

CITY OF WAUPUN
PLAN COMMISSION
MINUTES OF THE JUNE 25, 2014 MEETING
(Approved 7/16/2014)

1. Call to Order:
The Plan Commission met at 5:05 p.m. in the Council Chambers, City Hall, Waupun.
2. Roll Call:
Members Present: Kyle Clark, Richard Flynn, Fred Lueck Nancy Vanderkin, and Elton TerBeest
Members Absent: Derek Drews and Scott Aylesworth
Staff Present: Mary Kay Vogel
3. Chairman Clark called for the approval of the minutes of the May 21, 2014 meeting. Motion by TerBeest, seconded by Vanderkin to approve the minutes of the May 21, 2014 meeting. Motion carried, unanimously.
4. Site Plan Review – Flexographic Packaging – 4 Taylor St. Mary Kay provided a memo to the Plan Commission members which discussed the Flexographic Packaging Site Plan. The memo noted the following:

The parcel is zoned M-1 CLOSED STORAGE/LIGHT MANUFACTURING. Manufacturing which does not require open storage is an approved use in this District. Setback requirements are 15 feet front, side and rear yards. A variance hearing will be heard June 25, 2014 for a setback reduction to a two foot side yard. Setbacks on the front, rear and right side meet the 15 foot requirement.

Parking stalls are shown at 9' x 20'. The minimum required is 10' x 20'. There are three loading docks in the area of the proposed new stalls. This may make the stalls inaccessible. With the new employees, the total number of employees will increase to 26. This will require 13 off street parking stalls. Only 6 are shown. The plan references that there are 8 off site stalls. This should be verified as owned by applicant.

Neither owner of the company were in attendance to discuss their plans and the need for the addition of the requested size. Representatives from Badger Buildings were in attendance to answer questions. Lueck felt it is difficult to get a clear picture of the applicants request when the owners are not present. The contractors are being paid to design and build a structure that the owners want but can't really discuss why the addition can not be reduced in size to comply with the required sideyard or why they can't acquire additional lands to comply. There is no real interior floor plan for the proposed addition other than a large open space building with two bathrooms.

Mary Kay said that a revised plan has been submitted showing that they will now meet the required off street parking stalls and they will be 10' x 20'.

Several neighbors appeared and expressed the following concerns with the proposed addition such as resulting in additional truck traffic on Vliet St., noise, dust, odors, problems with turning on and off the site, decreased property values, Flood plain & wetland issues, quality of life,

decrease of their home values, hazard to the adjacent City well, too close to the property line with the City well, the need for easements, semi's coming in between 3 & 4 in the morning, they are very close to one neighbors bedroom window. Neighbor can't have clothes on their clothes lines because of a lot of dust.

Lueck was concerned about the 2' sideyard setback when the ordinance required 15'. Since the owners were not in attendance, the Plan Commission can not determine if the owners really need this large of an addition or whether it could actually be reduced to comply or better comply with the required sideyard. He said he attended the Zoning Board of Appeals meeting prior to the Plan Commission meeting and noted the Board did not ask the appropriate questions or make the necessary findings required by the State statute in order to grant a variance to the sideyard regulations of the City Zoning Ordinance. The Board said they would approve the request if the Plan Commission approved the site plan. Lueck pointed out that the Board is an independent body and they must make a decision separate from the Plan Commission and the decision and findings must be in accordance with the State Statute and he feels their decision was not in accordance with the Statutes as there were no findings to grant a variance so it will be difficult for the Plan Commission to make a decision on the insufficient sideyard in this case.

Dick Flynn asked several questions of the contractor regarding the possibility that the sanitary sewer in this area is leaking, who fixes the bio filter if it fails, questions on the manhole, storm sewer catch basin, roof drainage, truck traffic, dust and truck turning radius on the site, and etc.

Randy Posthuma from the Utilities made reference to the easement around their well. He noted the City does not have any expansion plans for this site at this time, but it is an important site and he feels they can work with the owners of Flexographic Packaging.

The contractor made reference to the Floodplain, wetland boundaries, soils and floodplain elevations on the site.

Neighbors felt that the large addition will result in more truck traffic, noise and dust on Vliet St. which is a short dead end street.

The contractor noted they presently have about 19,200 sq. ft. of storage are on the site. Impervious area is about 37,700 sq. ft. and the new impervious are will be around 51,753 sq. ft.

Motion by Flynn, seconded by TerBeest to approve the site plan for Flexographic Packaging at 4 Taylor Street subject to the following conditions:

1. Storm water plans shall be reviewed by MSA.
2. The old garage shall be removed.
3. A hard surface, such as asphalt shall be installed for parking, truck turning and drive areas on the site.
4. Flexographic Packaging shall provide plans showing turning radiuses for trucks on the site and at the intersection of Taylor and Vliet Streets in order to determine if they in accordance with the appropriate standards for this type of use.
5. The approximate number of trucks entering and leaving the site per day/per week shall be noted and the approximate time and day they normally arrive and leave the site.
6. A Variance to the required sideyard shall be received from the City Board of Appeals in accordance with the findings required by the State statutes prior to issuance of any City zoning or

building permits.

7. A stormwater maintenance agreement shall be approved and recorded with the City prior to construction.

8. Any easements with the City or City Utilities shall be approved and recorded prior to construction.

Vote: TerBeest, Vanderkin, Flynn, Clark – “AYE”

Lueck – “NAY”

Motion carried, 4/1.

5. Extraterritorial Review – Rachel Navis – N2760 Cth MMM

It was noted that the City’s extraterritorial subdivision ordinance review includes lands within one & one half (1 ½) miles of the City limits. Rachel Navis is planning on creating a 40,640 sq. ft.(0.93 acres) lot containing an existing home and a second lot of 138,983 sq. ft. (3.19 acres) and a 50’ wide outlot on the parcels south dimension along CTH MMM. Mary Kay Vogel, City Zoning Administrator said this area is included in a low density residential area on the Cities Comprehensive Plan. Lueck had concern with the 50’ wide outlot on the south dimension as he said this needs to be 66’ wide if ever developed for a future street should this area ever be platted into additional lots. Jeff Navis said this area will not be developed as it’s his private hunting land.

Motion by Vanderkin, seconded by TerBeest to recommend the approval of a two (2) lot CSM for Rachel Navis located in the SW ¼ of the fractional NW ¼ and the NW ¼ of the fractional SW ¼, Section 31, T14N, R15E, Town of Waupun, Fond du Lac County, Wisconsin. Motion carried, unanimously.

6. Motion by Vanderkin, seconded by Lueck to adjourn the meeting. Motion carried, meeting adjourned at 6:25 p.m.

Fred Lueck
Secretary