



# City of Waupun

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*"Wild Goose Center of Wisconsin"*

March 7, 2017

TO: Plan Commission Members  
FROM: Mayor, Julie Nickel  
SUBJECT: Plan Commission meeting scheduled for **Wednesday, March 15, 2017, at 4:45 p.m.** in the Council Chambers, City Hall, Waupun.

## **AGENDA**

1. Call to Order
2. Roll Call
3. Approve minutes of the February 15, 2017 meeting.
4. Discussion on anticipated development in proposed TIF 7.
5. Comprehensive Planning Session 1.
  - a. Summary of the Comprehensive Planning Requirements & Process.
  - b. Responsibilities and Expectations of the Plan Commission
  - c. Demographic Highlights
  - d. Visioning Session
  - e. Next Steps
6. Adjournment

Cc: Mayor & Common Council  
City Attorney  
Department Managers  
Media

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CITY OF WAUPUN  
PLAN COMMISSION  
MINUTES OF THE FEBRUARY 15, 2017 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: Elton TerBeest, Fred Lueck, Nancy Vanderkin, Jerry Medema, Derek Drew, and Jeff Daane  
Member Excused: Julie Nickel  
Staff Present: None
3. Acting Chairman, Vanderkin called for the approval of the minutes of the January 18, 2017 meeting. Motion by Medema, seconded by TerBeest to approve the minutes of the January 18, 2017 meeting as presented. Motion carried, minutes approved, unanimously.
4. Public Hearing to provide the community a reasonable opportunity to comment on the proposed creation of the project plan for the proposed creation of the Tax Incremental District #7 in the City of Waupun. Acting Chairman Vanderkin read the call of the hearing and its purpose. A representative of Ehlers, an independent municipal financial advisory company, appeared and discussed the procedure for the creation of the project plan for the new tax district. The new (TIF) Tax Incremental District will replace TIF District #4 at the same location. Nothing ever happened at that site and now the clock will reset and the new TIF District #7 will have a 20 year life. The boundaries of the district were noted on a map on page #7 of the plan. The district is expected to be a mixed use district including the existing B-3 Shopping Center District, the B-4 Interchange Business District and the R-3 Multi-Family Residential District. The plan noted the base property information, preliminary parcel list and analysis, valuation test compliance calculations, the kind, number, and location of proposed Public Works and other projects and project cost estimates. The total project cost would be around \$4.3 million. Phase I would be about \$2.5 million and include land acquisition. Phase II would include what development comes forward, and Phase III would include future needs. He discussed development assumptions thru 2029. He also discussed the cash flow projections thru 2038. He noted an annual report would be provided in either June or July on cash flow. He said that there are about 20 acres of developable land which are hoped to be developed in the next 11 years.  
  
Lueck questioned the term "Mixed Use District" and wondered if it was referring to a zoning district as the City does not have a mixed use zoning district and whether the site needed to be rezoned? He said the term means the mixed zoning already on the property. No further questions were asked so Acting Chairman Vanderkin declared the hearing closed.
5. Acting Chairman Vanderkin asked for a resolution to be referred to the City Council designating the proposed boundaries and to approve a project plan for Tax Incremental District #7 in the City of Waupun.

Motion by Lueck, seconded by TerBeest to send a favorable resolution to the City Council designating the proposed boundaries and to approve a project plan for Tax Incremental District

#7 in the City of Waupun.

Vote: Daane, Drews, Medema, TerBeest, Vanderkin, and Lueck – "AYE"

Motion carried, unanimously 6/0

6. Discuss / approve minor land division at W7315 STH 68 in the Town of Trenton, Dodge County, Wisconsin.

A minor land division letter of intent under the Dodge County Land Division Ordinance has been submitted to the City of Waupun to be reviewed for compliance with the cities extraterritorial area of 1 ½ miles from the City limits. An application was filed by Damon Reabe, Agent for Helen and Roy Reabe, Joint Living Trust to create an approximate 19.286 acre lot that presently contains an aerial application business in Pt. of the SE ¼, NE ¼, the NE ¼, SE ¼, and the SE ¼ SE ¼ of Section 1 of the NE ¼ NE ¼ of Section 12 in T13N, R14E, Town of Trenton, Dodge County, Wisconsin. The lot is proposed to be purchased by Damon & Robert Reabe who will continue the present business on the parcel. Dodge County has the area zoned I-2 Industrial under its zoning ordinance. This Plan Commission finds that the existing business and proposed land division around it will not interfere with the orderly development and use of land in this area adjacent to the City of Waupun.

Motion by TerBeest, seconded by Medma to provide a favorable recommendation to the City Council to approve the proposed Certified Survey Map on the condition that the existing sanitary facilities be noted on said map and to inform Dodge County of the Cities favorable recommendation with the condition that the existing sanitary facilities be noted on the approved CSM.

Vote: Daane, Drews, Medema, TerBeest, Vanderkin, and Lueck – "AYE"

Motion carried, unanimously. 6/0.

7. Motion by TerBeest, seconded by Drews to adjourn the meeting. Motion carried, meeting adjourned at 5:08 pm.

Fred Lueck  
Secretary