



City of Waupun

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"Wild Goose Center of Wisconsin"

June 10, 2015

TO: Plan Commission Members
FROM: Mayor, Kyle Clark
SUBJECT: Plan Commission meeting scheduled for **Wednesday, June 17, 2015, at 4:45 p.m.** in the Council Chambers, City Hall, Waupun.

AMENDED AGENDA

1. Call to Order
2. Roll Call
3. Approve minutes of the May 20, 2015 meeting.
4. Site Plan Review / Approval – 428 E Main St. – Thirsty Marlins
5. Discuss / Approve Billboard signs.
6. Discuss / Approve Preliminary Plat for Mayfair Estates.
7. Adjournment

Cc: Mayor & Common Council
City Attorney
Department Managers
Media
Mary Kay Vogel
Kari & Jim Pattee

It is possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any other governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact Angie Hull, City Clerk at 920-324-7900.

CITY OF WAUPUN
PLAN COMMISSION
MINUTES OF THE May 20, 2015 MEETING
(**DRAFT**)

1. Call to Order:
The Plan Commission met at 4:45 p.m. in the Council Chambers, City Hall, Waupun.

2. Roll Call:
Members Present: Kyle Clark, Fred Lueck, Richard Flynn, Nancy Vanderkin, and Elton TerBeest,
Member Excused: Derek Drews & Jerry Medema
Staff Present: Mary Kay Vogel and City Attorney Daniel VandeZande

3. Chairman Clark called for the nomination for the position of Secretary. Nancy Vanderkin said she would like to nominate Fred Lueck for the position of Secretary. Chairman Clark said Fred Lueck has been nominated. Are there any further nominations? Hearing none, Chairman Clark called for a vote on the Nomination.

Vote: TerBeest, Vanderkin, Flynn, and Clark – “AYE”
Lueck – Abstain
Motion carried, 4/0/1.

4. Chairman Clark called for the approval of the minutes of the April 15, 2015 meeting. Motion by Vanderkin, seconded by Flynn to approve the minutes of the April 15, 2015 meeting. Motion carried, unanimously.

5. Discuss / Approve Billboard signs.

Mike Butler of Cee Media Inc. appeared to discuss the possibility of erecting a billboard along USH 151 which is owned by the City of Waupun. The site is located east of Homan Auto.

The Cities zoning ordinance does have provisions for sign permits but does not have a section for billboards. The present ordinance does allow for ground signs, however, the maximum size is only 100 sq. ft. or 200 sq. ft. on both sides with a maximum height of 30'. Mr. Butler is proposing a rather large double faced billboard at this location which will greatly exceed the maximum size for a ground sign under the present City ordinance. He has suggested rezoning the land for the billboard, transfer ownership of the land, obtain an easement from Homan Auto to cross their property for construction and maintenance of the billboard, comply with the WI DOT sign laws and obtain a City permit, if possible. A new culvert will also be required for access to the site. Mr. Butler proposed a similar billboard about a year and a half ago but it did not go far with the Plan Commission at that time. At this time Americinn, Culvers, and Homan Auto have agreed to go on one face of the proposed billboard. It is the consensus of the Plan Commission and the City Attorney that the staff should investigate and prepare an amendment to the sign provisions of the Zoning Ordinance that would meet the regulation of size, lighting, spacing a for said billboards in all commercial and industrial city zoning districts and abutting controlled highways in and around the City of Waupun. If the Plan Commission and City Attorney agree that Waupun should allow large billboards on controlled primary highways

around Waupun then the proposed ordinance amendment should be sent to the DOT to see if they would certify the proposed amended City ordinance. If certified by the DOT the City could then proceed with an ordinance amendment and a rezoning change and the eventual permitting of a billboard sign.

No further discussion was forthcoming so Chairman Clark declared the discussion regarding billboards closed.

6. Discuss / Approve Preliminary Plat for Mayfair Estates. Chairman Clark noted that contractors are looking for lots to develop within the City but at this time there are no lots available for development. Therefore he suggests the Plan Commission proceed with the approval of the Preliminary Plat of Mayfair Estates.

Mary Kay suggested that if the Preliminary Plat is approved, it should be developed in phases, possibly 1, 2 and 3. Estimates of possible construction costs were provided to the Committee for review. They included sanitary, water, storm, street, contingency, design, engineering and construction engineering costs.

Flynn noted that the future East-West street needs to be named. The Preliminary Plat shows a fence on the neighboring property as encroaching on proposed Lots 4 & 5. Dick indicated he would contact the owner of the fence to see if the fence can be removed.

Mary Kay questioned how lot #10 would be developed with its excessive depth. It was noted that the Silgan easement may run along this boundary? Lueck questioned why cul-de-sacs are not being provided at the ends of Taft and Fraser Lanes for a snowplow, school bus, utility or other vehicle turnaround on these dead end streets. He also notes that cul-de-sac streets designed to have one end permanently closed shall not exceed 600 in length and both of these streets appear to be over 700 feet in length therefore a cul-de-sac would be required by the Subdivision Ordinance and the City Council would have to grant a variance to the provision of the Subdivision Ordinance upon a recommendation of the Plan Commission if the three findings in the ordinance can be made to not have cul-de-sacs constructed.

Motion by Clark, seconded by Vanderkin to proceed with the preparation of the Preliminary Plat of Mayfair Estates in accordance with the City's subdivision ordinance and Sec. 236 of the WI Statutes and to show the plat will be developed in three phases and that a variance be obtained from the Council if determined necessary for the lack of cul-de-sacs required by the Subdivision Ordinance. Motion carried, unanimously.

7. Motion by Lueck, seconded by Flynn to adjourn the meeting. Motion carried, meeting adjourned at 5:38 p.m.

Fred Lueck
Secretary