



City of Waupun

201 E. Main Street
WAUPUN, WISCONSIN 53963
Phone: 920-324-7917
Fax: 920-324-7939

"Wild Goose Center of Wisconsin"

July 15, 2015

TO: Zoning Board of Appeals Members

FROM: Susan Leahy, Zoning Administrator

SUBJECT: Zoning Board of Appeals meeting scheduled for Wednesday, July 22, 2015 at 4:30 p.m. in the Council Chambers, City Hall, Waupun.

AGENDA

1. Call to Order
2. Roll Call
3. Approve minutes of the July 8, 2015 meeting.
4. Public Hearing – Variance request of L&G Properties at 1 S. Madison St. to replace windows that cannot fill the original opening per Section 25.03(2)(b)
5. Adjournment

Cc Mayor & Common Council
City Attorney
Department Managers
Media
L&G Properties

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-324-7900.

City of Waupun Zoning Board of Appeals

Minutes of the July 8, 2015 Meeting

1. Call to Order:
 - a. The Zoning Board of Appeals met at 4:40 p.m.

2. Roll Call:
 - a. Members Present: Merlin Schouten, Mark Nickel, & Frank Mesa
 - b. Members Absent: Jon Dobbratz, Richard Walter and Steve Bastian
 - c. Also Present: Susan Leahy

3. Approve Minutes of May 21, 2015 meeting. Correction: Change Mark Neitzel to Mark Nickel. Motion by Mark Nickel, seconded by Merlin Schouten to approve the May 21, 2015 meeting minutes. Motion carried.

4. Public Hearing:
 - a. Mesa reviewed property and has not received any dispute against the garage addition and setback reduced to 3 feet. Merlin stated that should the garage be moved, there will not be enough turning radius to enter the garage. Mark Nickel stated he has no objections, nearest building on adjacent lot roughly 40 feet away.
 - b. Motion by Merlin Schouten to grant the variance for the setback reduction to 3 feet. Seconded by Mark Nickel.
 - c. Mesa - Aye, Scouten - Aye, Nickel - Aye. Motion carried.

5. Adjournment:
 - a. Motion made by Frank Mesa to adjourn, seconded by Mark Nickel.
 - b. Meeting adjourned at 4:46 p.m.

Susan K. Leahy
Zoning Administrator



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201 E. Main Street

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NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN, that at a meeting of the Zoning Board of Appeals of the City of Waupun, to be held in the Council Chambers in the City Hall of the City of Waupun on Wednesday, the 22nd day of July, 2015, at 4:30 o'clock in the P.M., there will be considered the application for a Variance of:

1. L&G Waupun Properties at 1 S. Madison St. to replace windows that cannot fill the original opening. Section 25.03(2)(b) states windows that have been blocked or screened by concrete or other materials shall be reopened to reestablish the intent of the original façade.

PLEASE TAKE FURTHER NOTICE that all persons desiring to be heard on the proposed Variance in support thereof or in opposition thereto, must appear at the said meeting of the Zoning Board of Appeals of the City of Waupun.

Dated this July 10, 2015

Susan Leahy
Zoning Administrator
City of Waupun

(PUBLISH, July 15, 2015)

Fee: \$150.00 Paid: ^{#1147} 150.00 Date: JULY 8, 2015



CITY OF WAUPUN
201 E. Main Street
WAUPUN, WISCONSIN 53963

VARIANCE APPLICATION

From: L+G WAUPUN PROPERTIES
(business name or individual)

Property Description and address:
3 UPPER APARTMENTS @ 1 S - MADISON
ABOVE SULLY'S SPORTING GOODS @ 401 E. MAIN

Variance Requested:
WINDOW REPLACEMENTS CANNOT FILL ORIGINAL
OPENINGS DUE TO CONSTRUCTION OF CEILING,
DRYWALL AND CURRENT WINDOW CONFIGURATION.

Zoning Ordinance Section Involved:
SEC 25.03 FACADE (2) WINDOWS (b) WINDOWS THAT HAVE BEEN
BLOCKED OR SCREENED BY CONCRETE OR OTHER MATERIALS SHALL BE
REOPENED TO REESTABLISH THE INTENT OF THE ORIGINAL FACADE.

Date presented to Zoning Board of Appeals: _____

VARIANCE: Granted Denied

Comments:

Signature of Applicant (s): _____



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201 E. Main Street
Waupun, Wisconsin 53963
Phone: 920-324-7900
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BUSINESS IMPROVEMENT DISTRICT
Agenda of Meeting
July 8, 2015

The Business Improvement District will meet on Wednesday, July 8, 2015, at 7:00am, in the City Hall Council Chambers, located at 201 E. Main Street, Waupun.

1. Call to order
2. Recognition of Board Members in attendance
3. Public Comments of those wishing to address the Board

BUSINESS OF THE GENERAL MEETING

1. Minutes of Meeting: June 10, 2015 Minutes of the Annual BID Board
2. Prior Business:
 - a. Outstanding applications for possible extension or cancellation
 - a. Fox Valley Savings Bank \$2,500 (to be paid in December 2015)
 - b. Katrina Ann Photography \$372.53 (expiration 6/11/15)
 - c. Accel Automotive Repair \$2,000 (expiration 8/13/15)
 - d. Thirsty Marlin \$2,000 (expiration 9/10/15)
3. Financial Statement: Review of the 2015 BID Financial Report
4. New Business:
 - a. New applications received:
 1. L & G Waupun Properties, 401 E Main Street
5. Public Comment
 - a. Rohn Bishop, Waupun Historical Society
6. Date of next regular meeting of the BID Board (August 12, 2015)
7. Adjournment

It is possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at this meeting to gather information. No action will be taken by any other governmental body other than the governmental unit conducting this Meeting. On reasonable notice, efforts will be made to accommodate the needs of the disabled individuals through appropriate aids and services. For information or to request this service, contact Clerks Office at 920-324-7900.



Wild Goose Center of Wisconsin



City of Waupun

201 E. Main Street
WAUPUN, WISCONSIN 53963
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Waupun Business Improvement District Minutes of Meeting Wednesday June 10, 2015

The Waupun Business Improvement District met Wednesday, June 10, 2015 in the City Hall Council Chambers with Chairperson Wayne Buteyn presiding.

Staff present is Mayor Kyle Clark and City Clerk Angela Hull.

Audience present is Kari Pattee.

Chairman Buteyn called the meeting to order at 7:00am.

Members present are Wayne Buteyn, Jack Dunham, Larry Sullivan, John Theune, Jeff Riel, Rich Matravers, Krista Bishop, and John Karsten. Members absent and excused are Al Verhage.

No public comments are heard.

Motion Bishop, second Matravers to approve the minutes of the May 13, 2015 meeting of the Business Improvement District. Motion carried.

Prior Business- Outstanding Applications

Derek Drews of Fox Valley submitted an application in May 2014 and was approved for \$5,000 to be paid over two years due to completion in 2015. Fifty percent (50%) of the initial approved application (\$2500) was paid in 2014 as directed by the Board. The remainder of the approved payment will not be issued until December 2015.

Katrina Hoinacki of Katrina Ann Photography at 311 E Main Street submitted an application on February 11, 2015 for renovation of the façade to include a sign at the estimated cost of \$745.06. The Board approved a 50% matching grant not to exceed \$2,000.00. This application expired May 11, 2015. At the May 13, 2015 meeting, the Board extended the application for an additional 30 days, providing an expiration date of June 11, 2015. The Board stated they will review this at next month's meeting.

Jim Viola of Accel Automotive at 99 Fond Du Lac Street submitted an application on May 13, 2015 for renovation of the façade to include siding, windows, soffit, paving of the parking lot, and painting of overhead doors at an estimated cost of \$42,000. The Board approved a 50% matching grant not to exceed \$2,000. The expiration date of this application is August 13, 2015.

Financial Statement Review

BID Financial report provided with the agenda shows a current fund balance as of June 1, 2015 of \$15,278.93 with \$4,872.53 outstanding-prior approved applications waiting completion. \$10,406.40 funds remain available for 2015.

Motion Riel, second Bishop to approve the Financial Report for June 1, 2015. Motion carried.

New Business:

Kari Pattee of Thirsty Marlins submitted a Façade Improvement Program application for the property at 428 E Main Street, Waupun. Renovation to the façade includes a back deck. Total project cost is estimated at \$15,000-\$16,000. She is also applying to the CDA for possible funding.

Motion Theune, second Matravers to approve a 50% matching grant not to exceed \$2,000.00 to Kari Pattee of Thirsty Marlins for façade improvements to the building at 428 E Main Street. Motion carried.

The next meeting of the Business Improvement District is scheduled for July 8, 2015 at 7:00am at the Waupun City Hall.

Motion Riel, second Bishop duly carried the BID Board adjourned at 7:15a.

Angela J. Hull, City Clerk

**Business Improvement District Financial Statement
as of July 2015**

Balance forward from December 31, 2014: \$ 2,918.05

2014 Deposits

<u>Date Deposited</u>	<u>Vendor</u>		
1/8/15	City of Waupun	\$ 16,107.30	
			\$ <u>16,107.30</u>

2015 Disbursements

<u>Date Issued</u>	<u>CK#</u>	<u>Vendor</u>		
2/9/15	435	Links Martial Arts	\$ 214.64	
2/12/2015	436	Front Edge Deveolpers	\$ 655.80	
5/11/2015	437	Melanie Williams	\$ 1,941.00	
6/3/2015	438	Farm & Home (<i>Beautification</i>)	\$ 334.98	
6/3/2015	439	Waupun Florist & Greenhouse (<i>Beautification</i>)	\$ 600.00	
				\$ <u>3,746.42</u>

Current Balance: \$ 15,278.93

Applications Approved /yet to be disbursed (those approved after 3/10/10 must be completed in 90 days)

5/14/2014	Fox Valley Savings Bank	\$ 2,500.00	<i>(to be paid in Dec)</i>	
2/11/2015	Katrina Ann Photography	\$ 372.53	<i>(expires 6/11/15) extended 30 days</i>	
5/13/2015	Accel Automotive Repair	\$ 2,000.00	<i>(expires 8/13/15)</i>	
6/10/2015	Thirsty Marlin	\$ 2,000.00	<i>(expires 9/10/15)</i>	
				\$ 6,872.53

Deposits yet to be received \$ 0.00

Available Funds for disbursement \$ 8,406.40

Part Applying for:
 BID ONLY
 CDA ONLY
 BOTH

COMMUNITY DEVELOPMENT AUTHORITY (CDA)
Waupun Business Improvement District (BID)
~ Façade Improvement Program – Grant Application ~

Applications missing any materials will be returned for completion.

Date: 7/2/2015
Applicant Name: LARRY SULLIVAN
Applicant Address: 111935 BRATH RD, RANDOLPH, WI 53956
Phone: 920-319-2512 Fax: _____ Email: LARRY@SullysSportingGoods.com
Name of Business/Property: BOBLY'S LTG WAUPUN PROPERTIES
Property Address: 401 E. MAIN ST, WAUPUN
Property Use: Retail + Residential upstairs - 3 apartments
Property owner, if different than applicant: _____
Owner address: See above Owner Phone: _____

Project Summary:

Brief Project Summary: WINDOW REPLACEMENT UPPER LEVEL
12 to 13 windows

Total Estimated Cost: \$ 5,000 to 9,000 Total Grant Request: \$ 2,000.00
Projected Start Date: AUG - 1, 2015 Projected Completion Date: AUG 31, 2015
Name of Contractor: _____

Approval of City Building Inspector: _____ (Inspector's initials)

Required attachments:

- Project plan(s) to 1/4" scale, if applicable
- Release of Information Letter (attached)
- Quotes/Estimates
- Current photo(s) of property
- Paint color(s) or material sample(s), if applicable

Submit application form and attachments to:
Waupun Business Improvement District – City Clerk, Waupun City Hall
201 E. Main Street, Waupun WI 53963
920-324-7915 ext. 5

To be completed by City staff only:

Date application received: _____
Application reviewed for completeness by _____ (initials). Date: _____
Applicant notified of scheduled BID meeting by _____ (initials). Date: _____

Waupun Business Improvement District (BID)
~ Façade Improvement Program - Release of Information Letter ~

Date: 7/2/2015

To: Waupun Business Improvement District – Clerk’s Office, Waupun City Hall
201 E. Main Street, Waupun WI 53963

To Whom It May Concern:

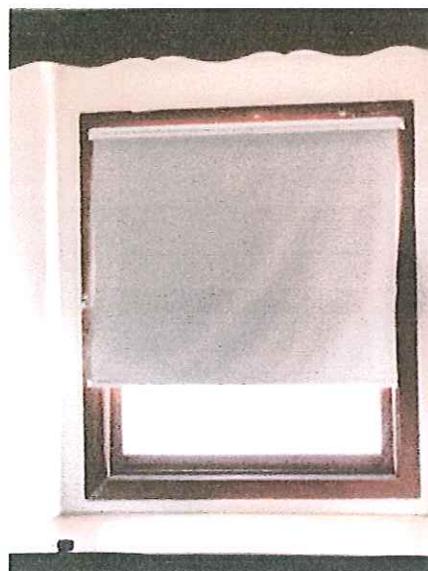
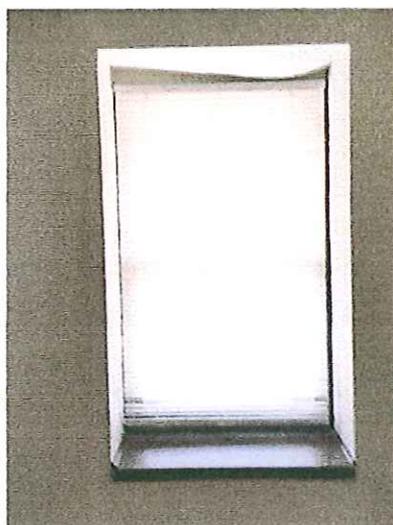
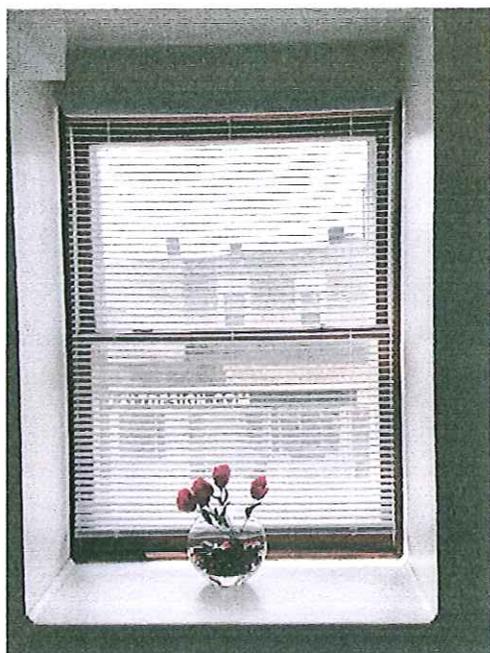
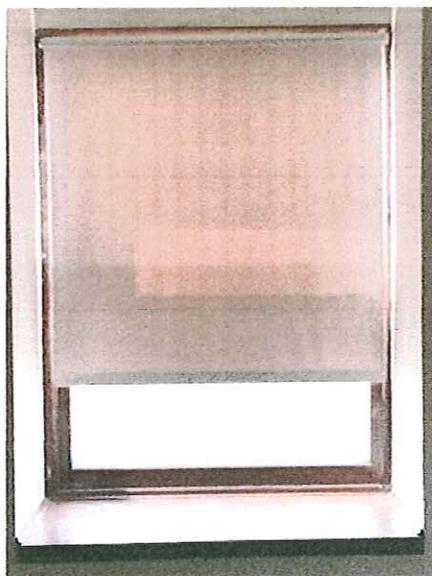
I hereby authorize the Waupun Business Improvement District (BID) permission to share all application materials with BID board members who will be reviewing my application. I acknowledge that information provided to the BID may be released upon request in compliance with the open record requirements and in accordance with the freedom of information act. I acknowledge that I am to attend the BID board meeting in which this request will be reviewed and that the City of Waupun will notify me of that meeting.

Signed,

Name (print): LARRY D SULLIVAN

Signature: 

Date: 7/2/2015





1-866-4 FELDCO
608-515-3379

Mike Zahn
Sales Representative

Proposal

(This is not a contract)

Representative: Mike Zahn

Windows • Siding • Doors

3037 S. Stoughton Road
Madison, WI 53716

Tel: 608.222.9500
Fax: 866.562.0022
mikez@4feldco.com
www.4feldco.com

Customer Name: Gail Sullivan

401 E Main St Waupun

City of Chicago Home Repair
License #1493480

Phone Number: 920-345-1600 Email:

Product	Series	Quantity	Color	Options	Woodwork
DH	1655	12	white/white	Included	Included

- All Sophia Series Windows Include:
- G71-38 LowE Glass w/ Argon Gas
 - Double Strength 3/4" Insulated Glass
 - uPVC Vinyl Construction
 - Lifetime Transferable Warranty
 - Multi-Chambered Frame
 - Fusion Welded Corners
 - Insulated Frames/Sashes
 - Energy Star Rating

Retail Price	Special Price*
\$ <u>11,056</u>	Current promotion \$ <u>9,520</u>
\$ _____	\$ _____

* Estimates including factory discounts may no longer be available at time of purchase.

\$ _____	GO Green Today \$ <u>8,759</u>
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Customer Use Only (This is not a contract)

At Feldco we strive to provide the industry's best value. A combination of quality products, fair prices, and great service is our goal. In order to help us achieve this, please take a moment to answer the following questions:

- Did the representative measure all openings in your home? Yes No
 - Did the representative show you cut away & full size samples? Yes No
 - Did Felco offer all the features you are looking for in our Windows, Siding, or Doors? Yes No
 - Would you consider Feldco for future home renewal projects? Yes No
 - How much of a factor was price in your decision not to purchase today? 1 2 3 4
 - How high on your list of home renewal projects does this rate? 1 2 3 4
- (1 Lowest, 5 Highest)

To help us serve your needs better in the future, please tell us why you chose not to order Feldco products at this time:
quick response. Quality product.

Customer Acknowledgement: Gail J. Sullivan Date: 6/30/15

CONTRACT WITH

HOMETOWN

Glass & Improvement, Inc.

Building Improvements * Mobile Auto Glass * Complete Glass Service
24 Hour Emergency Service

OFFICE AND SHOP: N7171 Raceway Rd.

Phone: (920) 887-3757 Fax: (920) 887-3338 Beaver Dam, WI 53916

CONTRACT SUBMITTED TO:

DATE: 7/2/20

NAME: GAIL SULLIVAN
STREET: 401 E. MAIN ST.
CITY AND STATE: WAUPUN, WI 53963

PHONE: 920-345-1600
JOB NAME:
STREET:
CITY AND STATE:

It is agreed this Contract shall be for the following work and materials:

Furnish & install 12 Lindsay Crownview single hung replacement windows. Each window will be white in color with Low-E glass and half screens. Installation includes spray foam insulation around each window, all necessary caulking and disposal of the existing windows.

- Contractors shall furnish Buyer with lien waivers in writing from contractors, subcontractors and material suppliers in proportion to the value of all labor, services and products or materials furnished or delivered as of the time payment(s) is (are) made upon request.
- A copy of manufacturer's warranties on products shall be provided upon completion. Hometown Glass & Improvement, Inc. warrants that all work will be completed in a workmanlike manner according to standard practices. No other warranties are made.
- All deviations from the above specifications shall be in writing, signed by both parties and specifying any price increase or decrease.
- Owner shall carry fire, wind and any other insurance owner deems necessary.

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, BUILDER HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED BUILDER, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THE MORTGAGE LENDER, IF ANY. BUILDER AGREES TO COOPERATE WITH THE OWNER AND THE OWNER'S LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

It is proposed that work shall be completed on or about: 4 weeks

It is agreed the above described work will be completed in accordance with the above specifications for the sum of: \$4,340.00 payable as follows: 20% Down with the rest upon completion.

Authorized Signature:

* Insert name or representative who solicited or negotiated this contract.

Jeffrey J. Nowicki

This contract shall be null and void if not accepted on or before: 30 Days

ACCEPTANCE OF CONTRACT

Owner hereby agreed to the foregoing specifications, prices, terms and conditions and authorizes Hometown Glass & Improvement, Inc. to proceed. By signing this Acceptance, owner acknowledges receipt of a copy of this contract.

Date: _____

Signature: _____

Signature: _____

WE APPRECIATE YOUR BUSINESS!

Angie Hull

From: Rohn Bishop <rohnb@msn.com>
Sent: Wednesday, June 24, 2015 7:32 AM
To: Angie Hull
Subject: BID

Good Morning Angie;

Next time there is a BID meeting would you please put me on the agenda. I will be there on behalf of the Waupun Historical Society, bringing history to Main St. project. But only put me on a meeting with other business. I am in no hurry.

Thank You, Rohn T. Bishop Bishops Car Wash