



A G E N D A
CITY OF WAUPUN ZONING BOARD OF APPEALS
Waupun City Hall – 201 E. Main Street, Waupun WI
Monday, October 05, 2020 at 4:30 PM

VIDEO CONFERENCE AND TELECONFERENCE

The Waupun Zoning Board of Appeals will meet virtually at 4:30 pm on October 5, 2020, 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/81495198629?pwd=R3pKNHRmdThTOVBuL3N3UGIzZlRtQT09>

Meeting ID: 814 9519 8629

Passcode: 373239

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 May 20, 2020 meeting.
2. Variance request of Shirley Williams at 920 Rock Ave. to construct a 10' wide deck that will encroach into the required front yard setback.

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
Wednesday, May 20, 2020 at 4:30 PM

CALL TO ORDER

Chairman Mesa called the Virtual Zoning Board of Appeals meeting at 4:31 p.m via Zoom.

ROLL CALL

Members present: Mark Nickel, Chairman Frank Mesa, Pete Kaczmarski, Dylan Weber, and Derek Minnema.

Absent: Patricia Beyer

Also in attendance were Susan Leahy, Zoning Administrator, Kathy Schlieve, Administrator, Jeff Daane, DPW and Todd Tesdal, FS Insight

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

No persons appeared.

CONSIDERATION - ACTION

1. Approve minutes of the August 19, 2019 meeting. Motion by Weber, second by Kaczmarski to approve the August 19, 2019 meeting minutes of the Zoning Board of Appeals. Motion carried unanimously.
2. Zoning Board of Appeals meeting shall remain the first Monday of the Month at 4:00 pm.
 - 5 Ayes, 0 Nays
3. Chairman Mesa read the Recognition of Mayoral Appointment of Council Members and Citizens to the Zoning Board.
 - Citizen 4-30-22 Mark Nickel
 - Citizen 4-30-23 Derek Minnema
 - Citizen 4-30-21 Frank Mesa, Chairman
 - Citizen Alternate 4-30-21 Dylan Weber
 - Citizen 4-30-23 Patricia Beyer
 - Council Member 4-30-23 Pete Kaczmarski
 - Public Works Dir., Ex Officio
 - Utility Manager, Ex Officio
4. Public Hearing –Mesa read request to Discuss/Approve Variance request of Insight FS, a division of GROWMARK, INC. at 1208 West Brown Street to construct a structure over 65 feet tall. Municipal Code Section 16.02©(iii) states "Not to exceed a maximum building height of 65 feet". The proposed structure will be 133 feet.
 - Mesa asked about the height of the new grain bin.
 - Leahy stated it is the same height as the grain bin approved in 2019.
 - Mesa asked if there were any questions.
 - Weber stated that if they are making an investment to the community we should not stand in their way.
 - Nickel agrees with Weber's statement.
 - Mesa added that he recommends the approval of the variance.
 - Kaczmarski asked if Daane has any concerns.

- Daane stated he does not have any with the height.
- Mesa asked for other comments.
- Kaczmarski asked if there were any concerns from the Fire Department last time. No concerns.
- Kaczmarski made a motion to approve the variance as written. Weber seconded motion.
 - 5 Ayes, 0 Nays. Motion carried unanimously.

ADJOURNMENT

Motion by Kaczmarski, seconded by Weber to adjourn the meeting. Motion carried, meeting adjourned at 4:43 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 5, 2020 at 4:30 pm to consider the application for a Variance Request of:

1. Shirley Williams at 920 Rock Ave, to construct a 10' wide deck that will encroach into the required front yard setback by 10". Municipal Code Section 16.03(c)(ii) states "have a front yard setback of 25 feet". The proposed setback will be 24' 2".

The meeting will be conducted via zoom.

To Join Zoom Meeting

<https://us02web.zoom.us/j/81495198629?pwd=R3pKNHRmdThTOVBuL3N3UGlzZIRtQT09>

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September 21, 2020

Susan Leahy
Zoning Administrator
City of Waupun

(PUBLISH, September 28, 2020)

Fee: \$150.00 Paid: \$150⁰⁰ Date: Sep. 21, 2020



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

VARIANCE APPLICATION

From: Shirley A Williams
(business name or individual)

Property Description and address:

920 Rock Ave, Waupun, WI 53963
S31 T14N R15E Harris Park Subdivision Lot 4 B1K5 0.321 acres

Variance Requested:

Request for a 10 foot wide deck

Zoning Ordinance Section Involved:

16.03 (c) (ii) Have a front yard setback of 25 feet

Date presented to Zoning Board of Appeals: _____

VARIANCE: ☐ Granted ☐ Denied

Comments:

Signature of Applicant (s):

Shirley A Williams

East

Garage

House

Stairs

Deck

24'

10'

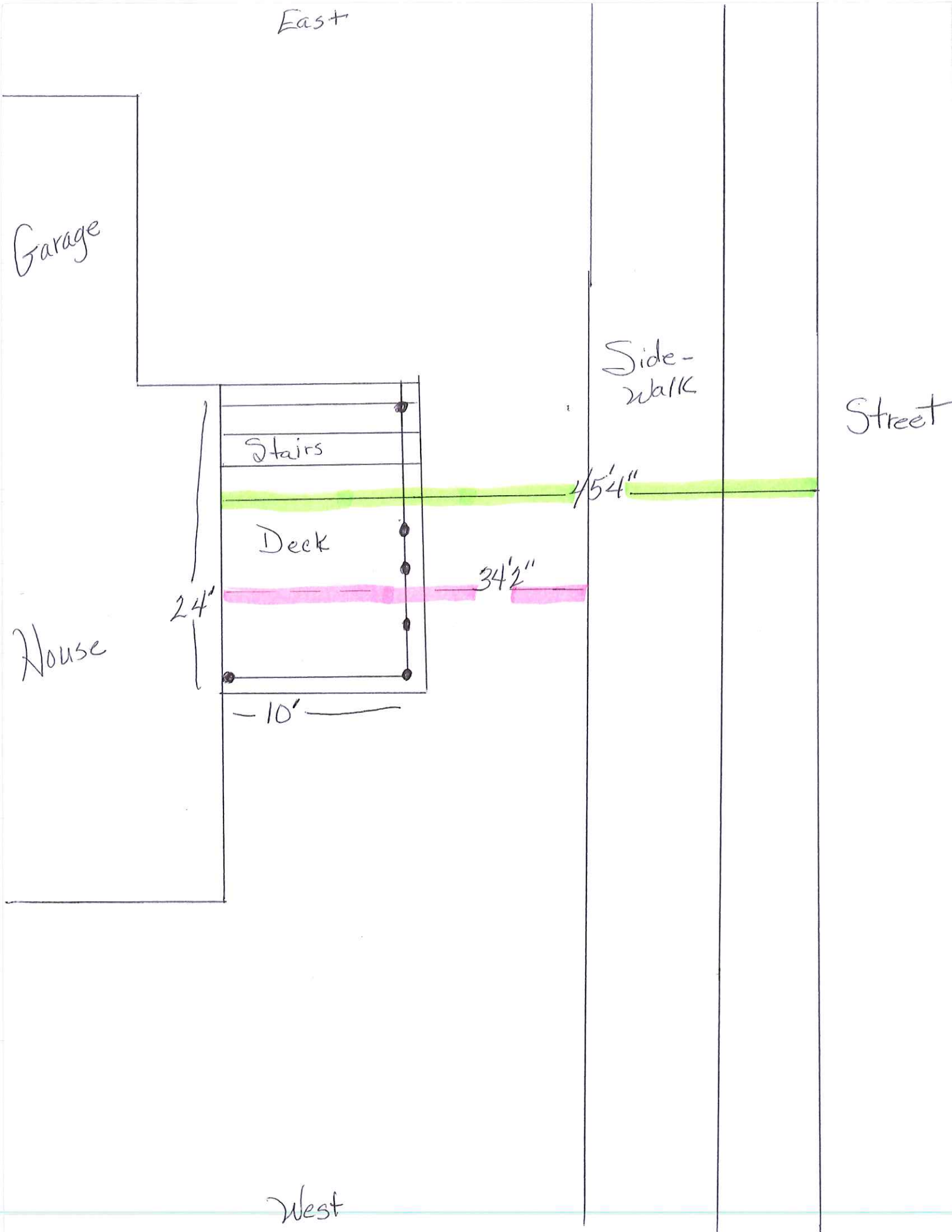
Side-walk

Street

4'5 1/4"

34 1/2"

West



September 17, 2020

City of Waupun
201 E Main Street
Waupun, WI 53963

Re: Letter of Intent for Variance Application

Dear Members of the Zoning Board of Appeals:

I am writing to seek a deck variance for our single-family home at 920 Rock Ave, Waupun. Current Zoning rules say to have a front yard setback of 25 feet. I respectfully request to build a deck 10 feet wide by 24 feet long. With a proper deck size, I will be able to have a table with chairs around it. Which then could be used for eating, playing a game, crafts, etc.

As the figures on the enclosed site plan show, with a 10-foot-wide deck it leaves the front yard setback at 24 feet 2 inches. My contractor measured 34 feet 2 inches from the sidewalk to the front of the house on September 16, 2020. I respectfully request the City Inspector and Zoning Board members to please come to my home and measure the setback and to see the property in person. With these figures, we would be taking 10 inches from the setback.

I have taken the time to speak with my neighbors about the deck variance request. There were no negative responses from the neighbors. They were all looking forward to seeing the new "curb appeal". It would also raise the property value, as well as keep my property looking as great as the rest of the neighborhood.

I hope you agree that my request would produce an aesthetically proper addition to my neighborhood. Time is running short for us. As the price of lumber is skyrocketing, we are praying for a quick decision. The quote our contractor gave us will already have to be redone to accommodate the rising costs. I would prefer not to have it raise again before we can give our contractor the green light.

Should you have any questions, please do not hesitate to contact me at 920-324-4382. Thank you for your thoughtful consideration of this request.

Sincerely,

A handwritten signature in cursive script, appearing to read "Shirley A. Williams".

Shirley A Williams

Enclosures: Variance Application, Site Plan, Copy of Ordinance, List of neighbors

16.03 - RESIDENTIAL DISTRICT REQUIREMENTS .

(1) R-1 SINGLE-FAMILY RESIDENTIAL DISTRICT.

- (a) Purpose. The R-1 District is intended to provide for single-family residential land uses in urban areas served by public sewers. The District is also intended to provide an area for development on larger lots protected from traffic hazards.
- (b) Permitted Uses. The following uses are permitted within an R-1 District:
 - (i) Single-family dwellings; and
 - (ii) Uses customarily incident to any of the above uses when located on the same lot and not involving the conduct of a business.
 - (iii) The parking of commercial trailers (job trailers) provided that: (Ord. 02-02)
 - a. Trailers may be parked in a private garage.
 - b. Trailers must be of enclosed type trailers.
 - c. No outside storage of wood or building materials is allowed.
 - d. If trailers are stored outside, they must be placed on a hard surface area i.e. asphalt, concrete.
 - e. No trailer may be parked beyond the front yard setback line of the principal building.
 - (iv) Off-street parking of motor vehicles not defined as a recreation vehicle is permitted in the street front yard in the Residential Districts on a hard surface area, providing the drive area and such parking does not intrude into a required vision triangle. (Ord. 04-06)
- (c) Requirements. In order to be considered a conforming lot or structure within an R-1 District, a lot or structure must:
 - (i) Have a minimum lot size of 10,000 square feet per family and a minimum lot width of 90 feet; (Am. #05-07)
 - (ii) Have a front yard setback of 25 feet, a rear yard setback of 25 feet, and a side yard setback of 6 feet;
 - (iii) Not exceed a maximum principal building height of 35 feet; and
 - (iv) Have an accessory building side yard setback of 3 feet and not exceed a maximum accessory building height of 18 feet. (Ord. 16-06)
- (d) Conditional Uses. The following uses shall be considered conditional uses within an R-1 District:
 - (i) Churches, public and parochial schools, and libraries;
 - (ii) Recreational and community center buildings and grounds and county fairgrounds; and
 - (iii) Public parks and playgrounds.
- (e) Prohibited Uses. The following uses shall be prohibited in and R-1 District: (Ord. 02-03)
 - (i) The parking of commercial vehicles except for cars, pickup trucks and vans in residential zoned district is prohibited.

(2) R-2 TWO-FAMILY RESIDENTIAL DISTRICT.

- (a) Purpose. The R-2 District is intended to provide for two-family residential land use in urban areas served by public sewer. The District is also intended to provide an area protected from traffic hazards.
- (b) Permitted Uses. The following uses are permitted within an R-2 District: (Ord. 94-22A)
 - (i) Single-family dwellings;
 - (ii) Two-family dwellings; and
 - (iii) Uses customarily incident to any of the above uses when located on the same lot and not involving the conduct of a business.
 - (iv) The parking of commercial trailers (job trailers) provided that: (Ord. 02-02)
 - a. Trailers may be parked in a private garage.
 - b. Trailers must be of enclosed type trailers.