



City of Waupun

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

"Wild Goose Center of Wisconsin"

July 6, 2016

TO: Zoning Board of Appeals Members

FROM: Susan Leahy, Zoning Administrator

SUBJECT: Zoning Board of Appeals meeting scheduled for Wednesday, July 13, 2016 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 May 23, 2016 meeting.
4. Discuss / Approve Variance request of Grace Evangelical Lutheran Church at 113 County Park Rd. to install a new sign that will exceed the allowable square footage for a sign in the R-1 Zoning District
5. Adjournment

Cc Mayor & Common Council
City Attorney
Department Managers
Media
Sue Haefmeyer
Grace Evangelical Lutheran Church

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 May 23, 2016

1. Recognition of Mark Nickel, Citizen appointed to Zoning Board of Appeals.
2. Recognition of Frank Mesa, Chairman to Zoning Board of Appeals.
3. Recognition of Mike Matoushek, Council Member to Zoning Board of Appeals.
4. Call to Order:
 - a. Mesa called The Zoning Board of Appeals meeting at 4:30 p.m.
5. Roll Call:
 - a. Members Present: Frank Mesa, Mark Nickel, Richard Walters, Mike Matoushek, Jr, & Jon Dobbratz
 - b. Members Absent: Merlin Schouten
 - c. Also Present: Susan Leahy, Zoning Administrator, Jason Engelhardt, Nate Landaal, Dick Flynn,
6. Approve Minutes of May 2, 2016 meeting.
 - a. Nickel stated he was absent from last meeting and to remove his name.
 - b. Walters stated he voted Nay under Public Hearing #4 for Jeff Navis.
 - c. Motion by Dobbratz to approve the May 2, 2016 meeting minutes with revisions, seconded by. Motion carried.
7. Public Hearing:
 - a. Mesa read Request: Discuss/Approve Variance request of Nathan Landaal at 938 South Watertown Street to construct a garage that will exceed the allowable height for a detached structure, per Section 16.03(4)(c)(iv).
 - b. Walters stated all the other buildings are higher in the area.
 - c. Mesa asked if there were any other comments and should grant the variance.
 - d. Matoushek made a motion to grant the variance as written, Walters seconded.
 - e. Dobbratz - Aye, Walters - Aye, Matoushek - Aye, Nickel - Aye, Mesa - Aye.
 - f. 5-Ayes, 0 Nays. Motion carried.
8. Public Hearing:
 - a. Mesa read request: Discuss/Approve variance request of Jason & Emily Engelhardt at 612 South Madison Street to build a new detached garage within 18-inches of their shared driveway lot line, per Section 16.03(4)(c)(iv).
 - b. Jason handed out a letter from adjoining neighbor (Robert & Susan Voigt) to north stating they have no objections to build a garage within 18 inches of shared driveway lot line, as long as this is no closer than 12 inches(1 foot).
 - c. Walters asked if there were any concerns with removing snow.
 - d. Jason stated that there are no problems and he actually shared the removal with the neighbor.
 - e. Dobbratz asked if this is 18 inches from the wall or overhang.
 - f. Jason stated from overhang.

- g. Dobbratz stated looking at the parcel, it looks as if there would be enough room if the shed was moved toward the south.
- h. Jason stated they have a playset in the rear yard and they want to see if from the house. Moving the shed over would block some of the view.
- i. Dobbratz stated the wall along the property line should be fire rated.
- j. Leahy stated that this is enforced when closer than 3 feet to property line and 10 feet from house.
- k. Mesa asked if there were any other comments.
- l. No other issues from adjacent property owners.
- m. Nickel made a motion to approve the variance as written with the exception from the Voigt letter that no closer than 12 inches. Matoushek 2nd.
- n. Dobbratz - Aye, Walters - Aye, Matoushek - Aye, Nickel - Aye, Mesa - Aye.
- o. 5 Ayes, 0 Nays. Motion Carried

9. Public Hearing:

- a. Mesa request: Discuss/Approve Variance request of City of Waupun at 701 County Park Road to allow 9 'x18' parking stalls in their parking lot. Section 16.14 requires parking stalls to be no less than 10'x20'.
- b. Dick Flynn, DPW, spoke on behalf of the City regarding the parking lot expansion. The proposed plan has been approved by the Plan Commission contingent upon the Zoning Board granting a variance for 9'x18' stalls.
- c. Walters brought up the snowmobile trail. Will the new parking lot interfere with it.
- d. Flynn stated no. He also stated there is no curb & gutter at parking lot only at drive into parking area. This will provide sheet drainage.
- e. Nickels stated they need all the parking they can get. But changing to the 9'x18' stalls they will get an additional 3 to 4 stalls.
- f. Dobbratz made a motion to approve variance as written, Nickels seconded.
- g. Dobbratz - Aye, Walters - Nay, Matoushek - Aye, Nickel - Aye, Mesa - Aye.
- h. 4 Ayes, 1 Nays. Motion Carried

10. Mesa asked if there was any further discussion.

11. Adjournment:

- a. Matoushek made a motion to adjourn, Nickels seconded.
- b. Meeting adjourned at 4.57 p.m.

Prepared by:
Susan K. Leahy
Zoning Administrator



City of Waupun

201 E. Main Street

WAUPUN, WISCONSIN 53963

Phone: 920-324-7917

Fax: 920-324-7939

"Wild Goose Center of Wisconsin"

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 13th day of July, 2016 at 4:30 o'clock in the P.M., there will be considered the application for a Variance of:

1. Grace Evangelical Lutheran Church at 113 County Park Rd. to install a new sign that will exceed the allowable square footage for a sign in the R-1 Zoning District per section 16.11(3) and 16.11(4) of the Municipal Code.

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 June 29, 2016

Susan Leahy
Zoning Administrator
City of Waupun

(PUBLISH, July 6, 2016)

Fee: \$150.00 Paid: \$150⁰⁰ Cash Date: June 22, 2016



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

VARIANCE APPLICATION

From: Grace Evangelical Lutheran Church
(business name or individual)

Property Description and address:

113 N. COUNTY PARK ROAD

Variance Requested:

INSTALL NEW SIGN AS ATTACHED

BASE - 18 SF
MESSAGE READER - 15.66 SF
GRACE EVAN. CHURCH - 19.58 SF
TOTAL SF = 53.24 SF

Zoning Ordinance Section Involved:

16.11 (3) PERMITTED LOCATION OF SIGNS - R-1 ZONING
16.11 (4) TYPE I Religious INSTITUTIONS, NOT TO EXCEED 8 SF

Date presented to Zoning Board of Appeals: July 13th

VARIANCE: Granted Denied

Comments:

Signature of Applicant (s): Irving J. Koch

324-4026
979-3331 (cell)

16.11 - SIGNS.

- (1) PERMIT AND CONFORMANCE REQUIRED. No sign shall hereafter be located, erected, moved, reconstructed, extended, enlarged, converted, or structurally altered without a permit and without being in conformance with the provisions of this Ordinance. The sign shall also meet all the structural and permit requirements of the Building Code.
- (2) EXISTING NONCONFORMING SIGNS. Signs lawfully existing at the time of the adoption or amendment of this Ordinance may be continued although the use, size, or location does not conform with the provisions of this Ordinance. However, it shall be deemed a nonconforming use or structure.
- ((2a) CONDITIONAL USE.] Projecting signs shall be permitted only as conditional uses in all Business Districts and Institutional Districts.
- (3) PERMITTED LOCATION OF SIGNS.

Zoning District	Types of Signs Permitted
R-1, R-2, R-6	1, 2, 7, 9
R-3	1, 2, 7, 8, 9
R-4, R-5	1, 2, 3, 7, 9
B-1	4, 7, 9, 11
B-2, B-3, B-6, M-1, M-2, IN	5, 7, 11
B-4, B-5	6, 7, 11
C	7
PD	2, 7, 9
A	2, 7, 9, 10

(4) TYPES OF SIGNS, MAXIMUM SIZE AND LOCATION.

Type 1. Signs over show windows or doors of a nonconforming business establishment announcing without display or elaboration only the name and occupation of the proprietor and not to exceed 2 feet in height and 10 feet in length; bulletin boards for public, charitable or religious institutions, recreational areas, and community centers not to exceed 8 square feet in area located on the premises.

Type 2. Signs advertising a home occupation not exceeding 2 square feet and located on the premises.

Type 3. Signs advertising boarding or rooming houses not exceeding 8 square feet and located on the premises.

Type 4. Signs advertising utilities, banks, and savings and loan associations not to exceed 30 square feet; signs for clinics and hospitals not to exceed 30 square feet for clinics and 150 square feet for hospitals located on the premises.

Type 5. Wall signs placed against the exterior walls of buildings not extending more than 10 inches outside of a building's wall surface, not exceeding 500 square feet in area above the lowest point of the roof; ground signs not exceeding 30 feet in height above the mean centerline street grade, meeting all yard requirements for the district in which it is located, not exceeding 100 square feet on one side, not 200 square feet on all sides for any one premises; roof signs not exceeding 10 feet in height above the roof, meeting all the yard and height requirements for the district in which it is located, and not exceeding 300 square feet on all sides for any one premises.

Type 6. Wall signs placed against the exterior walls of buildings not extending more than 10 inches outside of a building's wall surface, not exceeding 500 square feet in area for any one premises, and not extending 2 feet above the lowest point of the roof; ground signs not exceeding 50 feet in height above the mean centerline street grade, meeting all yard requirements for the district in which it is located, not exceeding 100 square feet on one side nor 200 square feet on all sides for any one premises; roof signs not exceeding 10 feet in height above the roof, meeting all the yard and height requirements for the district in which it is located, and not exceeding 300 square feet on all sides for any one premises.

Type 7. Official signs, such as traffic control, parking restrictions, information and notices; temporary signs or banners when authorized by the Zoning Administrator for a maximum of 30 days; memorial signs, tablets, names of buildings, and date of erection when cut into any masonry surface or when constructed of metal and affixed flat against a structure.

Type 8. Signs advertising nursing homes, condos, and apartment complexes not exceeding 20 square feet in area per side located on the premises.

Type 9. Name, occupation, and warning signs not to exceed 4 square feet in area located on the premises.

Type 10. Signs advertising the sale of farm products produced on the premises not to exceed 8 square feet.

Type 11. Projecting signs advertising businesses or institutions not exceeding 10 square feet in area located on the premises.

(5) PROHIBITED CHARACTERISTICS OF SIGNS.

- (a) No sign shall contain, include, or be composed of any conspicuous animated or moving part.
 - (b) No sign shall contain, include, or be illuminated by flashing lights except for those providing time and temperature where each cycle is not less than 2 seconds.
 - (c) No sign shall resemble, imitate, or approximate the shape, size, form, or color of railroad or traffic signs, signals, or devices. Signs shall not obstruct or interfere with the effectiveness of railroad or traffic signs, signals, or devices. No sign shall be erected, relocated, or maintained so as to prevent free ingress to or egress from any door, window, or fire escape. No sign shall be placed so as to obstruct or interfere with traffic visibility.
 - (d) No sign shall be portable or insecurely anchored to the ground.
 - (e) No sign shall project out from the structure to which it is attached, unless permitted as a conditional use.
- See §16.19 for graphic examples of permitted and prohibited signs.

(6)

- 1. LED MODEL Optec 20mm Impact 24x112 CV FullColor
- 2. CABINET SIZE ID: 2'6"H x 7'10"W LED: 2'0"H x 7'10"W
- 3. LEG HEIGHT 3'H x 6"W Steel Legs with Aluminum Wrap
- 4. MODIFICATIONS Gabled/Peaked ID Cabinet
- 5. 1 SIDED 2 SIDED M/S M/M
- 6. LIT 120V 240V NON-LIT
- 7. NUMBER OF LINES 1 to 3 Lines of Text
 CHARACTER SIZE 5.5" to 18.1" Text
 LED PIXELS 24 High x 112 Wide
 COLOR 281 Trillion Colors
- 8. INSTALLATION Anchor Bolt Wall Mount Direct Bury Brick Brackets
- 9. SIGN PRICE \$15,950.00
- 10. SUN LOUVERS (Polycarbonate) INC
Gabled/Peaked ID Cabinet = INC

*****FREE LAPTOP COMPUTER FOR PROGRAMMING*****

- 11. SYMBOL Digital Print Cross = INC
- 12. COMMUNICATIONS:
 PHONE MODEM _____
 DATA CABLE _____ FEET _____
 HIGH SPEED WIRELESS ETHERNET Single Ant. = \$400.00
- 13. PHOTO CELL _____ INC
- 14. OTHER: GRAPHICS PKG. _____ INC
 ANIMATION SOFTWARE _____ INC
 TEMPERATURE PROBE _____ INC
- 15. TRAINING By Phone On-Line Session On-Site
- 16. CREDIT _____ FREE LAPTOP = SPIP16
- 17. SUBTOTAL \$16,350.00
- 18. INSTALLATION _____ By Customer
- 19. FREIGHT \$925.00
- 20. SALES TAX _____ Exempt w/ Form
- 21. TOTAL \$17,275.00
- 22. DEPOSIT (50%) \$8,137.50
- 23. SIGN BALANCE Net 10 Days \$8,637.50

24. SPECIAL INSTRUCTIONS:
 Lifetime Warranty on Sign Face, Sign Cabinet, & Sign Base
 5-Year Warranty on Optec LED
 10-Year Parts Availability Guarantee on Optec LED

25. BILL TO: (Legal Name of Purchasing Organization)

NAME Grace Evangelical Lutheran Church
 ADDRESS 113 N. County Park Rd.
 CITY / STATE / ZIP Waupun, WI 53963
 CONTACT Todd Ziebell TITLE Sign Committee
 EMAIL ziebelski@yahoo.com
 PHONE (920) 324-6992

26. SHIP SIGN TO:

COUNTY _____
 NAME _____
 ADDRESS _____
 CITY / STATE / ZIP _____
 SHIPPING NOTIFICATION IS PROVIDED BY EMAIL:
 EMAIL _____
 CONTACT #1 _____ PHONE (_____) _____
 CONTACT #2 _____ PHONE (_____) _____

27. SHIP COMPONENTS TO: (Anchor Bolts, Software Manual, Etc.)

NAME _____
 ORGANIZATION _____
 ADDRESS _____
 CITY / STATE / ZIP _____
 CONTACT _____ TITLE _____
 EMAIL _____
 PHONE (_____) _____

FOLLOW THESE EASY STEPS TO ORDER!

1. Please sign both pages of this contract & your color sketch if applicable
2. Enclose your deposit or purchase order ...
 (We also process ACH Payments and accept Visa, MasterCard, Discover and American Express.)
3. Enclose your State Sales Tax Exempt Certificate if applicable
4. Provide email address for shipment notification (See #26 & #27)
5. Mail, Fax or Email your order

28: AUTHORIZED SIGNATURE

I have read and agree to The Conditions of Sale on Page 2 of this Contract.

X _____
A FAX, EMAIL OR ELECTRONIC SIGNATURE IS BINDING UPON BOTH PARTIES
 TITLE _____ DATE _____

A REFUNDABLE DEPOSIT OF \$500 WAS RECEIVED IN JANUARY 2016 TO LOCK-IN PRICING AS STATED ABOVE. THE REMAINING \$8,137.50 DEPOSIT WILL BE DUE AT TIME OF PLACING ORDER AND PRIOR TO SIGNS PLUS BEGINNING PRODUCTION. BALANCE DUE NET 10 DAYS AFTER SIGN DELIVERY. SIGNS PLUS WILL REFUND ENTIRE DEPOSIT PRIOR TO PRODUCTION AT CUSTOMER'S REQUEST.
led contract 6/12

- GREYSCALE RED AMBER



MODEL: _____
 SIZE: _____

CHAR. HT.	LINES	AVERAGE/CHAR./LINE
5.5"	3	18
8.7"	2	11
18.1"	1	5

- RGB FULL COLOR



MODEL: Optec 20mm Impact 24x112
 SIZE: 2'0"H x 7'10"W

CHAR. HT.	LINES	AVERAGE/CHAR./LINE
5.5"	3	18
8.7"	2	11
18.1"	1	5

➤ Warranted Against 125mph Winds!

➤ 5 Year Led Warranty LIFETIME On The Sign

SIGN CAPABILITIES:

20 mm-24 x 112		
# of Lines	Character Size (in)	# of Characters per Line
3	5.5	18
2	8.7	11
1	18.1	5



7'-10"



Grace

EVANGELICAL LUTHERAN CHURCH

WISCONSIN SYNOD

2'-6"

REV. DAVID COOPER

SUNDAY WORSHIP 9AM

2'

WWW.GRACEWAUPUN.ORG

920-324-2298

113 N. COUNTY PARK ROAD

3' (Base)

6' (Base)

HI DEF LED
Model #20mm-24x112-CV
 2'6"x7'10" ID Cabinet
 2'x7'10" LED Cabinet
 3'x6' Base

Reference: #124603,
 Date: February 22, 2016
 Cabinet/Leg: PMS288c Blue
 Sign Face: PMS288c Blue
 ID Letters: 403W White
 Draft: 403W White
 ID Fonts: ZurichCalligraphic,
 Usherwood &
 Times New Roman Bold Italic
 Symbol: #124603
 Symbol Colors: Digital
 Other: Letters On Leg, 7725-10 White,
 Helv. B. Cond.

Sketch #5 Approved: _____

Date: _____ A FAX SIGNATURE IS BINDING UPON BOTH PARTIES



800-848-4262

www.signsplussigns.com • info@signsplussigns.com



The Signs Plus Building, 4242 McIntosh Lane, Sarasota, FL 34232

This colored sketch is provided as an example of color. There is no exact match between ink and paint. Signs Plus does not guarantee such.
 ALL MEASUREMENTS ARE NOMINAL © COPYRIGHT 2016 ALL RIGHTS RESERVED REPRODUCTION EXPRESSLY PROHIBITED

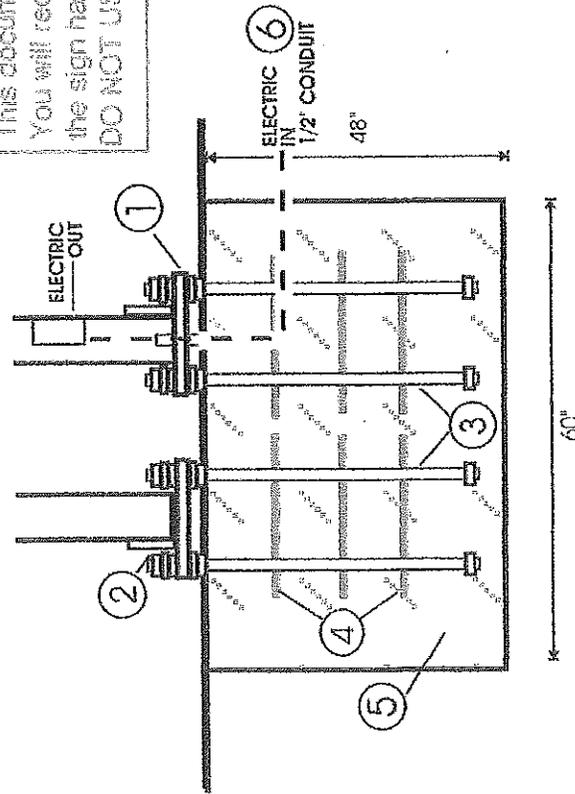
upper + lower cabinet: 25" deep
 pedestal base: 19" deep

- 1 BASE PLATE (2) WELDED TO SIGN LEG
- 2 GUSSET (2) WELDED TO SIGN LEG
- 3 ANCHOR BOLT (8) 3/4" - EXTENDS 4" ABOVE GRADE
- 4 STEEL REBAR (SUPPLIED BY OTHERS) - #5 OR LARGER
- 5 CONCRETE (SUPPLIED BY OTHERS) APPROXIMATELY 2 CU.YDS.
- 6 1/2" CONDUIT / ELECTRIC IN (SUPPLIED BY OTHERS)
- 7. STANDARD ILLUMINATED MODELS HAVE 120 VOLT BALLAST(S)

B48

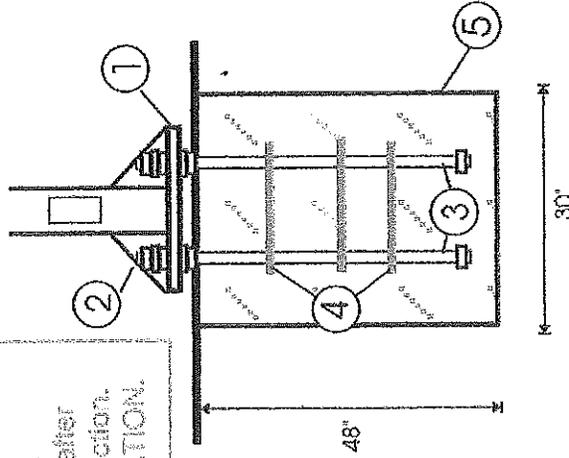
STRAIGHT BOLTS

FRONT VIEW



SAMPLE ONLY
This document is for reference only.
You will receive the actual drawing after
the sign has been placed into production.
DO NOT USE THIS FOR INSTALLATION.

END VIEW



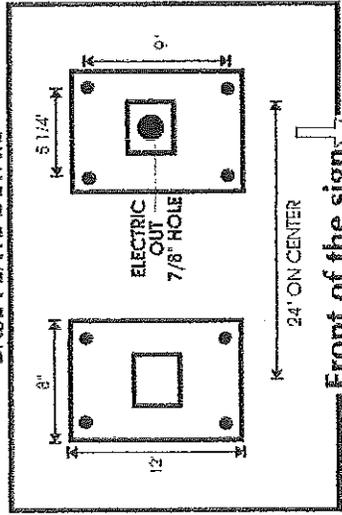
**LOCAL ZONING, ENGINEERING SPECIFICATIONS, OR FROST LINE REQUIREMENTS
MAY SUPERSEDE THIS DRAWING**

Please make sure foundation drawing matches accompanying template before proceeding. For easy installation upon arrival of sign, prepare your foundation in advance.

For assistance call Customer Relations 1-800-848-4262.

FOR SAFETY: Signs Plus highly recommends anchor bolts be cut off just above the nut upon completion of leveling and installation of sign. Use touch up paint. Rustoleum paint or roofing far to coat anchor bolts after cutting them off.

BASE PLATE DETAIL



Front of the sign
as you are reading the sign

