

CITY OF WAUPUN
PLAN COMMISSION
MINUTES OF THE APRIL 17, 2013 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, Fred Lueck, Scott Aylesworth, Richard Flynn and Nancy Vanderkin
Member Excused: Elton TerBeest
Staff Present: Mary Kay Vogel and Kyle Clark
3. Chairman Steger called for the approval of the minutes of the March 20, 2013 meeting. Motion by Aylesworth, seconded by Vanderkin to approve the minutes of the March 20, 2013 meeting. Motion carried, minutes approved, unanimously.
4. Public Hearing - Application for a Conditional Use Permit for the Waupun Area School District at 451 E. Spring St. for tree removal, 2:1 bank shaping for approximately 450 feet, silt fence and seeding with native grasses, flowers and plugs to control erosion per section 16.12(6) of the Waupun Municipal Code.

Chairman Steger read the call of the hearing and it's purpose. Mike Bos, Waupun School system Building & Grounds Supervisor and a representative of the Fond du Lac County Land and Water Conservation Department appeared and discussed the stream bank protection project.

The area of interest is located directly adjacent to the athletic field on the south bank of the South Branch of the Rock River, between the foot bridge and the tennis courts. Areas of erosion were immediately visible in a number of areas and undesirable tree species including box elder and red osier dogwoods which are problematic for establishing a stable bank were noted. The South Branch of the Rock River is a direct tributary to the Horicon Marsh, and any amount of sediment that can be reduced will be extremely beneficial to the entire system. Native or transplanted fish on this portion of the river are Walleye Pike, Northern Pike, and host of forage fish that will also benefit from the stream bank stabilization and habitat improvement efforts.

The proposed plans include; tree and shrub removal, 2:1 stream bank shaping, direct seeding of native forbs, and the creation of fish habitat, i.e. brush bundles or a few large boulders placed on the stream bed. The US Fish & Wildlife Service partners program has already secured funding for the purchase of materials on this project and Ducks Unlimited may be another potential funding source.

The method, spoil, erosion control and the schedule are as follows: The majority of the earth work is to be completed with a backhoe, dozer, and dump trucks. There is ample room for staging earthwork equipment and any needed materials. The proposed schedule, would first include tree removal, then bank shaping and simultaneously the placement of fish habitat, and finally seeding, mulching and installation of silt fence. The segments of earthwork will be no larger than what can be successfully completed in one day and all earthen spoil material will be trucked off site to the city composting facility. All earthwork equipment will be parked as far away from the stream as possible at the end of each day and visual inspection for equipment leakage will occur on a daily basis. Containment devices such as plastic tubs shall be available to capture any leakage found. Erosion control measures such as seeding & mulch shall occur soon after construction and silt fence will be installed directly up slope of the excavated bank. Depending on the weather and or

any unforeseen circumstances, we anticipate the work to be completed in 5 working days or less. The anticipated start date will be June or July of the year in which all the required permits are obtained.

No further facts were presented for or against this project so Chairman Steger declared the hearing closed.

Motion by Aylesworth, seconded by Flynn to approve the issuance of a Conditional Use Permit to the Waupun Area School District for stream bank protection and fish habitat on that portion of the South Branch of the Rock River along its south shoreline between the foot bridge and the tennis courts on the condition that the project is done in accordance with the plans and narrative submitted with said application and that the applicant obtain all necessary permits from the WI Department of Natural Resources (DNR) and Army Corps of Engineering if necessary.

Vote: Flynn, Aylesworth, Vanderkin, Lueck, Steger – “AYE”
Motion carried unanimously, 5/0.

5. Site plan review / possible approval for Federal Mogul, 401 Industrial Dr.

A copy of the site plan was provided to the Plan Commission prior to this meeting. Tony Holschbach of Horizon Construction appeared as the agent for Federal Mogul and discussed their plans for construction. He noted an approximately 85' x 160' x 38' x 45' ell-shaped addition containing approximately 15,102 sq. ft. office addition will be located between the existing buildings west dimension and extending towards Moorman Dr. A new larger parking lot will also be constructed adjacent to the present lot, the existing entrance will be moved approximately 40' to the west. The existing sign will be removed, a new light pole will be located in the new parking lot, a new sidewalk and visitor parking stalls will be added to the north dimension of the present office area. Approximately 24 new jobs will be added. They hope to start construction early this summer.

Dick Flynn questioned the storm sewer plans they provided. He said Navis had submitted preliminary plans for the sewer to the west however he needs more detailed plans to connect to the storm sewer in the street.

No other concerns were voiced by the Committee.

Motion by Lueck, seconded by Aylesworth to approve the site plan for the Federal Mogul property at 401 Industrial Dr. as presented on the condition more detailed storm water plans are submitted to the City Engineer for approval prior to starting construction.

Vote: Lueck, Aylesworth, Vanderkin, Flynn and Steger – “AYE”
Motion carried, site plan approved, 5/0.

6. Mary Kay Vogel, City Zoning Administrator brought to the attention of the committee an exterior remodeling plan for the Culvers Restaurant. Mary Kay noted this is not an agenda item so the committee cannot take any action on the proposal. A representative from Culvers was present to discuss their remodeling plan. Mary Kay thought the work was just cosmetic and really did not need committee approval but would put it on the agenda for next month if the committee thought committee review and approval was necessary. The committee agreed the work was cosmetic and did not need committee approval therefore no committee action will be required.
7. Nancy Vanderkin brought up the request of one of her constituents who wants her street address changed from Franklin St. to Watertown St. because that is where her mailbox is located. Mary Kay said she would

write her a letter telling her that the front of the home is on Franklin St. therefore her address must be on Franklin St. not Watertown St.

8. Motion by Vanderkin, seconded by Lueck to adjourn the meeting, motion carried, meeting adjourned at 5:13 p.m.

Fred Lueck
Secretary



City of Waupun

201 E. Main Street
WAUPUN, WISCONSIN 53963
Phone: 920-324-7900
Fax: 920-324-7939

"Wild Goose Center of Wisconsin"

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN, that at a meeting of the Plan Commission of the City of Waupun, to be held in the Council Chambers in the City Hall of the City of Waupun on Wednesday, the 15th day of May, 2013 at 4:45 o'clock in the P.M., there will be considered the application for a Conditional Use Permit of:

1. Waupun Historical Society, 520 McKinley St., to allow the Bentley-Hull Post #6709 of the Veterans of Foreign Wars to occupy one classroom and access shared facilities for their regularly scheduled and specially convened meetings, each of which will not exceed 50 persons in exchange for a nominal donation to the Waupun Historical Society to be determined by the governing members of the VFW Post.

PLEASE TAKE FURTHER NOTICE that all persons desiring to be heard on the proposed Conditional Use in support thereof or in opposition thereto, must appear at the said meeting of the Plan Commission of the City of Waupun.

Dated this 3rd day of May 2013

Mary Kay Vogel
Zoning Administrator
City of Waupun

(PUBLISH May 8, 2013)

Fee: \$150.00

Paid: _____

Date: _____



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

Conditional Use Permit Application

From: Waupun Historical Society

(business name or individual)

Property Description and address:

512 McKinley Street
Waupun, WI 53963

Former CWCEs Property

Conditional Use Requested:

The Waupun Historical Society wishes to allow Bentley-Hull Post # 6709 of the Veterans of Foreign Wars to occupy one classroom and access shared facilities for their regularly scheduled and specially convened meetings, each of which will not exceed 50 persons, in exchange for a nominal donation to the Waupun Historical Society, to be determined by the governing members of the VFW Post.

Zoning Ordinance Section Involved:

R-4

Date Presented to Plan Commission: _____

CONDITIONAL USE: Granted Denied

Comments:

Signature of Applicant (s)

James C. Land, President 4/22/2013

Trista Steinbach

From: Richard Flynn
Sent: Friday, May 03, 2013 1:41 PM
To: Trista Steinbach
Subject: FW: Street Names for the new street extensions

Trista,

Please add the list of proposed street names to our next Plan Commission. Thanks

Dick Flynn
Public Works Director
201 E. Main St.
City of Waupun, 53963
Office 920-324-7918
Fax 920-324-7939
dick@cityofwaupun.org

From: Kyle Clark
Sent: Monday, April 29, 2013 8:30 AM
To: Richard Flynn; Jodi Steger; Building Inspector; 'n.vanderkin@gmail.com'
Subject: RE: Street Names for the new street extensions

Historical names for the two streets south of Mayfair for consideration by the Plan Commission might be Taft, after Lorado Taft sculpted the Recording Angel and Fraser, after James E. Fraser sculpted the End of the Trail.

Between E. Jefferson and Wilcox could be Washington Street.

Kyle Clark
City Administrator
City of Waupun
p: (920) 324-7919
e: kyle@cityofwaupun.org
w: www.cityofwaupun.org

From: Richard Flynn
Sent: Thursday, April 25, 2013 12:01 PM
To: Kyle Clark; Jodi Steger; Building Inspector; n.vanderkin@gmail.com
Subject: Street Names for the new street extensions

Good morning,

Below are suggested street names for the new street extensions in town which are located on E. Jefferson just west of Shaler (Taco Bell site) and Mayfair. I have been asked twice by utilities about street names. We should get a recommendation to the Plan Commission for approval.

5/13/2013

Please take a look at these and see what you think. Again these are just suggestion that I put together and if you have any other recommendations please pass them on.

Proposed names for the street extensions -

Washington Ave or St. (this has been brought up in the past for the street extension by the school)
Spring Brook
Angle
Sherry
Valley
Marsh Haven
Pierce
Leaf St
Green Valley
Evergreen
Pine
Willow
Mineral Point
Pheasant lane
Old Orchard
Copper

Thanks

Dick Flynn
Public Works Director
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