



136 North Monroe Street
Waterloo, Wisconsin 53594-1198

**NOTICE OF A CITY OF WATERLOO
PLAN COMMISSION MEETING**

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public and the news media, the following meeting will be held:

MEETING: PLAN COMMISSION
DATE: JULY 28, 2020 **TIME: 7:00 p.m.**
LOCATION: 136 N. MONROE STREET, MUNICIPAL BUILDING COUNCIL CHAMBERS
(Commissioners and the public may participate in-person or remotely)

Remote Meeting Instructions

Join Zoom Meeting: <https://us02web.zoom.us/j/6543055689>
Meeting ID: 654 305 5689

Dial by your location
+1 301 715 8592 US (Germantown)
Meeting ID: 654 305 5689

to consider the following:

PUBLIC HEARING. CONDITIONAL USE APPLICATION, Larry Waldo, 612 Jefferson Street, To Allow The Construction Of A 20' X 20' (400 Sq. Ft.) Accessory Building Addition. A Conditional Use Permit Is Required For Additional Garage Space Of This Amount In A Residential District.

1. PUBLIC HEARING CALL TO ORDER
2. PUBLIC HEARING COMMENT
3. ADJOURN PUBLIC HEARING

PLAN COMMISSION REGULARLY SCHEDULED MEETING

1. CALL TO ORDER AND ROLL CALL
2. APPROVAL OF PRIOR MEETING MINUTES – June 23, 2020
3. CITIZEN INPUT
4. COMPLIANCE & ENFORCEMENT REPORT
5. UNFINISHED BUSINESS
 - a. Comprehensive Plan Review, Commissioner’s Items To Include Or Exclude (reference June hand-out)
6. NEW BUSINESS
 - a. City Of Waterloo Conditional Use Permit Request, Larry Waldo, 612 Jefferson Street, To Allow The Construction Of A 20' X 20' (400 Sq. Ft.) Accessory Building Addition. A Conditional Use Permit Is Required For Additional Garage Space Of This Amount In A Residential District.
 - b. Review Of Hickory Lane Proposed Lot Line Adjustment, Timber Creek
7. FUTURE AGENDA ITEMS & ANNOUNCEMENTS
8. ADJOURNMENT

Mo Hansen

Mo Hansen, Clerk/Treasurer
Posted, Distributed & Emailed: Jul 24, 2020

Members: Leisses, Quimby, Crosby, Reynolds, Lannoy, Petts and Sorenson

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above meeting(s) to gather information. No action will be taken by any governmental body other than that specifically noticed. Also, 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 such services please contact the clerk's office at the above location.



136 North Monroe Street
Waterloo, WI 53594
Phone: (920) 478-3025
Fax: (920) 478-2021
www.waterloowi.us

**NOTICE OF PUBLIC HEARING FOR CONDITIONAL USE PERMIT UNDER PROVISIONS
OF CHAPTER §385-10 B (7) OF THE ZONING CODE OF THE CITY OF
WATERLOO, JEFFERSON COUNTY, WISCONSIN**

Please take notice that the Plan Commission of the City of Waterloo, Jefferson County, Wisconsin, acting under provisions of Chapter §385-10 B (7) of the Zoning Code of the City of Waterloo, shall hold a public hearing on the matter of an application for a conditional use permit received from Larry Waldo for the property located at 612 Jefferson Street, Waterloo.

The applicant is requesting a conditional use permit to allow the construction of a 20' X 20' (400 sq. ft.) accessory building addition. A conditional use permit is required for additional garage space of this amount in a residential district.

The property is described as follows:

- Tax Parcel: #290-0813-0823-036
- Legal Description: LOT 2, CSM 4230-21-46, City of Waterloo, Jefferson County, WI
- Also known as 612 Jefferson Street

Be further notified that the Plan Commission will hear all persons interested or their agents or attorneys concerning the conditional use permit application at a public hearing. The public hearing will be held at **7:00 p.m. on Tuesday, July 28, 2020 in the Council Chamber of the Municipal Building, 136 N. Monroe Street, Waterloo.**

Subsequent to the public hearing, the Plan Commission shall recommend approval, denial, or conditional approval of the conditional use permit to the Common Council. The City Council will act on the Plan Commission's recommendation at its regular scheduled meeting on Thursday, August 6, 2020.

M. Hansen

Morton J. Hansen
City Clerk/Treasurer

Pub: The Courier: July 16, 2020

WATERLOO PLAN COMMISSION – Minutes for June 23, 2020

PUBLIC HEARING – CONDITIONAL USE APPLICATION, CITY OF WATERLOO, OWNER OF FOUR PARCELS IN THE TREYBURN FARM SUBDIVISION (Lots 1-3 & 60)

1. PUBLIC HEARING CALL TO ORDER. Mayor Quimby called the public hearing to order at 7:00 pm. Plan Commissioners attending: Leisses, Crosby, Reynolds, Quimby, Sorenson, Lannoy and Petts. Absent: none. Others attending: Amber Gerber; Clerk/Treasurer.
2. PUBLIC HEARING COMMENT. No citizens commented.
3. ADJOURN PUBLIC HEARING. Mayor Quimby closed the public hearing at 7:01 pm.

PLAN COMMISSION REGULARLY SCHEDULED MEETING

1. CALL TO ORDER AND ROLL CALL. Mayor Quimby called the regularly scheduled meeting to order at 7:02 pm. Plan Commissioners attending: Leisses, Crosby, Reynolds, Quimby, Sorenson, Lannoy and Petts. Absent: none. Others attending: Amber Gerber; Clerk/Treasurer.
2. APPROVAL OF PRIOR MEETING MINUTES – May 26, 2020 and June 17, 2020. Moved by Lannoy, seconded by Petts to approve the minutes. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. The Mayor noted Maureen Giese's concerns about the lack of detail in meeting minutes.
4. COMPLIANCE & ENFORCEMENT REPORT. The Mayor indicated the list is shrinking. The Mayor said Colin Gorder is moving forward on his repairs.
5. UNFINISHED BUSINESS
 - a. Follow-up Discussion Of A Comprehensive Plan Update. Hansen supplied a marked-up drafting asking Commissioners to confirm what should be in, and what should be out for the next meeting. No action taken.
 - b. Accessory Building Ordinance Review – Follow-up Draft. MOTION: Moved by Petts, seconded by Reynolds to recommend Council adoption. VOICE VOTE: Motion carried.
6. NEW BUSINESS
 - a. City Of Waterloo Conditional Use Permit Request To Allow For The Construction Of More Than One Dwelling Unit On Four Parcels Located In The Treyburn Farm Subdivision (Lots 1-3 & 60). MOTION: Moved by Lannoy, seconded by Sorenson to recommend Council adoption. VOICE VOTE: Motion carried.
7. FUTURE AGENDA ITEMS & ANNOUNCEMENTS. None.
 1. ADJOURNMENT. MOTION: Moved by Lannoy, seconded by others to adjourn. Approximate time: 7:25 p.m.



Mo Hansen
Clerk/Treasurer

Report To The Plan Commission
Open Code Enforcement Challenges
Clerk/Treasurer

Category			Municipal			Desired Outcome	Link To Ord.	Notes
Column1	Open Date	Closed Date	Address Column2	Responsible Party Column3	Lead Column32 3			
OPEN Neighbor complaints	Jan-15		362 E. Madison St.	Jeremy Uttech	DPW	Property owner maintaining clean property; no dangerous work garage	§219-5 Safe and sanitary maintenance of property	Continue to watch. A residential property formerly zoned commercial; owner has a history of storing scrap on site and selling items on lawn. Repeated combustion incidents in garage.
OPEN Code compliance	Jan-16		129 N Monroe St	Keri Sellnow	SAFEBUILT	Complete 1st floor build-out to code per conditional use	§140-19 Violations and penalties	C.B. to schedule. Owner granted conditional use to reside on a portion of 1st floor; has not complied with building code with shared commercial & residential floor
OPEN Code compliance	Jan-16		213 West Madison St	Bill Hart	TBD	Use in compliance with zoning code	§385-12 C-1 General Commercial District	J.Q. to address. Use changed from printing to warehousing, no conditional use granted therefore an illegal use
OPEN Neighbor complaints	Jun-17		136 Jefferson Street	Jon & Tara Driver	DPW	Appropriate use of sump pump not creating potential pedestrian slip hazard	§283-8 Clear waters	Remedy linked to when road is redone. Discharge of sump pump to curb line doesn't flow to storm sewer creating pedestrian walk hazard near elementary school
OPEN Neighbor complaints	Jun-17		135 Jefferson St	Corey Besl	DPW	Developer dredging of silted ponds per development agreement	§283-8 Clear waters	Remedy linked to when road is redone.. Discharge of sump pump to curb line doesn't flow to storm sewer creating pedestrian walk hazard near elementary school
OPEN Property Maintenance	Jun-17		McKay Way (municipal stormwater ponds south of road)	John DeWitt / Waterloo Properties Inc	DPW	Developer dredging of silted ponds per development agreement	§377-7 Postconstruction Stormwater Performance standards	C.Y. to determine when dredging needed. Waterloo Properties Inc. responsible for maintaining stormwater drainage ponds dedicated to City per original development agreement

Report To The Plan Commission
Open Code Enforcement Challenges
Clerk/Treasurer

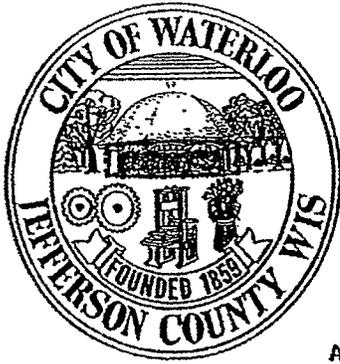
		Municipal					
Category		Address	Responsible Party	Lead	Desired Outcome	Link To Ord.	Notes
OPEN Property Maintenance	Jun-17	275 S. Jackson St	Tired Iron Buyer LLC	SAFE BUILT	Property owner investment in warehouse repairs after sale of property from City to property owners <u>and no blight</u>	§219-5 Safe and sanitary maintenance of property	Door repaired wall repair in progress; 11/6 neighbor files complaint of trash, property owner contacted, property owner replies matter being addressed
OPEN Code compliance	May-19	134 East Madison Street	Colin Gorder	SAFE BUILT	Remedy multiple building code violations per building inspector and fire inspector		Progress made. Building Inspector waiting on remedy, ready to issue unfit for dwelling notice.
OPEN Property maintenance	Sep-19	1085 Jaystone Terr	KSA Waterloo LLC; Ben Waterloo LLCLS DR	SAFE BUILT	Resident complaint: entry threshold prevents wheel chairs and dryer vent may be fire hazarded; 9/3 Routed to Chris B to inspect	§ 219-5 Safe and sanitary maintenance of property	
OPEN Property Maintenance	Jun-20	261 S MONROE ST	ANDREW V GRUNEWALD	SAFE BUILT	No blighting conditions	§ 219-5 Safe and sanitary maintenance of property	Follow-up pending
OPEN Property Maintenance	May-20	208 PORTLAND RD	GORDON D YELK & DEBRA A YELK	SAFE BUILT	Remedy collapses garage. No blighting conditions	§ 219-5 Safe and sanitary maintenance of property	Follow-up pending

PLAN COMMISSION MEETING NOTES

5A – COMPREHENSIVE PLAN UPDATE

Please reference the June hand-out. Call 920-478-3025 if you need a new printed copy.

It is assumed the body will review the draft between the meeting time and the July meeting routing comments.



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021

APPLICATION FOR CONDITIONAL USE PERMIT

(Review and Action by City Plan Commission/Common Council)

Number: 2020-03 Date Filed: 6/25/2020 Fee Paid: 285⁰⁰

Location of Property: 612 JEFFERSON ST.

Applicant: LARRY WALDO

Address: 612 JEFFERSON, WATERLOO Telephone: 920-253-8147

Owner of Property: SAME

Address: _____ Telephone: _____

Contractor: WATERLOO BUILDING CTR - TOM HOTMAR

Address: 151 W MADISON, WATERLOO Telephone: 920-478-2457

Architect or Professional Engineer: _____

Address: _____ Telephone: _____

Legal Description of Property: LOT 2 CSM 4230

Land Parcel Size: 2.115 A. Present Use: RESIDENCE Zoning District: _____

Type of Existing Structure (if any): -

Proposed Use of the Structure or Site: STORAGE Number of Employees: _____

TERMS OF MUNICIPAL CODE

CONDITIONAL USE REQUESTED

Specify Reason(s) for Application: (for example, insufficient lot area, setback, etc.)

BUILDING EXCEEDS 12X12 EXISTING LIMIT

ATTACH THE FOLLOWING:

1. Adjoining owners, all names and addresses of all abutting and opposite property owners within 200 feet.
2. Site plan showing the area involved, its location, dimensions, elevations, drainage, parking, etc., and location of adjacent structures within 200 feet.

Date: JUNE 25, 2020

Larry Waldo
Signature of Applicant

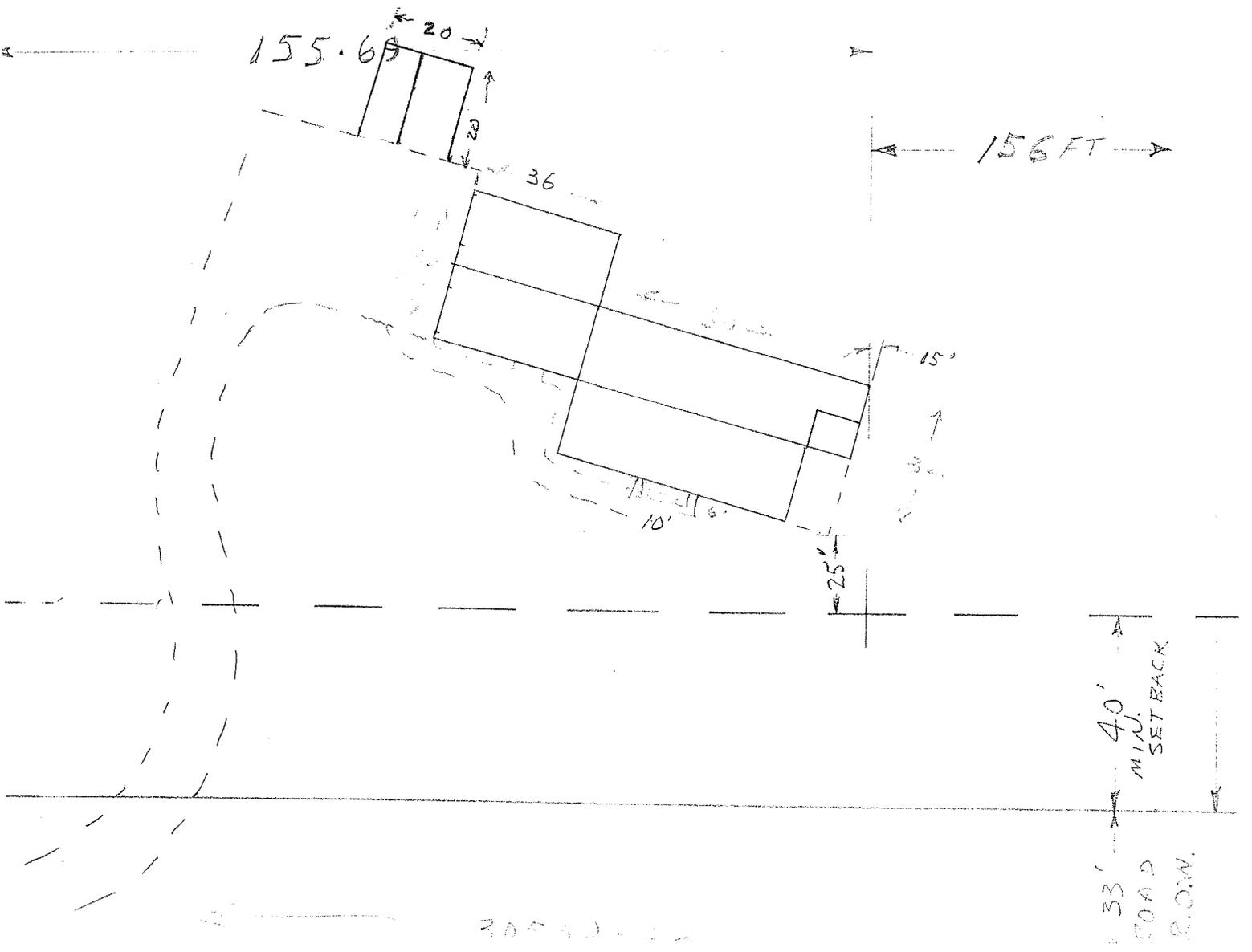


ADAMS ST

333.98'

-69'-11-"

305.69'



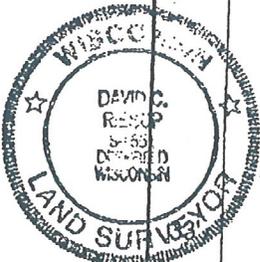
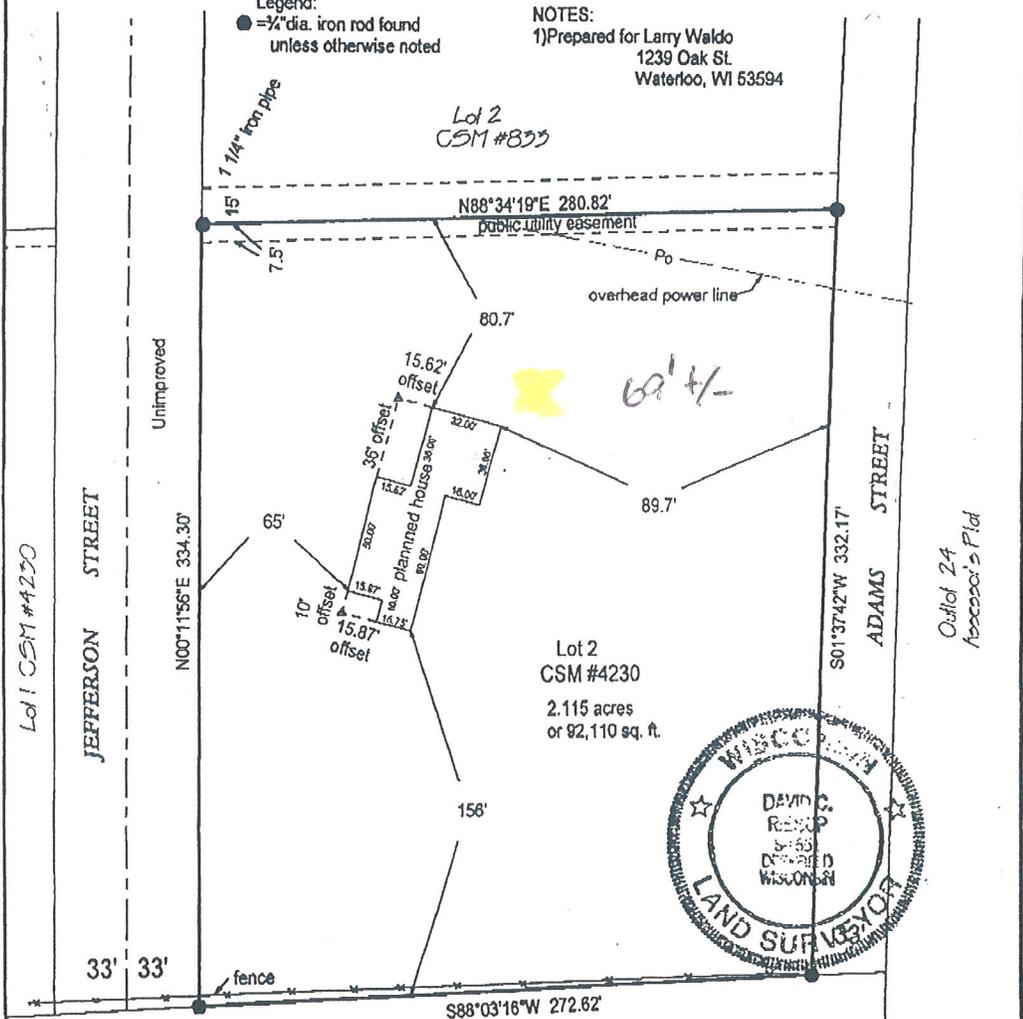
608-688-0997 SAFEbuilt.	WI UNIFORM PERMIT APPLICATION madisoninspections@safebuilt.com <i>Inspections need to be called in by 4 pm for next business day inspections.</i>	PERMIT NO. TAX KEY#																					
ISSUING MUNICIPALITY	<input type="checkbox"/> TOWN <input type="checkbox"/> VILLAGE <input checked="" type="checkbox"/> CITY OF <u>Waterloo</u> COUNTY: <u>Jefferson</u>	PROJECT LOCATION (Building Address) 612 Jefferson St.																					
		PROJECT DESCRIPTION <input type="checkbox"/> COMMERCIAL <input checked="" type="checkbox"/> ONE & TWO FAMILY																					
Owner's Name: <u>Larry Waldo</u> Mailing Address - Include City & Zip: <u>612 Jefferson St., Waterloo, WI 53594</u> Telephone - Include Area Code: <u>920-253-8147</u>																							
Construction Contractor (DC Lic No.): <u>Waterloo Building Center</u> Mailing Address - Include City & Zip: <u>151 W. Madison St., Waterloo, WI 53594</u> Telephone - Include Area Code: <u>920-478-2457</u>																							
Dwelling Contractor Qualifier (DCQ Lic No.): _____ Dwelling Contractor Qualifier shall be an owner, CEO, COB, or employee of Dwelling Contractor Telephone - Include Area Code: _____																							
Plumbing Contractor (Lic No.): _____ Mailing Address - Include City & Zip: _____ Telephone - Include Area Code: _____																							
Electrical Contractor (Lic No.): _____ Mailing Address - Include City & Zip: _____ Telephone - Include Area Code: _____																							
HVAC Contractor (Lic No.): _____ Mailing Address - Include City & Zip: _____ Telephone - Include Area Code: _____																							
PROJECT INFORMATION		Subdivision Name _____ Lot No. <u>2</u> Block No. _____																					
Zoning District _____ Lot Area <u>92110</u> Sq. Ft. N.S.E.W. Setbacks Front <u>65</u> Ft. Rear <u>69.7</u> Ft. Left <u>80.7</u> Ft. Right <u>158</u> Ft.																							
1a. PROJECT <input checked="" type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Raze <input type="checkbox"/> Alteration <input type="checkbox"/> Repair <input type="checkbox"/> Move <input checked="" type="checkbox"/> Other <u>garage</u>	3. TYPE <input checked="" type="checkbox"/> Single Family <input type="checkbox"/> Two Family <input type="checkbox"/> Multi <input type="checkbox"/> Commercial	6. STORIES <input checked="" type="checkbox"/> 1-Story <input type="checkbox"/> 2-Story <input type="checkbox"/> Other																					
1b. GARAGE <input type="checkbox"/> Attached <input checked="" type="checkbox"/> Detached	4. CONST. TYPE <input checked="" type="checkbox"/> Site Constructed <input type="checkbox"/> Mfd. UDC <input type="checkbox"/> Mfd. HUD	9. HVAC EQUIPMENT <input type="checkbox"/> Forced Air Furnace <input type="checkbox"/> Radiant Baseboard or Panel <input type="checkbox"/> Heat Pump <input type="checkbox"/> Boiler <input type="checkbox"/> Central Air Conditioning <input type="checkbox"/> Other <u>N/A</u>																					
2. AREA Basement _____ Sq. Ft. Living Area _____ Sq. Ft. Garage _____ Sq. Ft. Other <u>400</u> Sq. Ft. TOTAL _____	5. ELECTRICAL Entrance Panel Size: <u>N/A</u> amp Service: ___ New ___ Rewire ___ Phase ___ Volts <input type="checkbox"/> Underground <input type="checkbox"/> Overhead Power Company: _____	7. FOUNDATION <input type="checkbox"/> Concrete <input type="checkbox"/> Masonry <input type="checkbox"/> Treated Wood <input type="checkbox"/> ICF <input checked="" type="checkbox"/> Other <u>slab</u>																					
		10. PLUMBING Sewer <input type="checkbox"/> Municipal <u>N/A</u> <input type="checkbox"/> Septic No. _____																					
		11. WATER <input type="checkbox"/> Municipal Utility <input type="checkbox"/> Private On-Site Well																					
		12. ENERGY SOURCE <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th>Fuel</th> <th>Nat. Gas</th> <th>L.P.</th> <th>Oil</th> <th>Elec. *</th> <th>Solid</th> <th>Solar</th> </tr> <tr> <td>Space Htg</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Water Htg</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table> * <input type="checkbox"/> Dwelling unit will have 3 kilowatt or more installed electric space heater equipment capacity.	Fuel	Nat. Gas	L.P.	Oil	Elec. *	Solid	Solar	Space Htg	<input type="checkbox"/>	Water Htg	<input type="checkbox"/>										
Fuel	Nat. Gas	L.P.	Oil	Elec. *	Solid	Solar																	
Space Htg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																	
Water Htg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																	
		13. HEAT LOSS (Calculated) Total <u>N/A</u> BTU/HR																					
		14. ESTIMATED COST \$ _____																					
I understand that I am subject to all applicable codes, laws, statutes and ordinances, including those described on the Notice to Permit Applicants form; am subject to any conditions of this permit; understand that the issuance of this permit creates no legal liability, express or implied, on the state or municipality; and certify that all the above information is accurate. If one acre or more of soil will be disturbed, I understand that this project is subject to ch. NR 151 regarding additional erosion control and stormwater management and the owner shall sign the statement on the Notice to Permit Applicants form. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done.																							
<input checked="" type="checkbox"/> I vouch that I am or will be an owner-occupant of this dwelling for which I am applying for an erosion control or construction permit without a Dwelling Contractor Certification and have read the cautionary statement regarding contractor responsibility on the Notice to Permit Applicants form.																							
APPLICANT (PRINT): <u>LARRY WALDO</u> SIGN: <u>Larry Waldo</u> DATE: <u>6-25-20</u>																							
APPROVAL CONDITIONS This permit is issued pursuant to the attached conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. Owner/Builder solely responsible for compliance with all applicable State & Local Building and Zoning codes.																							
INSPECTIONS NEEDED Building <input type="checkbox"/> Footing <input type="checkbox"/> Foundation <input type="checkbox"/> Rough <input type="checkbox"/> Insulation <input type="checkbox"/> Bsmt. Fl. <input type="checkbox"/> Final Electric <input type="checkbox"/> Rough <input type="checkbox"/> Service <input type="checkbox"/> Final Plumbing <input type="checkbox"/> Rough <input type="checkbox"/> Underfloor <input type="checkbox"/> Final HVAC <input type="checkbox"/> Rough <input type="checkbox"/> Final																							
FEES: Building Fee _____ Zoning Fee _____ WI Seal _____ Electric Fee _____ Plumbing Fee _____ HVAC Fee _____ Adm. Fee _____ Other _____ Total _____ \$ 0.00	PERMIT(S) ISSUED Bldg. # At top of form _____ Zoning # _____ Elec. # _____ Plmb. # _____ HVAC # _____	SEAL NO. _____ Municipality No. _____																					
		RECEIPT CK # _____ Amount \$ _____ Date _____ From _____ Rec By. _____																					
		PERMIT EXPIRATION: Permit expires two years from date issued unless municipal ordinance is more restrictive.																					
		PERMIT ISSUED BY MUNICIPAL AGENT: Name _____ Date _____ Certification No. _____																					

Plat of Survey

Lot 2, Jefferson County Certified Survey Map number 4230, being further located in part of the SW 1/4 of the NW 1/4 of Section 8, T.8N., R.13E., City of Waterloo, Jefferson County, Wisconsin

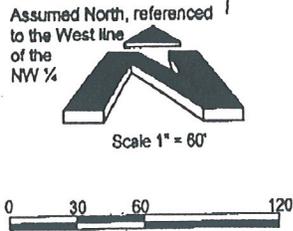
Legend:
● = 1/4" dia. iron rod found unless otherwise noted

NOTES:
1) Prepared for Larry Waldo
1239 Oak St
Waterloo, WI 53594



Surveyors Certificate
I hereby certify that I have surveyed and mapped the property as described hereon, and that such map is a correct representation of said survey, to the best of my knowledge and belief.

David C. Riesop 4/13/04
David C. Riesop S-1551



Wisconsin Mapping
surveying and mapping services
306 West Quarry Street, Deerfield, Wisconsin 53531
(608) 764-5602

Dwg. No. 2958-04 Date 04/12/2004
Sheet 1 of 1

1/4" = 1 FT

2x4 WOOD FRAME 24" O.C. WALLS
WOOD TRUSS ROOF

20 FT

3 FT WALK-IN →

19 FT

max 15' height

15'

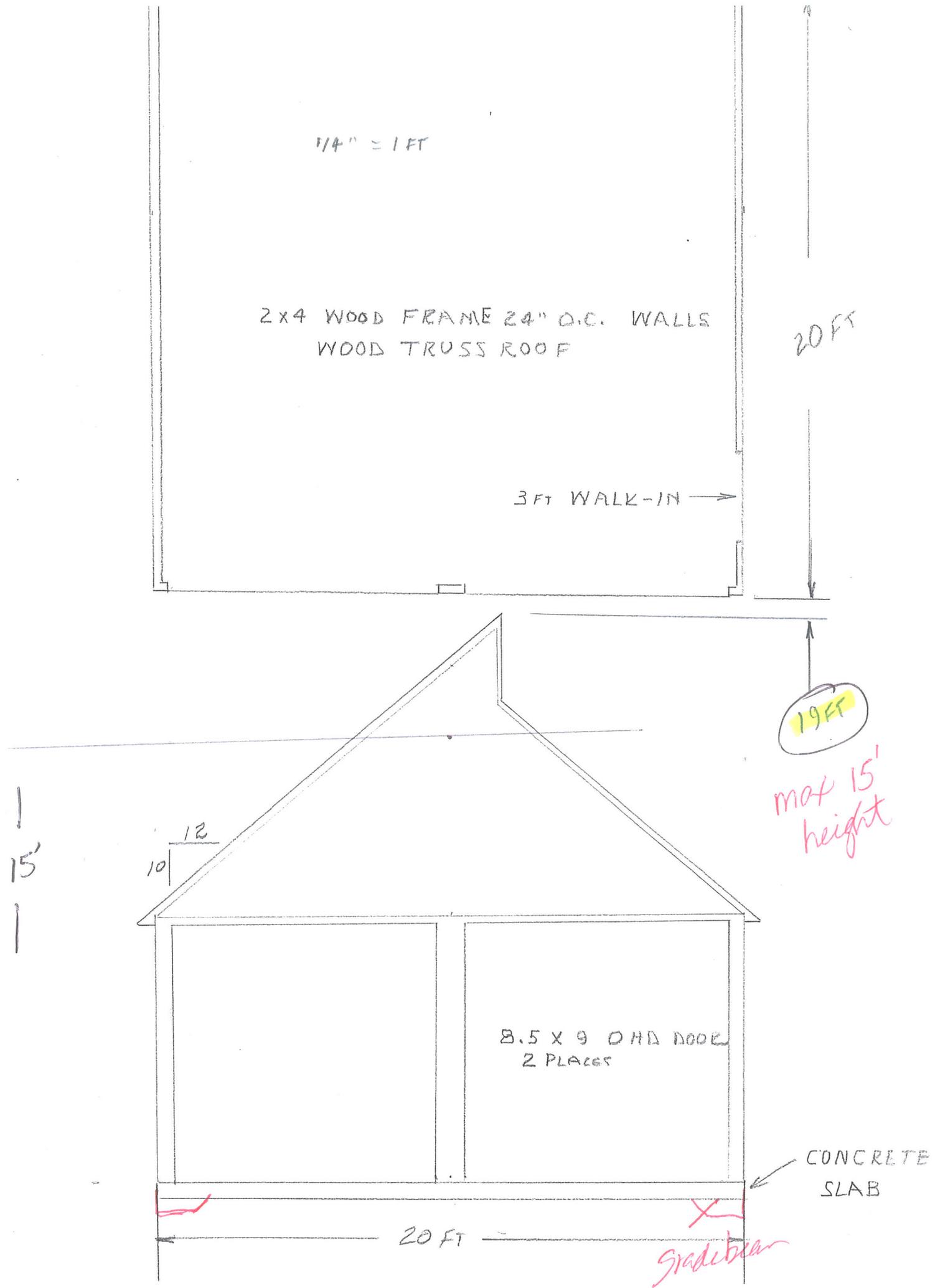
12
10

8.5 X 9 OHD DOOR
2 PLACES

CONCRETE
SLAB

20 FT

Grade beam

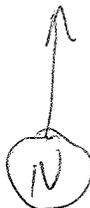


JEFFERSON

PELLEY RATCLIFF
464 JEFFERSON
920-478-2988

PESCHEL

DRIVEWAY



~~DAN~~
JIM HEIDEMAN
380 PESCHEL
920-478-2757

MIKE REEDY
410 PESCHEL
920-478-3735

DAN HEDGES
615 JEFFERSON

LARRY WALDO
612 JEFFERSON

Mo Hansen

From: Mike <tchbuilds@yahoo.com>
Sent: Friday, July 24, 2020 10:15 AM
To: Mo Hansen
Subject: Extension

Mo

Thomas and Rebecca Blyth would like to do a lot line adjustment/extension,. They live at 128 Hickory dr in Waterloo.

They would like to adjust the lot line by 60 feet to the north of their present lot and the depth would be approximately 139 feet. The extension would follow the front of their present lot line as well as the back lot line.

The extension would add approximately 8400 square feet to their existing lot.

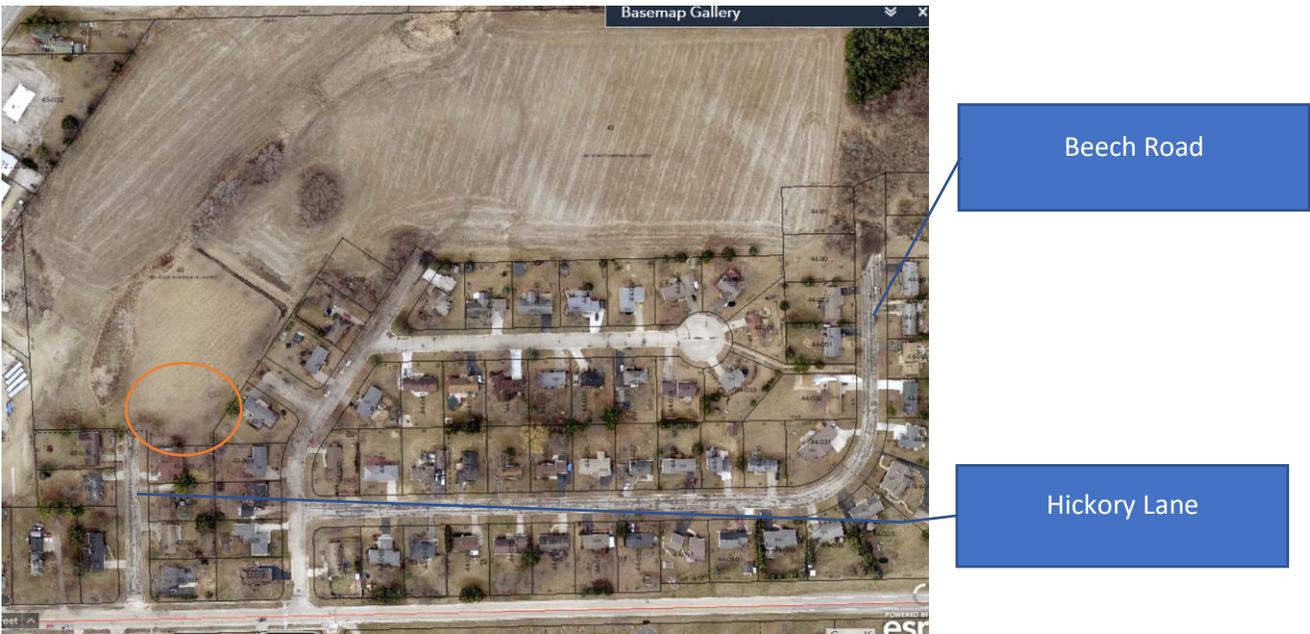
The extension will not interfere with any future extension of hickory road.

Thank you

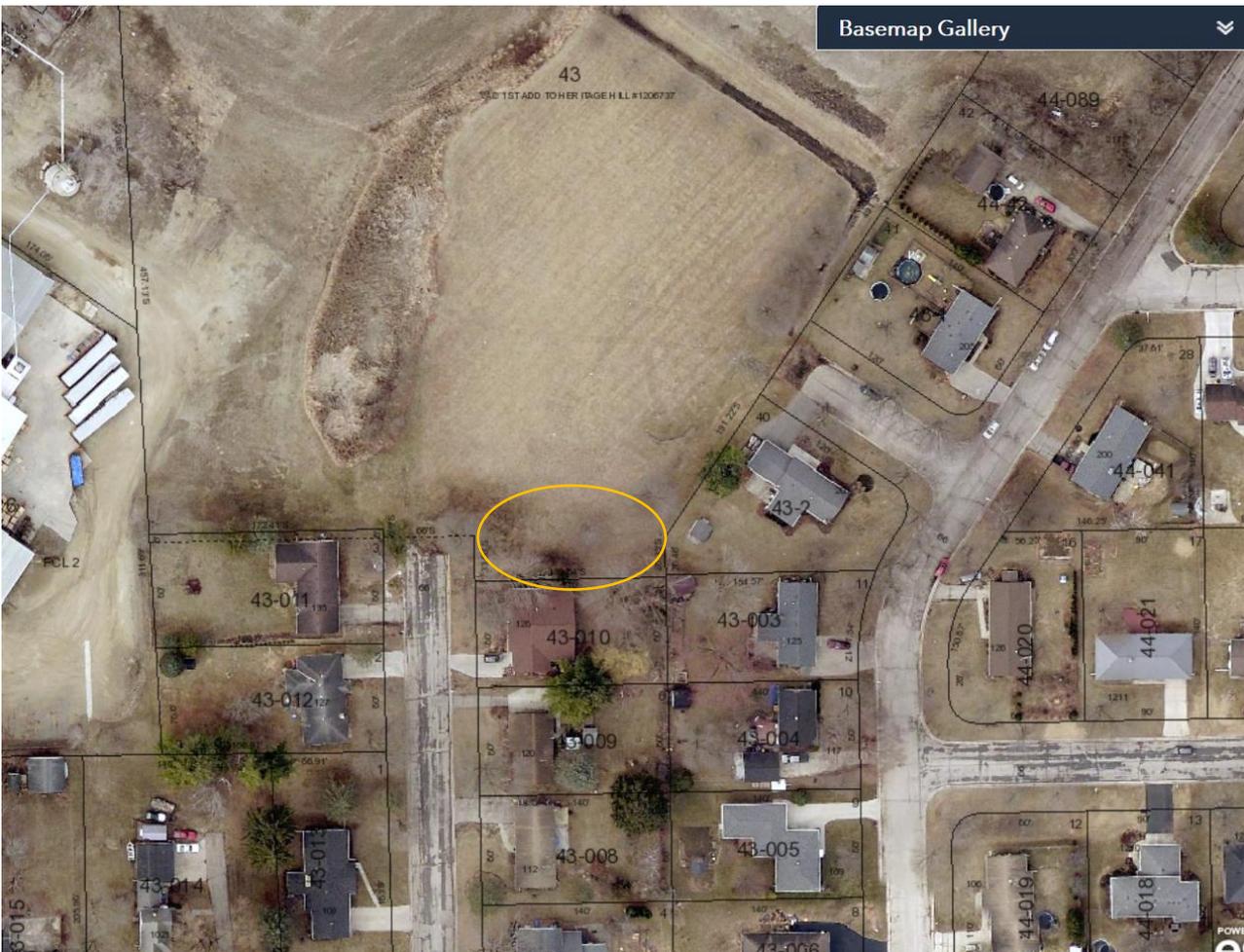
Mike
262-649-7166

Map images prepared by CT and not Mike Hedtcke for Plan Commission Item 6b

1. Identifying general location.



2. Close-up with aerial overlay.



3. With parcel dimensions.

