



136 North Monroe Street, Waterloo, Wisconsin 53594-1198  
Phone (920) 478-3025  
Fax (920) 478-2021

**PUBLIC NOTICE OF A COMMITTEE MEETING  
OF THE COMMON COUNCIL OF THE CITY OF WATERLOO**

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

**COMMITTEE:** Public Works & Property Committee  
**DATE:** Thursday, June 6, 2013 **TIME:** 6:30 p.m.  
**LOCATION:** Council Chambers of the Municipal Building, 136 N. Monroe Street

1. Roll Call And Call To Order
2. Approval Of Previously Unapproved Meeting Minutes
3. Citizen Input
4. Project Status Reports:
  - a. Community Development Block Grant EAP Project – Project Update
  - b. 2013/2014 Action On Defective Sidewalks
5. Unfinished Business
6. New Business
  - a. Driveway Permit, 608 N. Monroe Street (driveway located on Porter Street)
  - b. 2014 Solid Waste & Recycling Contract, Review Of Options
7. Future Agenda Items And Announcements
8. Adjourn

Mo Hansen  
Clerk/Treasurer

\*\*\* See Council Packet

Committee Members: Springer, Ziaja and Stinnett

Printed, Posted, E-mailed and Distributed: June 3, 2013

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.



**CITY OF WATERLOO PUBLIC WORKS COMMITTEE MINUTES  
COUNCIL CHAMBERS  
May 2, 2013**

1. **Roll Call And Call To Order.** Alderperson Springer called the meeting to order at 6:30 p.m. Committee members present – Springer, Ziaja and Stinnett. Absent – none. Others present – Public Works Director Gary Yerges, Mayor Thompson, Craig Strobel, Sharon Burbach and Clerk/Treasurer Hansen.
2. **Approval Of Previously Unapproved Meeting Minutes. Motion:** Moved by Ziaja, seconded by Springer to approve the April 4, 2013 meeting minutes. **Voice Vote:** Motion carried.
3. **Citizen Input.** None.
4. **Unfinished Business**
  - a. **Community Development Block Grant EAP Project – Project Update. Discussion:** Hansen provided a verbal report saying additional testing would take place. No action taken.
  - b. **2013 Action On Defective Sidewalks. Discussion:** Yerges provided a list. He said 42 trees would come out as part of the work. It entailed the southwest quadrant of the City. Yerges said he wouldn't replant many of the trees. Ziaja was split on the notion of removing trees. Springer commented on removing trip hazards by trees. Springer said to prioritize South Monroe, Jackson Street and Van Buren Street. Ziaja said to save trees if it can be done. Ziaja asked for text on this process. **Motion:** Moved by Springer, seconded by Ziaja to notify them this year and to take action in 2014. **Voice Vote:** Motion carried.
5. **New Business. None.**
6. **Future Agenda Items And Announcements. None.**
7. **Adjourn. Motion:** Moved by Ziaja, seconded by Stinnett to adjourn. **Voice Vote:** Motion carried. The approximate time was 6:50 p.m.

Attest:

Mo Hansen, Clerk/Treasurer





136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198  
Phone (920) 478-3025  
Fax (920) 478-2021  
cityhall@waterloowis.com

**APPLICATION FOR DRIVEWAY/CULVERT**

DATE OF APPLICATION: 4/18/2013 FEE: \$75.00

LOCATION OF PROPERTY: 608 NORTH MONROE ST

APPLICANT: CHAD/JEN CHADWICK

OWNER OF PROPERTY: SAME

LEGAL DESCRIPTION OF PROPERTY: LOT 1, & S 1/2 LOT 6, BLK 4, Lum's  
1st Addition

NEW DRIVEWAY APPROACH/CULVERT REQUESTED: On Porter Street  
New driveway approach

EXISTING DRIVEWAY APPROACH/CULVERT TO BE RELOCATED: Not applicable

DRIVEWAY APPROACH/CULVERT IN: RESIDENTIAL AREA:   
COMMERCIAL/INDUSTRIAL AREA:

PROPOSED DRIVE APPROACH WIDTH AT STREET SIDE OF SIDEWALK: 10 FEET.  
(MAXIMUM WIDTH 24 FT. IN RESIDENTIAL AREA - 36 FT. IN COMMERCIAL/INDUSTRIAL AREA)

DRIVEWAY APPROACH TO BE: CONCRETE:  ASPHALT:  GRAVEL:

PROPOSED CULVERT: DIAMETER: \_\_\_\_\_ INCH LENGTH: \_\_\_\_\_ FEET N/A

MATERIAL: \_\_\_\_\_ N/A  
(MAXIMUM DIAMETER 24 INCH ON STH AND 18 INCH ON OTHER STREETS)

PROPOSED WORK COMPLETION DATE: MAY 20 2013

DATE: 4/18/2013

  
SIGNATURE OF APPLICANT

PLEASE ATTACH COPY OF PLAT MAP INDICATING LOCATION OF DRIVEWAY

IMPORTANT NOTE: ALL DRIVEWAYS WHICH AFFORD ACCESS TO EXISTING STATE TRUNK HIGHWAYS  
MUST BE APPROVED BY THE WISCONSIN DEPARTMENT OF TRANSPORTATION, 2101 WRIGHT STREET,  
MADISON, WI 53704-2583. TELEPHONE (608-246-7906)

-----DO NOT WRITE BELOW THIS LINE-----

PERMIT #: 2013-01

DATE ISSUED: 06-06-2013

FEE PAID: 4/19/13

Mo Han

AMOUNT PAID: 75<sup>00</sup>

CLERK/TREASURER

RECEIPT NO: 29559

curb cut must be saw cut not knocked out



## Waterloo City Hall

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**From:** Chad Chadwick [chadchadwick.cc@gmail.com]  
**Sent:** Wednesday, April 17, 2013 9:52 AM  
**To:** Cityhall@waterloowi.us  
**Subject:** ATT. MO  
**Attachments:** 20130417\_085411.jpg

Dear Mo,

We would like permission to cut a second opening in our curb at 608 N. Monroe St. The excising curb cut is 20 ft long located on Porter St. We would like to leave 4 ft of curb, then cut out a 10ft section illustrated by the picture attached with yellow flags.

Thank you for your consideration

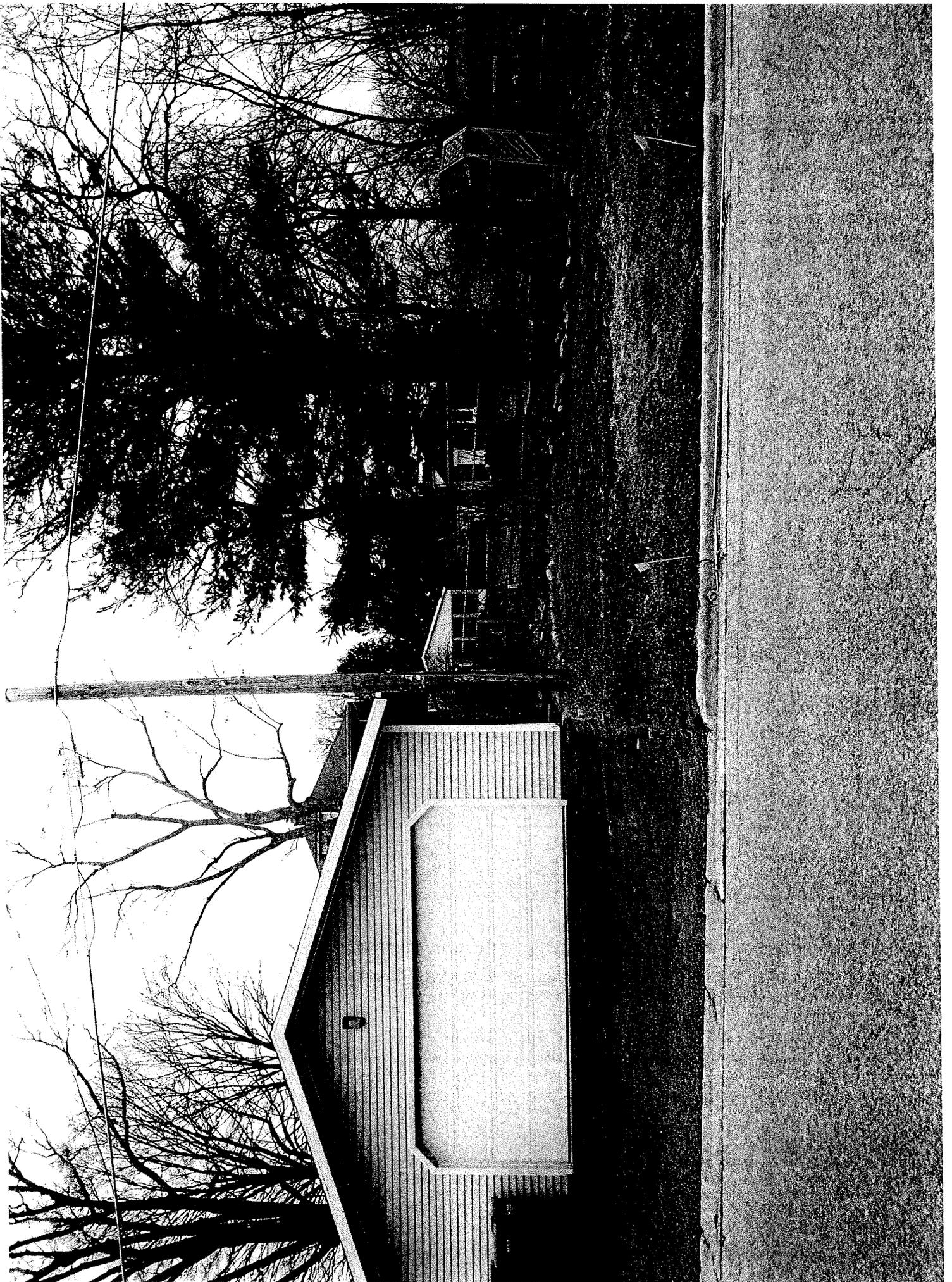
Chad and Jen Chadwick

608 N. Monroe St.

Waterloo Wi. 53594

608-395-7161







## City Hall

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**From:** Angie Stinnett [angie.stinnett@yahoo.com]  
**Sent:** Saturday, May 04, 2013 2:49 PM  
**To:** cityhall@waterloowi.us; matt ziaja@gmail.com  
**Cc:** bspringer@charter.net  
**Subject:** Re: RE: Application for driveway curb cut at 608 North Monroe Street

I also agree to a orelimenary approval.

Sent from Yahoo! Mail on Android

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**From:** Matt <matt.ziaja@gmail.com>;  
**To:** Morton Hansen <cityhall@waterloowi.us>;  
**Cc:** Angie Stinnett <angie.stinnett@yahoo.com>; William Springer <bspringer@charter.net>;  
**Subject:** RE: Application for driveway curb cut at 608 North Monroe Street  
**Sent:** Sat, May 4, 2013 3:21:35 PM

I am willing to give the preliminary okay.

Matt

On May 3, 2013 3:23 PM, "Bill" <bspringr@charter.net> wrote:

Is there intention to put a slab at the end of the driveway next to the existing garage? I have no problem with it as long as it is within the allowed set back, and bordering property owners lot lines. I may have a problem if in the future they are planning on expanding the existing garage onto the new portion.

Bill

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**From:** City Hall [mailto:cityhall@waterloowi.us]  
**Sent:** Friday, May 03, 2013 12:16 PM  
**To:** bspringr@charter.net; Ziaja, Matt; Angie Stinnett  
**Subject:** Application for driveway curb cut at 608 North Monroe Street

Bill, Matt & Angie:

Please indicate if you are willing to give a preliminary OK for this application which is delayed due to my error, not the applicants. The Public Works & Property Committee (also known in the municipal code as the "Board of Public Works") has final authority in approving such applications.

I made an error by not including the attached on last night's Public Works & Property Committee agenda. It is an application for a second driveway access along Porter Street near the intersection of Monroe and Porter. I am writing to ask for a preliminary OK for the applicant. The Committee will formally take up the matter in June.

This applicant applied April 17<sup>th</sup>. The applicant lives at the corner of North Monroe Street and Porter Street. The applicant is seeking to install a second driveway on Porter Street as shown with flags on the attached.

- Gary Yerges has reviewed the application and raised no objections.
- It is an oversized lot with no adjacent property owners.

Below is language from the municipal code. Thank you.

-Mo

## BACKGROUND

Below is text from the municipal code relating to driveways.

§ 184-3 Specifications for driveway construction.

Show Less

*Editor's Note: See also Ch. 385, Zoning, § 385-23.*

A. Width. No driveway shall exceed 24 feet in width at the outer or street edge of the sidewalk in residential areas and 36 feet in industrial and commercial areas unless approved by the Board of Public Works.

**[Amended by Ord. No. 93-9]**

B. Interference with intersections prohibited. At street intersections, a driveway shall not provide direct ingress or egress to or from the street intersection area and shall not occupy areas of the roadway deemed necessary by the Board of Public Works for effective traffic control or for highway signs or signals. All applications providing for location of a driveway within 50 feet of an intersection in residential districts and

150 feet in commercial and industrial districts shall be submitted to the Board of Public Works. The Board shall approve or disapprove the granting of the permit upon determining whether or not such driveway would be detrimental to traffic control and safety.

C. Interference with street prohibited. No driveway apron shall extend out into the street further than the face of the curb or roadway surface.

D. Number of driveways limited. No more than one driveway shall be constructed for any residential lot or premises without the approval of the Board of Public Works.

E. Workmanship and materials. All driveway entrances and approaches which are constructed across sidewalks shall be paved in accordance with the requirements for sidewalk construction in Chapter 12, § 12-1E of this Code. When curb or gutter is removed, the new connection shall be of equivalent acceptable material and curb returns shall be provided or restored in a neat, workmanlike manner. Driveway surfaces shall connect with the street pavement and sidewalk in a neat, workmanlike manner.

Mo Hansen

Clerk/Treasurer

City of Waterloo

136 North Monroe Street

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