



A G E N D A
CITY OF WAUPUN PLAN COMMISSION
Waupun City Hall – 201 E. Main Street, Waupun WI
Wednesday, June 19, 2024 at 4:30 PM

The Waupun Plan Commission will meet on Wednesday, June 19, 2024 at 4:30 pm in the Waupun City Hall Council Chambers.

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/82624763823?pwd=QS9XZUpKOpWeEdTdDNTTDlwQjRaZz09>

Meeting ID: 826 2476 3823

Passcode: 023373

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 of the May 15, 2024 meeting.
2. Public Hearing - Rezoning Petition of Samsyl Properties to rezone property located at 1134 W. Main St. from the B-3 Shopping Center Business District to the PCD Planned Community Development District.

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, May 15, 2024 at 4:30 PM

CALL TO ORDER

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

ROLL CALL

Members Present: Chairman Bishop, Jason Whitford, Elton TerBeest

Members Present (via Zoom): Jeff Daane

Members excused: Mike Matoushek, Gary DeJager, Jerry Medema

Staff Present: Sue Leahy

Others Present: Ken & Jenny Brown, Jaden Buchholz, Kristine Feil

PERSONS WISHING TO ADDRESS THE PLAN COMMISSION--

None

FUTURE MEETINGS AND GATHERING INVOLVING THE PLAN COMMISSION

CONSIDERATION - ACTION

1. Recognition of Mayoral Appointments of Board Members.
Mayor recognized new member Gary DeJager who replaced Jill Vanderkin on the Board.
2. Nominations and Appointment of Secretary.
Motion by Terbeest, 2nd by Whitford to nominate Jeff Daane as Secretary. Motion carried, unanimously.
3. Establish Day and Month and Time of Board Meeting.
Motion by Whitford, 2nd by TerBeest to hold the monthly Plan Commission meetings on the 3rd Wednesday of each month at 4:30 p.m. Motion carried, unanimously.
4. Approve minutes of the March 20, 2024 meeting.
Motion by TerBeest, 2nd by Whitford to approve the minutes of the March 20, 2024 meeting. Motion carried, unanimously.
5. Public Hearing - Conditional Use Permit Application - Kenneth Brown at 13 S. Watertown St. to operate a Plumbing business per Municipal Code Section 16.04(2)(d)(v).

Motion by Whitford, 2nd by TerBeest to open the public hearing. Motion carried, unanimously.

Kristine Feil, an adjoining neighbor asked about their plans for building, plans for exterior, how grounds will be kept, and if anything stored outside.

Ken Brown appeared. Trucks will be stored on site, dumpsters will be on site but fenced in. The building will be updated. There will be 2-4 trucks. No storage in front of building.

Motion by Whitford, 2nd by TerBeest to close the public hearing. Motion carried, unanimously.

Motion by TerBeest, 2nd Whitford by to approve the Conditional Use Permit application of Kenneth Brown at 13 S. Watertown St. to operate a plumbing business with the following conditions: No storage in front yard, and the dumpsters must be in an enclosed area.

Motion carried, unanimously.

6. Site Plan Review - 18 Wheeler Truck Wash - 1815 Shaler Dr.

Brian Retzlaff appeared to discuss plans. He talked to Jason at MSA and would like to get rid of some concrete and replace with grass where they enter the building. The current location of the fire hydrant by the East driveway will need to be moved. The curb will need to be extended 30' and the road blacktopped. Jeff Daane discussed the stormwater plans and stated the site is not suitable for infiltration so the stormwater will have to get directed to the regional pond.

The costs for the curb and fire hydrant moving have not been discussed internally at the City level yet. Retzlaff asked if they need curb and gutter. Jeff stated the driveway approach cannot go right to the road without a curb but he will go over the site plan with Jason from MSA when the project gets closer to starting.

Motion by Whitford , 2nd by TerBeest to approve the site plan for 18 Wheeler Truck Wash at 1815 Shaler Dr. with the following conditions: - Stormwater must get directed to the regional pond.

Motion carried, unanimously.

ADJOURNMENT

Motion by TerBeest, 2nd by Whitford by to adjourn the meeting. Motion carried, meeting adjourned at 4:45 pm



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

PETITION FOR REZONING

From: Sam Vander Gieten Phone: 920-210-3466
Samsyl Properties LLC Fax: _____
N9935 Pleasant Rd, Randolph, WI 53956

The petition of Sam Vander Gieten / Samsyl Properties 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,
Fond du Lac County, Wisconsin and legally described as follows:
1134 W Main St., Waupun, WI 53963

2. That the petitioner is the owner of the real estate described above which lies in the
B3 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 District of the City of Waupun for zoning purposes.

Dated this 3 day of May, 2024

Petitioners Signature Sam Vander Gieten

Petitioners Signature _____

Petitioners Signature _____

\$150.00 Application fee payable upon filing. Date paid: 5/13/24

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

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 19th day of June, 2024, 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/82624763823?pwd=QS9XZUpxK0pWeEdTdDNTTDlwQjRaZz09>

Meeting ID: 826 2476 3823

Passcode: 023373

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

ORDINANCE # 24 - ____

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 to provide as follows: real estate currently owned by Samsyl Properties LLC located at 1134 W Main St. and described as UNPL LAND S31 T14N R15E LOT 1 CSM #1711-9-211 & W 55' LOT 1 CSM #1669-9-169 LOC IN SW ¼ SW ¼ being presently zoned in the B-3 Shopping Center Business District is rezoned to the PCD – Planned Community Development District.

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

Adopted this ____ day of _____, 2024.

Rohn Bishop
Mayor

ATTEST:

Angela Hull
City Clerk

(Publish June 4 and June 11, 2024)

ORDINANCE # 24 - ____

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 to provide as follows: real estate currently owned by Samsyl Properties LLC located at 1134 W Main St. and described as UNPL LAND S31 T14N R15E LOT 1 CSM #1711-9-211 & W 55' LOT 1 CSM #1669-9-169 LOC IN SW ¼ SW ¼ being presently zoned in the B-3 Shopping Center Business District is rezoned to the PCD – Planned Community Development District.

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

Adopted this __ day of _____, 2024.

Rohn Bishop
Mayor

ATTEST:

Angela Hull
City Clerk