



A G E N D A
CITY OF WAUPUN PLAN COMMISSION MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Wednesday, March 18, 2026 at 4:30 PM

VIRTUAL ACCESS

Topic: Plan Commission

Join Zoom Meeting

<https://us02web.zoom.us/j/86316809654?pwd=oXUibyL9j7MNJTUeE7G6Llqnolmxx.1>

Meeting ID: 863 1680 9654

Passcode: 895241

1 312 626 6799

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

1. Next Regularly Scheduled Meeting: Wednesday, April 22, 2026, 4:30 p.m. Waupun City Hall, 201 E Main Street, Waupun, WI

CONSIDERATION - ACTION

2. Minutes from February 18, 2026 Plan Commission Meeting
3. Certified Survey Map of Lot 2 CSM #5337 and Unplatted Lands Described as Parcel B in Document No. 1361951, Located in the SW ¼ of the SW ¼ and the SE ¼ of the SW ¼, Section 4, the NW ¼ of the NW ¼ and the NE ¼ of the NW ¼ Section 9, All In T.13N., R.15E., City of Waupun, Dodge County, WI
4. Certified Survey Map of Lot 1 CSM #3577, Dodge County Located in the NW ¼ of the SW ¼ of Section 9, T.13N., R., 15E., In the City of Waupun, Dodge County, WI,

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, February 18, 2026 at 4:30 PM

CALL TO ORDER

Chairperson Mayor Bishop called meeting to order at 4:30pm.

ROLL CALL

Members In-Person: Chairperson Rohn Bishop, Gary Dejaeger, Jerry Medema, Elton TerBeest, Jeff Daane, Jason Whitford

Members Virtual: None

City Staff In-Person: City Attorney Dan Vande Zande, City Administrator Kathy Schlieve, Sue Leahy Grand Valley Inspector

Absent and Excused: Michael Matoushek

PUBLIC HEARING

- 1. William Wendlandt at 1804 Shaler Drive to construct a 40'x196', 32 Unit Storage Building per Municipal Code Section 16.04(3)(d)(v).**

Motion Dejaeger, second Medema to open the public hearing. Carried unanimously. No public comment. Motion Whitford, second TerBeest to close public hearing. Carried unanimously.

Sue Leahy, Grand Valley Inspector, presents this is only for conditional use permit, will have to come back for site plan review.

Motion Whitford, second TerBeest to approve conditional use permit for William Wendlandt at 1804 Shaler Dr. Carried unanimously.

NO PERSONS WISHING TO ADDRESS THE PLAN COMMISSION

FUTURE MEETINGS AND GATHERING INVOLVING THE PLAN COMMISSION

- 2. Next Regularly Scheduled Meeting: Wednesday, March 18, 2026, 4:30 p.m.**

CONSIDERATION - ACTION

- 3. Minutes from January 21, 2026 Plan Commission Meeting**

Motion Whitford, second Dejaeger to approve the January 21, 2026 minutes. Carried unanimously.

ADJOURNMENT

Motion Medema, second TerBeest to adjourn this meeting at 4:32pm. Carried unanimously.



AGENDA SUMMARY SHEET

MEETING DATE: March 18, 2026

AGENDA SECTION: Action

PRESENTER: Schlieve

TITLE: Certified Survey Map of Lot 2 CSM #5337 and Unplatted Lands Described as Parcel B in Document No. 1361951, Located in the SW ¼ of the SW ¼ and the SE ¼ of the SW ¼, Section 4, the NW ¼ of the NW ¼ and the NE ¼ of the NW ¼ Section 9, All In T.13N., R.15E., City of Waupun, Dodge County, WI

| DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i> | FISCAL IMPACT | |
|---|---------------|--|
| Economic Vitality | -- | |

ISSUE SUMMARY:

The survey extends the road right of way needed to install Shaler Drive north of the travel plaza.

STAFF RECOMMENDATION:

Recommend to the Common Council approval of the CSM contingent on final approval of property owner.

ATTACHMENTS:

Certified Survey Map of Lot 2 CSM #5337 and Unplatted Lands Described as Parcel B in Document No. 1361951, Located in the SW ¼ of the SW ¼ and the SE ¼ of the SW ¼, Section 4, the NW ¼ of the NW ¼ and the NE ¼ of the NW ¼ Section 9, All In T.13N., R.15E., City of Waupun, Dodge County, WI

RECOMMENDED MOTION:

Motion to approve the Certified Survey Map of Lot 2 CSM #5337 and Unplatted Lands Described as Parcel B in Document No. 1361951, Located in the SW ¼ of the SW ¼ and the SE ¼ of the SW ¼, Section 4, the NW ¼ of the NW ¼ and the NE ¼ of the NW ¼ Section 9, All In T.13N., R.15E., City of Waupun, Dodge County, WI, contingent on final approval of property owner.



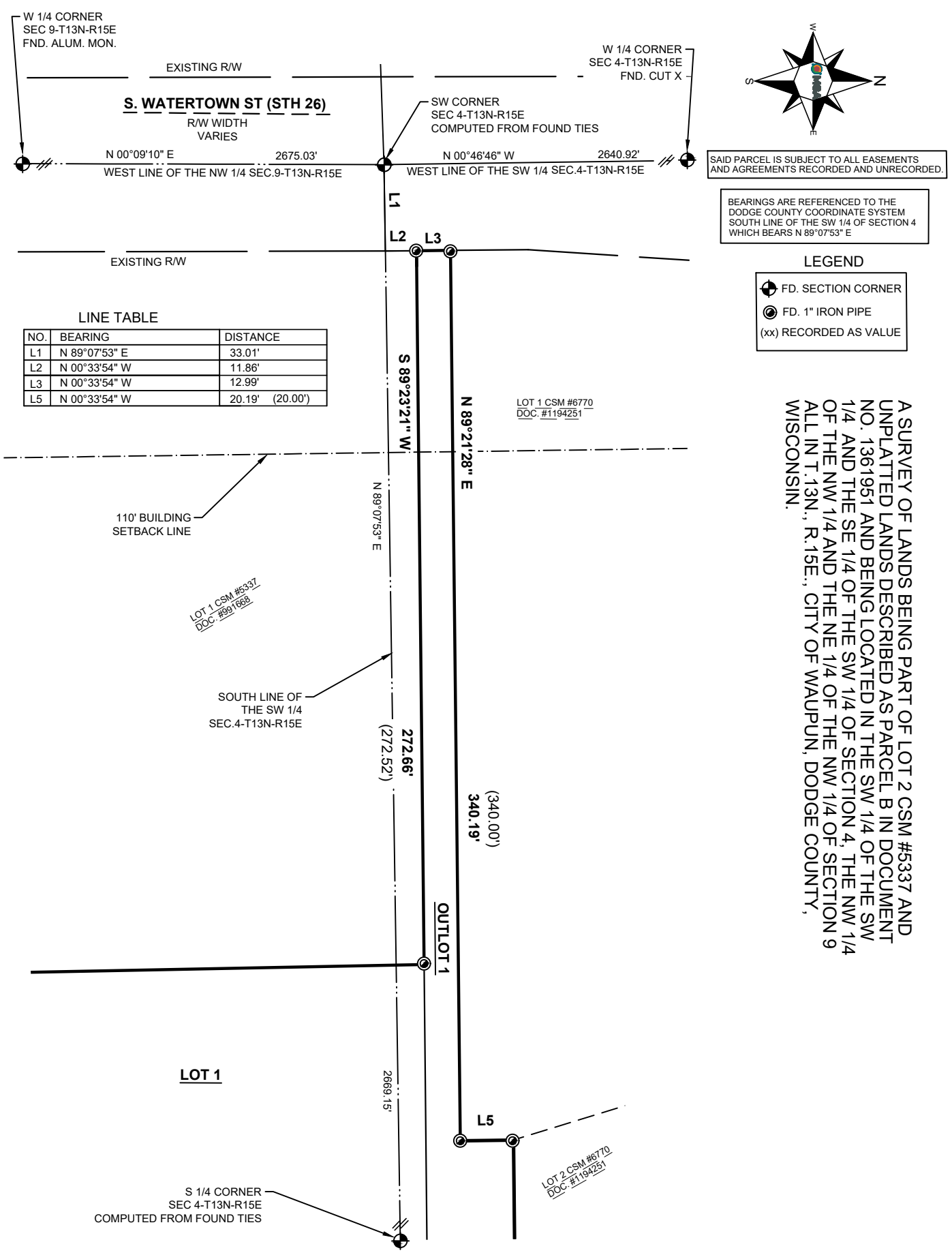
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PROJECT NO. 00212164
 DRAWN BY: T. DAVIS
 SURVEYOR: TIMOTHY B. DAVIS
 FILE: Shaler Drive Ext CSM's.dwg
 SHEET NO. 2 of 5

OWNER OUTLOT 1:
 CITY OF WAUPUN
 201 E. MAIN ST.
 WAUPUN, WI 53963

OWNER LOT 1:
 HIGHWAY VIEW HOLDINGS LLC
 N2997 MARSHVIEW RD
 WAUPUN, WI 53963

DODGE COUNTY CERTIFIED SURVEY MAP # _____





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PROJECT NO. 00212164

DRAWN BY: T. DAVIS

SURVEYOR: T. DAVIS

FILE: Shaler Dr. Ext CSM.dwg

SHEET NO. 3 OF 5

DODGE COUNTY CERTIFIED SURVEY MAP # _____

A SURVEY OF LANDS BEING PART OF LOT 2 CSM #5337 AND UNPLATTED LANDS DESCRIBED AS PARCEL B IN DOCUMENT NO. 1361951 AND BEING LOCATED IN THE SW 1/4 OF THE SW 1/4 AND THE SE 1/4 OF THE SW 1/4 OF SECTION 4, THE NW 1/4 OF THE NW 1/4 AND THE NE 1/4 OF THE NW 1/4 OF SECTION 9 ALL IN T.13N., R.15E., CITY OF WAUPUN, DODGE COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATION

I, Timothy B. Davis, Professional Land Surveyor of the State of Wisconsin do hereby certify that by order of the City of Waupun, I have surveyed and mapped lands being part of Lot 2 CSM #5337 and Unplatted lands described as Parcel B in Document No. 1361951 and being located in the SW 1/4 of the SW 1/4 and the SE 1/4 of the SW 1/4 of Section 4, the NW 1/4 of the NW 1/4 and the NE 1/4 of the NW 1/4 of Section 9, all in T.13N., R.15E., City of Waupun, Dodge County, Wisconsin and being more particularly described as follows:

LEGAL DESCRIPTION

COMMENCING at the SW 1/4 Corner of Section 4, Town 13 North, Range 15 East in the City of Waupun, Dodge County, Wisconsin, thence N 89°07'53" E, along the south line of the SW 1/4 of said Section 4, 33.01 feet to a point on the easterly right-of-way of State Highway 26 also known as S. Watertown Street and a point on the west line of Lot 1 CSM #5337 as recorded in Volume 35 Page 54-57 as Document #991668 in the Dodge County Register of Deeds; thence N 00°33'54" W along to the easterly right-of-way of State Highway 26 and the west line of Lot 1 of said CSM #5337, 11.86 feet to the northwest corner of Lot 1 of said CSM #5337, the southwest corner of lands described as Parcel B in Document #1361951 and the **POINT OF BEGINNING**; thence N 00°34'54" W along the easterly right-of-way line of State Highway 26 and the west line of lands described as Parcel B in Document #1361951, 12.99 feet to the southwest corner of Lot 1 of CSM #6770 as recorded in Volume 46 Page 84-85 as Document #1194251 in the Dodge County Register of Deeds and the northwest corner of lands described as Parcel B in Document #1361951; thence N 89°21'28" E along a south line of Lot 1 of said CSM #6770 and the north line of lands described as Parcel B in Document #1361951, 340.19 feet to a southwest corner of Lot 1 of said CSM #6770; thence N 00°33'54" W an easterly line of Lot 1 of said CSM #6770 and the north line of lands described as Parcel B in Document #1361951, 20.19 feet to a easterly corner of Lot 1 of said CSM #6770 and an southerly corner of Lot 2 of said CSM #6770; thence N 89°21'28" E along a southerly line of Lot 2 of said CSM #6770 and the north line of lands described in Document #1361951, 213.56 feet to the southeast corner of Lot 1 of said CSM #6770 and the southwest corner of Lot 8 of Mayfair Estates as recorded in Cabinet "C" of Plats Page 125 as Document #1233191 in the Dodge County Register of Deeds; thence N 89°24'12" E along the south lines of Lots 8-10 of said Mayfair Estates, the north line of lands described as Parcel B in Document #1361951 and the south line of Lot 2 of CSM #6812 as recorded in 46 Page 201-204 as Document #1199926 in the Dodge County Register of Deeds, 1164.98 feet to a point on the easterly right-of-way of Shaler Drive and the westerly right-of-way of US Highway 151; thence S 08°07'38" W along the westerly right-of-way of US Highway 151, 37.79 feet to a point on the south line of the SW 1/4 of Section 4; thence S 06°47'04" W along the westerly right-of-way of US Highway 151, 478.32 feet to a point on the westerly right of way of Shaler Drive and the easterly extension of the north line of Lot 7 of Claggett's Subdivision as recorded in Cabinet "A" of Plats Page 164 as Document #638342; thence S 88°44'35" W along the north line of Lots 7-1, 911.04 feet to a point on the westerly right-of-way of Sunrise Avenue; thence S 01°06'31" E along the westerly right-of-way of Sunrise Avenue, 20.32 feet to the northeast corner of Lot 1 CSM #668 as recorded in Volume 7 Page 65 as Document #614137 in the Dodge County Register of Deeds; thence S 88°53'25" W along the the north line of Lot 1 of said CSM #668 and the north line of Lots 4-1 of CSM #308 as recorded in Volume 6 Page 40 as Document #599390 in the Dodge County Register of Deeds, 463.52 feet to a point on the north line of Lot 1 of said CSM #308 and the southeast corner of lands described as Parcel 2 in Document #1156697; thence N 01°06'35" W along the the east line of lands described as Parcel 2 in Document #1156697 and the east line of Lot 1 of CSM #5337, 513.14 feet to the northeast corner of Lot 1 of said CSM #5337 and a point on the south line of lands described as Parcel B in Document #1361951; thence S 89°23'21" W along the north line of Lot 1 of said CSM #5337 and the south line of lands described as Parcel B in Document #1361951, 272.67 feet to the northwest corner of Lot 1 of said CSM #5337, the southwest corner of lands described as Parcel B in Document #1361951 and the easterly right-of way of State Highway 26, and the **POINT OF BEGINNING**.

Said parcel contains 743,744 sq ft / 17.074 acres more or less

I further certify that this map is a correct representation of all of the exterior boundaries of the land surveyed, that I have complied with the provisions of Chapter 236.34 of the Wisconsin State Statutes, Wisconsin Administrative Code A-E7 and the City of Waupun Subdivision Ordinance Code to the best of my knowledge and belief.

 Timothy B Davis, PLS S-4045



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PROJECT NO. 00212164

DRAWN BY: T. DAVIS

SURVEYOR: T. DAVIS

FILE: Shaler Drive Ext. CSM.dwg

SHEET NO. 4 OF 5

DODGE COUNTY CERTIFIED SURVEY MAP # _____

A SURVEY OF LANDS BEING PART OF LOT 2 CSM #5337 AND UNPLATTED LANDS DESCRIBED AS PARCEL B IN DOCUMENT NO. 1361951 AND BEING LOCATED IN THE SW 1/4 OF THE SW 1/4 AND THE SE 1/4 OF THE SW 1/4 OF SECTION 4, THE NW 1/4 OF THE NW 1/4 AND THE NE 1/4 OF THE NW 1/4 OF SECTION 9 ALL IN T.13N., R.15E., CITY OF WAUPUN, DODGE COUNTY, WISCONSIN.

OWNER'S CERTIFICATE

As owner, I do hereby certify that we have caused the land described on this Certified Survey Map to be surveyed, mapped, and lands dedicated as represented hereon. Said owner further certifies that this Certified Survey Map is required by S.236.34, Wisconsin Statutes to be submitted to the City of Waupun for approval.

In witness whereof, authorized representative of the Highway View Holdings LLC have caused these documents to be signed this

_____ day of _____, 20_____.

 (Print)

 (Signature)

Authorized Representative of the Highway View Holdings LLC

State of Wisconsin) SS

_____ County) SS

Personally came before me on this _____ day of _____, 20_____, the above named authorized representative of the City of Waupun, to me known to be the person who executed the foregoing instrument, and acknowledged the same.

Notary Public, _____ County, Wisconsin

My Commission Expires _____



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PROJECT NO. 00212164

DRAWN BY: T. DAVIS

SURVEYOR: T. DAVIS

FILE: Shaler Drive Ext. CSM.dwg

SHEET NO. 5 OF 5

DODGE COUNTY CERTIFIED SURVEY MAP # _____

A SURVEY OF LANDS BEING PART OF LOT 2 CSM #5337 AND UNPLATTED LANDS DESCRIBED AS PARCEL B IN DOCUMENT NO. 1361951 AND BEING LOCATED IN THE SW 1/4 OF THE SW 1/4 AND THE SE 1/4 OF THE SW 1/4 OF SECTION 4, THE NW 1/4 OF THE NW 1/4 AND THE NE 1/4 OF THE NW 1/4 OF SECTION 9 ALL IN T.13N., R.15E., CITY OF WAUPUN, DODGE COUNTY, WISCONSIN.

OWNER'S CERTIFICATE

As owner, I do hereby certify that we have caused the land described on this Certified Survey Map to be surveyed, mapped, and lands dedicated as represented hereon. Said owner further certifies that this Certified Survey Map is required by S.236.34, Wisconsin Statutes to be submitted to the City of Waupun for approval.

In witness whereof, authorized representative of the City of Waupun have caused these documents to be signed this

_____ day of _____, 20____.

 (Print)

 (Signature)

Authorized Representative of the City of Waupun

State of Wisconsin) SS

_____ County) SS

Personally came before me on this ____ day of _____, 20____, the above named authorized representative of the City of Waupun, to me known to be the person who executed the foregoing instrument, and acknowledged the same.

Notary Public, _____ County, Wisconsin
 My Commission Expires _____

CITY OF WAUPUN APPROVAL

This Certified Survey Map is hereby approved by the City of Waupun.

 Rohn Bishop, Mayor

 Date

 Angela Hull, City Clerk

 Date



AGENDA SUMMARY SHEET

MEETING DATE: March 18, 2026

TITLE: Certified Survey Map of Lot 1 CSM #3577, Dodge County Located in the NW ¼ of the SW ¼ of Section 9, T.13N., R., 15E., In the City of Waupun, Dodge County, WI

AGENDA SECTION: Action

PRESENTER: Schlieve

| DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i> | FISCAL IMPACT | |
|---|---------------|--|
| Economic Vitality | -- | |

ISSUE SUMMARY:

The survey extends the road right of way needed to install Shaler Drive north of the travel plaza.

STAFF RECOMMENDATION:

Recommend to the Common Council approval of the CSM contingent on final approval of property owner.

ATTACHMENTS:

Certified Survey Map of Lot 1 CSM #3577, Dodge County Located in the NW ¼ of the SW ¼ of Section 9, T.13N., R., 15E., In the City of Waupun, Dodge County, WI

RECOMMENDED MOTION:

Motion to approve the Certified Survey Map of Lot 1 CSM #3577, Dodge County Located in the NW ¼ of the SW ¼ of Section 9, T.13N., R., 15E., In the City of Waupun, Dodge County, WI, contingent on final approval of property owner.



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PROJECT NO. 00212164

DRAWN BY: T. DAVIS

SURVEYOR: T. DAVIS

FILE: Shaler Dr. Ext CSM.dwg

SHEET NO. 2 OF 3

DODGE COUNTY CERTIFIED SURVEY MAP # _____

A SURVEY OF LOT 1 CSM #3577 AS RECORDED IN VOLUME 21 PAGE 216-218 OF THE DODGE COUNTY REGISTER OF DEEDS AND BEING LOCATED IN THE NW 1/4 OF THE SW 1/4 OF SECTION 9, T.13N., R.15E., IN THE CITY OF WAUPUN, DODGE COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATION

I, Timothy B. Davis, Professional Land Surveyor of the State of Wisconsin do hereby certify that by order of the City of Waupun, I have surveyed and mapped lands being part of Lot 1 of CSM #3577 as recorded in Volume 21, Page 216-218 of the Dodge County Register of Deeds and located in the NW 1/4 of the SW 1/4 of Section 9, Town 13 North, Range 15 East in the City of Waupun, Dodge County, Wisconsin and being more particularly described as follows:

LEGAL DESCRIPTION

COMMENCING at the West 1/4 Corner of Section 9, Town 13 North, Range 15 East in the City of Waupun, Dodge County, Wisconsin, thence N 89°30'50" E, along the north line of the SW 1/4 of said Section 9, 44.07 feet to the southwest corner of Lot 1 of CSM #2595 as recorded in Volume 15 Page 322-323 as Document #731248 in the Dodge County Register of Deeds and a point on the westerly right-of-way of State Highway 26 also known as S. Watertown Street and the **POINT OF BEGINNING**; thence N 89°30'50" E along the southerly line of said Lot 1 of CSM #2595 and the north line of the SW 1/4 of said Section 9, 422.44 feet to a southeast corner of said Lot 1 of CSM #2595, the southwest corner of Lot 78 of Kuenzi Subdivision, and the northwest corner of Lot 79 of Kuenzi Subdivision as recorded in Cabinet "A" of Plats Page 194 of the Dodge County Register of Deeds; thence S 00°39'34" E along the west line of said Lot 79, 124.43 feet to the southwest corner of said Lot 79; thence N 89°16'13" E along the southerly lines of Lots 79-90 of said Kuenzi Subdivision, 828.29 feet to the southeast corner of Lot 90 of said Kuenzi Subdivision and a point on the westerly right-of-way of Shaler Drive; thence S 08°07'37" W along the westerly right-of-way of Shaler Drive, 626.21 feet to a point on the easterly extension of the north line of Lot 8 of Heritage Ridge as recorded in Cabinet "C" of Plats Page 23 as Document #1111599 in the Dodge County Register of Deeds; thence N 88°25'19" W along the north line of Lot 8 and Outlot 1 of said Heritage Ridge, 751.87 feet to an easterly corner of Lot 1 of CSM #7980 as recorded as Document #1357120 in the Dodge County Register of Deeds; thence N 01°34'41" E along an easterly line of Lot 1 of said CSM #7980, 283.00 feet to a northeasterly corner of Lot 1 of said CSM #7980; thence N 88°25'19" W along the north line of Lot 1 of said CSM #7980, 426.83 feet to the northwest corner of Lot 1 of said CSM #7980 and a point on the easterly right of way of State Highway 26; thence N 01°35'39" E along the easterly right-of-way of State Highway 26, 95.79 feet; thence N 00°45'36" E along the easterly right of way of State Highway 26, 319.14 feet to the southwest corner of Lot 1 of CSM #2595, the north line of the SW 1/4 of Section 9, and the **POINT OF BEGINNING**.

Said parcel contains 656,631 sq ft / 15.074 acres more or less

I further certify that this map is a correct representation of all of the exterior boundaries of the land surveyed, that I have complied with the provisions of Chapter 236.34 of the Wisconsin State Statutes, Wisconsin Administrative Code A-E7 and the City of Waupun Subdivision Ordinance Code to the best of my knowledge and belief.

 Timothy B Davis, PLS S-4045



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PROJECT NO. 00212164

DRAWN BY: T. DAVIS

SURVEYOR: T. DAVIS

FILE: Shaler Drive Ext. CSM.dwg

SHEET NO. 3 OF 3

DODGE COUNTY CERTIFIED SURVEY MAP # _____

A SURVEY OF LOT 1 CSM #3577 AS RECORDED IN VOLUME 21 PAGE 216-218 OF THE DODGE COUNTY REGISTER OF DEEDS AND BEING LOCATED IN THE NW 1/4 OF THE SW 1/4 OF SECTION 9, T.13N., R.15E., IN THE CITY OF WAUPUN, DODGE COUNTY, WISCONSIN.

OWNER'S CERTIFICATE

As owner, I do hereby certify that we have caused the land described on this Certified Survey Map to be surveyed, mapped, and lands dedicated as represented hereon. Said owner further certifies that this Certified Survey Map is required by S.236.34, Wisconsin Statutes to be submitted to the City of Waupun for approval.

In witness whereof, authorized representative of Flyway Meadows LLC have caused these documents to be signed this _____ day of _____, 20____.

 (Print)

 (Signature)

Authorized Representative of Flyway Meadows LLC

State of Wisconsin) SS

_____ County) SS

Personally came before me on this ____ day of _____, 20____, the above named authorized representative of the City of Waupun, to me known to be the person who executed the foregoing instrument, and acknowledged the same.

Notary Public, _____ County, Wisconsin
 My Commission Expires _____

CITY OF WAUPUN APPROVAL

This Certified Survey Map is hereby approved by the City of Waupun.

 Rohn Bishop, Mayor

 Date

 Angela Hull, City Clerk

 Date