

CITY OF WAUPUN  
PLAN COMMISSION  
MINUTES OF THE JANUARY 15, 2014 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: Jodi Steger, Richard Flynn, Nancy Vanderkin, Scott Aylesworth and Derek Drews  
Members Absent: Fred Lueck, and Elton TerBeest  
Staff Present: Mary Kay Vogel and Kyle Clark  
Also present: Steve Guth and Robert Williams
  
3. Chairman Steger called for the approval of the minutes of the November 20, 2013 meeting. Motion by Vanderkin, seconded by Flynn to approve the minutes of the November 20, 2013 meeting. Motion carried, unanimously.
  
4. Discuss / Approve site plan for End of the Trail Candy Shop at 928 E. Main St. A site plan was submitted to the committee in advance for review. A staff memo was also included for review. Steve Guth addressed the Commission. He stated that any truck loading or unloading uses the parking area and is done before 6 a.m. Loading area has never been a designated area and the parking area has worked well in the past.  
  
Chairman Steger asked for comments or questions. No one from the public attended the open meeting.  
  
Motion by Flynn, seconded by Aylesworth, to approve the site plan for 928 E. Main St. Motion carried unanimously.
  
5. The need for a park and ride area was brought up. Some areas were mentioned. This may be a future plan development.
  
6. Motion by Drews, seconded by Aylesworth, to adjourn the meeting, motion carried, meeting adjourned at 4:47p.m.

Respectfully submitted,  
Mary Kay Vogel  
Building Inspector

## Memo

Date: February 12, 2014  
To: Plan Commission  
From: Mary Kay Vogel  
RE: Zoning review of site plan at 505 Libby St.

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The parcel is zoned M-2 OPEN STORAGE/HEAVY MANUFACTURING. The existing manufacturing use is a permitted use in this District.

Proposed is a 18 foot high single story, 3020 square foot steel framed canopy type structure. Existing hopper needs cover.

The lot exceeds the dimensional requirements of 1 acre and 100' street frontage. The setback to the proposed canopy exceeds the 15 foot minimum setback.

Existing drive will access the canopy. No additional lighting, screening or landscaping is proposed on plan.

No signage is proposed with this site plan.

Action required: Review and approve, conditionally approve, or reject site plan.

1. Recommendation: Approval, subject to impervious surface not increasing and erosion control plan being approved before construction.



