



**CITY OF WAUPACA
CITY PLAN COMMISSION MEETING
WEDNESDAY, FEBRUARY 6, 2019 5:15 P.M.
COUNCIL CHAMBERS, CITY HALL**

CITY OF WAUPACA MISSION STATEMENT: *“The city of Waupaca’s mission is to lead creatively, plan wisely and spend prudently to provide the services that ensure a safe and vibrant community.”*

AGENDA:

1. Approve Agenda
2. Approval of Plan Commission Minutes
 - a. January 9, 2019 Meeting Minutes
3. ACTION ITEMS:
 - a. Special Use Permit | Timothy Gauerke, Craig Gauerke, Agent, 217 S. Main Street
 - b. Certified Survey Map | Gregory & Lisa Schulke, 1007 Nichols Creek Road
 - c. Rezoning | Jon & Carol Peotter, Hillcrest Drive / W. Fulton Street properties (tabled 2015)
4. DISCUSSION ITEMS:
NONE
5. ZONING CODE REWRITE
 - a. Update
6. REPORTS:
 - a. January 2019 Building Permits
 - b. January 2019 Code Enforcement Status Report
 - c. Development update
7. Adjournment

Mayor Brian Smith, Chairperson
City Plan Commission

PLEASE NOTIFY THE CLERK’S OFFICE IF YOU ARE UNABLE TO ATTEND.

PLEASE ADVISE THE CITY CLERK’S OFFICE IF YOU REQUIRE SPECIAL ACCOMMODATIONS. THE CITY OF WAUPACA PROVIDES EQUAL OPPORTUNITIES FOR PUBLIC MEETINGS.

**CITY OF WAUPACA
CITY PLAN COMMISSION**

**REGULAR MEETING
COUNCIL CHAMBERS, CITY HALL**

**WEDNESDAY, JANUARY 9, 2019
5:15 P.M.**

1. ROLL CALL

Present: Mayor Brian Smith, Chairperson, Justin Berrens, Public Works Director, Ald. Eric Olson, Ald. Alan Kjelland, Tracy Behrendt, Pat Phair and John Kneer

Absent: none

Others Present: Brennan Kane, Development Director, Olivia Stroinski, Intern and Henry Veleker, City Administrator/Clerk

2. APPROVAL OF AGENDA

MOVED by Ald. Kjelland **SECONDED** by Comm. Behrendt to **APPROVE** the Agenda as printed with additional handouts. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.

3. APPROVAL OF CITY PLAN COMMISSION MINUTES

a. November 14, 2018 City Plan Commission Minutes

MOVED by Comm. Phair, **SECONDED** by Ald. Olson to **APPROVE** the November 14, 2018 Plan Commission Meeting Minutes and place them on file. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.

4. ZONING CODE REWRITE

- a. Existing Issues/Challenges/Concerns Discussion**
- b. Development Scenario Discussion**

Development Director Brennan Kane said the intent was to have an open meeting discussion and conversation on the city's current Zoning Code adding that he is looking for input from city residents, property owners, business owners and developers. His department is teaming with East Central Regional Planning Commission who will be providing framework and guidance during the entire Zoning Code rewrite process. There is a "Community Chat" planned for Monday January 14, 2019 at 6:00 p.m. at the Farmers State Bank, and Mr. Kane will be providing updates to the Plan Commission on a monthly basis. Ms. Stroinski reported that "Code Next" is the name for the Zoning Code rewrite process and added they are changing it to a highbred form base code.

Each Commissioner provided their input on navigating the City's current Zoning Code and areas they would like to see changed to make interpretation easier to use, search and understand as well as providing options, flexibility and consistency.

Comm. Tracy Behrendt left at 6:00 p.m.

City Plan Commission
January 9, 2019

5. REPORTS:

- a. **November 2018 Building Permits** - informational
- b. **November 2018 Code Enforcement Status Report** - informational
- c. **Development Update** - informational

6. ADJOURNMENT

MOVED by Comm. Phair, **SECONDED** by Ald. Kjelland, to **ADJOURN** the January 9, 2019 Regular City Plan Commission Meeting. 6 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

The meeting adjourned at 6:32 p.m.

Mayor Brian Smith, Chairperson

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City of WAUPACA

Community & Economic Development Department

EXECUTIVE SUMMARY

Action Request:

Special Use Permit

Project Description:

Applicant:	Craig Gauerke, dba Aquamos Coffee Collaborative LLC
Owner:	Timothy Gauerke
Property Address:	217 S Main Street
Parcel Number(s):	34 19 82187
Zoning:	B2 Central Business District
Existing Use:	Cabinet store
Proposed Use:	Coffee and Food Service Establishment
Surrounding Zoning Land Use:	B2 Central Business District, commercial businesses

BACKGROUND

The applicant is seeking permission to allow for the use of the property as a coffee and food service establishment. Per City ordinances this type of establishment requires a Special Use Permit.

RECOMMENDATION

Staff recommends approval of the Special Use Permit & Site Plan for Timothy Gauerke, Craig Gauerke, Agent subject to the following conditions:

1. The applicant shall comply with all State/local building and fire code(s). The applicant shall submit/receive approval of architectural drawings to the State of Wisconsin Department of Safety and Professional Services (DSPS) prior to submitting/receiving any permits from the City of Waupaca.
2. The applicant shall contact Fire Chief Gerald Deuman regarding all local and International Fire Code (IFC) requirements prior to submission issuance of any building permits and/or issuance of certificate of occupancy.
3. The subject project is located within the City's local Fire District. The applicant and/or architect of record shall consult the City's Fire Code (Chapter 14) to confirm conformance and/or requirements prior to submitting/issuance of permits by the City of Waupaca.
4. The applicant shall contact the Director of Public Works prior to commencing any construction related work within the City's right-of-way.

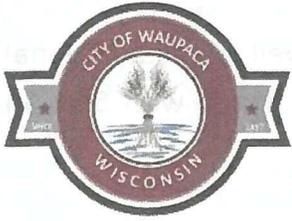


City of WAUPACA

Community & Economic Development Department

5. The applicant shall contact the Waupaca County Health and Human Services Department and comply with all building and fire code requirements prior to service of food to patrons.
6. Submission and approval of a sign permit is required prior to construction or installation of signs or modification of any existing signage.
7. At this time, no exterior improvements are being proposed for the project. However, if the applicant/property owner desire exterior changes and/or improvements plans shall be submitted to the CED Department and reviewed by staff and the Chairperson of the Historic Preservation Committee.

PREPARED BY: Brennan P. Kane
Director of Community and Economic Development



APPLICATION FOR SPECIAL USE PERMIT

CITY OF WAUPACA, WISCONSIN

Please note the petitioner shall complete all items in red. The City shall not accept an incomplete application. All Special Use Applications shall be filed by 4:00 p.m. four weeks prior to the Plan Commission at which the Public Hearing is to be scheduled. Please see Plan Commission schedule to confirm submission date.

SUBJECT PARCEL

Address: 217 S. Main St. Waupaca, WI 54981

Tax Key: 83-2279900 Zoning: B2

Legal Description:

Being the North 24' of Lot 4, Block "O" of the Original Plat of the City of Waupaca, located in the NE 1/4 NE 1/4 of Section 30, Township 22 North, Range 12 East, City of Waupaca, Waupaca County, Wisconsin.

The undersigned, does hereby respectfully petition the City of Waupaca to permit a Special Use Grant as provided in Section 17.440 of the Zoning Code. Said grant is for the following use:

Coffee Shop, TEA Shop

I understand that it is my responsibility to provide the following information as well as any additional information, if necessary, to show that these criteria have been met in accordance with Section 17.440 of the City of Waupaca Zoning Code.

PETITIONER: The following are to be provided at the time of submission in accordance with the requirements of Section 17.440 of the City of Waupaca Zoning Code:

- 2 Copies of the current survey (no larger than 11" X 17") showing all existing and proposed improvements along with a metes and bounds description in a word document format.
- One copy of the survey on a CD (Use PDF Format).
- A complete Site Plan Review Checklist.
- Photos illustrating existing condition of property.
- \$350 fee payable to the City of Waupaca.

Property Owner

Owner's Agent

Name Tim GAUERKE
Signature Tim Gauker
Address 217 S. MAIN ST.
City WAUPACA State WI Zip 54981
Phone 75-258-0124
Fax N/A

Name Crisy Gauker
Signature Crisy Gauker
Address 217 S. Main St.
City Waupaca State WI Zip 54981
Phone 715-340-9406
Fax N/A

*The current property owner shall acknowledge a Special Use Petition on behalf of an agent (i.e., prospective buyer) prior to submission of the petition.

(For Office Use Only)

Date Filed: _____
Fee: 350.00
Receipt No: _____

111 S. Main Street
Waupaca, WI 54981

SU - _____ - _____

118767S



ROSICKY LAND SURVEYING, LLC
2610 WEST GRAND AVE.
WISCONSIN RAPIDS, WI. 54495

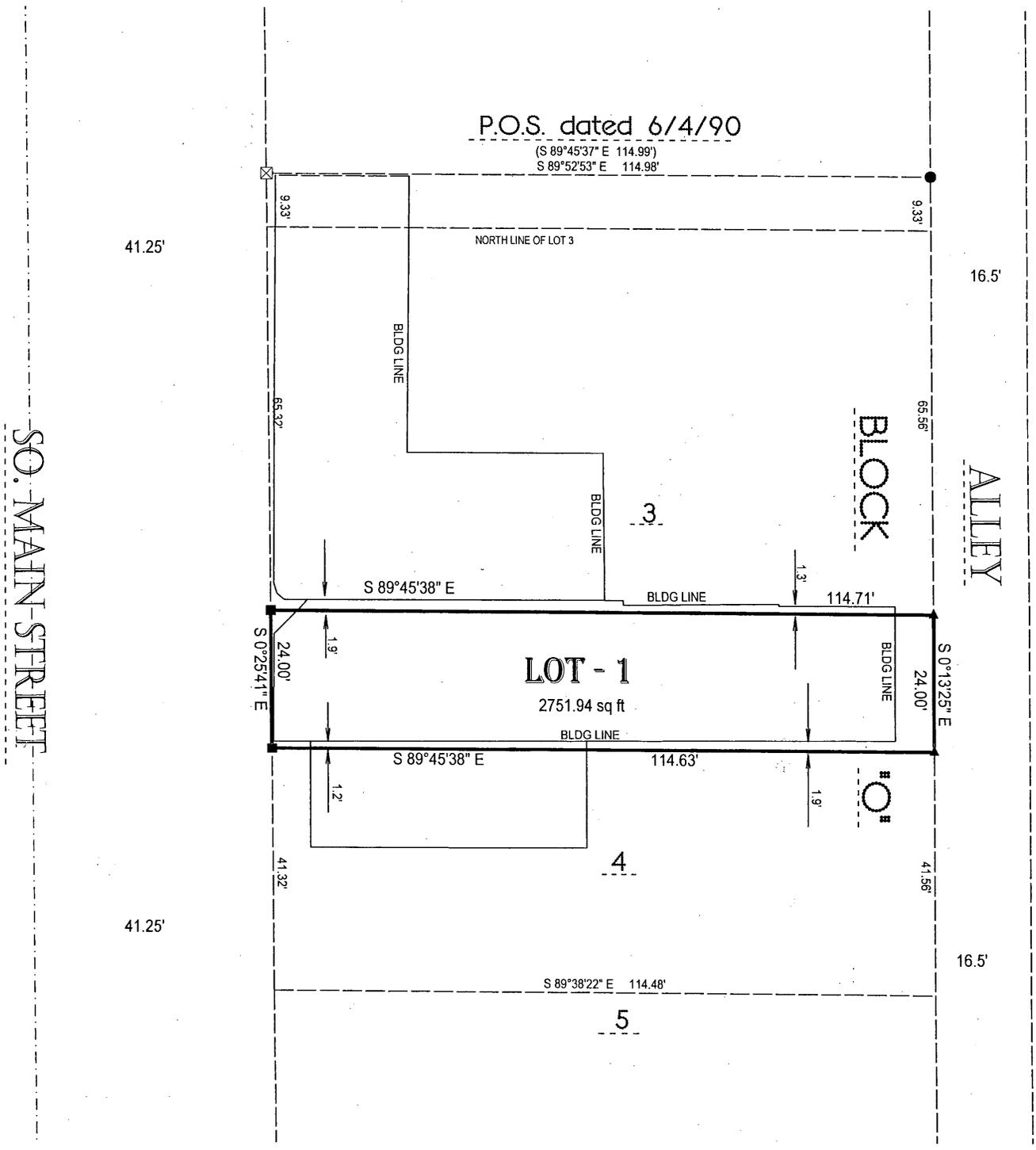
PHONE: (715) 342-6949
FAX: (715) 424-5901
E-MAIL: rosickylandsurvey@gmail.com
www.rosickylandsurvey.com
JOB#: 121018

PLAT OF SURVEY

BEING THE NORTH 24' OF LOT 4, BLOCK "O" OF THE ORIGINAL PLAT OF THE CITY OF WAUPACA, LOCATED IN THE NE1/4 NE1/4 OF SECTION 30, TOWNSHIP 22 NORTH, RANGE 12 EAST, CITY OF WAUPACA, WAUPACA COUNTY, WISCONSIN.

CRAIG GAUERKE
217 SO MAIN ST
WAUPACA, WI 54981

DRAWN BY: K.W. © 2018, ROSICKY LAND SURVEYING, LLC
IF THE SURVEYORS SEAL IS NOT RED IN COLOR, THIS MAP IS A COPY AND SHOULD BE ASSUMED TO CONTAIN UNAUTHORIZED ALTERATIONS, THE CERTIFICATION DOES NOT APPLY TO COPIES.



SCALE: 1" = 20'
0' 10' 20' 40'

THE NORTH LINE OF LOT 4, BLOCK "O", ASSIGNED A BEARING OF S 89°45'38" E FOR THIS MAP

- () RECORDED AS
- ☒ CHISEL "X" FOUND
- 3/4" IRON ROD FOUND
- CHISEL "X" SET IN CONCRETE
- ▲ MAG NAIL SET

filed for record this 18th
day of Jan 2019
per 59.60 Wisconsin Statutes
Joseph S. Godowski
WAUPACA COUNTY SURVEYOR

CERTIFICATION:

I hereby certify that such map is a correct representation of the exterior boundaries of the land surveyed and that the above map is a true representation thereof. That I have complied fully with Section AE7 of Wisconsin Statutes to the best of my knowledge and belief.

CERTIFIED CORRECT THIS 24TH DAY OF DECEMBER, 2018.

Kevin M. Whipple
KEVIN M. WHIPPLE P.L.S. 2444
Drafted By: KEVIN WHIPPLE
FIELD WORK COMPLETED ON 12/18/18



City Of Waupaca, Wisconsin
Site Plan Review Checklist Summary

Project Name: Aquamos Coffee Collaborative, LLC

General: See attachment labeled Business Plan Guide & presentation board.

Survey: See Survey documents.

Dimensioned Site Plan: See Interior Building Alterations drawing.

Landscape: No Landscaping is needed or being done. Snow removal will be done by Aquamos Coffee Collaborative, LLC or Chain O' Lakes Cabinetry and Design Studio employees.

Lighting: No exterior lighting will be done. Not applicable.

Refuse Storage: Garbage and Recycling storage is located in the Alley on the side of the building. Noted on Interior Building Alterations drawing page A-1.

Parking: All parking available is part of City of Waupaca, Main Street area. Not applicable.

Photographs or Color Photocopies: See inside and outside pictures given.

Signage: No new signage will be added. Current signage will be altered within current dimensions and standards.

Grading/ Stormwater Drainage: Current City of Waupaca grading and drainage is sufficient for use. Not applicable.

Traffic Impact Analysis: Volume of traffic is not sufficient enough to require said Traffic Impact Analysis. Current traffic flow will not be impacted greatly.

Environmental Assessment: No harmful activity will be done on or off site. Not applicable.

Construction Schedule: See attachment labeled Timeline of Phases of Aquamos Coffee Collaborative, LLC.

Fire Department Requirements: See attachment copy of most recent Fire Inspection Report done 9-28-2018. No violation observed.

Timeline of Phases of Aquamos Coffee Collaborative, LLC

Phase 1 Bathroom/ Storage Room --- Time: First Part of January 2019

Personnel Needs: Plumber, Electrician, Roof Repair, Flooring

- 1.1 Remove Old Light & Shower Unit
- 1.2 Build Long Wall (bathroom wall)
- 1.3 Build Short Wall (storage wall)
- 1.4 Roof
- 1.5 Move 1 light switch, add 2 light switches, add lighting, exhaust fan.
- 1.6 Expand Main Doorway
- 1.7 Drywall
- 1.8 Toilet, Sink, Service Sink, Ice machine water line.
- 1.9 2 New Doors Hung
- 1.10 Flooring
- 1.11 Grab Bars & Mirror

Phase 2 Ramp & Door --- Time: End of January into February 2019

Personnel Needs: Electrician

- 2.1 Remove Shelving/ Move other items.
- 2.2 Move Light Switch (new location TBD)
- 2.3 Expand Doorway
- 2.4 Hang new door
- 2.5 Ramp Construction

Phase 3 Dividing Wall --- Time: First Part of February 2019

Personnel Needs: None

- 3.1 Move Display, Move Murphy bed
- 3.2 Build Wall
- 3.3 Drywall
- 3.4 Hang French Doors
- 3.5 Glass Installation (optional)

Phase 4 Move Office/ Move Kitchen --- Time: End of February into March 2019

Personnel Needs: Andy Krueger

- 4.1 Remove unnecessary items from back room.
- 4.2 Move Office to back room.

4.3 Move Cambria, Counter-Form, Corian, Zoiag, Granite, and Sink displays into old office.

4.4 Move moveable display cabinet to hallway. Move island to old office.

4.5 Move Display Kitchen to back.

Phase 5 Brick Fireplace/ Booth/ Aquamos Counter --- Time: First Part of March 2019

Personnel Needs: Mason, Kitchen Design, Andy Krueger, Plumber, Electrician

5.1 Brick Work

5.2 3 compartment sink, wash sink, customer water spicket & ice box, water line for coffee machine, and water line for future espresso machine

5.3 switch out lights, add and move electrical receptacles, add two can lights in booth area

5.4 Countertop/ Kitchen Installs (by window & customer counter)

5.5 Baseboard & Barn Board Install

5.6 Booth install

5.7 Paint ALL Walls (Bathroom, Store, and Touchup)

5.8 Install TVs

Phase 6 Buy Equipment/ Supplies & Outdoor Sign --- Time: End of March into April 2019

Personnel Needs: Sign Company

6.1 Outdoor Sign

6.2 Buy Equipment

6.3 Fine indoor details

6.4 Soft Open

Phase 7 Open Mid/ Late April 2019 (April 15th?)



FIRE INSPECTION REPORT CORRECTION ORDER



217 S Main St
 LOCATION (Legal address of building) Chas Olafsen Cabinetry and Countertops
 7-28-18
 INSPECTION DATE Business NAME (Business owner / occupant / building owner / owner's representative)
 OCCUPANCY TYPE 217 S Main MAILING ADDRESS
 CITY Wausau STATE WI ZIP CODE 54981

COMPLIANCE DATE _____ Violations marked or listed below for corrective action
 * §101.14 Wisconsin Statutes constitutes every Fire Chief a deputy of the Wisconsin Department of Safety & Professional Services, and requires the chief or appointed inspectors to make inspections periodically for the purpose of ascertaining and causing to be corrected any conditions liable to cause fire, or any violation of any law or local ordinance relating to fire hazards or prevention of fires per SPS 314 and NFPA 1

<p>EXTERIOR</p> <p><input type="checkbox"/> Fire lanes marked/unobstructed 18.2.3.5.1</p> <p><input type="checkbox"/> Address visible from roadway 10.12.1.1</p> <p><input type="checkbox"/> Fire Hydrant(s) accessible 18.5.2</p> <p><input type="checkbox"/> Fire Hydrant clear space 36" 18.5.3</p> <p><input type="checkbox"/> Combustible accumulation 10.19.1, 19.2</p> <p><input type="checkbox"/> Gas meter/piping protected 11.4.2, 60.5.1.9</p> <p><input type="checkbox"/> FD connections visible/condition caps/OK, Post Indicator Valve/OK 13.1.3, 13.1.4</p> <p><input type="checkbox"/> Lock box/Current keys 18.2.2.1</p> <p><input type="checkbox"/> Exits clear 14.4.1</p> <p>EXIT FEATURES</p> <p><input type="checkbox"/> Exits, aisles & corridors free of obstructions 14.4.1</p> <p><input type="checkbox"/> Exit hardware proper/operational 14.5.3.4.1</p> <p><input type="checkbox"/> Exit signs present/operational 14.14.1.5.1</p> <p><input type="checkbox"/> Exit corridors/stairways protected 14.2</p> <p><input type="checkbox"/> Emergency lighting present & operational 14.13.1.1</p> <p><input type="checkbox"/> Occupant load posted/maintained 20.1.1.10.3.1</p> <p>BUILDING FEATURES</p> <p><input type="checkbox"/> Fire separations properly maintained 6.1.14.4.1, 12.7.2.1</p> <p><input type="checkbox"/> Structural elements properly maintained 10.1.4.1</p> <p><input type="checkbox"/> Rated fire doors operational 12.4, 12.4.6</p> <p>Last Test date: _____</p> <p><input type="checkbox"/> Vertical openings properly maintained 4.4.5, 12.4.6.8.1</p> <p><input type="checkbox"/> Interior finish proper 12.5.3, 12.6</p> <p>STORAGE</p> <p><input type="checkbox"/> Storage neat/orderly 10.16, 34.4, 60.4</p> <p><input type="checkbox"/> Combustibles in boiler/mechanical rooms 10.19.5.1</p> <p><input type="checkbox"/> Combustibles under unprotected stairways 10.19.1, 10.19.6</p> <p><input type="checkbox"/> Storage 2' below ceiling (no sprinklers) 10.19.3.1</p> <p><input type="checkbox"/> Storage 18" below sprinkler heads 10.19.3.2</p>	<p>STORAGE (continued)</p> <p><input type="checkbox"/> Aisle width maintained 34.7.3.3.1, 34.7.3.3.2</p> <p><input type="checkbox"/> Oily rags, properly stored/disposed 16.2.2.3</p> <p><input type="checkbox"/> Combustible waste material properly stored 19.1.2, 19.1.3</p> <p>FLAMMABLE/COMBUSTIBLE LIQUIDS</p> <p><input type="checkbox"/> Proper storage/dispensing 66.18</p> <p><input type="checkbox"/> No sources of ignition 66.6.5.4.1</p> <p><input type="checkbox"/> Adequate ventilation 66.9.14</p> <p><input type="checkbox"/> Proper electrical equipment/wiring 66.7.3.1</p> <p>UTILITY, MECHANICAL, HVAC EQUIPMENT</p> <p><input type="checkbox"/> Adequate clearances from appliances 34.4.2.4</p> <p><input type="checkbox"/> Clean ducts & filters 4.5.8</p> <p>FIRE EXTINGUISHERS</p> <p><input type="checkbox"/> Readily accessible/suitable location 13.6.8.1.3.1, 13.6.8.1.3.2</p> <p><input type="checkbox"/> Proper type 13.6.7.1, 13.6.8.1.1</p> <p><input type="checkbox"/> Routine inspection & labelling 13.6.9.2.12</p> <p><input type="checkbox"/> Visible, no obstruction 13.6.8.1.3.3.1</p> <p><input type="checkbox"/> Properly serviced / maintained 13.6.9.1.1</p> <p>Last Service Date: _____</p> <p>HAZARDOUS MATERIALS</p> <p><input type="checkbox"/> Proper quantities 60.1.3.1</p> <p><input type="checkbox"/> Proper storage/dispensing 60.4.1.1, 60.5.1.4.2.2</p> <p><input type="checkbox"/> Proper separation/compatibility 60.5.1.12.1</p> <p><input type="checkbox"/> Marking/identification system (NFPA 704) 60.5.1.8.2</p> <p><input type="checkbox"/> Compressed gas cylinders secured 63.3.1.8.4</p> <p>MISCELLANEOUS</p> <p><input type="checkbox"/> No smoking ss.101.123</p> <p>SPRINKLER SYSTEMS</p> <p><input type="checkbox"/> Controls readily accessible 13.7.1.4.13</p> <p><input type="checkbox"/> Valves locked, open, or supervised 13.4.3.1</p>	<p>SPRINKLER SYSTEMS (continued)</p> <p><input type="checkbox"/> Properly serviced & maintained 13.3.3.1</p> <p><input type="checkbox"/> Heads in good condition 13.3.3.5.1.8</p> <p><input type="checkbox"/> Wrench/spare heads present 13.3.3.5.1</p> <p><input type="checkbox"/> Central station monitoring provided 13.3.1.7.1</p> <p>Last Date inspected, tested: _____</p> <p>FIRE ALARM EQUIPMENT</p> <p><input type="checkbox"/> Smoke/Heat detectors properly maintained 13.7.1.2</p> <p><input type="checkbox"/> Pull stations properly maintained 13.7.1.4.8.3</p> <p><input type="checkbox"/> Alarm equipment serviced/maintained 13.7.4.4.1</p> <p><input type="checkbox"/> Tests/drills conducted 13.7.1.4.3, 13.7.3.1.1.2</p> <p>Date inspected, tested: _____</p> <p><input type="checkbox"/> Carbon monoxide alarms (R occupancies) ss. 101.149</p> <p>OTHER FIRE PROTECTION EQUIPMENT</p> <p><input type="checkbox"/> Standpipe/hose condition good 13.2.3.1</p> <p><input type="checkbox"/> Hood extinguishing system-fuel shutoff present 50.4.6.1</p> <p><input type="checkbox"/> Hood extinguishing system serviced 50.5.2.3</p> <p>Last Date system serviced: _____</p> <p><input type="checkbox"/> Hood properly cleaned/maintained 50.5.6.1</p> <p><input type="checkbox"/> Cooking equipment maintenance 50.5.7.1</p> <p>ELECTRICAL</p> <p><input type="checkbox"/> Panels/appliances/fixtures in good condition 11.1.1</p> <p><input type="checkbox"/> Clear access to electrical panel 11.1.9.2</p> <p><input type="checkbox"/> Covers present, condition good 11.1.10</p> <p><input type="checkbox"/> Overcurrent protection present 11.1.3</p> <p><input type="checkbox"/> Proper use of wiring, connections & equipment 11.1.2</p> <p><input type="checkbox"/> Extension cords used properly, condition good 11.1.7.6</p> <p><input type="checkbox"/> Power strips, taps, listed & in good condition 11.1.6.1</p> <p><input type="checkbox"/> Photovoltaic system shut-off present, marked 11.12.2.1.1</p> <p><input type="checkbox"/> Elevator access, operation & testing 11.3.4, 11.3.4.2</p> <p>Last Test Date: _____</p>
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Correction order: Pursuant to section 101.14 Wis. Stats., you are hereby ordered to correct the items marked or listed, by the compliance date.
Right to Appeal: An appeal to any orders must be submitted in writing within 10 days of the date of the order to: _____
Petition for Variance: The department may grant a variance to a provision of ch. SPS 314 Wis Admin Code in accordance with ch. SPS 303.

No violations observed during 2018 F. inspection

No violations observed during this inspection. Violations observed during this inspection were corrected while inspector on site.

A COPY OF THIS NOTICE WILL BE KEPT ON FILE IN THE OFFICE OF THE FIRE INSPECTOR FOR FURTHER ACTION
 Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04 (1)(m)].

_____ OWNER/OCCUPANT/AGENT/MANAGER REPRESENTATIVE
 _____ INSPECTING OFFICER/FIRE DEPARTMENT

Aquamos Coffee Collaborative, LLC

Business Plan Guide

Updated: 01/07/2019

AQUAMOS COFFEE COLLABORATIVE, LLC.



Co-Owner: Craig A. Gauerke

Co-Owner: Alexander J. LeClair

Address: 217 S. Main Street, Waupaca, WI 54981

E-mail: aquamoscafe@gmail.com

Phone:

Craig - (715) 340-9406

Alexander - (715) 281-5980

Vision

Drawing the collaborative community together, through coffee and culture.

Mission

It is our mission to deepen community discussion, while providing high quality beverages and food.

Hours of Operation (Starting Hours*)

Monday-Friday 7:00AM-11:00AM

Thursday & Friday 6:00PM-10:00PM

Saturday 8:00AM-3:00PM

Sunday – Closed

Projected Hours (Once established w/ employees)

Monday-Friday 7:00AM-10:00PM

Saturday & Sunday 8:00AM-10:00PM

*subject to change

About Aquamos

Aquamos Coffee Collaborative is a business where anyone that has a thirst for coffee and culture is welcome. While this idea is simple, there are four core commitments that comprise the foundation of what Aquamos is about.

Aquamos is about growing the community by deepening community discussion through fellowship. This will be accomplished by promoting friendly relationships in a welcoming environment. Each week Aquamos will provide either a quote or question to ponder. The aforementioned environment can be described with cool colors, light textures, and mood-appropriate lighting.

Aquamos is about guiding the community by offering culturally relevant learning opportunities. These learning opportunities include, but are not limited to classes, lectures, informational newsletters, and guest speakers.

Environmental Analysis

Aquamos's specific location is yet to be determined. With this in mind, Aquamos will be located within the greater Fox Valley area. Four areas of strong consideration within the Fox Valley includes: northern Appleton, Menasha, and Kimberly & Combined Lock area. In the next sections we have laid out a basic synopsis of each community, along with a broad look at Appleton and the Fox Valley in general.

Appleton serves as the heart of the Fox River Valley, and is home to the Fox Cities Performing Arts Center, Fox River Mall, Neuroscience Group Field at Fox Cities Stadium, Appleton International Airport, and the Valley's two major hospitals: St. Elizabeth Hospital and ThedaCare Regional Medical Center-Appleton. It also hosts a large number of regional events such as its Flag Day parade, Christmas parade, and others. Appleton is served by the Appleton Area School District, which has three high schools, four middle schools, seventeen elementary schools, and sixteen charter schools. Appleton is also home to Lawrence University, a private liberal arts college, and Fox Valley Technical College.

According to Forbes in 2015, Appleton and the surrounding metropolitan area is ranked 38th for being one of the best location for small business in the United States of America. The greater Fox Valley has a total population of 232,000 people to tap into. Appleton's projected annual job growth rate is 2.5%. With a mere 3.9% unemployment rate. Appleton holds a median household income of around \$60,800 a year, and a yearly growth of 2.1%. In contrast, the state of Wisconsin's median house hold income is \$55,500 a year.

Largest Municipalities (by Size at 2040), 2015-2040

Municipality Estimate Population 2014/ Projection 2040/ Numeric Change/ Percent Change

Milwaukee 596,500/ 627,400/ 30,900/ 5.2%

Madison 238,000/ 281,150/ 43,150/ 18.1%

Kenosha 99,700/ 123,250/ 23,550 /23.6%

Green Bay 104,300/ 113,500/ 9,200/ 8.8%

Waukesha 70,900/ 81,350/ 10,450/ 14.7%

Appleton 73,150/ 80,605/ 7,455/ 10.2%

Racine 78,700/ 76,650/ -2,050/ -2.6%

Janesville 63,600/ 74,000/ 10,400/ 16.4%

Oshkosh 66,300/ 73,800/ 7,500/ 11.3%

Eau Claire 66,480/ 73,770/ 7,290/ 11.0%

share that coffee with their communities. A few of the bigger names in the third wave are Intelligentsia Coffee & Tea in Chicago, Counter Culture Coffee in North Carolina and Stumptown Coffee Roasters of Portland, Oregon.

The fourth wave is currently forming, being driven by new trends and desires from customers. From a rise in iced coffee drinks to new trends like nitro coffee. This new wave seems to continue many established trends from the third wave, with the addition of an educational element in regard to coffee. The introduction of this educational element mirrors what is currently occurring in the wine and beer industries. Aquamos will offer educational opportunities about the coffee, wine, and beer they are drinking.

Coffee Shop Analysis

Coffee is a popular beverage and an important commodity. Coffee is the second largest commodity in the industrialized world, only surpassed by crude oil. Tens of millions of small producers in developing countries make their living growing coffee. Coffee is one of the most widely consumed beverages in the United States. The market is segmented into growers, roasters and retailers.

Over the past several years, coffee chains have become more and more popular among customers who enjoy their coffee to go. This out-of-home retail market was dominated by the companies like Starbucks and Dunkin Brands Inc. with a combined market share of almost 50 percent in 2011. Aquamos will take advantage of this popular trend by providing fast service and local quality coffee. Doing so will tap into and compete with this out-of-home retail market.

Recent statistics show that American consumers spent on average \$21.32 on coffee per week. When deciding where to purchase their beloved coffee, consumers rated the taste of the coffee as a key buying factor.

Full-Service Restaurant

The casual dining restaurant market is a \$100+ billion industry in the United States, with annual increases in revenue outpacing 5% yearly. More and more people are choosing to eat out. One of the most common reasons cited by restauranteurs and industry associations is that women have joined the workforce in record numbers. In fact, from 1955 to 1995, the dollars spent for food away from home rose by almost 20%, which coincides with the number of women entering the work force. With two income earners per household, neither person may have time to fix meals. On a typical day in America in 2010, more than 130 million people will be foodservice patrons. Sales at full service restaurants reached \$184.2 billion in 2010. Sales at limited service restaurants increased to \$164.8 billion in 2010, while snack and non-alcoholic-beverage bar sales rose to \$24.7 billion. (National Restaurant Association). The US restaurant industry includes about 480,000 restaurants with combined annual revenue of about \$400 billion. Major companies include McDonald's; YUM! Brands (KFC, Pizza Hut, Taco Bell); and

Coffee drinks are immensely popular in the United States, as coffee consumption represents 75 percent of all caffeine absorbed in this country. This explains in part the 7 percent annual growth rate of coffee shops, and represents the fastest growing segment in the food service industry. In 2012, 83% of Americans reported drinking coffee, equating to a 5 percent growth over 2011.

Ownership of coffee shops featuring single-cup brewers is trending upward, represented by an increase to 12 percent according to a 2013 study. Single-cup brewing equipment offers convenience, freshness and variety -- factors that can keep costs down by brewing only what is necessary for each sale. Sales also continue to rise for specialty espresso drinks as more coffee shops invest in appropriate equipment to offer these more profitable options. According to food service resource QSR, in excess of 30 million Americans drink specialty coffee drinks on a daily basis.

Coffee leaf availability and prices may vary from year to year -- for example, if an insect infestation in Central America leads to a decrease in production. Additionally, a decrease in the supply of coffee to the U.S. may occur due to heavy coffee exports occurring in countries such as Vietnam, as noted by I & M Smith, coffee and tea commodity traders. As a consequence, the U.S. market may experience an increase in cost for specific types of coffee as they become more difficult to acquire and coffee fans may witness a future increase in the prices of their favorite drinks. Starting a coffee shop will be slow going. For the first few years, you won't be making very much profit. But then again, the same can be said of any business. With the mark-up on coffee, however, and the popularity that a successful place can see, there is a lot of potential for long term gains. You could be looking at between 12% and 18% percent profit on your sales, which is nothing to be sneezed at.

Potential Competition

No primary competition in Waupaca. (Coffee Shop)

Similar Market Share with Different Focus (Coffee is not primary service)

Waupaca Area

Little Fat Gretchens

Sulten Belly

Secret Garden Café

King Area

Z's Bakery & Java Hut

The Red Mill

The Freckled Frogg Cafe

Owner (Community Director) 50% Ownership – Craig Gauerke

Plan & schedule events, entertainment, and speakers.

Controls said budgets monthly: Marketing, Events/ Entertainment, Catering, and Non-Kitchen Budgets.

Produces a report every six months for each budget. Give to Operations Director and Cook/ Kitchen Manager.

Build community connections.

Determine products to be sold outside of kitchen realm.

Coordinate catering events (coffee, pastries, food).

Lead Marketing Planning w/ vote from Operations Director.

Financial and bank account decisions w/ vote from Operations Director.

Maintain Inventory (outside of kitchen realm).

Gets one vote during business decisions, outside of the realm of the above Community Director roles.

Owner (Operations Director) 50% Ownership – Alexander LeClair

Controls said budgets monthly: Kitchen, Office Supplies, and Equipment Maintenance.

Produces a report every six months for each budget. Give to Community Director and Cook/ Kitchen Manager.

Hires and fires Cook/ Kitchen Manager w/ vote from Community Director.

Hires and fires Baristas and Bar Staff w/ vote from Community Director.

Manage Baristas schedule.

Determine products to be sold and used in kitchen.

Approves Cooks/ Kitchen Managers menu. Determines Kitchen Budget from said menu.

Leads, approves, and checks **ALL** budgets twice a year (June & December or January).

Gets one vote during business decisions, outside of the realm of the above Operations Director roles.

Primary Barista/ Bar (Lead for the day)

Welcome artists, speakers, and entertainment acts, clean bathrooms, take out trash from bar area and kitchen

Secondary Barista/ Bar

Wash dishes from kitchen and bar, brew cold brew, brew ice teas, clean espresso machine.

Operating Plan

Goals

Short-term Goals (1-3 years)

- Build a customer base
- Build relationships with local schools, universities, churches and other civic organizations.
- Identify different products and needs through customer response within the first year.
- Attempt to find local farmers, producers, and suppliers for ingredients and goods.
- Pay off smaller, short-term loans.

Long-term Goals (4+ years)

- Maximize relationships within the community.
- Build and create an internship program with Fox Valley Technical College's culinary program.
- Repay larger, long-term loans.
- Identify and research a second location within northeastern Wisconsin.

Social and Civic Responsibilities

- Supporting local artists.
- Drawing customers in through weekly events.
- Providing a welcoming environment for all.
- Working with students by providing aid and/or paid internships.
- Designating a special tip donation jar for a local charity group.

Whole Bean Coffee

7 Different Whole Beans

(6 Regular & 1 Decaf) (Uncommon Grounds 4, decaf, light, medium, dark, single origin ONLY) (Other Roasters 3 "Coffee Roaster of the Month," Blend, light or medium, dark).

Hot Chocolate Mix

Milk Chocolate Mix and Dark Chocolate Mix

Loose Leaf Tea

Same as what is served monthly

Pour-Over Coffee Equipment Sales

Goose Neck Heater (Stove & Electric)

Pour Over Ceramic Cups

Pour Over Laser Cut Filters

Filters

Tea Equipment Sales

Water Heater (Stove & Electric)

Mesh Loose Leaf Dispenser

Tea Bags

Mugs

Simple Handcrafted Mugs

Travel Mugs

Aquamos Membership Program

Option 1: 6-Months (Non-Renewable & Gift Idea)

2 Mugs or Travel Mugs

Coffee or Tea of the month pick-up (or mail w/ added cost) every two weeks.

Option 2: 12-Months (Renewable & Gift Idea)

2 Mugs or Travel Mugs

Tea of the Month List:

_____Tea companies in Wisconsin (9) _____

Lake Geneva Spice Company - Lake Geneva

Brew Tea Company USA – Milwaukee

RISHI TEA – Milwaukee

Macha Tea Company – Madison

Door County Coffee & Tea - Sturgeon Bay

Shawano Stock Market – Shawano

The Natural Boutique – Appleton

FAVA TEA COMPANY – Appleton

Cedar Lake Teas – New Richmond

_____ Interesting tea companies just outside of Wisconsin _____

The Snooty Fox Tea Shop – Duluth, MN

Front Porch Coffee & Tea - Ely, MN

Spice of Life Tea Shop – St. Cloud, MN

Mandala Tea – Rochester, MN

Easthill Tea Co. - Chicago, Illinois







0 15 30 60 90 120 Feet
 1 inch = 60 feet



ATTENTION!!!
 G.I.S. maps are for informational purposes only and are not intended to represent evidence in title. The representations on these maps could in fact be in error and should not be relied upon as the sole determining factor in the location of any given parcel. The City of Waupaca is not responsible for any inaccuracies contained herein. Individuals should consult legal representation or professional survey advice to confirm and insure accuracy of a given parcel description.
 Printed On: 1/16/2019



MEMORANDUM

TO: CHAIRMAN SMITH, PLAN COMMISSION MEMBERS
FROM: BRENNAN P. KANE, DIRECTOR OF COMMUNITY AND ECONOMIC DEVELOPMENT
SUBJECT: CERTIFIED SURVEY MAP | NICHOLS CREEK ROAD
DATE: JANUARY 21, 2019

The applicant has submitted a two (2) lot CSM for the purpose of dividing an existing 28 +/- acre parcel into two lots. The current zoning of the parcel is Agricultural (AG) therefore requiring a minimum 5 acres for land division purposes in addition to a minimum 300 feet of road frontage. The proposed Lot (1) contains all existing improvements on the property including to the existing septic system and well. The property is not serviced by any municipal utilities. Lot (1) will be sold off to the current tenant living within the house, and the remainder of the land will remain in the ownership of the current owner Schulke. The existing property owner also owns the land directly south of the property on the NW corner of Nicholas Creek Road/CTH E. Due to the existing municipal boundaries, although a portion of the property is located within the City of Waupaca, the current property owner "owns" to the centerline of Nichols Creek Road. The City has requested a minimum 33' Road Reservation in lieu of dedicating the Right-of-Way to the City. The road reservation prohibits any future improvements to encroach into the ROW area.

CONDITIONAL APPROVAL

1. The City's Code Enforcement Division has been working with the current property owner regarding outstanding violations on the existing homestead along CTH E/Nichols Creek Road. Prior to the signing of the CSM by the Mayor and City Administrator/Clerk, staff requires all outstanding violations and the property brought into good standing. Violations may include; unlicensed/unregistered vehicles, operation of business without permits; debris/junk piles.

If you have any questions please feel free to contact me at your earliest convenience.

Thank you,

Brennan P. Kane



APPLICATION FOR CERTIFIED SURVEY MAP CITY OF WAUPACA, WISCONSIN

(PETITIONER SHALL COMPLETE ALL ITEMS IN RED.)

PROJECT NAME: N/A TAX PARCEL NO. 34-20-14-3

PROPERTY LOCATION/ADDRESS: 1007 NICHOLS CREEK RD

CURRENT ZONING OF PROPERTY: AG (AGRICULTURAL)

PROPOSED USE(S) (e.g., industrial, institutional, multifamily, office, retail):
RESIDENTIAL RESIDENCE → 5.382 ACRES

APPLICANT/DEVELOPER: JORDAN G. BROST Phone: 715-344-9999

Address: 5709 WINDY DRIVE, SUITE D

City: STEVENS POINT W State: WI Zip: 54482

Fax: _____ E-Mail: jordanb@pobinc.com

PROPERTY OWNER: _____ Phone: 715-258-7958

Address: 1631 Co E

City: Waupaca State: Wis Zip: 54981

Fax: _____ E-Mail: _____

Engineer/Surveyor: JORDAN G. BROST Phone: 715-344-9999

The Certified Survey Map Application Submittal Requirements Checklist shall be submitted with this application.

Filing fee in the amount of \$150.00, payable to the City of Waupaca.

If the applicant is not the property owner, the following authorization by the owner shall be completed.

Greg O. Schulte
PROPERTY OWNER

Jordan G. Brost
APPLICANT

Print Name: Greg O. Schulte

Print Name: JORDAN G. BROST

(For Office Use Only)

Date Filed: 1/23/19

Fee: \$150.00

Receipt No: 8.000513

111 S. Main Street
Waupaca, WI 54981

CSM - _____ - _____

Revised 01/2017

CERTIFIED SURVEY MAP

Surveyor's Certificate

I, Jordan G. Brost, Professional Land Surveyor, hereby certify:

That I have surveyed, divided and mapped a part of the Southeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 20, Township 22 North, Range 12 East, City of Waupaca, Waupaca County, Wisconsin, described as follows:

Commencing at the East $\frac{1}{4}$ corner of Section 20, Township 22 North, Range 12 East;

Thence N $01^{\circ}16'11''$ W along the East line of the Northeast $\frac{1}{4}$ of said Section 20, 387.16 feet to the point of beginning (POB) of the parcel to be described;

Thence N $89^{\circ}21'00''$ W along the North line of Lot 2 of Certified Survey Map No. 6134 and the easterly extension thereof, 1279.23 feet to the Northwest corner of said Lot 2;

Thence S $01^{\circ}19'10''$ E along the West line of said Lot 2, 332.97 feet to the North right-of-way line of C.T.H. "E"

Thence N $87^{\circ}52'00''$ W along said right-of-way line, 39.99 feet to the intersection of said right-of-way line and the West line of the Southeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of said Section 20;

Thence N $01^{\circ}18'30''$ W along the West line of the said Southeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$, 1260.71 feet to the Northwest corner thereof;

Thence S $89^{\circ}19'13''$ E along the North line of said Southeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$, 1319.76 feet to the Northeast corner thereof;

Thence S $01^{\circ}16'11''$ E along the East line of the Northeast $\frac{1}{4}$ of said Section 20, 928.07 feet to the point of beginning.

Containing: 1,237,539 Square Feet – 28.410 Acres.

Subject to (if any) covenants, conditions, restrictions, right-of-ways and easements of record.

That I have made such survey, land division and plat by the direction of Michael Soulsby.

That such plat is a correct representation of all exterior boundaries of the land surveyed and the subdivision thereof made.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the Subdivision Ordinances of the City of Waupaca in surveying, dividing and mapping the same.

Dated this 17th day of January, 2019.

PRELIMINARY

Jordan G. Brost
PLS No. S-3009

Prepared by:
Point Of Beginning, Inc.
5709 Windy Drive, Suite D
Stevens Point, WI 54482

Prepared for (Client):
Michael Soulsby
1007 Nichols Creek Road
Waupaca, WI 54981

Owner:
Gregory O. & Lisa M. Schulke
1631 County Road E
Waupaca, WI 54981

Job # 18.773

CERTIFIED SURVEY MAP

Road Right-of-Way Reservation – Nichols Creek Road

Being a part of the Southeast ¼ of the Northeast ¼ of Section 20, Township 22 North, Range 12 East, City of Waupaca, Waupaca County, Wisconsin, described as follows:

Commencing at the East ¼ corner of Section 20, Township 22 North, Range 12 East;
Thence N 01°16'11"W along the East line of the Northeast ¼ of said Section 20, 387.16 feet to the point of beginning (POB) of the parcel to be described;
Thence N 89°21'00"W, 32.71 to the West right-of-way line of Nichols Creek Road;
Thence N 00°49'09"W along said West right-of-way line, 927.87 feet to the intersection of said West right-of-way line and the North line of the Southeast ¼ of the Northeast ¼ of said Section 20;
Thence S 89°19'13"E along said North line, 25.41 feet the Northeast corner of said Southeast ¼ of the Northeast ¼;
Thence S 01°16'11"E along the East line of the Southeast ¼ of said Section 20, 928.07 feet to the point of beginning.

Containing: 26,955 Square Feet – 0.619 Acres.

City of Waupaca Approval

I hereby that the City of Waupaca Planning Commission and Common Council have approved this minor subdivision according to the subdivision and platting code of the City of Waupaca on this _____ day of _____, 2019.

Mayor Date

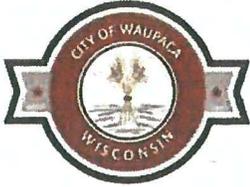
Clerk Date

PRELIMINARY

Prepared by:
Point Of Beginning, Inc.
5709 Windy Drive, Suite D
Stevens Point, WI 54482

Prepared for (Client):
Michael Soulsby
1007 Nichols Creek Road
Waupaca, WI 54981

Owner:
Gregory O. & Lisa M. Schulke
1631 County Road E
Waupaca, WI 54981



**MINOR SUBDIVISION AND
MULTI-FAMILY DEVELOPMENT
PUBLIC SITE FEES
CITY OF WAUPACA, WISCONSIN**

SUBJECT PARCEL

Property Address: 1007 NICHOLS CREEK ROAD

Parcel No(s): 34-20-14-3

Permit No(s): _____

The above-mentioned property is subject to City of Waupaca Municipal Code Section 18.11 PUBLIC SITE FEES. (2) MINOR SUBDIVISION PUBLIC SITE FEES. The public site fee for a minor subdivision shall be \$200.00 per lot. The public site fee shall be paid prior to obtaining a building permit for any 1 & 2-Family Dwelling.

Public site fee of \$200.00 now due.

The above-mentioned property is subject to City of Waupaca Municipal Code Section 18.11 PUBLIC SITE FEES. (3) MULTI-FAMILY DEVELOPMENT PUBLIC SITE FEES. which reads "The public site fee for a multi-family development shall be \$40.00 per dwelling unit. The public site fee shall be paid prior to obtaining a building permit for the multi-family building."

Public site fee of \$_____ now due.

Property Owner

Name GREGORY O. SCHULKE

Signature [Handwritten Signature]

Address 1631 COUNTY ROAD E

City WAUPACA State WI Zip 54981

Phone 715-281-7958

Fax _____

Owner's Agent

Name JORDAN G BROST

Signature [Handwritten Signature]

Address 5709 WINDY DRIVE, SUITE 0

City STEVENS Point State WI Zip 54482

Phone 715-344-9999

Fax _____

(For Office Use Only)

Date Filed: 1/21/19

Fee: \$200.00

Receipt No: _____

111 S. Main Street
Waupaca, WI 54981

Revised 01/2017



MEMORANDUM

TO: CHAIRMAN SMITH, PLAN COMMISSION MEMBERS
FROM: BRENNAN P. KANE, DIRECTOR OF COMMUNITY AND ECONOMIC DEVELOPMENT
SUBJECT: PEOTTER REZONE FOLLOW-UP TO 2015 REQUEST
DATE: JANUARY 21, 2019

The applicant made a rezone request in 2015 in tandem with a proposed new 10,000 square foot building which included a doctor's office and fitness facility. At the June 10, 2015 Plan Commission meeting staff requested the rezone application be tabled as there was outstanding zoning issues that needed to be addressed with the entire site redevelopment. The developer withdrew his project shortly thereafter and ultimately located his project in an existing building with the city limits. More recently, the current landowner (Peotter) sold his existing office building in 2018 while maintaining ownership of the remaining vacant and developable land. As the landowner worked through the sale of the property, a new Plat of Survey was created as part of the closing to delineate new property boundaries. Due to the replat of lot lines, the existing rezone petition in 2015 is no longer in alignment with the new property boundaries. Therefore, as a follow-up action staff discussed the need with the current landowner to complete the rezoning request. The proposed rezone request included within this packet does not increase and/or decrease substantially the parameters of the zoning districts, therefore staff felt it was appropriate to bring this rezone request forward as presented. The rezone request includes maintaining "Parcel B" zoned B3 and "Parcel C" zoned as B4

REQUESTED DIRECTION FROM PLAN COMMISSION

In 2015 staff identified several outstanding zoning violations that need to be resolved prior to action by the City's Common Council. Those items include:

- There are several existing abandoned signs on the property that are in violation of 17.320 of the City's Zoning Code. The property owner received a letter in 2007 directing them to remove the existing wood framed "consignment lot" sign as it was illegally converted without city approval. During the review of the proposed office development, the landowner acknowledged he would remove the sign. The sign remains today.
- There is an additional monument sign along the western property for a former quit shop, which is no longer operating on the site. Both existing structures were removed over the past 2-3 years however, the sign remained. As there is no current operational business the sign is in violation of the City's codes.
- The landowner currently operates a consignment lot on Parcel B that is not permitted by city ordinances. The landowner claims he received a letter from the City permitting such activity, but to date no letter has been found or submitted to staff.

If you have any questions please feel free to contact me at your earliest convenience.

Thank you,
Brennan P. Kane

ORDINANCE NO. 01-19 (2019)

**AN ORDINANCE AMENDING SECTION 17.201(2) OF CHAPTER 17 OF THE
MUNICIPAL CODE OF THE CITY OF WAUPACA ENTITLED
"AMENDMENTS TO DISTRICT MAPS"**

The Common Council of the City of Waupaca do ordain as follows:

Section 1. The real estate hereinafter described and located in the City of Waupaca and State of Wisconsin, and presently zoned by the zoning ordinance of the City of Waupaca as "B-3 General Commercial District and B-4 Strip Commercial District" is hereby zoned as "B-4 Strip Commercial District", more particularly described as follows, to-wit:

Parcel No. 34-30-22-31, 702 West Fulton Street

PARCEL "C"

PART LOT 3 OF CERTIFIED SURVEY MAP NUMBER 7572 AS RECORDED IN VOLUME 30 OF CERTIFIED SURVEY MAPS ON PAGE 83 AS DOCUMENT NUMBER 832124, LOCATED IN THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 AND THE NORTHWEST 1/4 OF THE NORTHWEST 1/4, ALL IN SECTION 30, TOWNSHIP 22 NORTH, RANGE 12 EAST, CITY OF WAUPACA, WAUPACA COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 30; THENCE S88°57'32"E, 1134.18 FEET ALONG THE NORTH LINE OF THE NORTHWEST ¼ OF SECTION 30 TO THE NORTHWEST CORNER OF LOT 3 OF CERTIFIED SURVEY MAP NUMBER 7572 AND THE POINT OF BEGINNING; THENCE CONTINUING S88°57'32"E, 313.50 FEET ALONG THE NORTH LINE OF LOT 3 OF CERTIFIED SURVEY MAP NUMBER 7572 TO THE NORTHEAST CORNER OF SAID LOT 3; THENCE S00°29'59"W, 137.35 FEET ALONG THE EAST LINE OF SAID LOT 3 TO THE NORTH LINE OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 7572; THENCE N88°57'32"W, 109.51 FEET ALONG SAID NORTH LINE AND ITS EXTENSION TO THE WEST TO THE NORTHERLY EXTENSION OF LOT 2 OF SAID CERTIFIED SURVEY MAP; THENCE S00°29'58"W, 214.68 FEET ALONG SAID WESTERLY EXTENSION AND THE WEST LINE OF SAID LOT 2; THENCE N89°30'02"W, 29.14 FEET; THENCE S00°29'58"W, 124.13 FEET TO THE SOUTH LINE OF SAID LOT 3; THENCE N89°59'20"W, 6.02 FEET ALONG SAID SOUTH LINE; THENCE S00°09'10"E, 4.50 FEET ALONG SAID SOUTH LINE; THENCE N89°59'20"W, 166.04 FEET ALONG SAID SOUTH LINE; THENCE S62°42'28"W, 3.23 FEET ALONG SAID SOUTH LINE TO THE WEST LINE OF SAID LOT 3; THENCE N00°29'58"E, 485.56 FEET ALONG SAID WEST LINE TO THE POINT OF BEGINNING. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

Section 2. The real estate hereinafter described and located in the City of Waupaca and State of Wisconsin, and presently zoned by the zoning ordinance of the City of Waupaca as "B-3 General Commercial District and B-4 Strip Commercial District" is hereby zoned as "B-3 General Commercial District", more particularly described as follows, to-wit:

Parcel No. 34-30-22-30, 660 Hillcrest Drive

PARCEL "B"

PART OF LOTS 2 AND 3 OF CERTIFIED SURVEY MAP NUMBER 7572 AS RECORDED IN VOLUME 30 OF CERTIFIED SURVEY MAPS ON PAGE 83 AS DOCUMENT NUMBER 832124, LOCATED IN THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 AND THE NORTHWEST 1/4 OF THE NORTHWEST 1/4, ALL IN SECTION 30, TOWNSHIP 22 NORTH, RANGE 12 EAST, CITY OF WAUPACA, WAUPACA COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS

FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 30; THENCE S88°57'32"E, 1134.18 FEET ALONG THE NORTH LINE OF THE NORTHWEST ¼ OF SECTION 30 TO THE NORTHWEST CORNER OF LOT 3 OF CERTIFIED SURVEY MAP NUMBER 7572; THENCE S00°29'58"W, 485.56 FEET ALONG THE WEST LINE OF SAID LOT 3 TO A SOUTH LINE OF SAID LOT 3; THENCE N62°42'28"E, 3.23 FEET ALONG SAID SOUTH LINE; THENCE S89°59'20"E, 166.04 FEET ALONG SAID SOUTH LINE; THENCE N00°09'10"W, 4.50 FEET ALONG SAID SOUTH LINE; THENCE S89°59'20"E, 6.02 FEET ALONG SAID SOUTH LINE TO THE POINT OF BEGINNING; THENCE N00°29'58"E, 124.13 FEET; THENCE S89°30'02"E, 29.14 FEET TO THE WEST LINE OF LOT 2 OF CERTIFIED SURVEY MAP NUMBER 7572; THENCE N71°48'41"E, 134.68 FEET TO THE NORTHEAST CORNER OF SAID LOT 2; THENCE S02°00'45"E, 131.34 FEET ALONG THE EAST LINE OF SAID LOT 2; THENCE S43°59'56"W, 48.21 FEET ALONG SAID EAST LINE TO THE SOUTH LINE OF SAID LOT 2; THENCE N89°59'20"W, 129.29 FEET ALONG SAID SOUTH LINE TO THE POINT OF BEGINNING. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD. SUBJECT TO AN INGRESS AND EGRESS EASEMENT TO BE DESCRIBED BY A SEPARATE INSTRUMENT.

Section 3. This ordinance shall take effect upon passage and publication according to law.

Approved:

Brian Smith, Mayor

Adopted: _____, 2019.

Approved: _____, 2019

Published: _____, 2019.

ATTEST:

Henry Veleker, City Administrator/Clerk

PLAT OF SURVEY

ALL OF LOT 1, LOT 2 AND LOT 3 OF CERTIFIED SURVEY MAP NUMBER 7572 AS RECORDED IN VOLUME 30 OF CERTIFIED SURVEY MAPS ON PAGE 83 AS DOCUMENT NUMBER 832124. LOCATED IN THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 AND THE NORTHWEST 1/4 OF THE NORTHWEST 1/4, ALL IN SECTION 30, TOWNSHIP 22 NORTH, RANGE 12 EAST, CITY OF WAUPACA, WAUPACA COUNTY, WISCONSIN.

PARCEL "A"

ALL OF LOT 1, AND PART OF LOTS 2 AND 3 OF CERTIFIED SURVEY MAP NUMBER 7572 AS RECORDED IN VOLUME 30 OF CERTIFIED SURVEY MAPS ON PAGE 83 AS DOCUMENT NUMBER 832124, LOCATED IN THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 AND THE NORTHWEST 1/4 OF THE NORTHWEST 1/4, ALL IN SECTION 30, TOWNSHIP 22 NORTH, RANGE 12 EAST, CITY OF WAUPACA, WAUPACA COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 30; THENCE S88°57'32"E, 1447.68 FEET ALONG THE NORTH LINE OF THE NORTHWEST 1/4 OF SECTION 30 AND THE NORTH LINE OF LOT 3 OF CERTIFIED SURVEY MAP 7572 TO THE NORTHEAST CORNER OF SAID LOT 3; THENCE S00°29'59"W, 137.35 FEET ALONG AN EAST LINE OF SAID LOT 3 TO THE NORTH LINE OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 7572 AND THE POINT OF BEGINNING; THENCE S88°57'29"E, 38.00 FEET ALONG SAID NORTH LINE TO THE EAST LINE OF SAID LOT 1; THENCE S05°36'21"E, 151.98 FEET ALONG SAID EAST LINE TO A SOUTH LINE OF SAID LOT 1; THENCE S62°42'29"W, 40.78 FEET ALONG SAID SOUTH LINE; THENCE S71°48'41"W, 134.68 FEET TO THE WEST LINE OF LOT 2 OF CERTIFIED SURVEY MAP NUMBER 7572; THENCE N00°29'58"E, 214.68 FEET ALONG SAID WEST LINE AND ITS EXTENSION TO THE NORTH TO THE WESTERLY EXTENSION OF THE NORTH LINE OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 7572; THENCE S88°57'32"E, 109.51 FEET ALONG SAID WESTERLY EXTENSION AND THE NORTH LINE OF SAID LOT 1 TO THE POINT OF BEGINNING. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD. TOGETHER WITH AN EASEMENT FOR INGRESS AND EGRESS PURPOSES OVER A PORTION OF LOT 2 OF CERTIFIED SURVEY MAP NUMBER 7572 DESCRIBED BY A SEPARATE INSTRUMENT.

PARCEL "B"

PART OF LOTS 2 AND 3 OF CERTIFIED SURVEY MAP NUMBER 7572 AS RECORDED IN VOLUME 30 OF CERTIFIED SURVEY MAPS ON PAGE 83 AS DOCUMENT NUMBER 832124, LOCATED IN THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 AND THE NORTHWEST 1/4 OF THE NORTHWEST 1/4, ALL IN SECTION 30, TOWNSHIP 22 NORTH, RANGE 12 EAST, CITY OF WAUPACA, WAUPACA COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 30; THENCE S88°57'32"E, 1134.18 FEET ALONG THE NORTH LINE OF THE NORTHWEST 1/4 OF SECTION 30 TO THE NORTHWEST CORNER OF SAID LOT 3 TO A SOUTH LINE OF SAID LOT 3; THENCE N62°42'28"E, 3.23 FEET ALONG SAID SOUTH LINE; THENCE S89°59'20"E, 166.04 FEET ALONG SAID SOUTH LINE; THENCE N00°09'10"W, 4.50 FEET ALONG SAID SOUTH LINE; THENCE S89°59'20"E, 6.02 FEET ALONG SAID SOUTH LINE TO THE POINT OF BEGINNING; THENCE N00°29'58"E, 124.13 FEET; THENCE S89°30'02"E, 29.14 FEET TO THE WEST LINE OF LOT 2 OF CERTIFIED SURVEY MAP NUMBER 7572; THENCE N71°48'41"E, 134.68 FEET TO THE NORTHEAST CORNER OF SAID LOT 2; THENCE S02°00'45"E, 131.34 FEET ALONG THE EAST LINE OF SAID LOT 2; THENCE S43°59'56"W, 48.21 FEET ALONG SAID EAST LINE TO THE SOUTH LINE OF SAID LOT 2; THENCE N89°59'20"W, 129.29 FEET ALONG SAID SOUTH LINE TO THE POINT OF BEGINNING. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD. SUBJECT TO AN INGRESS AND EGRESS EASEMENT TO BE DESCRIBED BY A SEPARATE INSTRUMENT.

PARCEL "C"

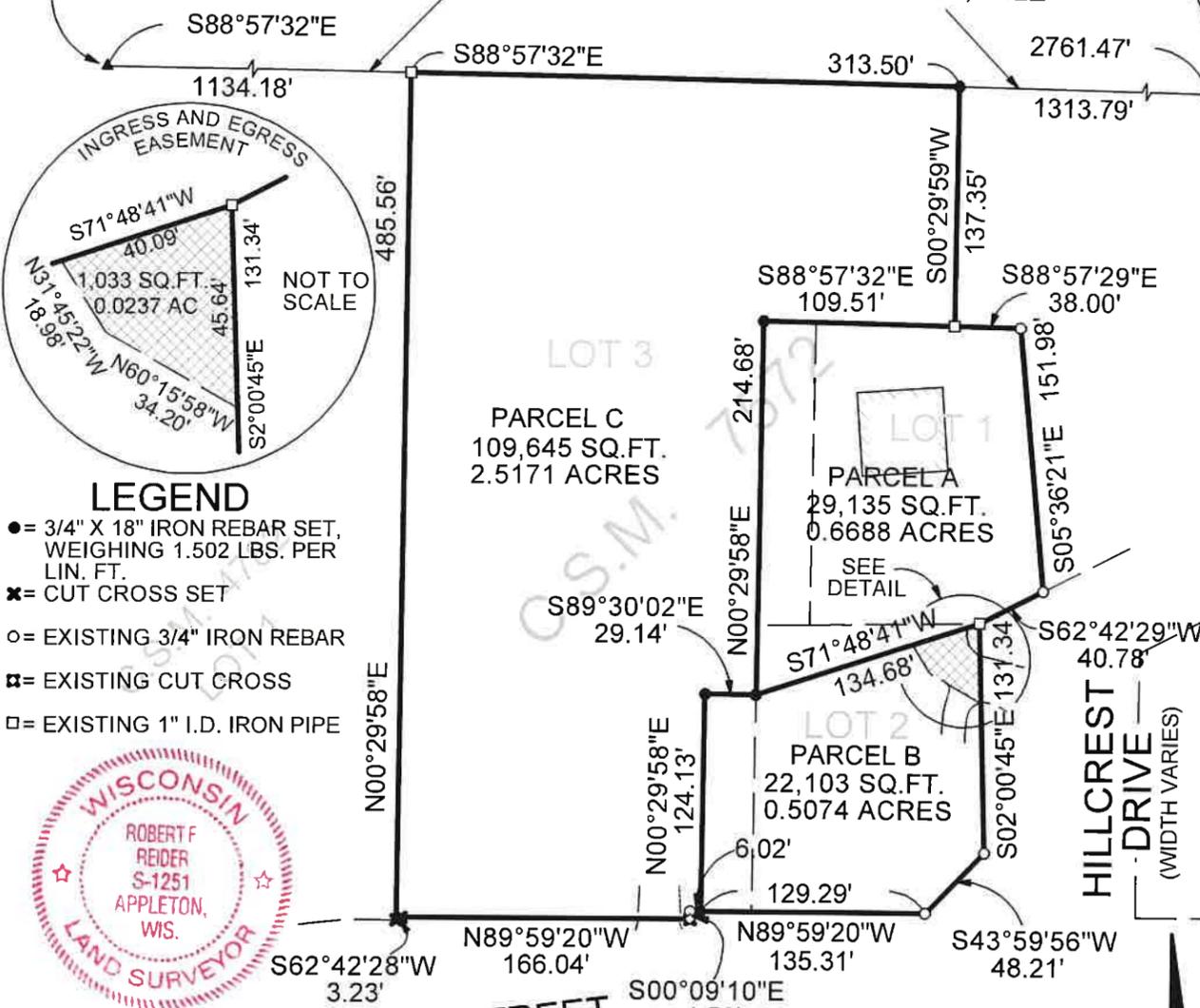
PART LOT 3 OF CERTIFIED SURVEY MAP NUMBER 7572 AS RECORDED IN VOLUME 30 OF CERTIFIED SURVEY MAPS ON PAGE 83 AS DOCUMENT NUMBER 832124, LOCATED IN THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 AND THE NORTHWEST 1/4 OF THE NORTHWEST 1/4, ALL IN SECTION 30, TOWNSHIP 22 NORTH, RANGE 12 EAST, CITY OF WAUPACA, WAUPACA COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 30; THENCE S88°57'32"E, 1134.18 FEET ALONG THE NORTH LINE OF THE NORTHWEST 1/4 OF SECTION 30 TO THE NORTHWEST CORNER OF LOT 3 OF CERTIFIED SURVEY MAP NUMBER 7572 AND THE POINT OF BEGINNING; THENCE CONTINUING S88°57'32"E, 313.50 FEET ALONG THE NORTH LINE OF LOT 3 OF CERTIFIED SURVEY MAP NUMBER 7572 TO THE NORTHEAST CORNER OF SAID LOT 3; THENCE S00°29'59"W, 137.35 FEET ALONG THE EAST LINE OF SAID LOT 3 TO THE NORTH LINE OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 7572; THENCE N88°57'32"W, 109.51 FEET ALONG SAID NORTH LINE AND ITS EXTENSION TO THE WEST TO THE NORTHERLY EXTENSION OF LOT 2 OF SAID CERTIFIED SURVEY MAP; THENCE S00°29'58"W, 214.68 FEET ALONG SAID WESTERLY EXTENSION AND THE WEST LINE OF SAID LOT 2; THENCE N89°30'02"W, 29.14 FEET; THENCE S00°29'58"W, 124.13 FEET TO THE SOUTH LINE OF SAID LOT 3; THENCE N89°59'20"W, 6.02 FEET ALONG SAID SOUTH LINE; THENCE S00°09'10"E, 4.50 FEET ALONG SAID SOUTH LINE; THENCE N89°59'20"W, 166.04 FEET ALONG SAID SOUTH LINE; THENCE S62°42'28"W, 3.23 FEET ALONG SAID SOUTH LINE TO THE WEST LINE OF SAID LOT 3; THENCE N00°29'58"E, 485.56 FEET ALONG SAID WEST LINE TO THE POINT OF BEGINNING. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

INGRESS AND EGRESS EASEMENT

PART OF LOT 2 OF CERTIFIED SURVEY MAP NUMBER 7572 AS RECORDED IN VOLUME 30 OF CERTIFIED SURVEY MAPS ON PAGE 83 AS DOCUMENT NUMBER 832124, LOCATED IN THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 AND THE NORTHWEST 1/4 OF THE NORTHWEST 1/4, ALL IN SECTION 30, TOWNSHIP 22 NORTH, RANGE 12 EAST, CITY OF WAUPACA, WAUPACA COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 30; THENCE S88°57'32"E, 1447.68 FEET ALONG THE NORTH LINE OF THE NORTHWEST 1/4 OF SECTION 30 AND THE NORTH LINE OF LOT 3 OF CERTIFIED SURVEY MAP 7572 TO THE NORTHEAST CORNER OF SAID LOT 3; THENCE S00°29'59"W, 137.35 FEET ALONG AN EAST LINE OF SAID LOT 3 TO THE NORTH LINE OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 7572; THENCE S88°57'29"E, 38.00 FEET ALONG SAID NORTH LINE TO THE EAST LINE OF SAID LOT 1; THENCE S05°36'21"E, 151.98 FEET ALONG SAID EAST LINE TO A SOUTH LINE OF SAID LOT 1; THENCE S62°42'29"W, 40.78 FEET ALONG SAID SOUTH LINE TO THE NORTHEAST CORNER OF LOT 2 OF CERTIFIED SURVEY MAP NUMBER 7572 AND THE POINT OF BEGINNING; THENCE S02°00'45"E, 45.64 FEET ALONG THE EAST LINE OF SAID LOT 2; THENCE N60°15'58"W, 34.20 FEET; THENCE N31°45'22"W, 18.98 FEET; THENCE N71°48'41"E, 40.09 FEET TO THE POINT OF BEGINNING. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

NORTHWEST CORNER OF SECTION 30-22-12 (STONE)

NORTH 1/4 CORNER OF SECTION 30-22-12 (NAIL)



- ### LEGEND
- = 3/4" X 18" IRON REBAR SET, WEIGHING 1.502 LBS. PER LIN. FT.
 - ✕ = CUT CROSS SET
 - = EXISTING 3/4" IRON REBAR
 - ⊠ = EXISTING CUT CROSS
 - = EXISTING 1" I.D. IRON PIPE



CLIENT:
JON PEOTTER
124 N. OBORN ST.
WAUPACA, WI 54981

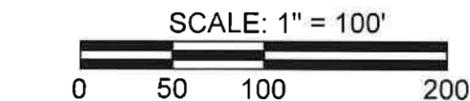
W. FULTON STREET
(WIDTH VARIES)

I HEREBY CERTIFY THAT I HAVE SURVEYED THE ABOVE DESCRIBED PROPERTY AS SHOWN ACCORDING TO THE OFFICIAL RECORDS AND THAT THIS PLAT OF SURVEY IS A CORRECT REPRESENTATION OF SAID SURVEY TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Robert F. Reider

10/12/2018

ROBERT F. REIDER, PLS 1251 DATED



A1808.23

NORTH IS REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM (WAUPACA COUNTY)

CAROW LAND SURVEYING CO., INC.		
615 N LYNNDAL DR., PO BOX 1297		
APPLETON, WI 54912-1297		
DATE: 10/12/2018	SCALE: 1" = 100'	DRAWN BY: CP



Current Zoning

- Plat of Survey - 2018
- B-3 General Commercial District
- B-4 Strip Commercial District



1 inch = 100 feet

ATTENTION!!!
 G.I.S. maps are for informational purposes only and are not intended to represent evidence in title. The representations on these maps could in fact be in error and should not be relied upon as the sole determining factor in the location of any given parcel. The City of Waupaca is not responsible for any inaccuracies contained herein. Individuals should consult legal representation or professional survey advice to confirm and insure accuracy of a given parcel description.



Proposed Zoning

- Plat of Survey - 2018
- B-3 General Commercial District
- B-4 Strip Commercial District



1 inch = 100 feet

ATTENTION!!!

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**CITY OF WAUPACA
CITY PLAN COMMISSION**

**PUBLIC HEARING
COUNCIL CHAMBERS, CITY HALL**

**WEDNESDAY, JUNE 10, 2015
5:10 P.M.**

**CALL TO ORDER
ROLL CALL**

Present: Commissioners Mayor Brian Smith, Chairperson, Henry Veleker, Pat Phair, Ald. Alan Kjelland, Kay Lutze, and John Kneer

Absent: none

Others Present: Brennan Kane, Development Director

**PUBLIC NOTICE
REZONING
CITY OF WAUPACA**

Jon and Carol Peotter have made application for a Zoning Change from “B-3 General Commercial District and B-4 Strip Commercial District” to “B-3 General Commercial District and B-4 Strip Commercial District” for parcels of land located on Hillcrest Drive and West Fulton Street (Parcel No. 34-30-22-19, 644 Hillcrest Drive, Parcel No. 34-30-22-2, 646 Hillcrest Drive, Parcel No. 34-30-22-3, 700 Hillcrest Drive, Parcel No. 34-19-78151, 700 W. Fulton Street) more fully described as follows, to wit:

B-4 Strip Commercial District:

Lot 1 and Lot 3 of Certified Survey Map No. 7572, recorded in the office of the Register of Deeds for Waupaca County, Wisconsin in Volume 30 of Certified Survey Maps on Page 83, as Document No. 832124, located in part of the Northeast ¼ of the Northwest ¼ and part of the Northwest ¼ of the Northwest ¼, Section 30, Town 22 North, Range 12 East, City of Waupaca, Waupaca County, Wisconsin. (NKA Parcel No. 34-30-22-24, 644 Hillcrest Drive and Parcel No. 34-30-22-26, 702 West Fulton Street) AND;

B-3 General Commercial District:

Lot 2 of Certified Survey Map No. 7572, recorded in the office of the Register of Deeds for Waupaca County, Wisconsin in Volume 30 of Certified Survey Maps on Page 83, as Document No. 832124, located in part of the Northeast ¼ of the Northwest ¼ and part of the Northwest ¼ of the Northwest ¼, Section 30, Town 22 North, Range 12 East, City of Waupaca, Waupaca County, Wisconsin. (NKA Parcel No. 34-30-22-25, 660 Hillcrest Drive)

NOTE: This property was recently re-divided with the use of a Certified Survey Map. The intent of this zoning change is to bring the individual parcels under one zoning classification.

YOU ARE HEREBY NOTIFIED the Public Hearing for the rezoning request is scheduled for Wednesday, June 10, 2015 at 5:10 p.m. in the Council Chambers of the City Hall, 111 S. Main Street, Waupaca. The hearing will be for the purpose of giving an opportunity for any person interested, their attorneys or agents, to be heard.

City Plan Public Hearing
June 10, 2015

A map of the property may be obtained from the City Planning and Development Office.

Henry Veleker
City Administrator/Clerk

PUBLISH: May 21 and 28, 2015

Mr. Kane said this is a follow-up action to a previously approved project that was proposed for that site. It was recommended that the project move forward subject to a follow-up rezone. There is a multitude of zoning districts in that area. Mr. Peotter has worked with the City in the past to realign Hillcrest Drive. The City had vacated a portion of the Hillcrest Drive area and there was a necessity to bring all of the properties into conformance. He said the majority of the property is a B-4 zone which matches the rest of the area. The corner property on the northwest corner of Hillcrest Drive and Fulton Street will be a B-3 zone and is being permitted because it is a tighter site and to lax some of the setback requirements for additional uses.

Mayor Smith asked for testimony in favor of the subject and limit comments to 3 minutes or less.

Mayor Smith asked for testimony in opposition of the subject and limit comments to 3 minutes or less.

Mayor Smith asked for any rebuttal in favor of the subject and limit comments to 3 minutes or less.

Hearing no further testimony in favor or opposition of the subject, Mayor Smith declared the Public Hearing closed at 5:11 P.M.

Mayor Smith, Chairperson
City Plan Commission

tj

**CITY OF WAUPACA
CITY PLAN COMMISSION**

**REGULAR MEETING
COUNCIL CHAMBERS, CITY HALL**

**WEDNESDAY, JUNE 10, 2015
5:15 P.M.**

Mr. Kane introduced Ms. Lindsey Kemnitz as the new full-time summer intern. Ms. Kemnitz is pursuing a degree in urban planning from UW-Stevens Point with a minor in business. He said that he will bring a comparison next month of the form based code.

Present: Commissioners Mayor Brian Smith, Chairperson, Henry Veleker, Pat Phair, Ald. Eric Olson, Ald. Alan Kjelland, Kay Lutze, and John Kneer

Absent: none

Others Present: Brennan Kane, Development Director, Lindsey Kemnitz, Intern

1. APPROVAL OF AGENDA

MOVED by Comm. Phair **SECONDED** by Ald. Kjelland to **APPROVE** the Agenda as presented. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.

2. APPROVAL OF PLAN COMMISSION MINUTES

a. May 13, 2015 Minutes

MOVED by Ald. Kjelland **SECONDED** by Ald. Olson to **APPROVE** the May 13, 2015 minutes. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.

3. ANNUAL REVIEW OF THE CODE OF ETHICS

Mayor Smith asked if everyone has read and understood the Code of Ethics.

Mayor Smith asked for a motion and to place on file.

MOVED by Comm. Kneer **SECONDED** by Comm. Lutze to **APPROVE** the review of the Code of Ethics. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.

4. ACTION ITEMS

a. **Rezoning - Jon & Carol Peotter, Hillcrest Drive / W. Fulton Street properties**

Mr. Kane asked that this item be tabled until next month for further consideration. He said Staff is working with the applicant regarding outstanding issues on the property included in the Executive Summary.

Mayor Smith asked Mr. Kane if any of the issues were regarding how the zoning was being proposed.

Mr. Kane said no. The issues are relating to some non-conformity on the site that Staff is working through with the applicant.

MOVED by Comm. Phair **SECONDED** by Comm. Lutze to **TABLE** the rezoning for Jon & Carol Peotter, Hillcrest Drive/West Fulton Street properties until a later July City Planning Commission meeting. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.



City of WAUPACA

Community & Economic Development Department

EXECUTIVE SUMMARY

Action Request:	Zoning Change [Ordinance 05-15]
Project Description:	
Applicant:	Jon Peotter, owner
Owner:	Jon and Carol Peotter
Property Addresses:	644 Hillcrest Drive, 646 Hillcrest Drive, 700 Hillcrest Drive and 700 W. Fulton Street (Now known as 644 Hillcrest Drive 660 Hillcrest Drive and 702 West Fulton Street)
Parcel Number(s):	34-30-22-19, 34-30-22-2, 34-30-22-3 and 34-19-78151 (Now known as Parcel Nos. 34-30-22-24, 34-30-22-25 and 34-30-22-26)
Existing Zoning and Use:	B-3 General Commercial District and B-4 Strip Commercial District; Commercial
Proposed Zoning and Use:	B-3 General Commercial District and B-4 Strip Commercial District; Commercial
Surrounding Zoning Land Use:	B-3 General Commercial District and B-4 Strip Commercial District; commercial businesses; R-1 Single Family Residence District, City Utilities and residential; I-2 Heavy Industrial District, vacant building

BACKGROUND

The proposed rezone request is a follow-up action to a prior site plan and Special Use Permit for the construction of a multi-tenant building that was approved at the April 2015 Plan Commission meeting. (Anytime Fitness & FVHO) However, the previous applicant and developer have withdrawn their proposed project plans located at 702 W. Fulton Street. These properties were recently re-subdivided by Certified Survey Map 7572 for the purposes of construction of a 10,000 square foot building. Although the proposed commercial project is not moving forward the current landowner (Peotter) desires to rezone the newly re-subdivided parcels to bring all parcels into conformance and eliminate the dual zoning on several properties.

RECOMMENDATION

Staff recommends provisional approval of Ordinance 05-15 subject to the following conditions:



City of WAUPACA

Community & Economic Development Department

1. The re-division of parcels and lot lines via CSM 7572 created a non-conformity as the eastern lot line on Lot 3 divides an existing homestead. This non-conformity was to be eliminated with the development of the commercial development, and the house was to be razed. This house shall be removed within 45 days of Plan Commission approval of Ordinance 05-15.
2. The western homestead located at 702 W. Fulton Street shall only be utilized for commercial purposes. Residential use of the property is prohibited.
3. The current landowner received a letter in 2007 requesting the removal of the previously abandoned monument sign that was illegally converted to the current consignment lot sign. The City has no record permitting the installation of the existing consignment lot signage. During the site plan and special use permit review for the Anytime Fitness project the current landowner (Peotter) agreed to remove the non-conforming sign. The monument sign shall be removed within 45 days of Plan Commission approval of Ordinance 05-15.
4. The City of Waupaca issued a letter in error (date unknown) that permitted the operation of a consignment lot on the corner of Hillcrest and W. Fulton Street also known as Lot 2 of CSM 7572. The City does not permit the operation of a consignment lot within any commercial zoning districts; as such the current consignment lot is non-conforming. As development and improvements occur on properties non-conforming properties are required to be brought into conformance. The consignment lot shall cease operations no later than December 31, 2015.
5. Off-premise signage is prohibited on the property. The City has routinely advised Mr. Peotter that off-premise signage is prohibited on his property; however this requirement has not been enforced by the landowner.

PREPARED BY: Brennan P. Kane
Director of Community and Economic Development



MEMORANDUM

To: Chairperson Brian Smith, Plan Commission Members
From: Olivia Stroinski, Community and Economic Development Department Intern
Subject: CodeNEXT Project Update
Date: February 6, 2019

Throughout the first month of the CodeNEXT Project, we have received input from a wide variety of community members. The first Community Chat was held at Farmer's State Bank and had over twenty people in attendance. Brennan Kane and Tom Barron (East Central Regional Plan Commission) gave a brief presentation outlining the details of the project. After the presentation, community members were given the chance to provide their opinion on the questions that were asked of Plan Commissioners at the January meeting. The intention with repetition of questions is to establish trends as to what similarities and differences there are in answers between Plan Commission, the public, and the Community and Economic Development Department.

The first community chat highlighted many points that are included in this month's packet. Frustrations people brought up include minimum square footage requirements, no online zoning map available to the public, projects not having a clear process to follow, lengthy state review process, too many loops to go through with projects, landscaping requirements, sign requirements, and feeling unwelcomed by city staff. People also brought up that landscaping requirements limit development for residents. Some ideas for how the approval process can be streamlined include the zoning process having built-in requirements, design standards only needing to be required in/on public spaces and the city not regulating private business. The final question addressing the desires and outcomes people wish to see include having a live-work "entity", stricter property maintenance ordinances, new approval process should take no longer than three months, when city rezones a property the city should pay for the difference in property value, enforce ordinances without needing to hire additional people and the sign ordinance should distinguish between single tenant and multi-tenant buildings and regulate the size requirements accordingly. All of the answers can be found on the PowerPoint from the meeting, which is posted online at <https://www.cityofwaupaca.org/downtown2021/2019/01/21/community-chat-1-recap/>.

Staff have been working on compiling the current definitions in the zoning code alongside the proposed definitions that will lead to the creation of a more comprehensive list. Recognition of a need for up to date definitions is critical as we move throughout this process. The goal is to create a chapter that does not leave any questions as to what a word means or how it can be interpreted. Included in the packet is also a comparison of what the city currently classifies as uses and what we are looking at including. The department is hoping for feedback on what other uses could be included, and what/if any other topics should be discussed throughout this process.

If you have any immediate questions please contact Olivia Stroinski at ostroinski@cityofwaupaca.org while Brennan Kane is away on vacation.

Respectfully,

Olivia Stroinski
Community and Economic Development Intern

ZONING TABLE OF USES

Highlighted uses are addressed in current the code

Agriculture	Boardinghouse	Veterinary clinic	Parking structure	Bed and breakfast [#]	Yard shed
	Hotel/Motel	Worship facility	Park-and-ride lot	Boat dock	
Agriculture-related use	Overnight lodging		Railroad line	Boathouse [#]	
Agriculture, crop			Street	Family day care home	
Agriculture, general, fewer than 500 animal units	Food and Beverage Sales			Farm building storage	Temporary Uses
	Brewpub	Recreation		Farm residence	Agricultural produce sales
Community garden	Restaurant	Driving range	General Storage	Fence	Construction office
Greenhouse	Tavern	Golf course	Bulk fuel storage	Furniture Area	Construction yard
	Coffee Shop	Indoor recreation	Storage units, 1 or 2 units	Garage, nonresidential	Outdoor sales, seasonal
Resource-Based Uses	Bakery	Outdoor recreation	Storage units, 3 or more units	Garage, off-site residential	Snow disposal site
Dam			Truck terminal	Garage, residential	Special event
Forestry			Warehouse	Garden	Special event parking
Hunting preserve	Vehicle Rental, Sales, and Service			Helipad	Yard sale
Park	Automobile repair service	Government and Community Services		Home occupation	
Recreation trail	Automobile wrecking yard		Industrial Use	Hot tub	
Sewage sludge disposal	Convenience Stop	Administrative government center	Biofuels production plant	Household livestock, 2.5 acres or more but less than 5 acres	
Wildlife park	Gas station	Animal shelter	Construction equipment repair		
	Heavy vehicle sales and rental	Cemetery		Indoor sales incidental to light industrial use	
Residential	Truck stop	Civic use facility		Kennel, Boarding	
Mixed-use housing	Vehicle sales and rental	Community center		Kennel, Breeding	
Mobile home park	Vehicle Storage/working yard	Correctional facility	Industrial Use	Light industrial use incidental to indoor sales	
Multifamily building, 2 units		Educational facility, pre-K through 12	Construction equipment sales and service	Outdoor display incidental to indoor sales	
Multifamily building, 3-4 units	General Sales		Constructor yard	Outdoor sales	
Multifamily building, 5-8 units	Box, large	Educational facility, post-secondary	Industrial, heavy	Outdoor storage, commercial	
Multifamily building, 9 or more units	Box, medium	Maintenance garage	Industrial, light	Outdoor storage, residential	
Single-family dwelling	Box, small	Public safety facility	Manufacture and bottling of nonalcoholic beverages	Outdoor furnace	
	Strip Commercial	Unspecified public use	Printing and publishing shop	Parking lot (on-site)	
Special Care Facilities			Processing, packing and manufacture of food, with a retail component	Play structure	
Adult family home				Pond	
Assisted Living Facility	General Services			Porch, enclosed	
Community living arrangement, 8 or fewer residents	Body-piercing establishments	Telecommunications and Utilities		Porch, open	
	Commercial, Boarding	Solar energy system	Salvage yard	Rural accessory building	
Community living arrangement, 15 residents	Commercial, Breeding	Stormwater management facility	Wholesale establishment	Satellite Dish or Antennae	
	Consignment Building/ Lot	Telecommunication facility		Drive thru	
Community living arrangement, 16 or more residents	Equipment rental	Utility installation		Walk up	
	Funeral home	Utility maintenance yard	Solid Waste	Solar energy system	
Foster home and treatment foster home	General services	wind energy system	Composting facility	Swimming pool	
	Health care clinic		Recycling center		
Group day care center (less than 9 Children)	Hospital		Solid waste landfill		
Group day care center (9+ Children)	Instructional services		Solid waste transfer station		
Nursing home	Landscape business	Transportation			
Temporary shelter	Laundromat	Airport	Accessory Uses		
	Library, museum, or gallery	Bus storage facility	Amateur radio antenna [#]		
	Professional services	Marina	Automated teller machine	Accessory Uses	
Group Accommodations	Tattoo establishment	Off-site parking lot	Backyard chickens	Utility cabinet	

PROPOSED: Form-Based Code Glossary

17. _____ Glossary of General Terms and Phrases

A. Definitions

Accessory Dwelling Unit. See "Dwelling, Accessory" in Subsection 17. _____ (Glossary of Land Use Terms)

Accessory Building/Structure. A building or portion of a building subordinate to the main building and used for a purpose customarily incidental to the permitted use of the main building or structure or the use of the premises. When an accessory building is a part of the main building or structure it is substantially attached thereto by means of an enclosed or open breezeway, porch or vestibule. Television antennas, satellite dishes, amateur radio towers, and ancillary structures under the height of 25 feet from the ground measured at the base of the tower shall be considered accessory structures. Any such tower/structure over 25 feet and under 55 feet shall fall under the requirements of accessory structures.

Addition. The enlargement of an improvement accomplished by appending a new improvement.

Adjacent. Sharing a common lot line, or having lot lines separated only by an alley.

Adjacent Buildings. Two or more buildings located upon adjacent lots.

Alcoholic Beverage Sales. The retail sale of beer, wine, and/or spirits for on-site or off-site consumption, either as part of another retail use or as a primary business activity.

Alley. A street or thoroughfare less than 21 feet wide and affording only secondary access to abutting property.

Allowed Use. Uses that are allowed by right and are not subject to the conditions of approval, mandatory review periods, or expiration periods as required for Use Permits or Minor Use Permits.

Alteration. A change in the dimensions or configuration of an existing improvement's structural support system.

Animal Services. An establishment used by a veterinarian where animals are treated.

1. **Animal Services, Boarding.** A commercial facility for the grooming, keeping, boarding or maintaining of five or more animals (four months of age or older), except for dogs or cats for sale in pet shops or in animal hospitals. Includes pet day care.

Architectural Features. Exterior building elements intended to provide ornamentation to the building massing, including, but not limited to: eaves, cornices, bay windows, window and door surrounds, light fixtures, canopies, and balconies. Features that are not necessary for the structural integrity or habitability of the building.

Automatic Teller Machine (ATM). A type of banking and financial services with automated or self-service banking features with no staff or personnel provided.

Awning. A roof or cover which projects from a wall of a building over a window or door, made of canvas, aluminum or similar material, which may be fixed in place or be retractable.

B. Definitions

Bank/Financial Services. Financial institutions, including, but not limited to: banks and trust companies, credit agencies, holding (but not primarily operating) companies, lending and thrift institutions, other investment companies, securities/commodity contract brokers and dealers, security and commodity exchanges, and vehicle finance

(equity) leasing agencies. Does not include check-cashing stores. (See also “Automatic Teller Machine (ATM).”)

Block Face. Perimeter edge of a block.

Building. A structure consisting of one or more foundations, floors, walls and roofs that surround an interior space, and may include exterior appurtenant structures such as porches and decks.

Buildable Area. The area in which a building is permitted to be constructed.

Building Entrance. A point of pedestrian ingress and egress to a building.

Building Form. The overall shape and dimensions of a building.

Building Signs. Any sign that is fastened, attached, connected, or supported in whole or in part by a building or architectural feature.

Building Type. A structure defined by its combination of configuration, disposition and function.

Build-to Line (BTL). A line parallel to a lot line or right-of-way where a building facade must be placed.

C. Definitions

Carriage House. A structure usually located at the rear of a building lot immediate to an alley. A carriage house is most often a two-story structure.

Ceiling Height, Ground Floor. Height from finished floor to finished ceiling of primary rooms on the ground floor, not including secondary rooms such as bathrooms, closets, utility rooms and storage spaces.

Ceiling Height, Upper Floor(s). Height from finished floor to finished ceiling of primary rooms on the floor(s) above the ground floor, not including secondary rooms such as bathrooms, closets, utility rooms and storage spaces.

Cemetery. A burial ground for the interment of the human dead, including columbaria and mausoleums, but excluding crematories and mortuaries classified as Undertaking, funeral and interment services.

Chamfered Corner. An external wall of a building joining two perpendicular exterior walls, typically at a symmetrical, 45 degree angle creating a beveled edge to the building rather than a 90 degree corner.

Changeable Copy Sign(s). A variable message sign composed of individual letters panel- mounted in or on a track system.

Charrette. A multiple-day collaborative design and planning workshop held on-site and inclusive of all affected stakeholders.

Civic. A term defining not-for-profit organizations that are dedicated to arts, culture, education, religious activities, recreation, government, transit, and public parking facilities.

Civic Building. A structure operated by governmental or not-for-profit organizations and limited to civic and related uses.

Civic Space. An outdoor area dedicated for civic activities.

Commercial. A term defining service and retail uses collectively.

Common Courtyard. An entry court, forecourt or courtyard shared by multiple residential units or commercial spaces.

Common Areas. A portion of a residential development held in common and/or single ownership and not reserved for the exclusive use or benefit of an individual tenant or

owner and is available for use by all persons who reside in a dwelling unit within the building or on the lot.

Community Garden. A site used for growing plants for food, fiber, herbs, and flowers and shared and maintained by community residents.

Construction. The performance of any act in connection with making an improvement to a lot, building or structure.

Corner Entry. An entrance located on the corner of a building.

Courtyard. An unroofed area that is completely or partially enclosed by walls or buildings.

Crawl Space. A shallow unfinished uninhabitable space beneath the floor or under the roof of a building, that provides access to utility, structural and other building components not readily accessible from the habitable portions of the building.

Cultural Institution. A nonprofit institution engaged primarily in the performing arts or in the display or preservation of objects of interest in the arts or sciences that are open to the public on a regular basis. This classification includes performing arts centers for theater, dance and events, museums, historical sites, art galleries, libraries, aquariums and observatories.

D. Definitions

Day Care Center, Group. A place other than an occupied dwelling that provides for the care of children or adults; or a large care home. Those receiving care are not all related to each other by blood or marriage and are not legal wards or foster children of the attendant adults, and for which care a payment, fee, or grant is made. Of those receiving care, only dependents of a large care home operator may reside on the site.

Day Care Home, Adult. A day care facility located in a permanent residence where an occupant of the residence provides care and supervision for three or fewer adults at one time with no outside employees.

Day Care Home, Type A. A child care facility located in a permanent residence where an occupant of the residence provides care and supervision for seven to twelve children at one time, including children under the age of 6 related to the provider. The provider must be licensed by the State of Ohio Department of Human Services and can have no more than one employee assisting.

Day Care Home, Type B. A child care facility located in a permanent residence where an occupant of the residence provides care and supervision for six or fewer children at one time, including children under the age of 6 related to the provider. No employees are permitted.

Depth, Ground-Floor Space. The distance from the street-facing facade to the rear interior wall of the ground-floor space available to an allowed use.

Depth-to-Height Ratio. The relationship of the depth of a space measured perpendicular to a building divided by the average height of the surrounding buildings.

Detached. Separate or unconnected.

Detached House(s). Separate or disconnected building used for residential purposes.

1. **Detached House, Compact.** See Subsection 17.____ (Detached House: Compact).
2. **Detached House, Medium.** See Subsection 17.____ (Detached House: Medium).

Developer's Agreement. An agreement by a developer with the city that clearly establishes the developer's responsibility regarding project phasing, the provision of public and private facilities, and improvements and any other mutually agreed to terms and requirements.

Development. Any man-made change to improved or unimproved real estate, including but not limited to construction of or substantial improvements to buildings or other structures,

the placement of mobile homes, mining, dredging, filling, grading, paving, excavation, or drilling operations.

Director. Director of City Planning and Buildings or his or her duly appointed representative.

Disposition, Formal. Composed in a formal arrangement, in a regular, classical, and typically symmetrical manner.

Disposition, Informally. Civic spaces with an informal character have a mix of formal and natural characteristics.

Disposition, Naturally. A preservation of the existing natural condition or a composition of elements arranged as they would appear in nature, with irregular shapes and asymmetry.

Distance Between Entries. The horizontal distance measured parallel to the facade between entrances to a building or buildings.

Driveway. A vehicular lane within a lot, or shared between two lots, usually leading to a garage, other parking or loading area.

Duplex. A structure containing two dwelling units, each of which has direct access to the outside.

Dwelling Unit. An enclosed space used or intended to be used for living, sleeping, cooking, and eating.

Dwelling Unit, Stacked. A dwelling unit situated immediately above or below another dwelling unit.

E. Easement. A legal interest in land, granted by the owner to another person, which allows that person(s) the use of all or a portion of the owner's land, generally for a stated purpose including but not limited to access or placement of utilities.

Eating Establishment. A business selling ready-to-eat food and/or beverages for on- or off-premise consumption

Egress. An exit.

Elevated Ground Floor. A ground floor situated above the grade plane at street-level.

Emergency Service. The conduct of safety and emergency services, such as, but not limited to, fire stations, police stations, and emergency medical and ambulance service.

Emergency, Snow or Ice. A condition of snowfall, snow accumulation, or ice accumulation or anticipated snowfall, snow accumulation, or ice accumulation that creates or is likely to create hazardous street conditions endangering or impeding or likely to endanger or impede the movement of fire, police, emergency, or other vehicular traffic, or otherwise endanger the safety, health, or welfare of the public.

Eminent Domain. The authority of a government to take, or to authorize the taking of, private property for public use.

Encroachment. Any architectural feature, structure or structural element, such as a gallery, fence, garden wall, porch, stoop, balcony, bay window, terrace or deck, that breaks.

Entry. An opening, such as a door, passage, or gate, that allows access to a building.

Entry, Service. An entrance intended for the use for delivery of goods and removal of refuse.

Erosion. The wearing away of the ground surface as a result of the movement of wind, water, ice, and/or land disturbance activities.

External Employees. An employee who does not reside at his or her place of employment.

F. Definitions

Facade. The vertical surface of a building.

Facade Zone. The area between the minimum and maximum setback lines.

Facility. An improvement, structure or building that is designed and used for a particular purpose.

Farmer's Market.

Fence. A structure made of wire, wood, metal, masonry or other material, and typically used as a screen or enclosure for a yard or open space or as a divider along a lot line.

Finish Level, Ground Floor. Height difference between the finished floor on the ground floor and the adjacent public walk. In the case of a loading dock frontage that serves as the public right-of-way, the floor finish level is the height of the walk above the adjacent street. Regulations for ground floor finish level for ground floor residential uses do not apply to ground floor lobbies and common areas in multi-unit buildings.

Flex Space. A room or group of internally connected rooms designed to accommodate an evolution of use over time in response to an evolving market demand. Typically designed to accommodate future commercial uses, while accommodating less intense short-term uses, such as residential or live/work, until the full commercial demand has been established.

Floorplate. An area measurement in square feet of either the gross or the rentable floor area of a typical floor in a building.

Floorplate, Commercial. The square footage area measurement of a floorplate dedicated to commercial uses.

Floorplate, Residential. The square footage area measurement of a floorplate dedicated to residential uses.

Footprint. The outline of the area of ground covered by a building or structure.

Footprint Area. The total square footage contained within a footprint.

Freestanding Wall. A wall that is separate from a building and supported by independent means.

Front. See "Lot Line, Front".

Frontage. A strip or extent of land abutting a thoroughfare, civic space or other public right-of-way.

1. **Frontage, Private.** The area between the building facade and the shared lot line between the public right-of-way and the lot.
2. **Frontage, Public.** The area between the curb of the vehicular lanes and the edge of the right-of-way.

Frontage Line. The lot line(s) of a lot fronting a thoroughfare or other public way, or a civic space.

Furniture Area. An area of space that allows for the placement of furniture without restricting the movement of pedestrians.

Furniture and Fixture Manufacturing. A business that manufactures wood and metal household furniture and appliances; bedsprings and mattresses; all types of office furniture and partitions, shelving, lockers and store furniture; and miscellaneous drapery hardware, window blinds and shades. Includes furniture re-upholstering businesses, and wood and cabinet shops, but not sawmills or planing mills.

G. Definitions

Gable. A vertical wall in the shape of a triangle formed between the cornice or eave and the ridge of the roof.

Garage.

Attached. An accessory building, structure or covered space for the storage of not more than 3 motor-driven vehicles. All buildings or structures in any way physically attached to the main building shall be considered attached.

Detached. An accessory building, structure or covered space for the storage of not more than 3 motor-driven vehicles. A garage is considered detached if there is no physical attachment to the main building.

Public. A building or portion thereof, other than a private garage, designed or used for equipping, servicing, repairing, hiring, selling or storing of motor-driven vehicles. The term “repairing” shall not include any automotive body repair shop, nor the rebuilding, dismantling or storage of wrecked or junked vehicles.

Storage. Any building or premises used for the storage only of motor-driven vehicles, pursuant to previous arrangements, and not to transients and where no equipment, parts, fuel, grease or oil is sold and vehicles are not equipped, serviced, repaired, hired or sold. No commercial motor vehicle exceeding two tons capacity shall be stored in any storage garage.

General Retail. Stores and shops intended to serve the City as destination retail, rather than convenience shopping. Examples of these stores and lines of merchandise include: Art galleries; retail; art supplies, including framing services; books, magazines, and newspapers; cameras and photographic supplies; clothing, shoes, and accessories; collectibles (cards, coins, comics, stamps, etc.); drug stores and pharmacies; dry goods; fabrics and sewing supplies; furniture and appliance stores; hobby materials; home and office electronics; jewelry; luggage and leather goods; musical instruments; parts; accessories; small wares; specialty grocery store; specialty shops; sporting goods and equipment; stationery; toys and games; variety stores; videos, DVD’s, records, and CD’s, including rental stores. Does not include Sexually Oriented Business.

Glazing. Openings in a building in which glass is installed.

Gross Floor Area. The total floor area inside the building envelope, including the external walls, but not including the roof.

Ground Floor. The floor of a building located nearest to the level of the ground around the building.

Ground Floor Ceiling Height. Height from finished floor to finished ceiling of primary rooms on the ground floor, not including secondary rooms such as bathrooms, closets, utility rooms and storage spaces.

H. Definitions

Habitable Space. The portion of a building that is suitable for human occupancy.

Home Occupation. Any gainful occupation or activity which is clearly incidental and secondary to the use of the premises for dwelling purposes, and which is carried on wholly within a main building or accessory building by a member of the family residing on the premises.

Home Office. Residential premises used for the transaction of business or the supply of professional services which employ up to three external employees. Home office shall be limited to the following: agent, architect, artist, broker, consultant, draftsman, dressmaker, engineer, interior decorator, lawyer, notary public, teacher, and other similar occupations, as determined by the Director.

Hotel. A building in which lodging, or boarding and lodging, are provided and offered to the public for compensation, and in which ingress and egress to and from all rooms are

made through an inside lobby or office supervised by a person in charge at all times. As such, it is open to the public in contradistinction to a boarding house, lodging house or an apartment, which are herein separately defined.

Household. Up to four persons unrelated to each other by blood, marriage or legal adoption, living together as a single housekeeping unit; or up to eight persons, other than foster parents and employees, living together in a foster home approved and regulated by the State of Wisconsin.

I. Definitions

Identification Sign. A sign for the purpose of identifying the name of a business.

Improvement. The product of any modification to a lot, structure or building.

Infill. The development of vacant land that was bypassed by earlier waves of development and is now largely surrounded by developed land.

Indoor Sales or Service. Indoor sales and service land uses include all land uses which conduct or display sales or rental merchandise or equipment, or non-personal or non-professional services, entirely within an enclosed building. This includes self-service facilities such as coin-operated laundromats. Depending on the zoning district, such land uses may or may not display products outside of an enclosed building.

In-Vehicle Sales or Service. In-vehicle sales and service land uses include all land uses which perform sales and/or services to persons in vehicles, or to vehicles which may or may not be occupied at the time of such activity (except vehicle repair and maintenance services). Such land uses often have traffic volumes which exhibit their highest levels concurrent with peak traffic flows on adjacent roads. Examples of such land uses include drive-in, drive-up, and drive-through facilities, vehicular fuel stations, all forms of car washes. If performed in conjunction with a principal land use (for example, a convenience store, restaurant or bank), in-vehicle sales and service land uses shall be considered an accessory use.

J. Definitions

Junk Yard. Any premises on which there is an accumulation of scrap metal, paper, rags, glass lumber or other materials stored for salvage unless such accumulation shall be stored in a completely enclosed building.

K. Definitions

Kennel, Boarding. Any kennel where pet animals owned by another person are temporarily boarded for pay, trade, barter, commission, or remuneration of any sort; provided, however, this definition shall not apply to zoos or to animal hospitals operated by veterinarians duly licensed under the law.

Kitchen. Any room in a building which is used, intended, or designed to be used for cooking or preparation of food.

L. Definitions

Landing. A level area at the top or bottom of a staircase or between one flight of stairs and another.

Landscaping. Flowers, shrubs, trees or other decorative material of natural origin.

Landscaped Buffer. An area of landscaping separating two distinct land uses, or a land use and a public right-of-way, and acts to soften or mitigate the effects of one land use on the other

Liner Building. An occupiable structure specifically designed to mask a parking lot or a parking structure from a frontage.

Live/Work. Buildings or spaces within buildings that are used jointly for commercial and residential purposes where the residential use of the space is secondary or accessory to the

primary use as a place of work.

Loading Dock(s). A platform where cargo from vehicles or trains can be loaded or unloaded.

Lodging House. A building other than a hotel where lodging is only provided for compensation for not more than 3 persons not members of the family.

Lot. A unit of real property having boundaries established by the official county tax map.

1. **Lot, Corner.** A lot with two or more frontage lines that intersect.
2. **Lot, Flag.** A lot not meeting minimum lot frontage requirements and where access to a public or private street is provided by means of a long, narrow driveway between abutting lots.
3. **Lot, Through.** A lot with two or more frontage lines that do not intersect.

Lot Area. The total square footage or acreage of horizontal area included within the lot lines.

Lot Coverage. The portion of the lot expressed as a percentage that is covered in buildings or other structures.

Lot Depth. The horizontal distance between the front lot line and rear lot line of a lot measured perpendicular to the front lot line.

Lot Line. The legal perimeter and geometry of a parcel of property demarcating one property from another.

1. **Lot Line, Front.** One of the following:
 - a. The frontage line in the case of a lot having a single frontage line;
 - b. The shortest frontage line in the case of a corner lot with two frontage lines, neither of which are adjacent to a thoroughfare or a parcel with Independent Frontage ;
 - c. The frontage line generally perceived to be the front lot line in the case of a corner lot with three or more frontage lines, none of which are adjacent to a thoroughfare or a parcel with Independent Frontage;
 - d. The frontage line adjacent to a thoroughfare in the case of a corner lot with two or more frontage lines, one of which is adjacent to a thoroughfare;
 - e. The frontage line adjacent to a parcel with Independent Frontage in the case of a corner lot with two or more frontage lines, one of which is adjacent to a parcel with Independent Frontage; or
 - f. The frontage line adjacent to the front lot line of an adjacent lot in the case of a through lot.
2. **Lot Line, Near.** Nearest lot line to a given point on a parcel.
3. **Lot Line, Rear.** That lot line opposite the front lot line.
4. **Lot Line, Side.** Lot lines connecting the front and rear lot lines.

Lot Width. The horizontal distance between the lot lines measured parallel to the front lot line.

M. Definitions

Main Body. The primary massing of a building.

Main Building. The building that serves as the focal point for all activities related to the principal use of the lot.

Main Facade. The front façade of a Main Building.

Main Street Mixed Use. See Subsection 1703-3.140 (Main Street Mixed Use).

Major. Having a greater size, scope, effect, characteristic or quality relative to the other corresponding sizes, scopes, effects, characteristics or qualities; or being the greater of two or more.

Manufactured Home. A residential dwelling for one family as is defined in §101.91(2), Wis. Stats., fabricated in an off-site facility for installation or assembly at the building site, bearing a HUD label or insignia certifying that it is built in compliance with the Federal Manufactured Housing Construction Standards under 42 U.S.C. §5401 to 5426, and built after June 14, 1976. A manufactured home shall be considered a single-family dwelling for the purposes of this chapter only where it meets said regulations.

Manufacturing. The mechanical or chemical transformation of materials or substances into new products, including the assembly of component parts, the manufacturing of products, and the blending of materials, such as lubricating oils, plastics, resins, or liquors.

Massing. The overall shape or arrangement of the bulk or volume of buildings and structures.

Medical Services

2. **Medical Services, Clinic.** A facility other than a hospital where medical, mental health, surgical and other personal health services are provided on an outpatient basis. Examples of these uses include: medical offices with five or more licensed practitioners and/or medical specialties, outpatient care facilities, urgent care facilities, other allied health services. These facilities may also include incidental medical laboratories. Counseling services by other than medical doctors or psychiatrists are included under “Offices - Professional/Administrative.”
3. **Medical Services, Doctor Office.** A facility other than a hospital where medical, dental, mental health, surgical, and/or other personal health care services are provided on an outpatient basis, and that accommodates no more than four licensed primary practitioners (for example, chiropractors, medical doctors, psychiatrists, etc., other than nursing staff) within an individual office suite. A facility with five or more licensed practitioners is instead classified under “Medical Services – Clinic, Urgent Care.” Counseling services by other than medical doctors or psychiatrists are included under “Office – Professional, Administrative.”

Meeting Facilities. A facility for public or private meetings, including: community centers, civic and private auditoriums, Grange halls, union halls, meeting halls for clubs and other membership organizations, etc. Also includes functionally related internal facilities such as kitchens, multi-purpose rooms, and storage. Does not include conference and meeting rooms accessory and incidental to another primary use, and which are typically used only by on-site employees and clients, and occupy less floor area on the site than the offices they support. Does not include: cinemas, performing arts theaters, indoor commercial sports assembly or other commercial entertainment facilities. Related on-site facilities such as day care centers and schools are separately defined and regulated.

Minor. Having a lesser size, scope, effect, characteristic or quality relative to the average size, scope, effect, characteristic or qualities; or being the lesser of two or more.

Mixed-Use. Multiple functions within the same building or the same general area through superimposition or within the same area through adjacency.

Mobile Home. A transportable factory built structure as is defined in §101.91(2k), Wis. Stats., designed for long-term occupancy by one family and built prior to June 15, 1976, the effective date of the Federal Manufactured Housing Construction and Safety Standards Act. A mobile home is not considered to be a type of single-family dwelling

for the purposes of this Title.

Mobile Home Park. Any area or tract of land designed for the parking or other type of installation of mobile homes on spaces or lots offered for lease or rent, including all improvements, buildings, structures, recreation areas, or other facilities for the use of the residents of such development.

Motel. A series of attached semi-attached, or detached sleeping units for the accommodation of transient guests.

Moratorium. A temporary halting or severe restriction on specified development activities.

Motor Vehicle. Any self-propelled vehicle designed primarily for transportation of persons or goods along public streets or alleys, or other public ways.

Motor Vehicle, Abandoned. A vehicle that is left unattended for more than 24 hours on any public street or grounds or on private property where parking is prohibited, limited, or restricted.

Motor Vehicle, Inoperable. Motor vehicles, truck bodies, tractors or trailers in such state of physical or mechanical ruin as to be incapable of propulsion or being operated upon the public streets or highways.

N. Definitions

Neighborhood. An area of a community with characteristics that distinguish it from other community areas and that may include schools, or social clubs, or boundaries defined by physical barriers, such as major highways and railroads, or natural features, such as rivers.

Neighborhood Center. A walkable environment that provides a mix of civic, institutional and/or commercial uses.

New Construction. Structures for which the "start of construction" commenced on or after the effective date of this Ordinance.

Non-Conforming Uses. A use of an improvement or a lot that was lawfully established prior to the effective date of the Ordinance and maintained since that time but does not conform with the regulations and standards established by the Ordinance and all subsequent amendments.

Nursing, Resting or Convalescent Home. A home for the aged or infirm in which 3 or more persons not of the immediate family are received, kept or provided with food, shelter or care for compensation, but not including hospitals, clinics or similar institutions devoted primarily to the diagnosis and treatment of the sick or injured.

O. Definitions

Occupancy. The purpose for which a building is used or intended to be used.

Office. A room or suite of rooms used for conducting the affairs of a business, profession, service industry, or government.

Professional. Office-type facilities occupied by businesses that provide professional services, or are engaged in the production of intellectual property. Examples of these uses include: accounting, auditing and bookkeeping services, advertising agencies, attorneys, business associations, chambers of commerce, commercial art and design services, construction contractors (office facilities only), counseling services, court reporting services, design services including architecture, engineering, landscape architecture, urban planning, detective agencies and similar services, doctors, educational, scientific and research organizations, financial management and investment counseling, literary and talent agencies, management and public relations services, media postproduction services, news services, photographers and photography studios, political campaign headquarters, psychologists, secretarial, stenographic, word processing, and

temporary clerical employee services, security and commodity brokers, writers' and artists' offices.

Open Space. The areas of a lot which contain permeable surfaces and shall remain unbuilt and shall not be used for parking, storage, access drives, or display. The use of gravel or pavers shall not be considered permeable surface for the calculation of open space. Open space represents many different landscaping elements, including greens, quadrangles, lawns, hedgerows, gardens, pathways/walkways, groves, wooded areas, fields, and natural areas.

Open Zone. A sub-zone within a Transect Zone that allows for a greater range of land uses without relaxing the zone's building form standards.

Overhead Doors. Doors constructed in horizontally hinged sections that are equipped with hardware that rolls the sections into an overhead position, clear of the opening.

P. Definitions

Parapet. A low wall along the edge of a roof or the portion of a wall that extends above the roof line.

Parcel. A piece of land created by a partition, subdivision, deed, or other instrument recorded with the appropriate recorder. This includes a lot, a lot of record, or a piece of land created through other methods.

Park. Land that is publicly owned or controlled for the purpose of providing parks, recreation, or open space for public use.

Parking Driveway Width. The horizontal measurement, measured perpendicular to the direction of travel, of an access driveway to a parking area.

Passive Recreation. See "Recreation, Passive."

Path of Travel. A continuous, unobstructed way of pedestrian passage.

Pedestrian Oriented Space. An area adjacent to a connecting walkway, developed to provide continuous safety, interest, and comfort for people walking or sitting; pedestrian frontage shall consist of building faces, site design features, or landscape areas on one or both sides, and not parking stalls on both sides.

Pedestrian Shed. An area centered on a major destination. Its size is limited by an average distance that may be traversed at an easy walking pace in a given amount of time from its center to its edge. Pedestrian sheds are useful for planning walkable areas. See Subsection 1703-6.30.B (Pedestrian Sheds).

Permit. A document issued by a municipality allowing a person to begin an activity provided for in this ordinance.

Permitted Use. Any use which is or may be lawfully established in a particular district provided it conforms with all the requirements applicable to that district.

Personal Services. Establishments that provide non-medical services to individuals as a primary use. Examples of these uses include: barber and beauty shops, clothing rental, dry cleaning pick-up stores with limited equipment, home electronics and small appliance repair, laundromats (self-service laundries), locksmiths, massage (licensed, therapeutic, non-sexual), nail salons, pet grooming with no boarding, shoe repair shops, tailors, tanning salons. These uses may also include accessory retail sales of products related to the services provided.

Pervious Surface. Any surface which allows a minimum of 90 percent precipitation from any source to infiltrate directly into the ground.

Planned Unit Development. An area of minimum contiguous size, as specified by ordinance, to be planned and developed as a single entity containing one or more residential clusters or planned unit residential developments and one or more public,

quasi-public, commercial, or industrial areas in such ranges of ratios, and nonresidential uses to residential uses as shall be specified.

Plan Commission. A group of people appointed by the city council that administers planning and land-use regulations for the city and provides recommendations on a wide array of land-use and land-use policy issues.

Planting Strips. A landscaped or grassy area located between a street and a sidewalk.

Podium. A continuous projecting base or pedestal under a building.

Podium Tops. A flat, elevated and open area above a podium that can be used as common area.

Porch. A covered shelter projecting in front of the entrance of a building.

Pre-Development Grade. The grade of a lot prior to any site improvements related to the proposed development.

Production.

4. **Production, Artisan.** Establishments primarily engaged in on-site production of goods by hand manufacturing, involving the use of hand tools and small-scale equipment.
5. **Production, General.** Manufacturing of products, from extracted or raw materials, or recycled or secondary materials, or bulk storage and handling of such products and materials. This classification includes: food, beverage and tobacco product manufacturing; textile mills; textile product mills; apparel manufacturing; leather and allied product manufacturing; wood product manufacturing; paper manufacturing; chemical manufacturing; plastics and rubber products manufacturing; nonmetallic mineral product manufacturing; transportation equipment manufacturing; primary metal manufacturing; and fabricated metal product manufacturing.
6. **Production, Intensive high impact.** Manufacturing of acetylene, cement, lime, gypsum or plaster-of-Paris, chlorine, corrosive acid or fertilizer, insecticides, disinfectants, poisons, explosives, paint, lacquer, varnish, petroleum products, coal products, plastic and synthetic resins and radioactive materials. This group also includes smelting, animal slaughtering and oil refining.
7. **Production, Limited.** Manufacturing of finished parts or products, primarily from previously prepared materials. This classification includes: machinery manufacturing, food manufacturing, computer and electronic product manufacturing; electrical equipment, appliance, component manufacturing, and other uses as determined by the Director of Buildings and Inspections.

Printing & Publishing. An establishment engaged in printing by letterpress, lithography, gravure, screen, offset, or electrostatic (xerographic) copying; and other establishments serving the printing trade such as bookbinding, typesetting, engraving, photoengraving and electrotyping. This use also includes establishments that publish newspapers, books and periodicals; and establishments manufacturing business forms and binding devices. "Quick printing" services are included in the definition of "Business Support Services."

Professional Office. The office of a doctor, practitioner, dentist, minister, architect, landscape architect, professional engineer, lawyer, author, musician or other recognized profession. When established in a residential district, a professional office shall be incidental to the residential use, not more than 25% of the floor area of only one story of a dwelling unit shall be occupied by such office and only one unlighted name plate, not exceeding one square foot in area, containing the name and profession of the occupant of the premises shall be exhibited.

Public Airport. Any airport which complies with the definition contained in the Wisc. Stats., or any airport which serves or offers to serve common carriers engaged in air

transport.

Public Assembly. A gathering of members of the public.

Public Safety Facility. A facility operated by a public agency including fire stations, other fire preventive and fire-fighting facilities, police and sheriff substations and headquarters, including interim incarceration facilities. May include ambulance dispatch on the same site.

Public Use. A use undertaken by a political subdivision, its agents or assigns.

Q. Definitions

Quorum. A majority of the authorized members of a board or commission.

R. Definitions

Rear. Opposite of front.

Recessed Entry. An entrance to a building setback from the facade of the building.

Recreation, Active. Recreational pursuits usually performed with others and often requiring equipment which required physical alteration to the area in which they are performed. Such areas are intensively used, and include but are not limited to playgrounds, sport courts, baseball/softball and other field sports, and swimming pools.

Recreational Facility, Indoor. An establishment providing indoor amusement and entertainment services for a fee or admission charge, including:

Bowling alleys, coin-operated amusement arcades, electronic game arcades (video games, pinball, etc.), ice skating and roller skating, pool and billiard rooms as primary uses.

Any establishment with four or more electronic games or amusement devices (e.g., pool or billiard tables, pinball machines, etc.) or a premises where 50 percent or more of the floor area is occupied by electronic games or amusement devices is considered a commercial recreation facility. Three or fewer machines or devices are not considered a use separate from the primary use of the site. Does not include Sexually Oriented Business.

Recreational Facility, Outdoor. A facility for outdoor recreational activities where a fee is charged for use. Examples include: amusement and theme parks; camping and picnicking areas; go-cart tracks; golf driving ranges; miniature golf courses; and water slides. May also include commercial facilities customarily associated with the above outdoor commercial recreational uses, including bars and restaurants, video game arcades, etc. Does not include golf courses and country clubs.

Redevelopment. Any proposed expansion, addition, or major façade change to an existing building, structure, or parking facility.

Religious Assembly. An establishment for religious worship and other religious ceremonies, including religious education, rectories and parsonages, offices, social services, columbaria and community programs.

Regulation. A rule or order prescribed for managing government.

Recreation, Passive. Recreational pursuits involving existing natural resources which can be carried out with little alteration or disruption to the area in which they are performed. This includes, but is not limited to, such activities as walking, hiking, bicycling, bird and animal watching, and picnicking.

Research and Development. An establishment primarily engaged in the research, development and controlled production of high technology electronic, industrial or scientific products or commodities for sale. This classification includes biotechnology firms and manufacturers of nontoxic computer components.

Residential. Premises used primarily for human habitation.

Restaurant. A structure in which the principal use is the preparation and sale of food and beverages.

Right-of-Way. (R.O.W.) Land, property, or an interest therein, dedicated to transportation purposes.

Right-of-Way, Public. A right-of-way dedicated to use by the general public.

Roadside Stand. A structure not permanently fixed to the ground that is readily removable in its entirety, covered or uncovered and wholly enclosed, and used solely for the sale of farm products produced on the premises. No such roadside stand shall be more than 300 square feet in ground area, and there shall not be more than one roadside stand on any one premise.

S. Definitions

Satellite Dish Antenna. Parabolic or spherical antenna whose purpose is to receive and/or transmit radio communication signals to and/or from satellites.

Secondary Wings. A structure physically attached to, and secondary and incidental to, the Main Body of a Main Building.

Semi-Public Use. A use owned or operated by a non-profit organization, private institution or foundation.

Semi-Public Utility Building. A building owned or operated by a non-profit organization, private institution or foundation, and used to provide utility services to its members or those persons it serves.

Service Entries. Building access for service providers.

Service Station. Any building, structure or land used primarily for the dispensing, sale or offering for sale at retail of any automobile or truck fuels, oils or accessories, including lubricants and replacement or installation of minor parts and accessories, but not including major repair work such as motor replacement, body and fender repair or spray painting.

Setback. The mandatory clear distance between a lot line and a structure.

Shared Parking. Any parking spaces assigned to more than one user, where different persons utilizing the spaces are unlikely to need the spaces at the same time of day.

Shopfront. See Subsection 1703-4.110 (Shopfront).

Sidewalk. A paved right-of-way intended exclusively for pedestrian use and often installed between a street and lot frontages.

Sidewalk Sign. See Subsection 1703-5.80.M (Sidewalk Sign).

Sign. A structure, device, figure, display, message placard or other contrivance, or any part thereof, situated outdoors or indoors, which is designed, constructed, intended or used to advertise, or to provide information in the nature of advertising, to direct or attract attention to an object, person, institution, business, product, service, event or location by any means, including words, letters, figures, designs, symbols, fixtures, colors, illumination or projected images.

Sign, Advertising. A sign which directs attention to a business, commodity, service or entertainment not exclusively related to the premises where such sign is located or to which it is affixed.

Sign, Directional. A sign intended solely for the purpose of directing patrons or customers to an establishment off the main traveled road and not including promotional advertising unnecessary to such directional purpose.

Special Uses. A use of land, buildings, or structure that because of its inherent nature, extent, and its external or ancillary effects requires special care in the control of its location, design, and methods of operation in order to ensure protection of the public

health, safety, and welfare. Such uses shall only be permitted in a district after site specific review and is subject to special conditions as approved by the Plan Commission and City Council.

Site. One or more adjacent lots under common ownership.

Street, Front. Street located along the front lot line of a parcel.

Street, Side. Street located along a lot line of a parcel that is not along the front lot line.

Stoop. See Subsection 1703-4.70 (Stoop).

Storage Units, Self-Service or Mini-Warehouses. Real property containing leased spaces that a lessee is entitled to use for the storage of personal property on a self-service basis pursuant to a rental agreement and that is not rented or provided to the lessee in conjunction with property for residential use by the lessee. A “mini-warehouse” does not include warehouses licensed and regulated under Ch. 99, Wis. Stats.

Storefront. The portion of a frontage composed of the display window and/or entrance and its components, including windows, doors, transoms and sill pane that is inserted into various frontage types, such as a shopfront or gallery, to accommodate retail uses.

Story. An above-grade habitable floor level within a building.

1. **Story, Half.** A conditioned space that rests primarily underneath the slope of the roof, usually having dormer windows.

Street. All property dedicated or intended for public or private street purposes or subject to public easements therefore and which is 21 feet or more in width.

Structure. Anything constructed or erected, the use of which requires a fixed location on the ground, or attached to something having a fixed location on the ground.

Structural Alterations. Anything change in the supporting members of a building, any substantial change in the roof structure or in the exterior walls, or any change that would increase the floor space, area or height of a building.

Structure, Nonconforming. Any building, or other structure, which was lawfully existing under the ordinances or regulations preceding this chapter, but which would not conform to this chapter if the building or structure were to be erected under the provisions of this chapter.

Structure, Temporary. A structure without any foundation or footings and that is removed when the designated time period has ceased.

T. Definitions

Thoroughfares. A way for use by vehicular, pedestrian, and bicycle traffic that provides access to lots and open spaces, and that incorporates vehicular lanes and public frontages.

Townhouse. A single structure consisting of three or more dwelling units having one or more walls abutting with another dwelling and designed to have all exits open directly to the outside.

Trailer. Any structure which is or may be mounted upon wheels for moving about and is propelled by its own or drawn by other motive power, and which is used as a dwelling or as an accessory building or structure in the conduct of business trade or occupation, or is used for hauling purposes.

Transect. A cross-section of the environment showing a range of different habitats. The Rural-to-Urban Transect of the human environment is divided into multiple transect zones that describe the physical form and character of a place according to the intensity of its land use and urbanism. See Subsection 1703-P.60 (The Rural-to-Urban Transect: The Framework for the FBC).

Transect Zone. One of several areas on the regulating plan.

Transit Station. A lot or structure used for the purpose of parking, loading and unloading freight and passengers from train or bus transportation. May include parking facilities and other commercial amenities to service transit passengers.

Transit Stop. A location where buses stop to load and unload passengers. A transit stop may or may not include a shelter or a pullout.

U. Definitions

Unit. A discrete portion of a building.

Upper Floor. A floor in a building containing habitable space that is located above the ground floor.

Use, Nonconforming. A building or premise lawfully used or occupied on November 3, 1967, or the date of amendments hereto, which use or occupancy doesn't not conform to the regulations of this chapter or any amendments thereto.

Use, Permitted. The use of land by occupancy, activity, building or other structure which is specifically enumerated as permissible by the regulations of the zoning district in which the land is located.

Use Permit, Minor. See Subsection 1703-x.xx (Minor Use Permit).

Use Permit. See Subsection 1703-x.xx (Use Permits). These permits are issued by the Planning Commission for conditional uses allowed within a transect zone.

Use, Special. Any use of a lot, structure, or building by which its nature, intensity, or potential impact on an area cannot be considered as a principal or accessory use within a district, but when subject to special conditions and standards specified in a special use permit may be compatible with other uses in the same or adjacent districts.

Utility. Installations or facilities or means for furnishing to the public, electricity, gas, steam, communications, water, drainage, sewage disposal, or flood control, irrespective of whether such facilities or means are underground or above ground; utilities may be owned and operated by any person, firm, corporation, municipal department or board, duly appointed by state or municipal regulations. Utility or utilities as used herein may also refer to such persons, firms, corporations, departments, or boards.

Utility Line. Facility used for the transmission of one or more utility services.

V. Definitions

Vehicle Sales and Rental. A retail or wholesale establishment selling and/or renting automobiles, trucks, vans, trailers, motorcycles, and/or scooters with internal combustion engines. May also include repair shops and the sales of parts and accessories incidental to vehicle dealerships. Does not include the sale or rental of trailers, boats, and/or RVs; businesses dealing exclusively in used parts, auto wrecking and/or salvage; the sale of auto parts/accessories separate from a vehicle dealership; or service stations (see "Vehicle Service Stations").

Vehicle Services

- 1. Vehicle Services, Minor Maintenance and Repair.** Incidental minor repairs to include replacement of parts and service to passenger cars, but not including any operation defined as "automobile repair, major," or any other operation similar thereto.
- 2. Vehicle Services, Major Maintenance and Repair.** General repair, rebuilding or reconditioning of engines, motor vehicles or trailers; collision service including body or frame, straightening or repair, overall painting, or paint shop.
- 3. Vehicle Services, Service Station.** A building and/or lot or use having pumps and storage tanks where motor vehicle fuels or lubricating oil or grease or accessories for motor vehicles are dispensed, sold, or offered for sale at retail only; where deliveries are made directly into motor vehicles, including greasing and oiling on

the premises and car washing; and where repair services is incidental to the use. Incidental accessory retail sales are limited to 1,800 square feet of convenience market.

Vision Clearance. An unoccupied triangular space at the street corner of a corner lot which is bounded by the street lines and a setback line connecting points specified by measurement from the corner on each street line.

W. Definitions

Walkable Neighborhood Plan (WNP). A strategy for creating and reinforcing walkable urban environments with a mix of housing, civic, retail and service choices within a compact, walkable, and transit-ready environment.

Walkway. A paved way located on one or more lots, used for pedestrian traffic and used exclusively by the lot owner or owners, their guests and invitees.

Wall Plane. A vertical surface defined by the facades of buildings.

Watershed. A land area, also known as a drainage area, which collects precipitation and contributes runoff to a receiving body of water or point along a watercourse.

Wholesaling and Distributions. An establishment engaged in selling merchandise to retailers; to contractors, industrial, commercial, institutional, farm, or professional business users; to other wholesalers; or acting as agents or brokers in buying merchandise for or selling merchandise to such persons or companies. Examples of these establishments include: agents, merchandise or commodity brokers, and commission merchants, assemblers, buyers and associations engaged in the cooperative marketing of farm products, merchant wholesalers, stores primarily selling electrical, plumbing, heating and air conditioning supplies and equipment.

Width-to-Height Ratio. The ratio of the horizontal size of a space measured perpendicularly to the vertical height of a building.

Wireless Telecommunications Facility. Public, commercial and private electromagnetic and photoelectric transmission, broadcast, repeater and receiving stations for radio, television, telegraph, telephone, data network, and wireless communications, including commercial earth stations for satellite-based communications. Includes antennas, commercial satellite dish antennas, and equipment buildings. Does not include telephone, telegraph and cable television transmission facilities utilizing hard-wired or direct cable connections.

Work/Live Unit. An integrated housing unit and working space in a structure that has been designed or structurally modified to accommodate joint residential occupancy and work activity with a substantial commercial component that may accommodate employees and walk-in trade.

X. Definitions

No specialized terms beginning with the letter X are defined at this time.

Y. Definitions

Yard. The area between the Buildable Area on a lot and a lot line.

1. **Yard, Front.** The area between the Buildable Area on a lot and the front lot line.
2. **Yard, Side.** The area bounded by the Building Area on a lot, a side lot line, the front lot line and the rear lot line.
3. **Yard, Rear.** The area between the Buildable Area on a lot and the rear lot line.

Z. Definitions

Zoning. The classification of land by types of uses permitted and prohibited and by densities and intensities permitted and prohibited.



City of Waupaca

111 South Main Street

Waupaca, WI 54981

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www.cityofwaupaca.org/development

Permits Issued

1/1/2019 To 1/31/2019

Permit # / Type	Date	Location	Description of Work	Fees	Cons. Value
19-006-B1 Building	01/07/2019	415 S MAIN ST	BASEMENT REMODEL/REPAIR	\$100.00	\$5,000.00
19-009-B1 Building	01/09/2019	1445 FOXFIRE CT	FINISHING OFF BASEMENT (REC ROOM, PLAY ROOM, BEDROOM, BATHROOM, CRAFT, STORAGE)	\$258.68	\$32,668.00
19-011-B1 Building	01/14/2019	713 CLARKE ST	REROOF; NO TEAR OFF, STEEL ROOF, ALUM SOFFIT & FASCIA	\$25.00	\$12,000.00
19-014-B1 Building	01/17/2019	411 JEFFERSON ST	(3) WINDOWS, ALL FIT EXISTING OPENINGS (2 DOUBLE HUNG IN HALLWAY, 1 DOUBLE HUNG IN KITCHEN)	\$50.00	\$2,334.00
19-020-B1 Building	01/29/2019	250 BAILEY ST	WIRELESS TELECOM EQUIPMENT CHANGE ON TOWER SBA TOWERS II, LLC (TOWER OWNER) AT&T, (TENANT)	\$160.00	\$20,000.00
19-016-CK1 Chicken	01/22/2019	109 CRESTVIEW LN		\$20.00	\$0.00
19-017-CK1 Chicken	01/22/2019	324 5TH ST		\$20.00	\$0.00
19-006-E2 Electrical	01/07/2019	415 S MAIN ST	ELECTRICAL FOR BASEMENT REMODEL/REPAIR	\$75.00	\$2,500.00
19-007-E1 Electrical	01/03/2019	400 MILL ST	2- 100 AMP PER	\$50.00	\$1,200.00
19-009-E2 Electrical	01/09/2019	1445 FOXFIRE CT	ELECTRICAL FOR FINISHING OFF BASEMENT	\$50.00	\$3,589.00
19-018-E1 Electrical	01/23/2019	536 HILLCREST DR	100 AMP	\$50.00	\$1,400.00



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1/1/2019 To 1/31/2019

Permit # / Type	Date	Location	Description of Work	Fees	Cons. Value
19-001-M1 Mechanical	01/02/2019	222 S WASHINGTON ST	(1) FURNACE, 56,000 BTUs RHEEM/R96VA0602317MSA & (1) AIR CONDITIONER, 24,000 BTUs, 2 TON RHEEM/RA1624AJ1NA	\$75.00	\$7,070.00
19-002-M1 Mechanical	01/02/2019	1011 PARK AVE	(1) BOILER, 105,000 BTUs, NEW YORKER CG40EN-L	\$50.00	\$3,870.00
19-003-M1 Mechanical	01/02/2019	1008 DEMAREST AVE	(1) BOILER, 70,000 BTUs, NEW YORKER CG30EN-L	\$50.00	\$3,835.00
19-004-M1 Mechanical	01/02/2019	526 S MAIN ST	(1) FURNACE, 100,000 BTUs, TRANE S9V2	\$75.00	\$4,280.00
19-005-M1 Mechanical	01/02/2019	409 VAN ST	(1) FURNACE, 80,000 BTUs, TRANE S9V2	\$50.00	\$4,330.00
19-006-M3 Mechanical	01/07/2019	415 S MAIN ST	HVAC BASEMENT REMODEL/REPAIR	\$75.00	\$2,500.00
19-008-M1 Mechanical	01/09/2019	1300 ROYALTON ST	(1) FURNACE, 100,000 BTUs, AMANA ACVC961005CNAA, 2,500 SQ. FT.	\$75.00	\$4,165.00
19-009-M4 Mechanical	01/09/2019	1445 FOXFIRE CT	HVAC FOR FINISHING OFF BASEMENT	\$50.00	\$1,550.00
19-010-M1 Mechanical	01/14/2019	218 E LAKE ST	(1) FURNACE, 84,000 BTUs, RHEEM / R96VA0702317MSA	\$50.00	\$3,995.00
19-012-M1 Mechanical	01/16/2019	611 RIVER ST	(1) FURNACE, 60,000 BTUs, TRANE S9X2B060	\$50.00	\$3,970.00
19-015-M1 Mechanical	01/21/2019	815 SCHOOL ST	(1) FURNACE, 60,000 BTUs, TRANE TUC1B060	\$50.00	\$3,180.00



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Permits Issued

1/1/2019 To 1/31/2019

Permit # / Type	Date	Location	Description of Work	Fees	Cons. Value
19-009-P3 Plumbing	01/09/2019	1445 FOXFIRE CT	PLUMBING FOR FINISHING OFF BASEMENT	\$50.00	\$3,575.00
19-019-1 Raze and Move	01/23/2019	705 W FULTON ST		\$75.00	\$0.00
18-067-SN1 Sign	01/21/2019	323 S WESTERN AVE	18" x 323" logo and channel letter wall sign	\$150.00	\$1,500.00
19-013-SN1 Sign	01/16/2019	1300 ROYALTON ST	Pearl Asian Spa; 4'x6' Aluminum board (panel replacement), 2 sided	\$150.00	\$500.00
19-021-SN1 Sign	01/29/2019	1070 W FULTON ST	Gas Canopy bullnose and helios replaced. Miscellaneous pump locater signs, clearance signage and column cladding.	\$250.00	\$14,000.00
Permit Count:	27		Totals:	\$2,183.68	\$143,011.00



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Code Enforcement Status Report

Status: Open

<u>Case Number</u>	<u>Case Date</u>	<u>Parcel Number</u>	<u>Site Address</u>	<u>Case Type</u>	<u>Violation Date</u>	<u>Corrected Date</u>
19-613	01/09/2019	34 19 81125	330 NORTH ST	Nuisance	01/08/2019	
19-621	01/15/2019	34 19 82146	204 S MAIN ST	Building	01/15/2019	
19-623	01/17/2019	34 32 21 7	922 EVANS ST	Nuisance	01/17/2019	
19-624	01/17/2019	34 19 42 5	725 ELM ST	Nuisance	01/17/2019	
19-625	01/24/2019	34 29 23 6	400 6TH ST	Nuisance	01/24/2019	
19-626	01/24/2019	34 20 33 38	614 MILL ST	Nuisance	01/24/2019	
19-627	01/24/2019	34 19 73 6	651 LEIGHTON RD	Nuisance	01/24/2019	
19-628	01/24/2019	34 19 70 23	117 CRESTVIEW LN	Nuisance	01/24/2019	
19-629	01/24/2019	34 19 82259	208 MAPLE ST	Nuisance	01/24/2019	
19-630	01/25/2019	34 29 77 36	1017 DEMAREST AVE	Nuisance	01/25/2019	
19-631	01/30/2019	34 19 78188	621 NORTH ST	Nuisance	01/30/2019	



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Code Enforcement Status Report

Status: Completed

<u>Case Number</u>	<u>Case Date</u>	<u>Parcel Number</u>	<u>Site Address</u>	<u>Case Type</u>	<u>Violation Date</u>	<u>Corrected Date</u>
19-614	01/09/2019	34 30 76 18	826 SUNRIDGE DR	Nuisance	12/04/2018	12/19/2018
19-615	01/09/2019	34 19 78148	622 W FULTON ST	Nuisance	12/04/2018	12/19/2018
19-616	01/09/2019	34 19 78 68	514 W FULTON ST	Nuisance	12/04/2018	12/19/2018
19-617	01/09/2019	34 19 78 40	201 N HARRISON ST	Nuisance	12/04/2018	12/19/2018
19-618	01/09/2019	34 19 81 1	446 CENTER ST	Nuisance	12/04/2018	12/19/2018
19-619	01/09/2019	34 29 23 61	408 S STATE ST	Nuisance	12/04/2018	12/19/2018
19-620	01/09/2019	34 29 42 6	1310 ROYALTON ST	Nuisance	12/04/2018	12/19/2018
19-622	01/17/2019	34 19 78133	651 W FULTON ST	Nuisance		