rezoned is described as follows:

Parcel #: WPN-14-15-33-12-005-00  
UNPL LAND S33 T14N R15E COM 239' E OF SW COR SE 1/4 SW 1/4 TH N0\*22'40"E 230'  
N88\*57'40"E 66' S0\*22'40"W TO S LI SE 1/4 SW 1/4 TH S88\*57'40"W TO POB\*

SECTION 2: This Ordinance shall be in full force and effect upon its passage and publication as provided by law.

Enacted this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Rohn Bishop  
Mayor

ATTEST:

\_\_\_\_\_  
Angela Hull  
City Clerk

(Publish May 10 and 17, 2023)



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

# PETITION FOR REZONING

From: Matt & Katie Bohn/Steve & Mary Guth  
928 east Main Street  
Waupun, WI 53963

Phone: 920-948-4709  
Fax: email: sguth@guthscandy

The petition of Matt & Katie Bohn/Steve & Mary Guth respectfully alleges and petitions the Common Council  
Owners Name:  
of the City of Waupun as follows:

1. That the petitioner is owner of real estate which is situated in the City of Waupun,  
912 East Main Street, Fond du Lac County, Wisconsin and legally described as follows:  
Parcel No.: WPN-14-15-33-12-005-00  
  
UNPL LAND S33 T14N R15E COM 239' E OF SW COR SE 1/4 SW 1/4 TH N0°22'40"E 230'  
N88°57'40"E 66' S0°22'40"W TO S LI SE 1/4 SW 1/4 TH S88°57'40"W TO POB

2. That the petitioner is the owner of the real estate described above which lies in the  
R-4 - Central Residential District of the City of Waupun for zoning purposes.

3. That the petitioner wishes that the above described real estate be rezoned and placed in the  
PCD - Planned Community Development District of the City of Waupun for zoning purposes.

Dated this 1<sup>st</sup> day of May

Petitioners Signature 

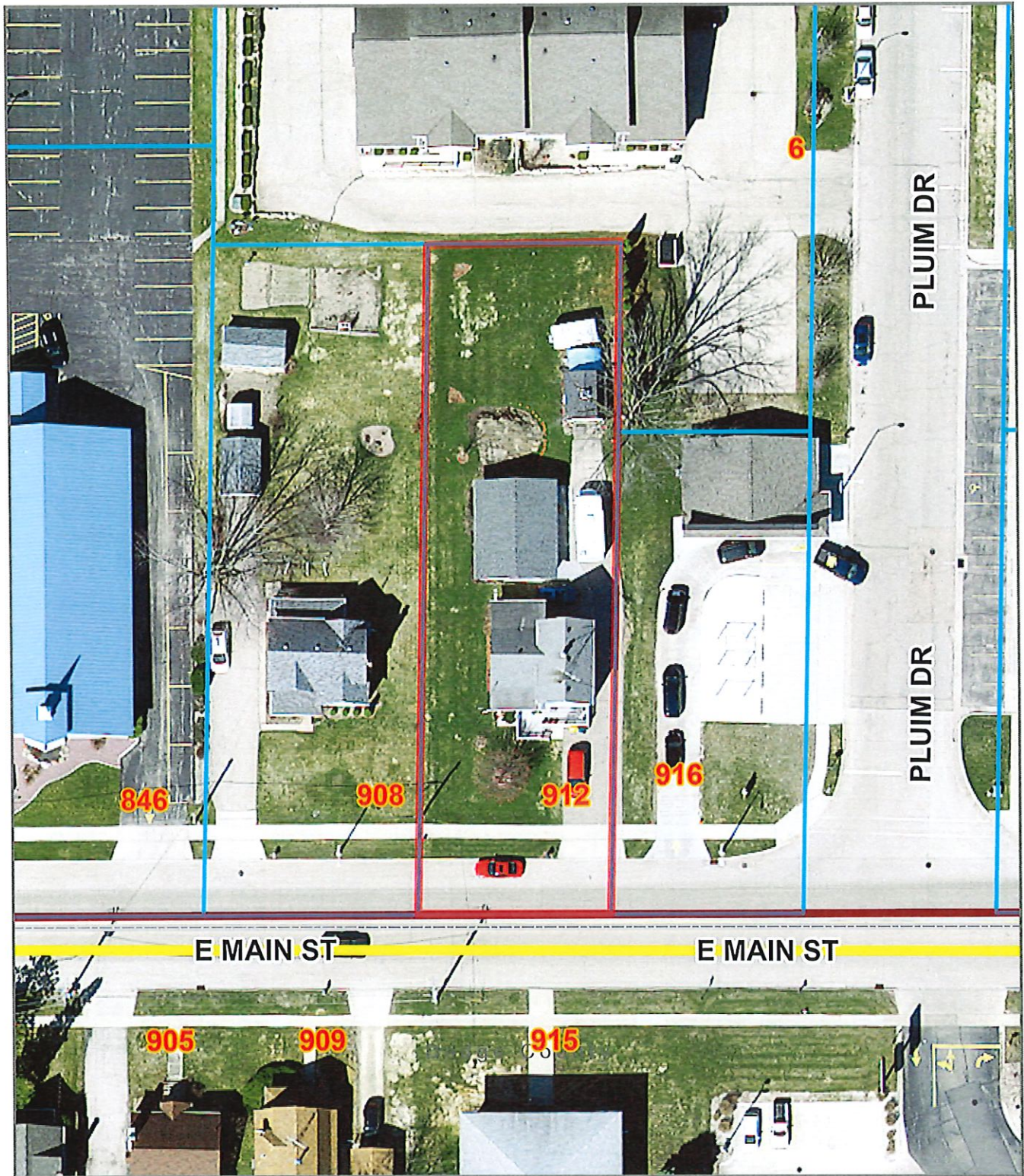
Petitioners Signature \_\_\_\_\_

Petitioners Signature \_\_\_\_\_

\$150.00 Application fee payable upon filing. Date paid: May 1<sup>st</sup>, 2023

File Petition with: Zoning Administrator  
City of Waupun  
201 E. Main St.  
Waupun, WI 53963

### Fond du Lac County, WI



Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for zoning verification.

Map Scale  
1 inch = 50 feet  
5/1/2023

### NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN, that at a meeting of the Plan Commission of the City of Waupun, to be on Wednesday the 24<sup>th</sup> day of May, 2023 at 4:30 pm, there will be considered the application for a Conditional Use Permit of:

1. Maria A Lao, Nick Manansale to operate a Church at 600 Fern St. per Section 16.04(6)(d)(xiv) of the Waupun Municipal Code.

The meeting will be held in person and via Zoom. Instructions to join the zoom meeting are below:

Join Zoom Meeting

<https://us02web.zoom.us/j/81152900995?pwd=bit3MWtVNFNEczRhc1U0aFBvK2dGUT09>

Meeting ID: 811 5290 0995

Passcode: 854038

By Phone: (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 May 2023

Susan Leahy  
Zoning Administrator  
City of Waupun

(PUBLISH May 17, 2023)

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Fee: \$150.00 Paid: \$150.00 Date: May 1st, 2023



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

Conditional Use Permit Application

Applicant Name: Maria A Lao, Nick Manansala Phone #702 355-8346

Address: 2312 Indigo Island E-mail: laomd345@aol.com

City, State, Zip Henderson, NV 89044-0329

Property Description and address:

600 Fern St, Waupun, WI 53963-1018 S31 T14n R15e Parkview Add., Lots 1, 2, 7 & 8 Blk 3 (895344) .950A

Conditional Use Requested:

Request Conditional Use Under Chapter 16.04(6) B Neighborhood Commercial District, contingent on approval of zoning modification to include churches as a conditional use in the district.

Zoning Ordinance Section Involved:

16.04(6)

Date Presented to Plan Commission:

CONDITIONAL USE: [ ] Granted [ ] Denied

Comments:

See additional attached paperwork for operational specifics.

Signature of Applicant (s)

DocuSigned by: Maria A Lao
DocuSigned by: Nick Manansala
604072538E29479...
604072538E29479...

Maria A Lao
Nick Manansala



Operation plans for Cornerstone UPCI .

March 31, 2023

Cornerstone UPCI would like to be considered for Conditional Use of 600 Fern St, Waupun WI 53963.

We would use this building as a Place of Worship – Church.

Currently we have services on Sunday morning with people arriving around 9:00 a.m. and service starting at 10:30 a.m. and dismissing around noon. We also have a midweek service on Wednesday nights with people arriving around 6:30 with service starting at 7:00 p.m. and dismissing around 8:00 p.m.

We currently have an attendance of around 85 for Sunday morning and around 30 for Wednesday night. I believe there are 25 – 30 vehicles at this time. We would expect this number to grow as we have more room for people. Projection would be to double in 5 years based on past growth.

The church could also be used for youth events/meetings which would occur usually on a Friday night. That would be an attendance of 15 – 25 at this time.

There could be occasional get togethers of other departments, but those are only once every 3 -4 months and would be an attendance of around 25 at this time.

We are talking with the salon owner next door to 600 Fern St to discuss renting space from her on Sunday mornings. She is checking with her insurance and will get back to us.

Please let me know if you need any further information.

Lynn Morey  
Secretary/Treasurer  
Cornerstone UPCI



## Store Engineering

FAX 608-793-6237

1626 Oak St., P.O. Box 2107  
La Crosse, WI 54602

[www.kwiktrip.com](http://www.kwiktrip.com)

4/19/2023

RE: Kwik Trip #651 Located at 800 W Main St, Waupun, WI 53963

Kwik Trip is requesting to be placed on the next Planning Commission agenda for consideration of a proposed building addition, dumpster addition, canopy rebuild and minor site work at the property located at 800 W Main St.

### Owner Information:

Kwik Trip Inc.  
Chris Nutini- Project Manager  
Kwik Trip Store Engineering  
608-793-5551  
[cnutini@kwiktrip.com](mailto:cnutini@kwiktrip.com)

### Project Information:

Kwik Trip is proposing a 2,400 SF building addition to the North-East corner of the building. The addition would be to expand the kitchen operations & the sales floor. We will be re-building the gas canopy and increasing its size to a 40'x 95' foot print and adding 2 more dispensers. We re-piping our fuel operations as they are coming close to their end of useful life. We are required to replace them at this time to stay in compliance with the state of Wisconsin's regulations.

Prior to starting any work, we will complete and record a CSM combining 732 W. Main St and 800 W Main St.

The exterior work will include the following:

- 2,400 SF building addition
  - The addition will be a flat roof with parapets to screen the mechanical units on the roof
  - Parapet will be EIFS painted Almond
- We will brick the entire store to match a typical Kwik Trip color scheme. The building will be bricked burgundy with (2) tan accent bands.
- The gables of the existing building will be EIFS and painted Almond
- New Fascia, soffit and gutter. Soffit to be almond, fascia to be almond and red, gutter to be almond.
- Demo existing dumpster enclosure and rebuild in same location. The new dumpster enclosure will be pressure treated 6" w x 6' tall wood slats. The dumpster gates will be 6" x 8' tall Grey Trex Board.

### OUR MISSION

*To serve our customers and community more effectively than anyone else by treating our customers, co-workers and suppliers as we, personally, would like to be treated, and to make a difference in someone's life.*

- Demo existing fuel canopy. Install new 40' deep x 95' wide canopy in the same location. New canopy to have almond fascia.
- New LED red stripe and Kwik Trip Signs on the canopy. New LED Kwik Trip Sign in Gable.
- Replace gas tanks and re-pipe the fuel system. Gas tank to be in a new location. Add 2 dispensers.
- Parking to remain as it is today.
- Repair damaged/ broken asphalt & concrete as needed on the site.
- We do not plan on modifying the entrance/ exits to the site.

The building addition and interior remodel will include the following scope:

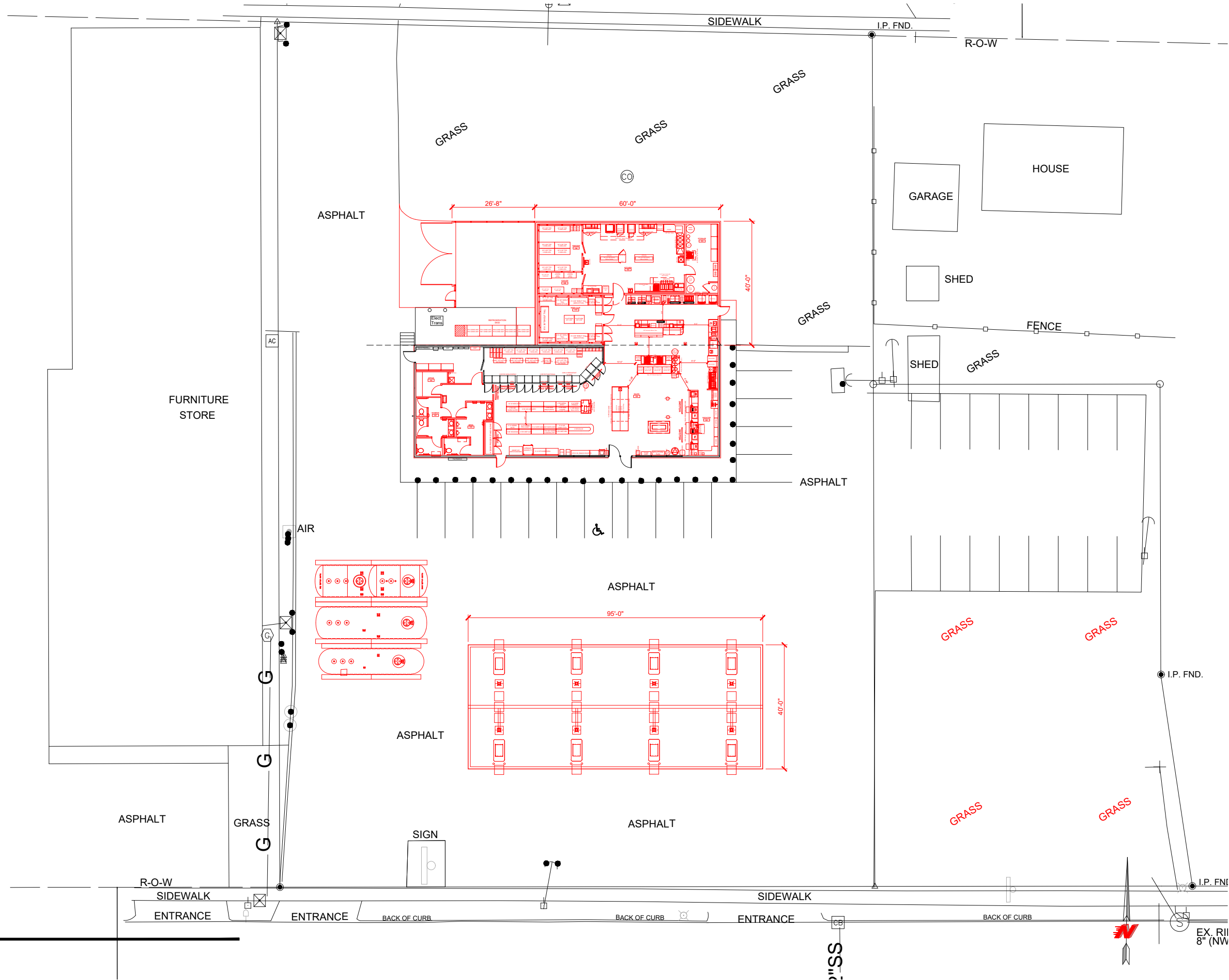
- New 14' type 2 hood
- New 6'-8" type 1 hood with 3-well chicken fryer
- New dishwasher
- Add an additional interior cooler/freezer box
- Add 1000 gal exterior grease trap
- New Beer cave
- Remodel bathrooms. Make bathrooms compliant with ADA standards, increase bathroom stalls.
- Expand salesfloor into old kitchen space. New cabinetry, additional beverage equipment
- New register sets and cabinetry.
- New Office

The regular store operations will not be changing as part of this remodel.

We appreciate your time and consideration. Please feel free to contact me if you have any questions or need additional copies submitted.

Chris Nutini  
Kwik Trip Store Engineering  
608-793-5551  
cnutini@kwiktrip.com





**SITE PLAN**  
1" = 30'-0"

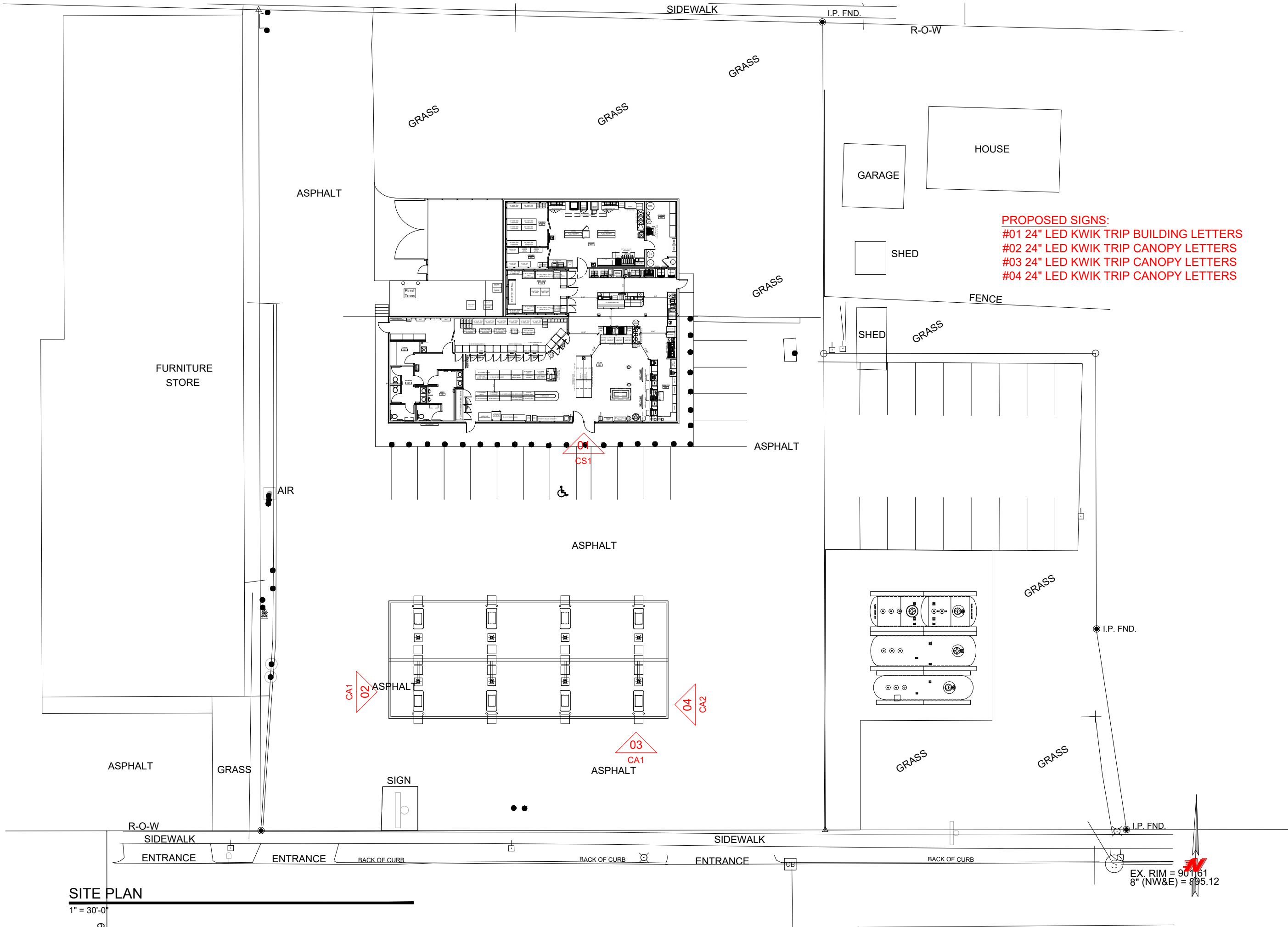


KWIK TRIP, Inc.  
P.O. BOX 2107  
1626 OAK STREET  
LA CROSSE, WI 54602-2107  
PH. (608) 781-8988  
FAX (608) 781-8960

**PROPOSED BUILDING ADDITION**  
**CONVENIENCE STORE #651**  
**MERCHANDISING**  
800 W MAIN ST  
WAUPUN, WI

#	DATE	DESCRIPTION

DRAWN BY: KMK  
SCALE: 3/32" = 1'-0"  
PROJ. NO.: 0001  
DATE: 2022.12.19  
SHEET: 651



**PROPOSED SIGNS:**  
 #01 24" LED KWIK TRIP BUILDING LETTERS  
 #02 24" LED KWIK TRIP CANOPY LETTERS  
 #03 24" LED KWIK TRIP CANOPY LETTERS  
 #04 24" LED KWIK TRIP CANOPY LETTERS



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 P.O. BOX 2107  
 1626 OAK STREET  
 LA CROSSE, WI 54602-2107  
 PH. (608) 781-8988  
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**SITE PLAN**  
**CONVENIENCE STORE #651**  
 800 W. MAIN ST.  
 WAUPUN WI

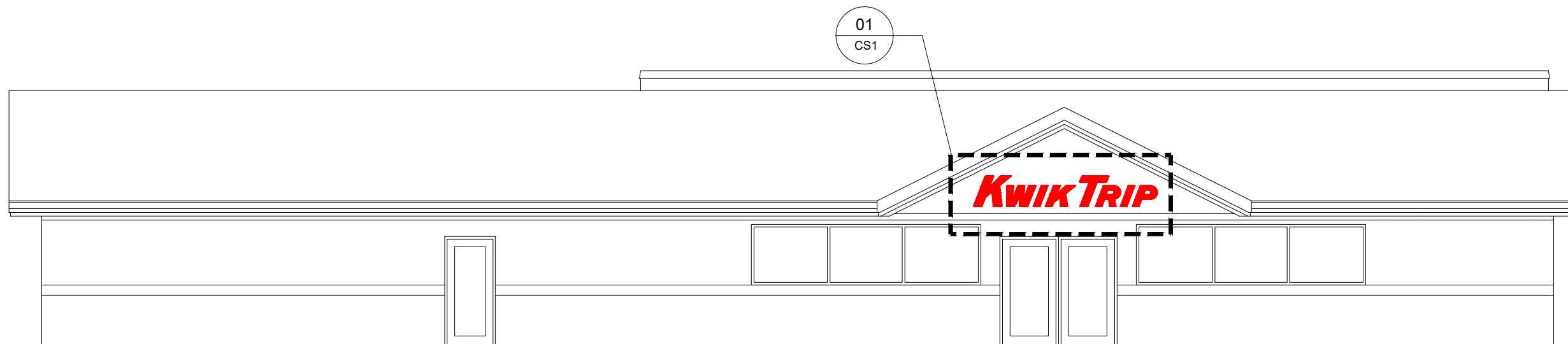
#	DATE	DESCRIPTION

DRAWN BY: CJN  
 SCALE: MULTIPLE  
 PROJ. NO.: 0001  
 DATE: 2023-4-19  
 SHEET: **SP1**

**SITE PLAN**

1" = 30'-0"

EX. RIM = 901.61  
 8" (NW&E) = 895.12

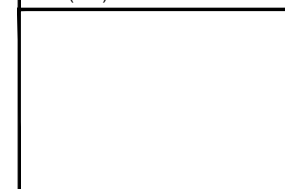


**STORE ELEVATION**

SCALE: 1/8" = 1'-0"



KWIK TRIP, Inc.  
 P.O. BOX 2107  
 1626 OAK STREET  
 LA CROSSE, WI 54602-2107  
 PH. (608) 781-8988  
 FAX (608) 781-8960



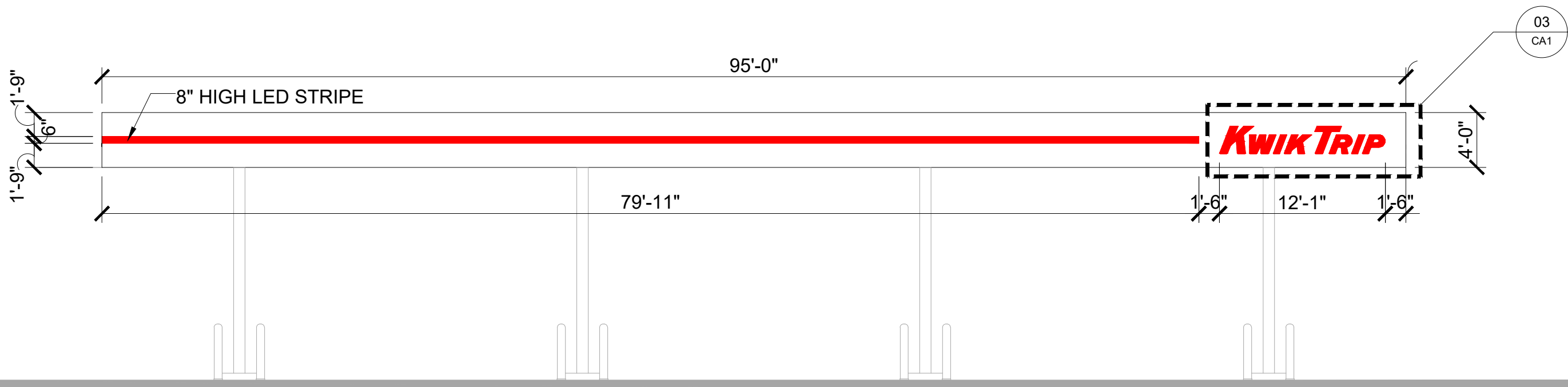
**LOGO DETAIL - SIGNS #01 & #02**

SCALE: 1/2" = 1'-0"

CONVENIENCE STORE SIGNAGE  
 CONVENIENCE STORE #651  
 800 W. MAIN ST.  
 WAUPUN WI

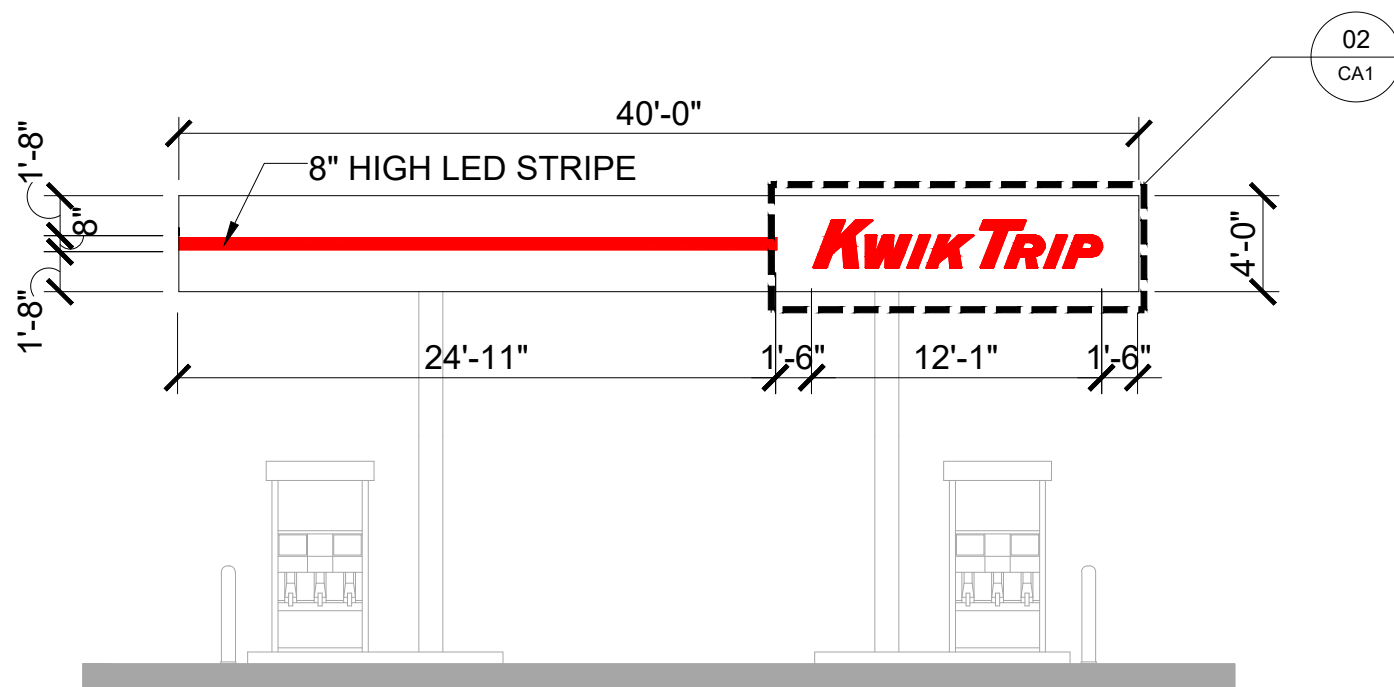
#	DATE	DESCRIPTION

DRAWN BY: CJN  
 SCALE: MULTIPLE  
 PROJ. NO.: 0001  
 DATE: 2023-4-19  
 SHEET: CS1



**CANOPY ELEVATION**

SCALE: 1/8"=1'-0"



**CANOPY ELEVATION**

SCALE: 1/8" = 1'-0"



**LOGO DETAIL - SIGNS #03 & #04**

SCALE: 1/2" = 1'-0"

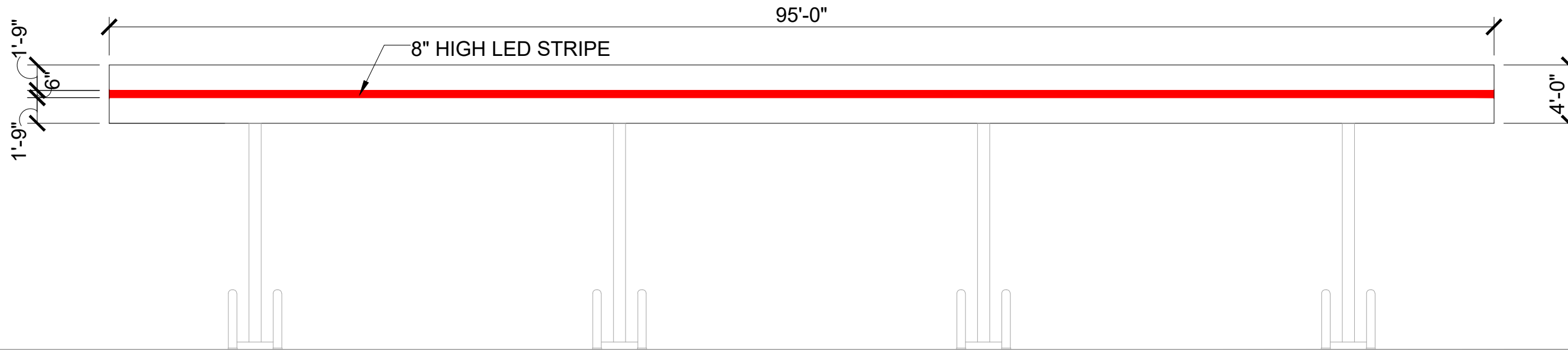


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CANOPY SIGNAGE  
 CONVENIENCE STORE #651  
 800 W. MAIN ST.  
 WAUPUN WI

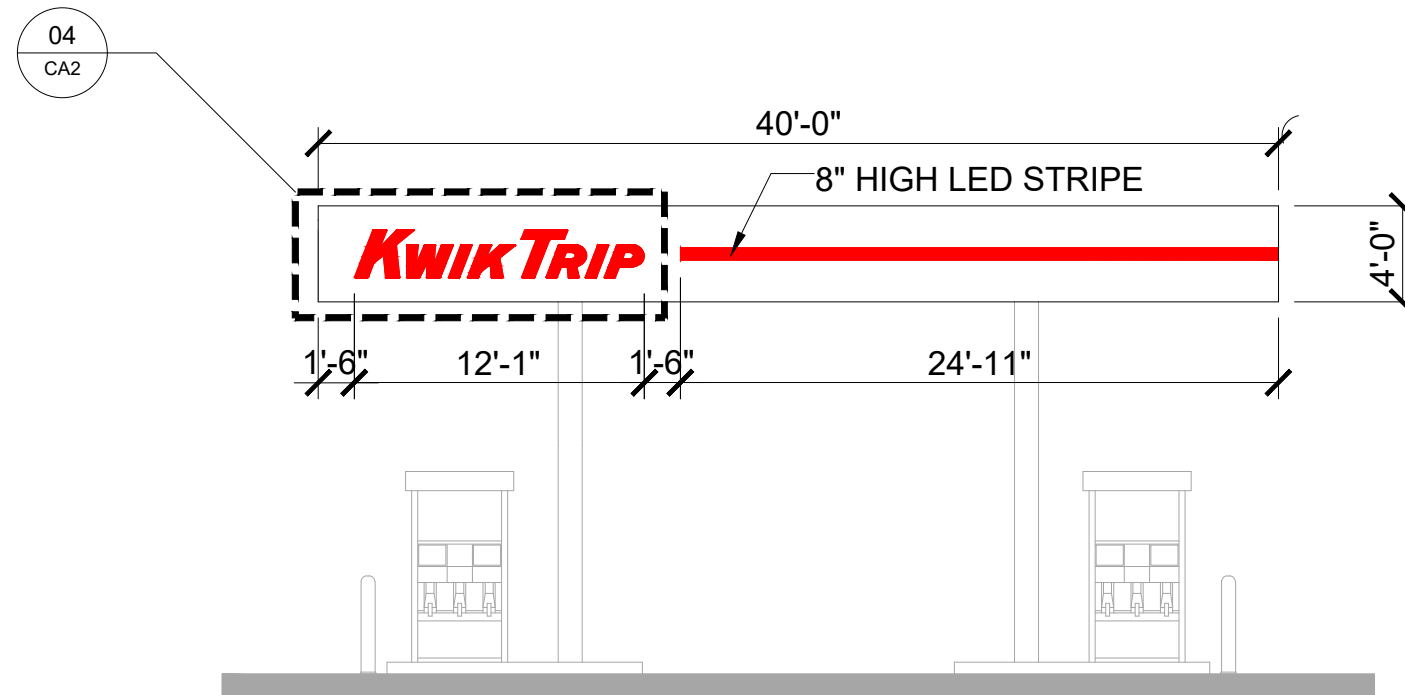
#	DATE	DESCRIPTION

DRAWN BY: CJN  
 SCALE: MULTIPLE  
 PROJ. NO.: 0001  
 DATE: 2023-4-19  
 SHEET: CA1



**CANOPY ELEVATION**

SCALE: 1/8"=1'-0"



**CANOPY ELEVATION**

SCALE: 1/8" = 1'-0"



**LOGO DETAIL - SIGN #05**

SCALE: 1/2" = 1'-0"

**KWIK  
TRIP**

**KWIK  
STAR**

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P.O. BOX 2107  
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LA CROSSE, WI 54602-2107  
PH. (608) 781-8988  
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CANOPY SIGNAGE

CONVENIENCE STORE #651

800 W. MAIN ST.  
WAUPUN WI

#	DATE	DESCRIPTION

DRAWN BY: CJN  
SCALE: MULTIPLE  
PROJ. NO.: 0001  
DATE: 2023-4-19  
SHEET: CA2





- Tan Aluminum Roof Cap
- Tan EIFS
- Asphalt Shingles
- Almond Fascia
- Tan Brick
- Burgundy Brick
- Tan Brick
- Burgundy Brick

**SOUTH ELEVATION**  
SCALE: 1/8" = 1'-0"

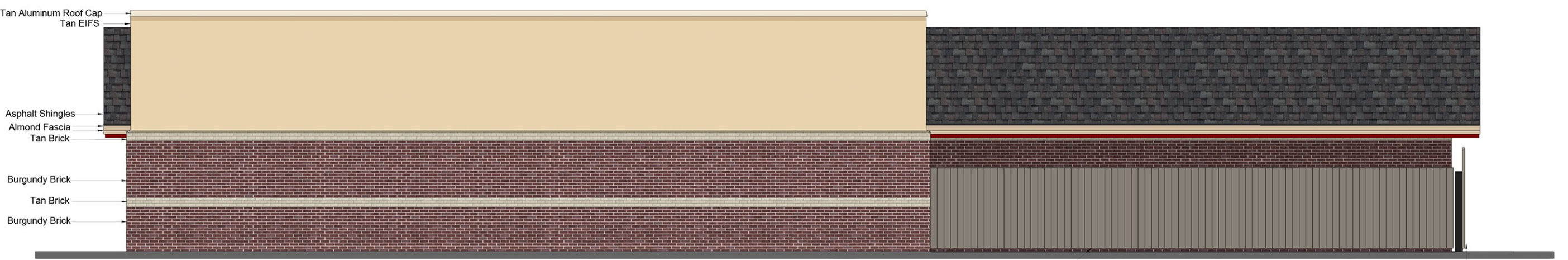


**STORES**



**STORES**

KWIK TRIP, Inc.  
P.O. BOX 2107  
1626 OAK STREET  
LA CROSSE, WI 54602-2107  
PH. (608) 781-8988  
FAX (608) 781-8960



- Tan Aluminum Roof Cap
- Tan EIFS
- Asphalt Shingles
- Almond Fascia
- Tan Brick
- Burgundy Brick
- Tan Brick
- Burgundy Brick

- 6' Tall Pressure Treated Dumpster Enclosure
- 8' Tall Grey Trex Dumpster Enclosure Gates

**NORTH ELEVATION**  
SCALE: 1/8" = 1'-0"

**ELEVATION 1**

**CONVENIENCE STORE #651**  
**MERCHANDISING**

800 W MAIN ST  
WAUPUN, WI

#	DATE	DESCRIPTION

DRAWN BY: KMK  
SCALE: 3/32" = 1'-0"  
PROJ. NO.: 0001  
DATE: 2022 12-19  
SHEET: 651



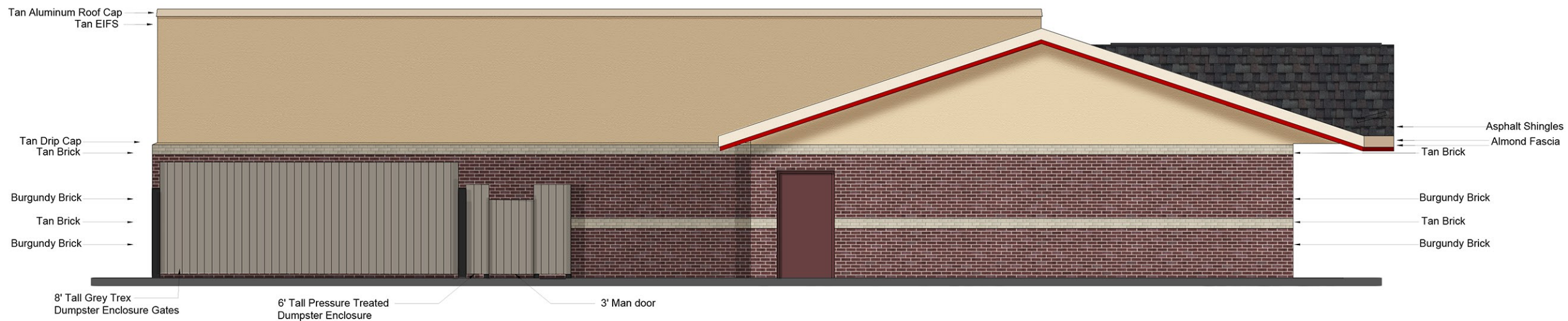
Tan Aluminum Roof Cap  
Tan EIFS

Tan Drip Cap  
Tan Brick

Burgundy Brick  
Tan Brick  
Burgundy Brick

**EAST ELEVATION**

SCALE: 1/8" = 1'-0"



Tan Aluminum Roof Cap  
Tan EIFS

Tan Drip Cap  
Tan Brick

Burgundy Brick  
Tan Brick  
Burgundy Brick

Asphalt Shingles  
Almond Fascia

Tan Brick

Burgundy Brick  
Tan Brick  
Burgundy Brick

8' Tall Grey Trex  
Dumpster Enclosure Gates

6' Tall Pressure Treated  
Dumpster Enclosure

3' Man door

**WEST ELEVATION**

SCALE: 1/8" = 1'-0"

**KWIK  
TRIP**

STORES

**KWIK  
STAR**

STORES

KWIK TRIP, Inc.  
P.O. BOX 2107  
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LA CROSSE, WI 54602-2107  
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FAX (608) 781-8960

ELEVATION 2

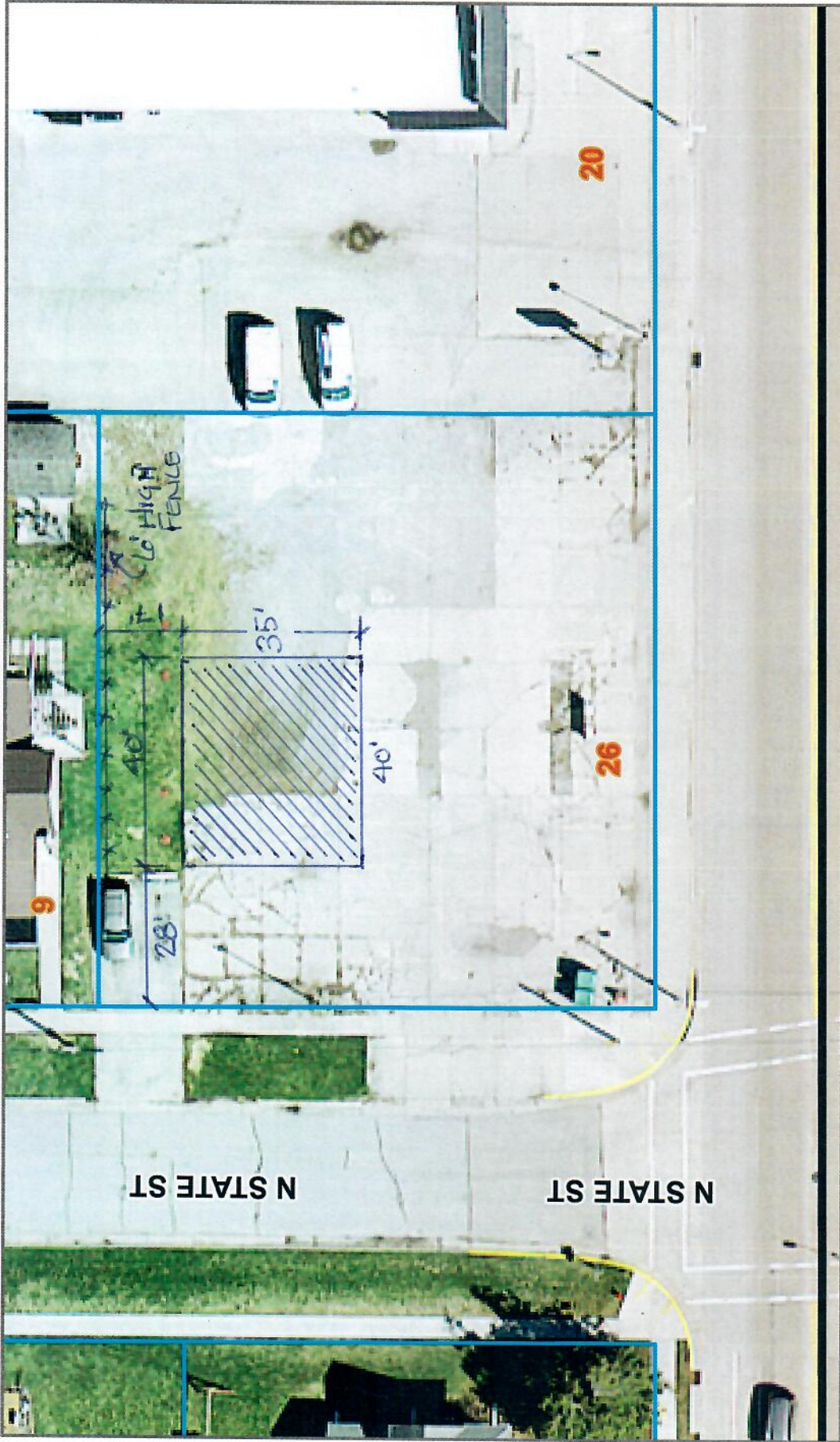
CONVENIENCE STORE #651  
MERCHANDISING

800 W MAIN ST  
WAUPUN, WI

#	DATE	DESCRIPTION

DRAWN BY	KMK
SCALE	3/32" = 1'-0"
PROJ. NO.	0001
DATE	2022 12-19
SHEET	651

Fond du Lac County, WI



Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for zoning verification.

Map Scale  
1 inch = 30 feet  
5/10/2023

Property at 26 W Main Street (Former McDowell Gas Station)  
Condition Use Required Fence Installation (complete)





# Dodge County Land Resources and Parks Department

127 East Oak Street · Juneau, WI 53039-1329  
PHONE: (920) 386-3700 · FAX: (920) 386-3979  
EMAIL: landresources@co.dodge.wi.us

**DATE SENT TO CITY:** **MAY 15, 2023**

**DEADLINE FOR  
CITY DENIAL:** **JUNE 14, 2023**

## LETTER OF INTENT NOTIFICATION

Please find attached a copy of the minor subdivision letter of intent(s) submitted to our department for approval.

<u>NAME</u>	<u>CITY</u>	<u>ACTIVITY NUMBER</u>
HELEN & ROY REABE	WAUPUN	2023-0369

Please notify our department of your City's position on the enclosed letter(s) of intent. If your City does not return the completed form by the above deadline or file a request that the County review be delayed until a date after which your City has reviewed the proposal, we will assume that the City is in favor of the land division request and we will then proceed with scheduling County Planning Committee review at their next available meeting.

**CONTACT:** Land Resources and Parks Department  
ATTN: Land Division  
127 E. Oak Street  
Juneau, WI 53039

Phone: (920) 386-3700  
FAX: (920) 386-3979

Thank you!

### CITY'S RECOMMENDATION

APPROVE       DENY       NO RECOMMENDATION

LAYOVER TO DATE: \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
CITY REPRESENTATIVE



**DODGE COUNTY LAND RESOURCES AND PARKS DEPARTMENT**

127 E OAK STREET • JUNEAU, WI 53039  
 PHONE: (920) 386-3700 • FAX: (920) 386-3979  
 E-MAIL: landresources@co.dodge.wi.us

**MINOR LAND DIVISION  
 LETTER OF INTENT FORM**

THIS AREA FOR OFFICE USE ONLY

<b>Activity No.</b> <b>230369</b>	<b>Expiration Date</b>
Application Date: <b>5-15-2023</b>	Receipt #: <b>7186-0009</b>

Application Fee: \$75 (Non-Refundable)

NAMES & MAILING ADDRESSES		PROPERTY DESCRIPTION				
Applicant (Agent) Leaver Land Surveying LLC Rich Leaver, WI_LS-1492 W8871 Gossfeld Ln. Beaver Dam, WI 53916		Parcel Identification Number (PIN) <b>044-1314-0142-001</b>				
Property Owner (If different from applicant) <b>Helen C. &amp; Roy W. Reabe Trust</b>		Town <b>Trenton</b>	T	N	R	E
Street Address <b>W 7485 State Rd. 68</b>		1/4 <b>NW</b>	1/4 <b>SE</b>	Section <b>1</b>	Acreage of Parent Parcel <b>15.3</b>	Acreage of Proposed Lot(s) <b>2.5</b>
City • State • ZipCode <b>Waupun, WI</b>		Subdivision (Name, lot and block) or CSM # (Volume/Page/Lot)				
Street Address <b>W 7485 State Rd. 68</b>		Site Address Of Property (DO NOT Include City/State/ZipCode) <b>W 7485</b>				
City • State • ZipCode <b>Waupun, WI</b>		Is this property connected to public sewer? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				

**CONTACT PERSON**  
 Name and daytime phone number (include area code) of a person we can contact if we have any questions about your application.  
 Name Rich Leaver Daytime Phone (920) 887-2401

CURRENT PROPERTY USE	PROPOSED USE
<input type="checkbox"/> Vacant Property <input checked="" type="checkbox"/> Single Family Residential <input type="checkbox"/> Duplex (Two-Family Residential) <input type="checkbox"/> Multi-Family Residential • Number of residential units: _____ <input type="checkbox"/> Active Working Farm Operation <input type="checkbox"/> Recreational / Wetlands / Wooded Parcel <input type="checkbox"/> Business / Industrial / Commercial Use (Describe Below) <input type="checkbox"/> Other (Describe Below)	<input checked="" type="checkbox"/> Single Family Residential <input type="checkbox"/> Duplex (Two-family Residential) <input type="checkbox"/> Multi-Family Residential • Number of residential units: _____ <input type="checkbox"/> Agricultural Use Only – No residential structures <input type="checkbox"/> Open Space Recreational / Wetlands - No residential structures <input type="checkbox"/> Business / Industrial / Commercial Use (Describe Below) <input type="checkbox"/> Other (Describe Below)

A SKETCH PLAN SHOWING THE PROPOSED LAND DIVISION IS REQUIRED TO BE SUBMITTED WITH THIS APPLICATION.

**CERTIFICATE**  
 I, the undersigned, hereby apply for Minor Land Division approval and certify that all the information both above and attached is true and correct to the best of my knowledge. I hereby authorize members of the Dodge County Land Resources and Parks Department to enter the above-described property for purposes of obtaining information pertinent to my request.

Contact Person (Print) Thomas R Reabe Daytime Contact Phone (920) 219-2026 Email: treabe@att.net  
 Signature [Signature] Date 5-15-2023

**OFFICE USE ONLY**

CUP Required (App \_\_\_\_\_)  REZONE Required (App \_\_\_\_\_)  Restriction Release Required

Notes:

APPROVED <input type="checkbox"/>	DENIED <input type="checkbox"/>	LAND RESOURCES AND PARKS DEPARTMENT Date _____
--------------------------------------	------------------------------------	---

0 100 200 300ft  
DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and the conclusions drawn are the responsibility of the user.

0134-000  
44.187 ac.

0137-000  
35.51 ac.

0113-001  
28.03 ac.

0142-001  
15.312 ac.

W7485

0142-002  
1.339 ac.

W7485

#1249254  
209.55 ac.

#1067377

0113-000  
28 ac.

7.16.1'

OVERLAP  
0 ac.

0114-000  
49.29 ac.

0141-000  
27.636 ac.

328

2.51 Acres  
353 deep  
310 wide

632.94'

#94

(1)  
51133

2.5

614.5'

JENNISON

STATE ROAD 69



0 100 200 300ft

# DC QMap

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.

0123-000  
139.602 ac.

0113-000  
28 ac.

0114-000  
49.29 ac.

0113-001  
28.03 ac.

0131-000  
35.51 ac.

0141-000  
27.636 ac.

0142-001  
15.312 ac.

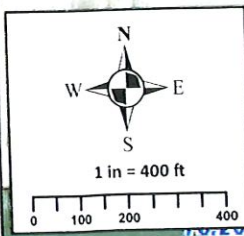
0143-000  
36.936 ac.

0134-000  
44.187 ac.

0143-001  
37.492 ac.

1212-000  
76.669 ac.

Dodge County Land Resources & Parks



- General**
- Urbanized Roads
  - Soils
  - Airport Ordinance 3-Mile Buffer
  - Sewer Service Areas
  - Highly Developed Shoreline
  - Elevation Contours

- WI Historical Society**
- Historic Structures
  - Archaeological Sites
  - Survey Areas
- Non-Metallic Mining**
- Active Mining Area
  - Approved Mining Area
  - Mine Property Boundaries

- Floodplain / Wetland**
- FEMA Floodplain/Storage/Dam Shadow
  - DNR Wetland Areas/Points
- Shoreland Zoning**
- Shoreland Zoning Buffer
  - Lakes/Ponds/Sloughs
  - Rivers/Streams/Creeks

- County Zoning**
- Planned Unit Development
  - Hartford Extraterritorial
  - General Agricultural
  - Prime Agricultural
  - One Family Residential
  - Two Family Residential
  - Multi-Family Residential
  - General Commercial
  - Extensive Commercial
  - Light Industrial
  - Industrial
  - Waterbody
  - ROW/City/Village

Date: 5/15/2023



**Rob Condon**

**COPY**

**From:** Trista Steinbach <trista@cityofwaupun.org>  
**Sent:** Thursday, April 06, 2023 2:00 PM  
**To:** Angie Hull; Rob Condon  
**Cc:** Building Inspector  
**Subject:** RE: Certified Survey Map

I'm not sure if Sue responded.

### **17.10 - FEES. (Rep. & recr. #06-04)**

#### **SHARE LINK TO SECTIONPRINT SECTIONDOWNLOAD (DOCX) OF SECTIONSEMAIL SECTION**

(4) CERTIFIED SURVEY MAP REVIEW FEE. A fee of \$100.00 + \$15 00 per lot shall be paid at the time of first submission for approval of any Certified Survey Map to defray the cost of review.

Trista Steinbach  
City of Waupun  
201 E Main St  
Waupun, WI 53963  
(920) 324-7917

223-57 Van Bever \$130.00  
send copy of CSM

---

**From:** Angie Hull <angie@cityofwaupun.org>  
**Sent:** Tuesday, April 4, 2023 1:24 PM  
**To:** Rob Condon <rcondon@grothman.com>  
**Cc:** Trista Steinbach <trista@cityofwaupun.org>; Building Inspector <inspector@cityofwaupun.org>  
**Subject:** RE: Certified Survey Map

Sue/Trista –  
Please respond to the requirements of a CSM.

---

**From:** Rob Condon <rcondon@grothman.com>  
**Sent:** Tuesday, April 4, 2023 12:22 PM  
**To:** Angie Hull <angie@cityofwaupun.org>  
**Subject:** Certified Survey Map

Angie,

Does the City require a Fee for review of a Certified Survey Map, and if so how much?

Thank you,  
Rob Condon

As prepared by:

**GA GROTHMAN & ASSOCIATES S.C.**  
PROFESSIONAL SERVICES  
625 EAST SUPER STREET, P.O. BOX 373 PORTAGE, WI 53901  
PHONE: PORTAGE (920) 742-7788 SAUK (920) 644-8877  
FAX: (920) 742-0434 E-MAIL: [survey@grothman.com](mailto:survey@grothman.com)  
(RED LOGO REPRESENTS THE ORIGINAL MAP)

**G & A FILE NO. 223-57**

DRAFTED BY: I. KASPER

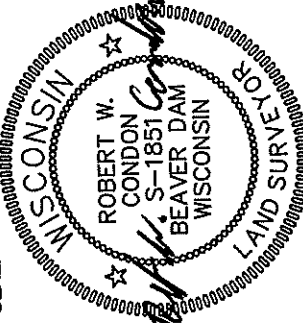
CHECKED BY: RC

PROJ. 522-265

DWG. 223-57

SHEET 1 OF 5

SEAL:



3/6/2023

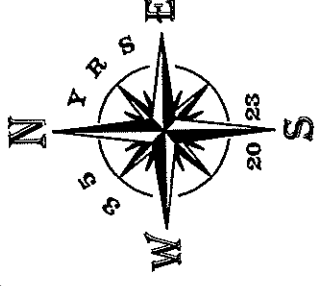
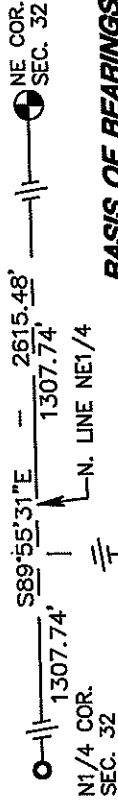
SHEET 1 OF 5

# FOND DU LAC COUNTY CERTIFIED SURVEY MAP

## GENERAL LOCATION

**BEING PART OF THE NE1/4 OF THE NE1/4 AND PART OF THE SE1/4 OF THE NE1/4, SECTION 32**  
**T. 14 N., R. 15 E., TOWN OF WAUPUN, FOND DU LAC COUNTY, WISCONSIN**

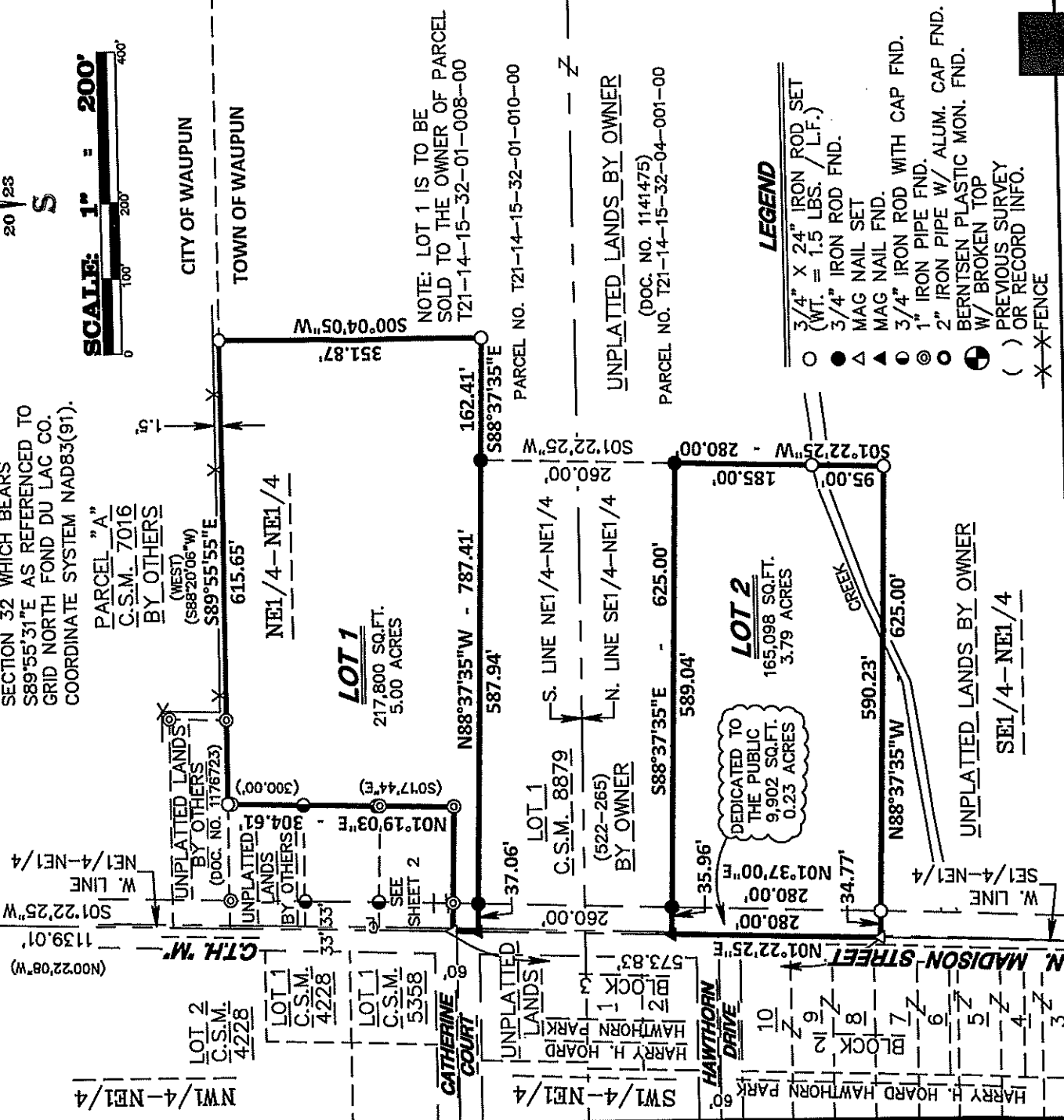
CONTAINING: 394,053 SQ.FT. - 9.05 ACRES



### BASIS OF BEARINGS:

IS THE NORTH LINE OF THE NE1/4, SECTION 32 WHICH BEARS S89°55'31"E AS REFERENCED TO GRID NORTH FOND DU LAC CO. COORDINATE SYSTEM NAD83(91).

PARCEL "A"  
C.S.M. 7016  
BY OTHERS  
(WEST)  
(S88°20'06"W)  
S89°55'55"E



NOTE: LOT 1 IS TO BE SOLD TO THE OWNER OF PARCEL T21-14-15-32-01-008-00

PARCEL NO. T21-14-15-32-01-010-00

UNPLATTED LANDS BY OWNER

(DOC. NO. 1141475)

PARCEL NO. T21-14-15-32-04-001-00

### LEGEND

- 3/4" X 24" IRON ROD SET (WT. = 1.5 LBS. / L.F.)
- 3/4" IRON ROD FND.
- △ MAG NAIL SET
- ▲ MAG NAIL FND.
- ⊙ 3/4" IRON ROD WITH CAP FND.
- ⊖ 1" IRON PIPE FND.
- ⊙ 2" IRON PIPE W/ ALUM. CAP FND.
- ⊖ BERNTSEN PLASTIC MON. FND. W/ BROKEN TOP
- ( ) PREVIOUS SURVEY OR RECORD INFO.
- ✕ FENCE

UNPLATTED LANDS BY OWNER

SE1/4-NE1/4

CLIENT/OWNER

FRANK T. VAN BEVER

W5953 S.T.H. "49"

WAUPUN, WI 53963

**COPY**

As prepared by:

**GA GROTHMAN & ASSOCIATES S.C.**  
PROFESSIONAL SERVICES

625 EAST SILVER STREET, P.O. BOX 373 PORTAGE, WI. 53901  
PHONE: PORTAGE (608) 742-7788 SAUK (608) 644-2877  
FAX: (608) 742-0434 E-MAIL: [surveying@grothman.com](mailto:surveying@grothman.com)  
(RED LOGO REPRESENTS THE ORIGINAL MAP)

**G & A FILE NO. 223-57**



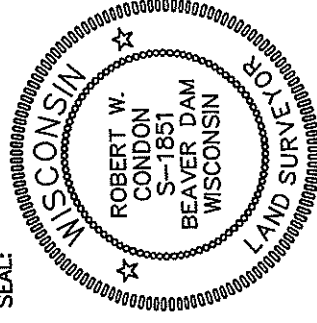
DRAFTED BY: I. KASPER

CHECKED BY: RC

PROJ. 522-265

DWG. 223-57 SHEET 3 OF 5

SEAL:



## FOND DU LAC COUNTY CERTIFIED SURVEY MAP GENERAL LOCATION

**BEING PART OF THE NE1/4 OF THE NE1/4 AND PART OF THE SE1/4 OF THE NE1/4, SECTION 32  
T. 14 N., R. 15 E., TOWN OF WAUPUN, FOND DU LAC COUNTY, WISCONSIN**

CONTAINING: 394,053 SQ.FT. -- 9.05 ACRES

### SURVEYOR'S CERTIFICATE

I, **ROBERT W. CONDON**, Professional Land Surveyor, do hereby certify that by the order of **Frank T. Van Bever**, I have surveyed, monumented, mapped and divided part of the Northeast Quarter of the Northeast Quarter and part of the Southeast Quarter of the Northeast Quarter, Section 32, Town 14 North, Range 15 East, Town of Waupun, Fond Du Lac County, Wisconsin, described as follows:

Commencing at the North Quarter corner of said Section 32;  
thence South 89°55'31" East along the North line of the Northeast Quarter, 1,307.74 feet to the Northwest corner of the Northeast Quarter of the Northeast Quarter;  
thence South 01°22'25" West along the West line of the Northeast Quarter of the Northeast Quarter, 1,139.01 feet to the point of beginning;  
thence South 88°23'13" East along the South line of lands described and recorded in Document No. 942136 and the Westerly extension thereof, 164.20 feet to the Southeast corner thereof;  
thence North 01°19'03" East along lands described and recorded in Document No. 942136, Document No. 957587 and Document No.255495, 304.61 feet to a point in the South line of lands described and recorded in Document No. 1176723;  
thence South 89°55'55" East along the South line of lands described and recorded in Document No. 1176723 and the South line of Parcel A, Certified Survey Map, No. 7016, 615.65 feet;  
thence South 00°04'05" West, 351.87 feet;  
thence North 88°37'35" West along the North line of Certified Survey Map, No. 8879 and the Easterly extension thereof, 787.41 feet to the Northwest corner of said Certified Survey Map, No. 8879 and being a point in the West line of the Northeast Quarter of the Northeast Quarter;  
thence South 01°22'25" West along the West line of the Northeast Quarter of the Northeast Quarter and the West line of the Southeast Quarter of the Northeast Quarter and being the West line of Certified Survey Map, No. 8879, 260.00 feet to the Southwest corner of Certified Survey Map, No. 8879;  
thence South 88°37'35" East along the South line of Certified Survey Map, No. 8879, 625.00 feet to the Southeast corner thereof,  
thence South 01°22'25" West, 280.00 feet;  
thence North 88°37'35" West, 625.00 feet to a point in the West line of the Southeast Quarter of the Northeast Quarter;  
thence North 01°22'25" East along the West line of the Southeast Quarter of the Northeast Quarter and the West line of the Northeast Quarter of the Northeast Quarter, 573.83 feet to the point of beginning.  
Containing 394,053 square feet, (9.05 acres), more or less. Being subject to County Trunk Highway M, also known as North Madison Street, right-of-way along the Westerly side thereof and servitudes and easements of use or record if any.

**I DO FURTHER CERTIFY** that this is a true and correct representation of the boundaries of the land surveyed and that I have fully complied with the Provisions of Chapter 236.34 of the Wisconsin State Statutes and the Fond Du Lac County Subdivision Ordinance to the best of my knowledge and belief.

*Robert W. Condon*

**ROBERT W. CONDON**  
Professional Land Surveyor, No. 1851  
Dated: March 6, 2023  
File No: 223-57

**COPY**

**CLIENT/OWNER** FRANK T. VAN BEVER  
W5953 S.T.H. "49"  
WAUPUN, WI 53963

As prepared by:

**GA GROTHMAN & ASSOCIATES S.C.**  
PROFESSIONAL SERVICES  
625 EAST SLIPER STREET, P.O. BOX 373 PORTAGE, WI. 53901  
PHONE: PORTAGE: (608) 742-7788 SAJIS: (608) 644-8877  
FAX: (608) 742-0454 E-MAIL: [surveying@grothman.com](mailto:surveying@grothman.com)  
(RED LOGO REPRESENTS THE ORIGINAL MAP)

**G & A FILE NO. 223-57**

DRAFTED BY: I. KASPER

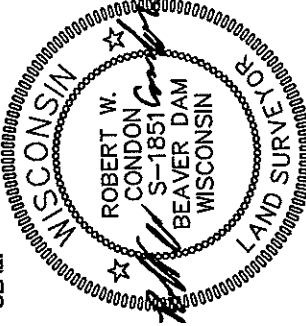
CHECKED BY: RC

PROJ. 522-265

DWG. 223-57 SHEET 4 OF 5



SEAL:



3/6/2023

**FOND DU LAC COUNTY CERTIFIED SURVEY MAP**  
**GENERAL LOCATION**

**BEING PART OF THE NE1/4 OF THE NE1/4 AND PART OF THE SE1/4 OF THE NE1/4, SECTION 32**  
**T. 14 N., R. 15 E., TOWN OF WAUPUN, FOND DU LAC COUNTY, WISCONSIN**  
CONTAINING: 394,053 SQ.FT. - 9.05 ACRES

CITY OF WAUPUN RESOLUTION

RESOLVED THAT this Certified Survey Map within the City of Waupun, extraterritorial jurisdiction is hereby approved and accepted by the City of Waupun Planning Commission.

Mayor

Date

City Clerk

Date

TOWN BOARD RESOLUTION

RESOLVED that this certified survey map in the Town of Waupun, Frank T. Van Bever, Owner, is hereby approved and dedication accepted by the Town Board.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

Town Chairperson

I HEREBY CERTIFY that the foregoing is a copy of the Resolution adopted by the Town Board of Waupun.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

Town Clerk

FOND DU LAC COUNTY APPROVAL CERTIFICATE

Approved in accordance with Section 236.12 Wisconsin Statutes \_\_\_\_\_, 2023. Town of Waupun,  
Fond du Lac County Planning Agency by:

Director of Planning

**COPY**

**CLIENT/OWNER:** FRANK T. VAN BEVER  
W5953 S.T.H. "49"  
WAUPUN, WI 53963

As prepared by:

**GA GROTHMAN & ASSOCIATES S.C.**  
PROFESSIONAL SERVICES  
823 EAST SLEPER STREET, P.O. BOX 373 PORTAGE, WI 53901  
PHONE: PORTAGE: (608) 742-7788 SAULS: (608) 644-8877  
FAX: (608) 742-0434 E-MAIL: [survey@grothman.com](mailto:survey@grothman.com)  
(RED LOGO REPRESENTS THE ORIGINAL MAP)

**G & A FILE NO.** 223-57

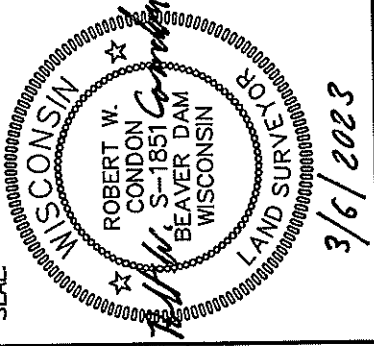
DRAFTED BY: I. KASPER

CHECKED BY: RC

PROJ. 522-265

DWG. 223-57 SHEET 5 OF 5

SEAL:



## FOND DU LAC COUNTY CERTIFIED SURVEY MAP GENERAL LOCATION

**BEING PART OF THE NE1/4 OF THE NE1/4 AND PART OF THE SE1/4 OF THE NE1/4, SECTION 32,  
T. 14 N., R. 15 E., TOWN OF WAUPUN, FOND DU LAC COUNTY, WISCONSIN**

CONTAINING: 394,053 SQ.FT. -- 9.05 ACRES

### OWNER'S CERTIFICATE of DEDICATION

As Owner(s), I/we hereby certify that I/we consented to the land described on this Certified Survey Map to be surveyed, dedicated, divided and mapped as represented on this Certified Survey Map. We also certify that this Certified Survey Map is required by S.236.10 or 236.12 to be submitted to the following for approval or objection.

1. Town of Waupun
2. Fond du Lac County Planning Agency

Frank T. Van Bever

Witness the hand and seal of said Owner this \_\_\_\_\_ day of \_\_\_\_\_, 2023.  
STATE of WISCONSIN)

SS)

COUNTY OF FOND DU LAC)

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2023, the above named Frank T. Van Bever to me known to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

**CLIENT/OWNER:**

FRANK T. VAN BEVER  
W5953 S.T.H. "49"  
WAUPUN, WI 53963

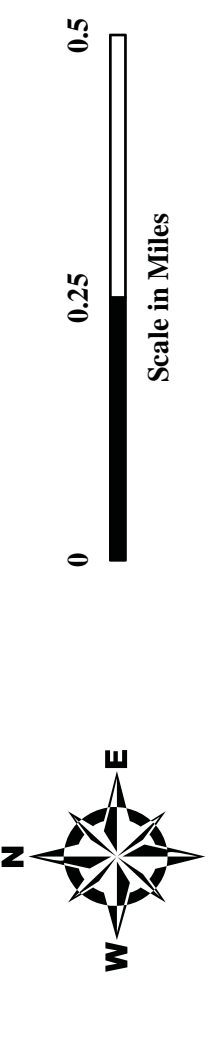
**COPY**

# Map 8-3 City of Waupun Comprehensive Plan Future Land Use

- | Existing                               | Future/Conceptual                        |
|--|--|
| Existing Quarries                      | Conceptual Parks                         |
| Wells                                  | Future Park N Ride                       |
| Railroad                               | Proposed Stormwater Pond                 |
| Existing Trails                        | Road Extension of Shaler Drive           |
| City Hall                              | Proposed Trails                          |
| Trenton Agricultural Enterprise Area   | Intergovernmental Coordination Area      |
| Public Parks & Recreational Facilities | Community Gateways (Minor)               |
| Single Family Residential              | Community Gateways (Major)               |
| Farmsteads                             | Environmentally Sensitive Areas***       |
| Multi-Family                           | Downtown Business District               |
| Mobile Home Parks                      | Neighborhood Commercial Corridor         |
| Commercial                             | Highway Commercial District              |
| Industrial                             | Industrial District                      |
| Quarries                               | Industrial Park District                 |
| Institutional Facilities               | Residential Neighborhood Investment Area |
| Transportation                         | Residential District                     |
| Utilities/Communications               | Mixed Use Residential                    |
| Non-Irrigated Cropland                 | High Density Residential District        |
| Private Recreational Facilities        | Future Residential District              |
| Planted Woodlands                      | Senior Residential District              |
| General Woodlands                      |  |
| Open Other Land                        |  |
| Water                                  |  |

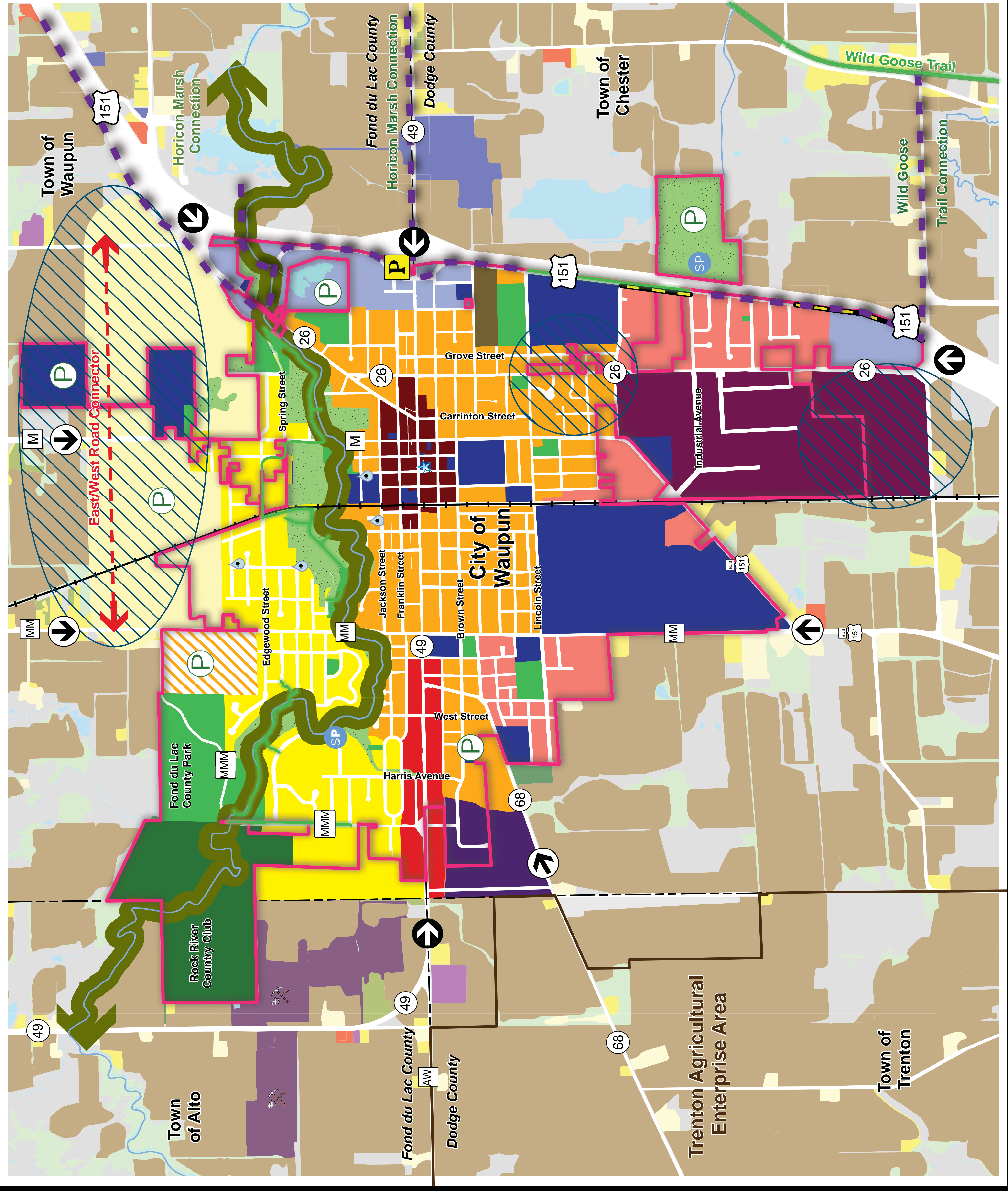
\*\*\*Environmentally Sensitive Areas are Defined as:  
Wetlands (> 5 Acres)  
Floodways  
75' Stream Buffer  
Areas Zoned Conservancy

Source:  
Base data: Dodge & Fond du Lac Counties, 2016  
Existing Land Use: ECWRPC, 2015  
Future Land Use: ECWRPC, 2018

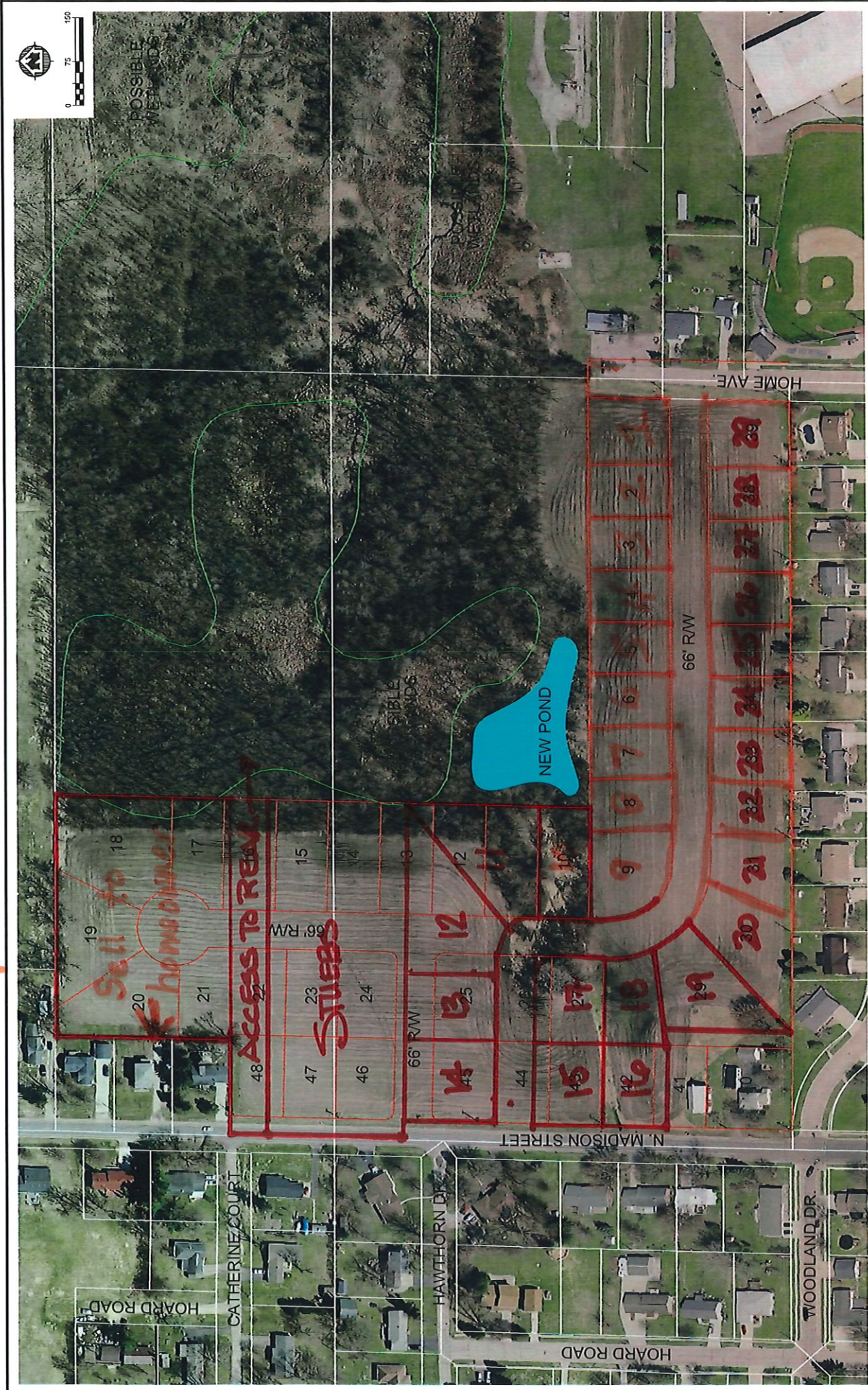


This data was created for use by the East Central Wisconsin Regional Planning Commission Geographic Information System. Any other use/application of this information is the responsibility of the user and such use/application is at their own risk. East Central Wisconsin Regional Planning Commission disclaims all liability regarding fitness of the information for any use other than for East Central Wisconsin Regional Planning Commission business.

PREPARED OCTOBER 2018 BY:  
East Central Wisconsin Regional Planning Commission  
**ECWRPC**



# Future Development Plan



PROJECT DATE:	NO.:	DATE:	REVISION:
DRAWN BY:	BY:	DATE:	
CHECKED BY:	BY:	DATE:	
PROJECT NAME: 111-02127-22-001-P-01-01-2022-001-CONCEPTUAL SITE LAYOUT CLIENT: 111-02127-22-001-P-01-01-2022-001-CONCEPTUAL SITE LAYOUT			
ENGINEERING   ARCHITECTURE   SURVEYING PLANNING   ENVIRONMENTAL 301 920.887-4242 www.msa-ps.com 111 Madison Street, Suite 100		<b>MSA</b>	
N. MADISON STREET - EAST PARCEL CITY OF WAUPLIN FOND DU LAC COUNTY, WISCONSIN		CONCEPTUAL SITE LAYOUT	
00212056 1" = 100'		00212056	