



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

CALL TO ORDER

ROLL CALL

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

CONSIDERATION - ACTION

- [1.](#) Approve minutes of the May 6, 2024 meeting
- [2.](#) Public Hearing - Variance Application: Daniel and Ellexis Tenpas at 214 Howard St. to construct a garage addition extending 3' into the required front yard setback per Municipal Code 16.03(1)(c)(ii)
- [3.](#) Public Hearing - Variance Application: Rapids Housing, LLC at 916 S. Madison Street to reduce the lot width to 40' at (9) proposed lots and reduce the lot size from 6,000 square feet to a minimum of 4,000 square feet for the 11 proposed lots within the mobile home park per Municipal Code Section 16.03(6)(c)(i)

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, May 6, 2024, at 4:30 PM

CALL TO ORDER

Jason Westphal Chairman, called the In-house & Virtual Zoning Board of Appeals meeting at 4:31 p.m.

ROLL CALL

Members present: Jason Westphal, Dylan Stein, Rick Vanthoff, & Patricia Beyer Alternate
 Absent: Mark Nickel & Derek Minnema
 Also in attendance were Susan Leahy, Zoning Administrator & Kathy Schlieve, Administrator

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

No persons appeared.

FUTURE MEETINGS AND GATHERING INVOLVING THE ZONING BOARD OF APPEAL

Leahy stated that there were no applications at this time.

CONSIDERATION - ACTION

1. Motion by Beyer, second by Vanthoff to approve the August 7, 2023 Zoning Board of Appeals meeting minutes.
 4 Ayes, 0 Nays. Motion carried unanimously

2. Recognition of Mayoral Appointment of Board Members

ALDERMAN	<i>Mayoral Appointed Chairman</i>	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

Motion by Stein to approve the appointed board members. Beyer 2nd.

4 Ayes, 0 Nays. Motion carried unanimously

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

4 Ayes, 0 Nays. Motion carried unanimously

4. Public Hearing – Westphal read request to discuss/approve a variance request of Jared Apfelbeck at 620 Claggett Avenue to construct a 6’ high vinyl fence within a future front yard per Municipal Code Section 16.01(11)(j)(ii) and (iv).

- Apfelbeck explained that the vacant lot to the east is a dedicated right-of-way (ROW). He doesn’t know when or if the street will go in in the future but wants to make it safe for his (3) kids and (2) dogs to play in the yard and would like the fence to be 6’ high. Fence to be vinyl.
- Leahy stated that should the street be constructed; their east property line would be considered a front yard. Per the drawing, the fence would not encroach the vision triangle.
- Westphal closed the public hearing.
- Motion by Stein to approve variance as read. Vanthoff 2nd.

Westphal – Aye, Vanthoff - Aye, Stein – Aye, Beyer - Aye

4 Ayes, 0 Nays. Motion carried unanimously

ADJOURNMENT

Motion by Vanthoff, seconded by Stein to adjourn the meeting. Motion carried, meeting adjourned at 4:44 pm.

Fee: \$150.00 Paid: Ck #1127 Date: 8/28/2024



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

VARIANCE APPLICATION

From: Daniel & Ellexis Tenpas
(business name or individual)

Property Description and address:
214 Howard Street, single family residence.

Variance Requested:
We are requesting a 3 foot variance to the 25 foot setback for the front yard. This is to accomodate a garage addition, and incldues a 1 foot roof overhang.

Zoning Ordinance Section Involved:
16.03.Section1.C.ii

Date presented to Zoning Board of Appeals: _____

VARIANCE: Granted Denied

Comments:

Signature of Applicant (s): Ellexis Tenpas

Letter of Intent - Variance Request

Dan & Ellie Tenpas
214 Howard Street
Waupun, WI 53963

D-(920)960-3163
E-(920)244-8290

D-djtenpas36@gmail.com
E-detenpas620@gmail.com

To Whom It May Concern,

We are requesting a variance for our home as we hope to put an addition on the front of our garage for both added curb appeal and additional garage square footage. This addition would require a 3 foot variance to the 25 foot setback of front yards as per Residential District Requirements.

The addition would be the width of our current garage, 22 feet, and extend 10 feet towards the road with a 1 foot roof overhang, totaling 11 feet. This would cause the setback of our home to be 23 feet from the side of the actual structure, and 22 feet from the roof overhang.

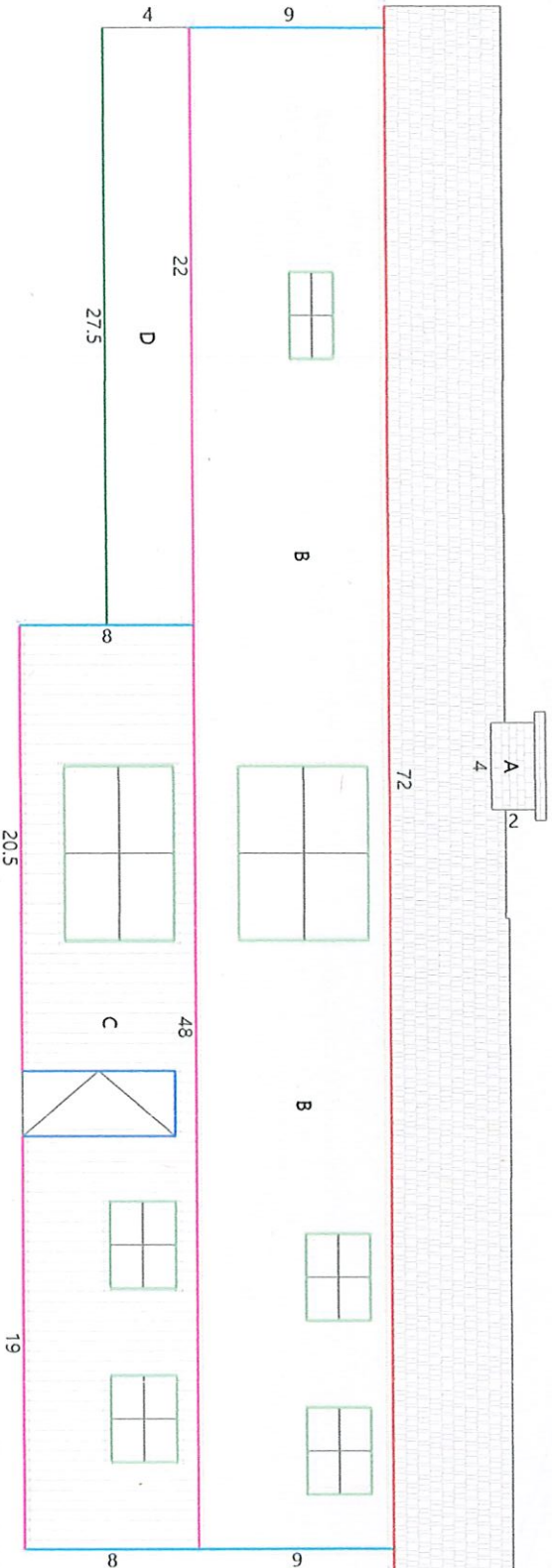
We are hoping to move forward with this project at this time as, like many residents in Waupun, our roof was damaged during the hail storm earlier this year. The addition to the garage would create a change in the roofline of our home, making it the perfect time to both replace our existing roof, while making this change to the actual structure as well. We also have a hardship of a walkout basement which means any addition to the rear of our home would require extensive excavating and foundation work, thus creating a substantial increase in the scope of the project, including cost.

Thank you for your time and consideration,

Dan & Ellie Tenpas

North Elevation Analysis - Structure 1

214 Howard St, Waupun, WI 53963, USA



Plane	Area(sf)	Type
A	11	BRCK
B	550	HORZ
C	255	BB
D	110	CMU

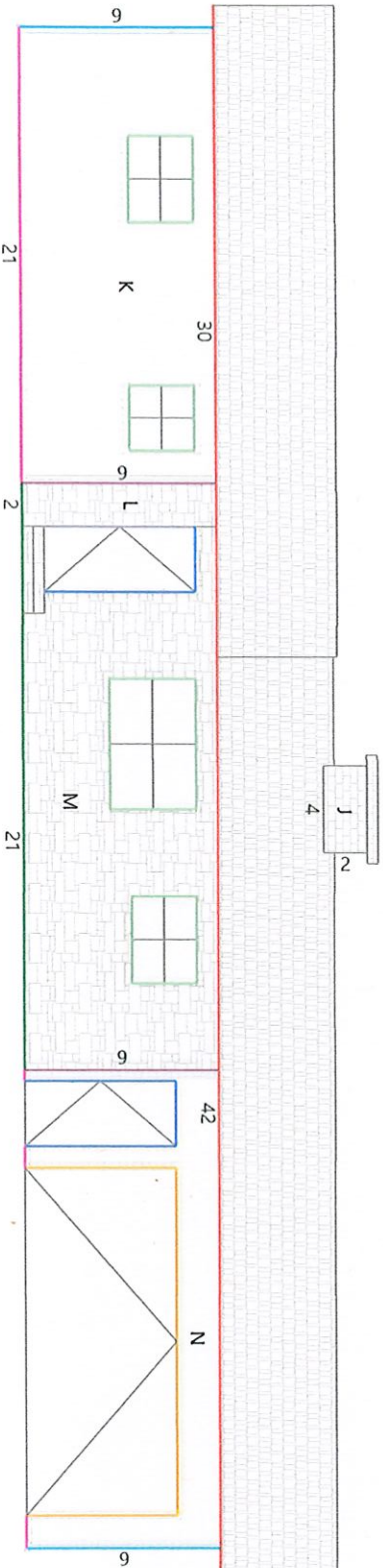
Totals (sf)	
Brick	10.5
Horizontal Lap	550.0
Board and Batten	255.0
Concrete Masonry	110.0

Drawing Key

- Fascia/Soffit
- Outside Corner
- Garage
- Window
- Horizontal Lap
- Starter Strip
- - - Inside Corner
- Door
- Misc Trim
- Vertical Lap
- Shake
- Stucco
- Brick
- Stone

South Elevation Analysis - Structure 1

214 Howard St, Waupun, WI 53963, USA

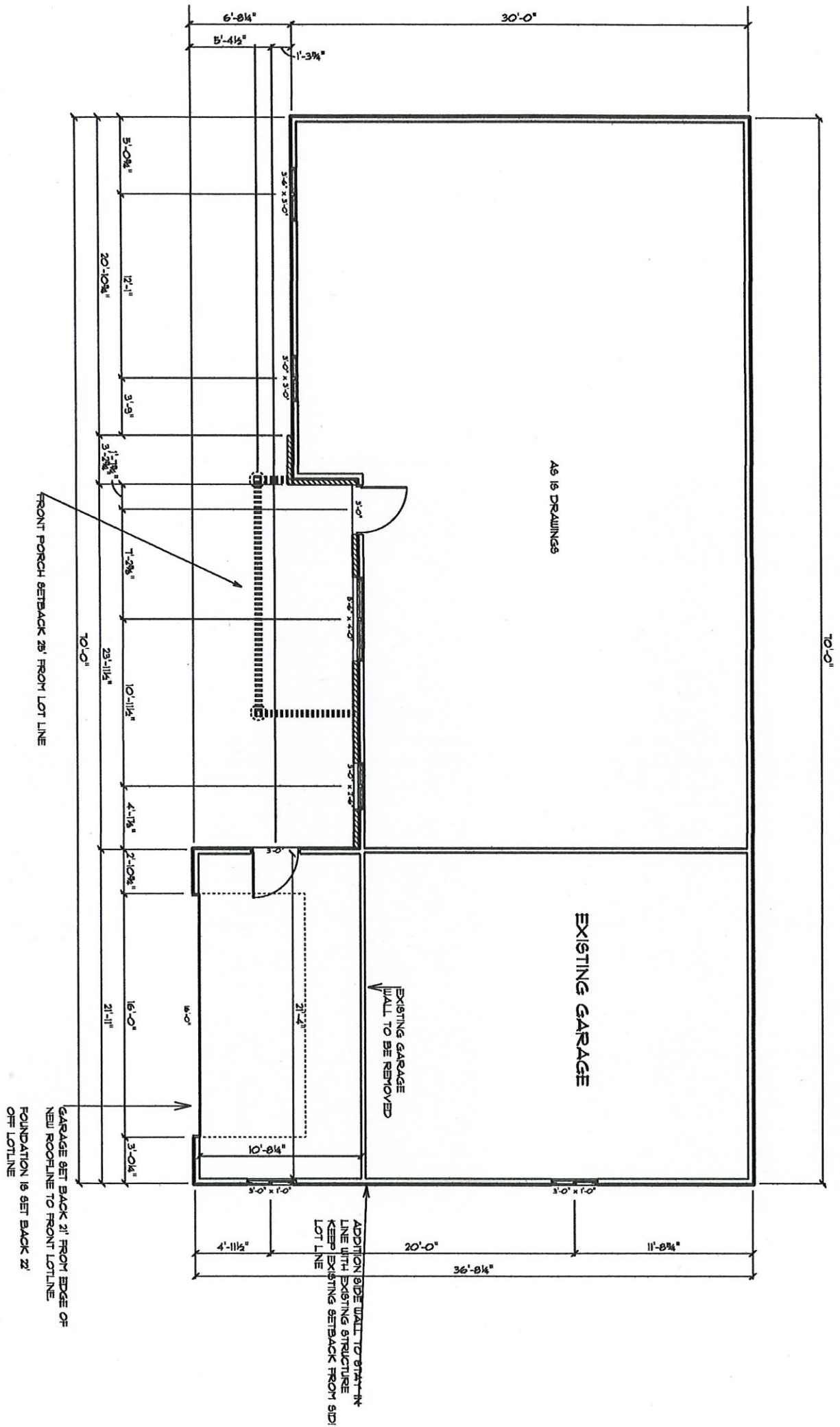


Plane	Area(sf)	Type
J	11	BRCK
K	168	VERT
L	18	STON
M	168	STON
N	65	HORZ

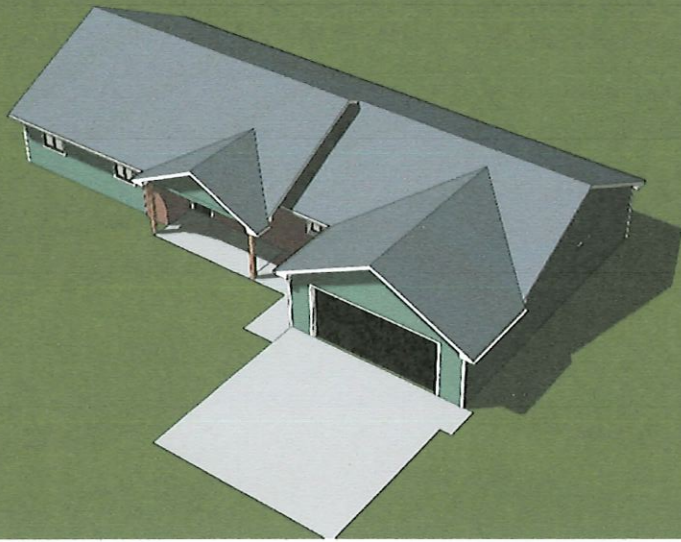
Totals (sf)	
Brick	10.5
Horizontal Lap	65.0
Vertical Lap	168.0
Stone	186.0

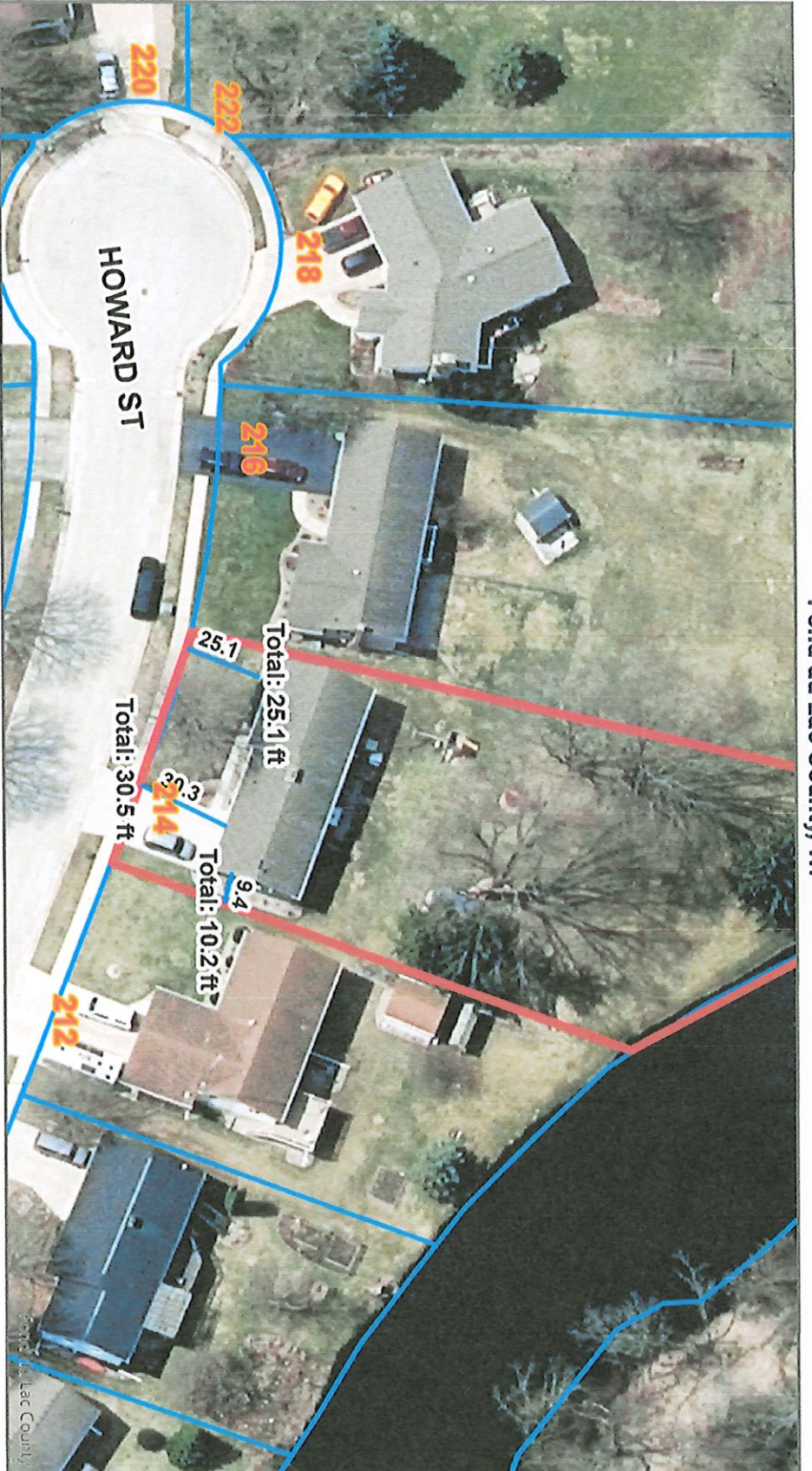
Drawing Key

- Facia/Soffit
- Outside Corner
- Garage
- Window
- Horizontal Lap
- Starter Strip
- - - Inside Corner
- Door
- Misc Trim
- Vertical Lap
- Shake
- Stucco
- Brick
- Stone









<p>1 WPN-14-15-99-CA-100-00 214 HOWARD ST</p>	<p>2 WPN-14-15-99-CA-100-00 214 HOWARD ST</p>
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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
8/28/2024

Receipt No: 1.020856

Aug 28, 2024

TENPAS, DANIEL & ELLEXIS

Previous Balance:	.00
FEES	
VARIANCE	150.00
230-46-4615-0-00	
FEES-ZONING/OCCUPANCY	

Total:	150.00
	=====
CHECKS	
Check No: 1127	150.00
Total Applied:	150.00

Change Tendered:	.00
	=====

Duplicate Copy
08/28/2024 2:57 PM

CITY OF WAUPUN
201 E. MAIN STREET
WAUPUN WI 53963

920-324-7900

Fee: \$150.00 Paid: _____ Date: _____



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

VARIANCE APPLICATION

From: Rapids Housing, LLC
(business name or individual)

Property Description and address:

BEING ALL OF LOT 1 OF CERTIFIED SURVEY MAP NO. 1053 AS DOCUMENT #629128 AND ALL OF LOT B OF THE CERTIFIED SURVEY MAP RECORDED AS VOLUME 3, PAGE 12 OF CERTIFIED SURVEY MAPS AS DOCUMENT #563149, LOCATED IN PART OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 8, TOWNSHIP 13 NORTH, RANGE 15 EAST, CITY OF WAUPUN, DODGE COUNTY, WISCONSIN.

Variance Requested:

Request Variance on the size of the parcel lots. Required parcel lots are 50'x120' with lot size of 6,000 sf minimum. The proposed lots are 40'x100' with lot sizes of 4,000 sf for 5 of the proposed lots, 50'x105' with lot sizes of 5,250 sf for 2 of the proposed lots, and ranging from 40'x123.4' to 40'x127.5' with lot sizes of 4,956.4 sf, 4,997.4 sf, 5,038.4 sf, and 5,079.4 sf for 4 of the proposed lots.

Zoning Ordinance Section Involved:

Date presented to Zoning Board of Appeals: _____

VARIANCE: Granted Denied

Comments:

Signature of Applicant (s):

