



**A G E N D A**  
**CITY OF WAUPUN ZONING BOARD OF APPEALS**  
**VIDEO AND TELECONFERENCE**  
**Monday, January 04, 2021 at 4:30 PM**

**VIDEO CONFERENCE AND TELECONFERENCE**

The Waupun Zoning Board of Appeals will meet virtually at 4:30 pm on January 4, 2021, 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/85493953092?pwd=NXVzTVczekphd21tUi9qYU94czhVQT09>

Meeting ID: 854 9395 3092

Passcode: 563831

By 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 10/5/20 meeting.
2. Variance Request of Kevin Winter at 608 Cochrane St. to move the existing garage to the rear of the property and construct a new 18 x 24 garage with a 12" overhang. The wall will be 22" off the property line.

**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, October 5, 2020 at 4:30 PM**

**CALL TO ORDER**

Kathy Schlieve, Administrator called the Virtual Zoning Board of Appeals meeting at 4:33 p.m via Zoom.

**ROLL CALL**

Members present: Mark Nickel, Patricia Beyer, Pete Kaczmarski, Dylan Weber.

Absent: Chairman Frank Mesa and Derek Minnema

Also in attendance were Susan Leahy, Zoning Administrator, Kathy Schlieve, Administrator, and Shirley Williams

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

No persons appeared.

**CONSIDERATION - ACTION**

1. Motion by Nickel, second by Weber to appoint Kaczmarski as acting chairman.
2. Approve minutes of the May 20, 2020 meeting. Motion by Weber, second by Nickel to approve the May 20, 2020 Zoning Board of Appeals meeting minutes. Motion carried unanimously.
3. Public Hearing – Kaczmarski read request to Discuss/Approve Variance request of Shirley Williams at 920 Rock Avenue to construct a 10 foot wide deck that will encroach into the required front yard setback.
  - Shirley Williams explained the project and the reason for the deck being 10 feet wide. The current steps are crumbling and need to be replaced. She has always dreamed of having a deck out front where she can do entertaining, crafts and just to be outside. To have a table and chairs to fit and be able to move around, a 10 foot wide area is required. By adding the deck to the front it would increase the value of the home.
  - Weber asked if there were any other issues.
  - Leahy state no, but because the property is in the R1 district is must meet the 25 foot front yard setback. Any other R district there would not be an issue. She is only asking for 10-inches into the setback.
  - Kaczmarski asked why not build the deck at the rear of the house.
  - Williams stated there is no reason why it couldn't go back there but really wants the deck in the front.
  - Kaczmarski asked if there was any other questions.
  - Kaczmarski closed the hearing.
  - Weber made a motion to approve the variance as written. Nickel seconded motion.
    - 4 Ayes, 0 Nays. Motion carried unanimously.

**ADJOURNMENT**

Motion by Weber, seconded by Beyer to adjourn the meeting. Motion carried, meeting adjourned at 4:49 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, January 4, 2021 at 4:30 pm to consider the application for a Variance Request of:

1. Kevin Winter at 608 Cochrane St. to move the existing garage to the rear of the property and construct a new 18 x 24 garage with a 12" overhang. The wall will be 22 inches off the property line. Municipal Code Section 16.03(4)(c)(iv) states "have an accessory building side yard setback of 3 feet"

The meeting will be conducted via zoom.

To Join Zoom Meeting

<https://us02web.zoom.us/j/85493953092?pwd=NXVzTVczekphd21tUi9qYU94czhVQT09>

Meeting ID: 854 9395 3092

Passcode: 563831

By Phone: +1 312 626 6799 US (Chicago)

Dated this: December 8, 2020

Susan Leahy  
Zoning Administrator  
City of Waupun

(PUBLISH, **December 28, 2020**)

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Fee: \$150.00 Paid: \$150.00 Date: October 23, 2020



## CITY OF WAUPUN

201 E. Main Street

WAUPUN, WISCONSIN 53963

# VARIANCE APPLICATION

From: Kevin Winter

(business name or individual)

### Property Description and address:

608 Cochran Street, Parcel No. 292-1315-0542-011

### Variance Requested:

Move existing garage which is approximately 15 1/2-inches off property line to the rear of the property. Construct a new 18x24 garage with 12" overhang. Wall would be 22-inches off property line, which would line up with existing concrete driveway.

### Zoning Ordinance Section Involved:

Section 16.03 (4)(c)(iv) - Have an accessory building side yard setback of 3 feet.

Date presented to Zoning Board of Appeals:

VARIANCE:

☐ Granted ☐ Denied

Comments:

Signature of Applicant (s):

*Kevin Winter*  
920-324-2111

608 Cochrane St

House

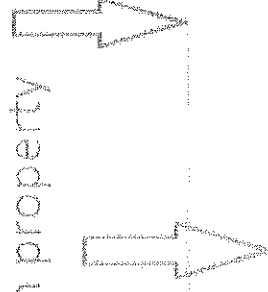
House is 7'4"  
from garage

Proposed 18'x24' garage

Current 12'4" x 18'3" garage

Driveway is 22"  
from property  
line

Property line



608 Cochrane St  
Lot size total: 144.38'x48'

