

CITY OF WAUPUN
PLAN COMMISSION
MINUTES OF THE JULY 16, 2014 MEETING
(Approved 8/4/2014)

1. Call to Order:

The Plan Commission met at 5:00 p.m. in the Council Chambers, City Hall, Waupun.

2. Roll Call:

Members Present: Kyle Clark, Richard Flynn, Fred Lueck, Nancy Vanderkin, and Scott Aylesworth

Members Absent: Derek Drews and Elton TerBeest

Staff Present: Mary Kay Vogel

3. Chairman Clark called for the approval of the minutes of the June 25, 2014 meeting. Richard Flynn suggested that condition #1 of the Flexographic Packaging decision be modified to read "1. Storm water plans shall be reviewed by MSA.", condition #4 shall read "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 are in accordance with appropriate standards for this type of use.", condition #9 shall be eliminated.

Motion by Clark, seconded by Vanderkin to approve the minutes of the June 25, 2014 meeting with the suggested changes. Motion carried, unanimously.

4. Site Plan Review – Lamers Bus Lines – Storbeck Dr. Mark from Keller Planners / Architects / Builders appeared for Lamers Bus Lines to discuss the site plan and use of the property. Lamers has purchased the existing office building on the site as well as the two contiguous lots. They are proposing an approximate 4,550 sq. ft. maintenance/wash bay and service building for their busses. They are proposing two curb cuts. They have submitted building plans to the State as well as MSA for review. There probably will be a few minor changes to their plans. On occasion they may perform service on some of their coaches and they may also provide a limo service when needed.

Dick Flynn noted there still are some storm water issues to resolve. Mary Kay indicated there are adequate off street parking spaces for their employees. She also noted that both lots must be combined as one lot under one ownership. She also noted the parking stalls are indicated as 10' x 18' and need to be 10' x 20'.

Mark indicated that the bus parking area would be gravel for the first year and then they would put a chip seal on the gravel. Dick and Mary Kay said that the cities ordinance requires an impervious surface such as asphalt. Dick also noted that the project information on the plans are all missing. Mark indicated they will be completed with the final plans. Mary Kay also noted that the covenants in the Business Park require either a brick or stone façade on the front of the building. Landscaping plans will be provided. They are proposing arbor vitae as a screen near the retention pond.

Lueck questioned how many busses would be driving on and off the site on a daily basis. Mark indicated there would be approximately 21 busses per day. Lueck also questioned whether

Storbeck Dr. was constructed to allow heavy busses on a daily basis. Dick said he believed it allows up to 26,000 lbs, as semis have been using it over the years without problems.

Mark also indicated that their operations manager uses 2 way radios, therefore they will need a tower on the site which is not shown on the plan at this time.

Motion by Flynn, seconded by Lueck to approve the site plan as presented subject to the following conditions:

1. Final State approved building and site plans shall be provided to the City Staff to review.
2. The two lots shall be combined as on lot prior to construction.
3. A trash area shall be shown on the revised site plan, and said trash container shall be enclosed.
4. The parking areas shall have an impervious surface, such as asphalt after one year.
5. The new building façade shall consist of brick or stone per the covenants.
6. Parking stalls shall be increased to 10' x 20'.
7. Storm water requirements shall be met and approved by the City.
8. A landscape plan shall be provided to include a vegetative screen along STH 26.

Vote: Aylesworth, Vanderkin, Lueck, Flynn, and Clark – “AYE”

Motion carried, unanimously.

5. Motion by Vanderkin, seconded by Aylesworth to adjourn the meeting, motion carried, meeting adjourned at 5:32 p.m.

Fred Lueck
Secretary