



136 North Monroe Street  
Waterloo, Wisconsin 53594-1198

## NOTICE OF A CITY OF WATERLOO PLAN COMMISSION PUBLIC HEARING AND MEETING

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

**MEETING:** SPECIAL PLAN COMMISSION  
**DATE:** TUESDAY, August 8, 2023 **TIME:** 6:00 p.m.  
**LOCATION:** 136 N. MONROE STREET, MUNICIPAL BUILDING COUNCIL CHAMBERS  
**Updated 8/2/2023**

Join Zoom Meeting <https://us02web.zoom.us/j/84951513543?pwd=VS83Y0NyVmZyRWREZnF0bjlxZjNRUT09>  
Meeting ID: 849 5151 3543 Passcode: 555554 Dial by phone • +1 312 626 6799 US (Chicago)

### PLAN COMMISSION REGULARLY SCHEDULED MEETING

- 1) CALL TO ORDER AND ROLL CALL
- 2) APPROVAL OF MEETING AND PUBLIC HEARING MINUTES: May 23, 2023
- 3) CITIZEN INPUT (3-Minute Time Limit)
- 4) COMPLIANCE & ENFORCEMENT REPORT
- 5) OLD BUSINESS
- 6) NEW BUSINESS
  - a. CSM Map Approval Taking Parcel 290-0813-0611-006 into two parcels.
  - b. CSM Map Approval for McKay Way Parcels Previously Changed to Zero Lot Line reverting to Duplex Lots
- 7) FUTURE AGENDA ITEMS & ANNOUNCEMENTS
- 8) ADJOURNMENT

Jeanne Ritter, Clerk/Deputy Treasurer

Members: Leisses, Quimby, C. Kuhl, Crosby, Reynolds, Empey & Renforth Posted, Distributed & Emailed: 07/28/2023

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may attend the above meeting(s) to gather information. No action will be taken by any governmental body other than that specifically noted. Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request such services please contact the clerk's office at the above location.

**WATERLOO PLAN COMMISSION – Minutes May 23, 2023**  
[a digital meeting recording also serves as the official record]

**PLAN COMMISSION REGULARLY SCHEDULED MEETING**

- 1) CALL TO ORDER AND ROLL CALL. Mayor Quimby called the meeting to order at 6:00 pm. Commissioners attending: Renforth, Crosby, Empey, Leisses, and Petts. Remote: none Absent: Chadwick. Others in attendance: Everett Butzine, Thomas, Yerges, B. Sorenson, Weihert, C. Kuhl, B. Rhymer, M. Musbach and T. Jaeger.
- 2) APPROVAL OF MEETING: April 25, 2023 Motion [Petts/Leisses] VOICE VOTE: Motion carried.
- 3) CITIZEN INPUT - none
- 4) COMPLIANCE & ENFORCEMENT REPORT. Reviewed.
- 5) OLD BUSINESS –
  - a. Ordinance Signs and Billboards §385-26- Motion to send to attorney then council if attorney doesn't bring back major changes [Petts/Renforth] VOICE VOTE: Motion carried.
- 6) NEW BUSINESS
  - a) Preliminary Plan Approval – Clarkson/N. Monroe – Duquaine Motion to send plan to Council with 3 changes to Council on June 15, 2023. 1) Sidewalk to run the full length of N. Monroe including 2 houses after Paradiddles that currently don't have sidewalk. 2) Second driveway for use always instead of just during emergencies if DOT will permit. 3) Playground area added to plan. Motion [Crosby/Leisses] ROLL CALL Ayes 5 Noes 0 absent Chadwick. Motion carried.
- 7) FUTURE AGENDA ITEMS & ANNOUNCEMENTS:
- 8) ADJOURNMENT [Petts/Renforth] VOICE VOTE: Motion carried. 7:22pm

Jeanne Ritter, Clerk/Deputy Treasurer

# Certified Survey Map

All of Lot 1, Volume 35, Certified Survey Maps, Page 257, Map Number 6081, Document Number 1426857, Jefferson County Records, being part of the Northeast  $\frac{1}{4}$  of the Northeast  $\frac{1}{4}$  of Section 6, T8N-R13E, City of Waterloo, Jefferson County, Wisconsin.

Graphic Scale: 1" = 100'

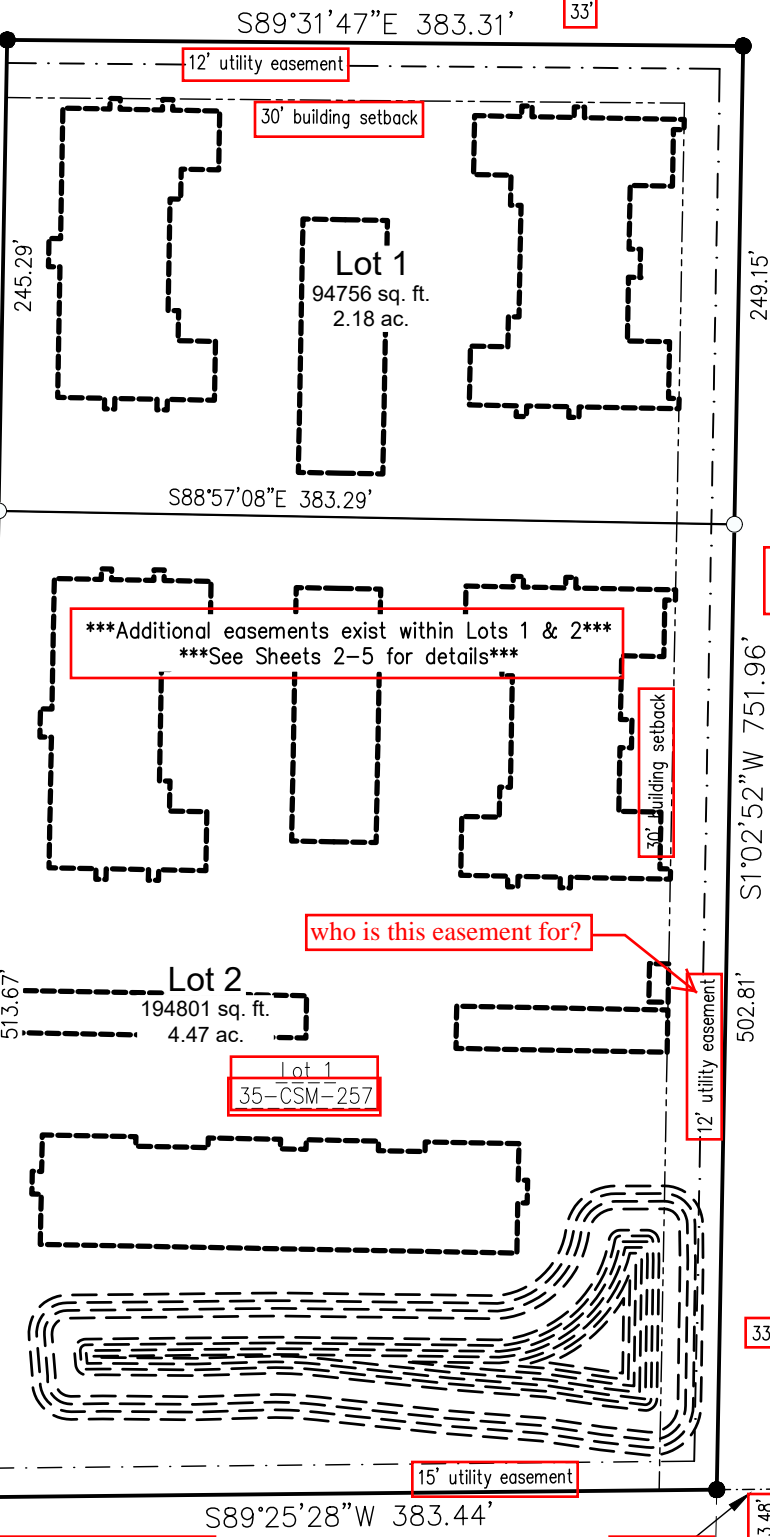


North



West Clarkson Road

Northest Corner  
Section 6 T8N-R13E  
(Aluminum Monument found)



Steven M. Bieda  
PLS-2275  
July 07, 2023

Lot 2  
35-CSM-257

Bearings referenced to the East line of the Northeast  $\frac{1}{4}$  of Section 6, T08N-R13E, assumed to be N01°02'51\"/>

\*\*\*Additional easements exist within Lots 1 & 2\*\*\*  
\*\*\*See Sheets 2-5 for details\*\*\*

who is this easement for?

Lot 2  
194801 sq. ft.  
4.47 ac.

Lot 1  
35-CSM-257

S.T.H. "89"  
S1°02'52\"/>

North Monroe Street

Legend

- 1.32" (o.d.) x 18" iron pipe with cap weighing 1.68 lbs./lin ft set
- 1" iron pipe found
- Jefferson County monument - type noted

Note Coordinates on the reference monuments

East 1/4 Corner  
Section 6 T8N-R13E  
(Aluminum Monument found)

Outlot 81  
Assessor's Plat of the  
City of Waterloo

Client: Rolling Meadows Apts, LLC

Tax Parcel: 290-0813-0611-006  
Drafted By: BAR  
File: D-6322CSM 070723.dwg  
Data File: D-6322CSM 070723.dwg

Surveyed by:  
Vierbicher Associates, Inc.  
400 Security Blvd Ste 1,  
Green Bay, WI 54313-9712  
(920)434-9670

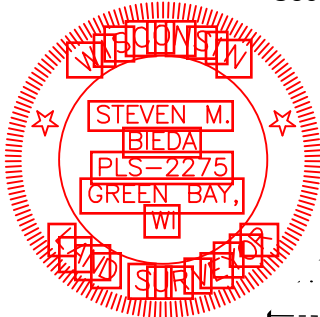


Sheet One of Seven  
Project No.: D-6322  
Drawing No.: L- ---  
Fieldwork Completed: ---

# Certified Survey Map

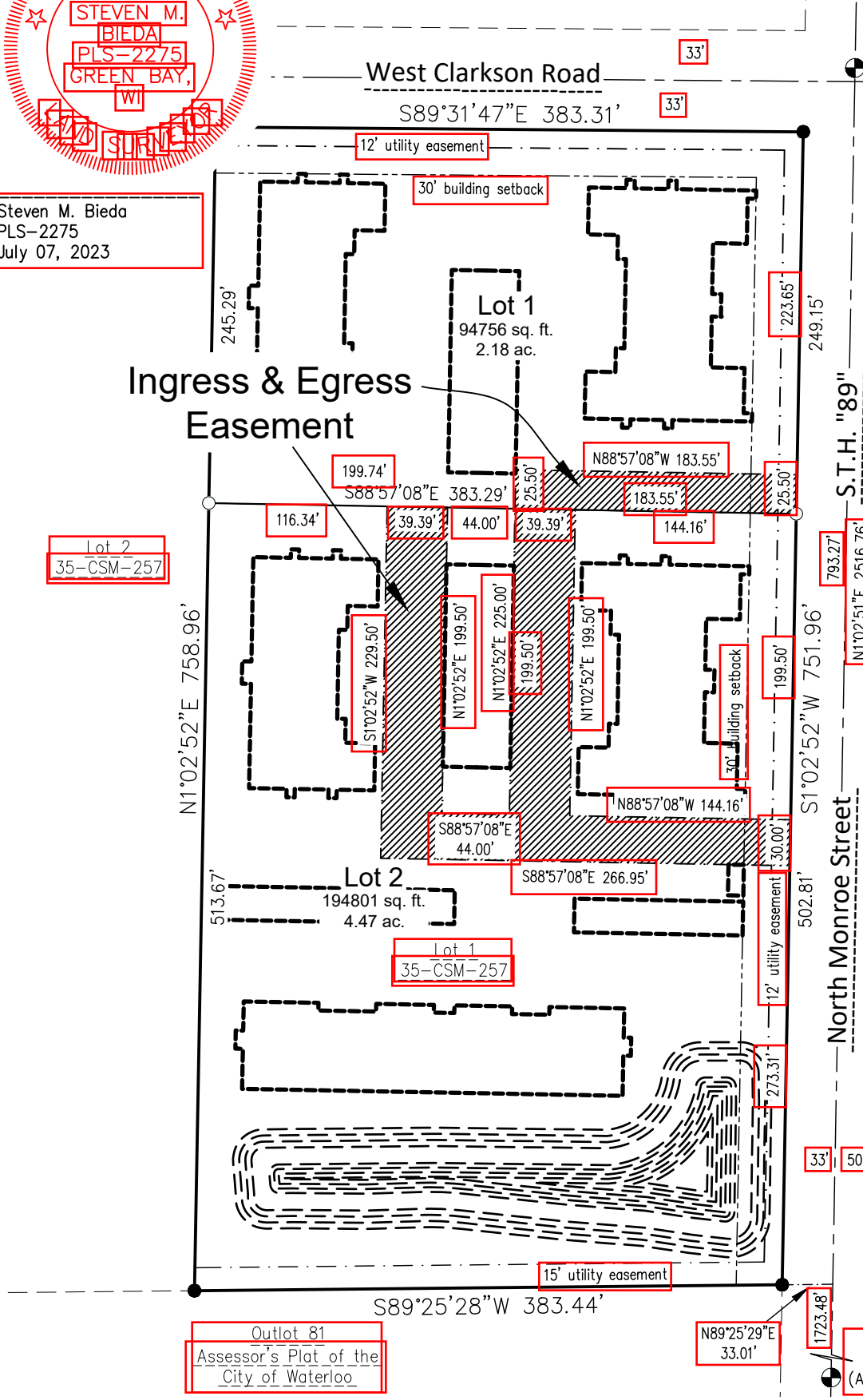
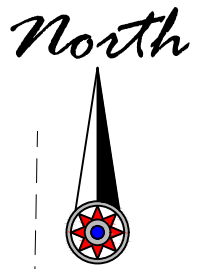
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Northeast Corner  
Section 6 T8N-R13E  
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35-CSM-257

Lot 1  
35-CSM-257

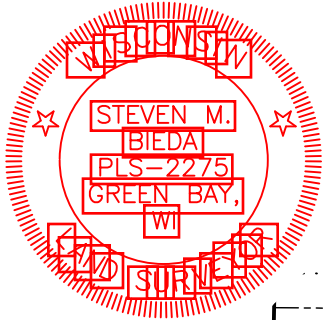
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Assessor's Plat of the  
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East 1/4 Corner  
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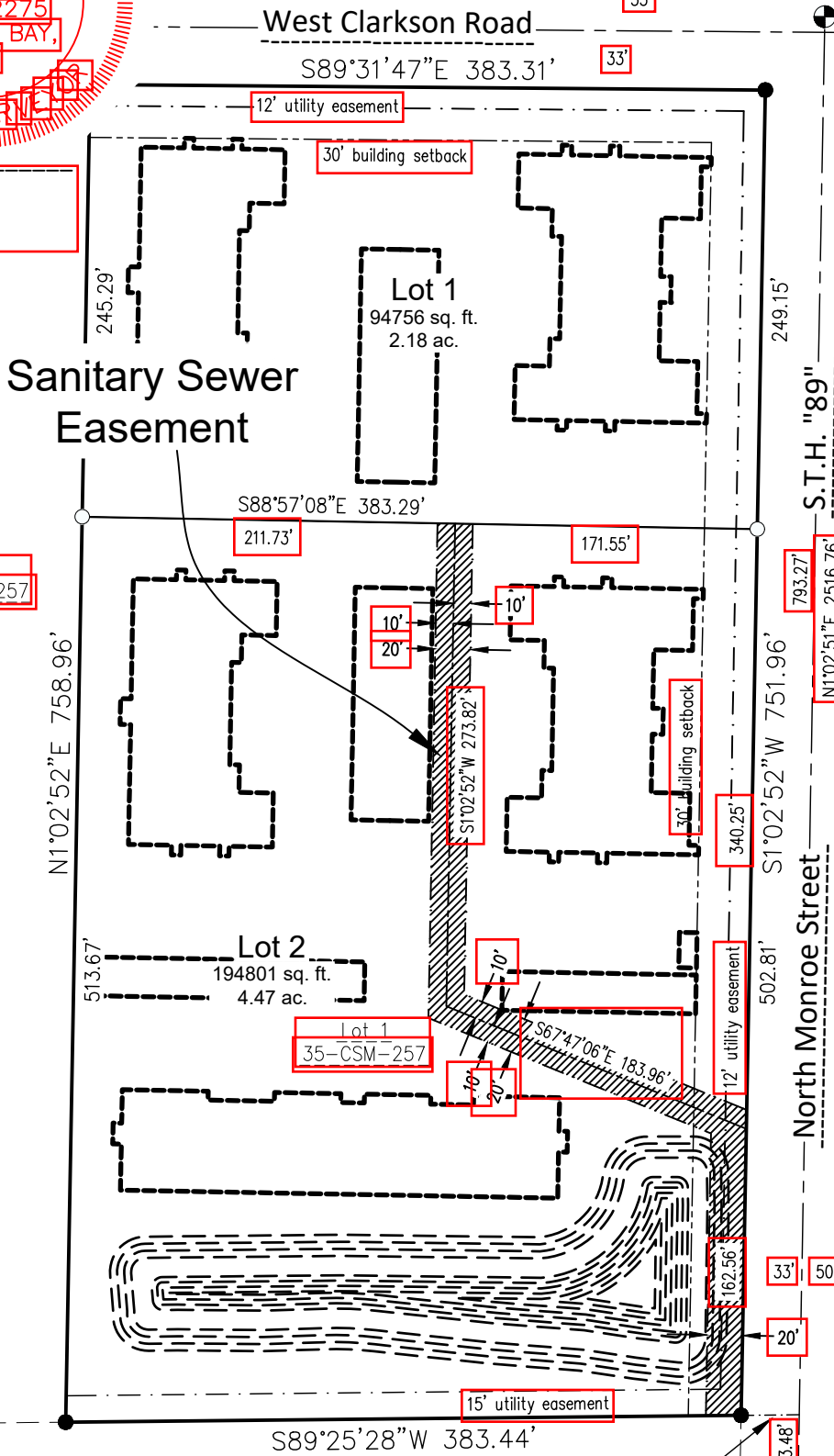
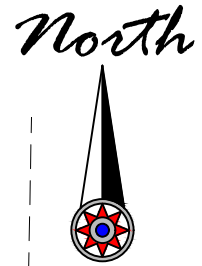
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Northeast Corner  
Section 6 T8N-R13E  
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Lot 2  
35-CSM-257

Lot 1  
35-CSM-257

Outlot 81  
Assessor's Plat of the  
City of Waterloo

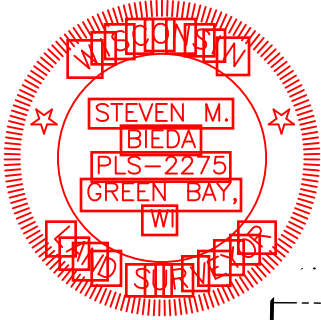
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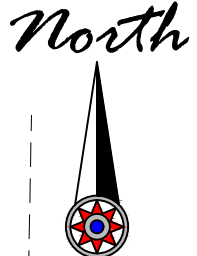
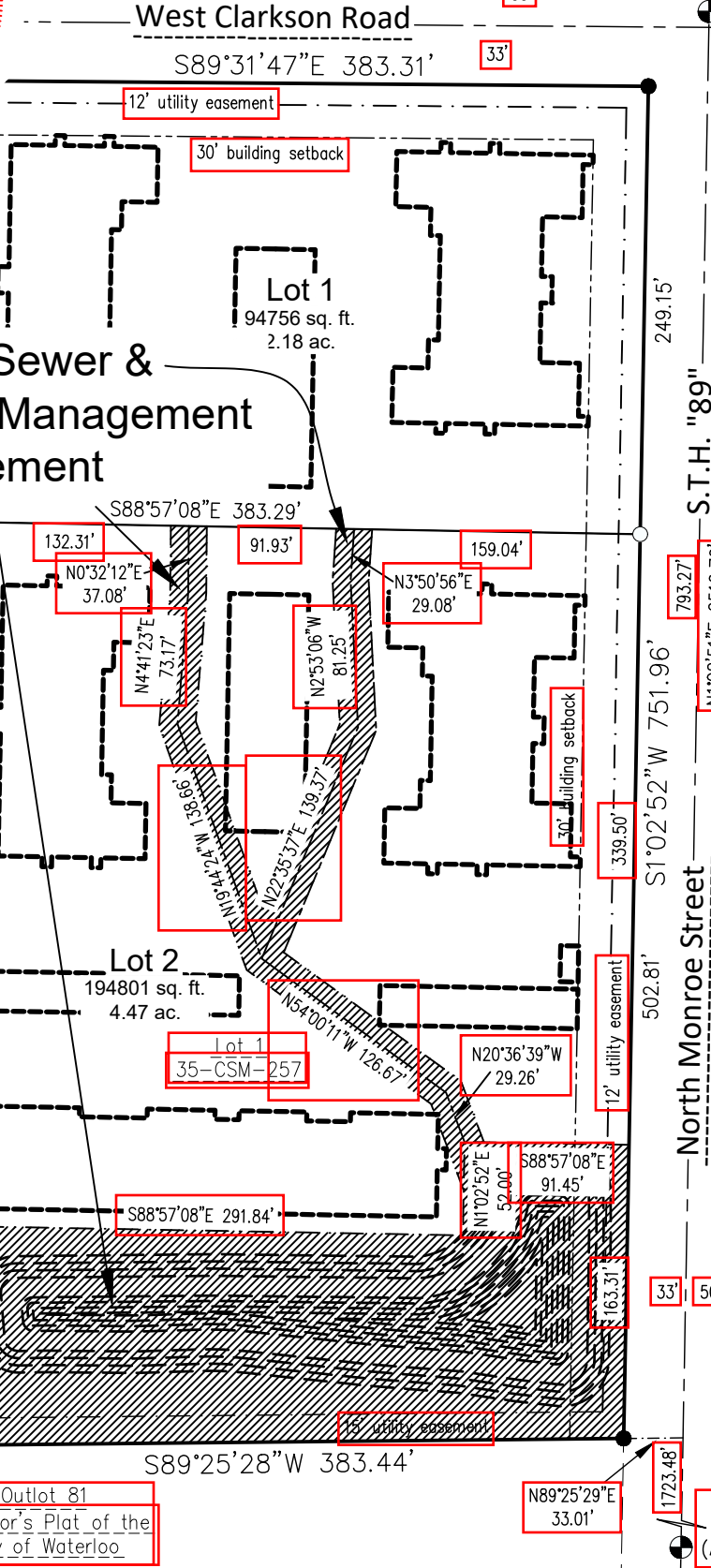
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City of Waterloo

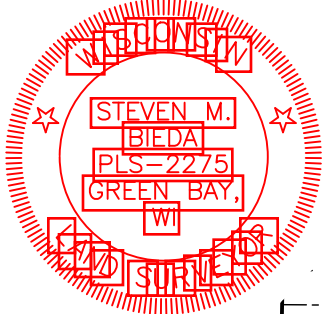
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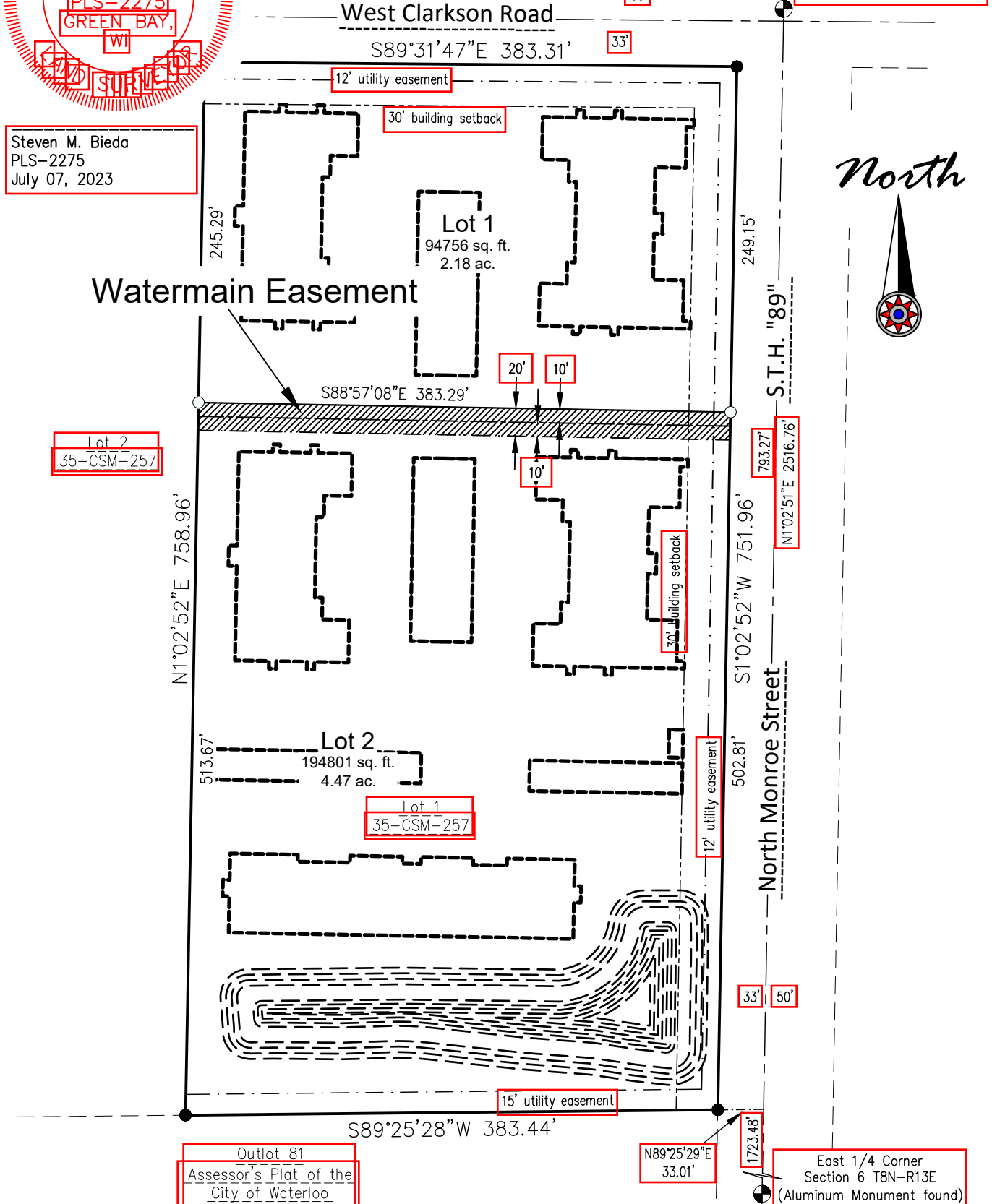
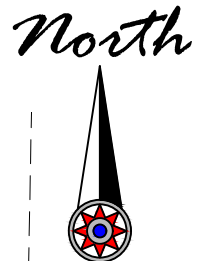
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PLS-2275  
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## SURVEYOR'S CERTIFICATE

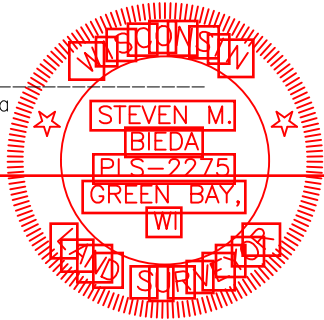
I, Steven M. Bieda, Professional Land Surveyor, PLS-2275, do hereby certify that I have surveyed, divided and mapped all of Lot 1, Volume 35, Certified Survey Maps, Page 257, Map Number 6081, Document Number 1426857, Jefferson County Records, being part of the Northeast  $\frac{1}{4}$  of the Northeast  $\frac{1}{4}$  of Section 6, T8N-R13E, City of Waterloo, Jefferson County, Wisconsin.

Parcel contains square feet / acres, more or less.  
Parcel subject to easements and restrictions of record.

what is the area?

That such plat is a correct representation of all the exterior boundaries of the land survey and the division thereof. That I have made such a survey, land division and plat by the direction of the owners listed hereon. That I have fully complied with the provisions of Chapter 236, section 236.34 of the Wisconsin Statutes, the City of Waterloo, and the Jefferson County Planning Commission code in surveying, dividing and mapping the same.

Steven M. Bieda  
PLS-2275  
July 10, 2023



## CERTIFICATE OF THE CITY OF WATERLOO

Approved by the Common Council of the City of Waterloo this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

need to have the Mayor sign also

\_\_\_\_\_  
Date

City Clerk

## CERTIFICATE OF THE JEFFERSON COUNTY PLANNING COMMISSION

Approved for the Jefferson County Planning Commission this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Senior Planner

## CERTIFICATE OF THE JEFFERSON COUNTY TREASURER

As duly elected Jefferson County Treasurer, I hereby certify that the records in our office show no unredeemed taxes and no unpaid or special assessments affecting any of the lands included in this Certified Survey Map as of the dates listed below.

\_\_\_\_\_  
Date

Jefferson County Treasurer







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## LIMITED LIABILITY COMPANY OWNER'S CERTIFICATE

Who are these easements being granted to?

Rolling Meadows Apartments LLC, a limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, does hereby certify that said limited liability company caused the easements to be granted and the land on this Certified Survey Map to be surveyed, divided, dedicated, and mapped as represented hereon. Rolling Meadows Apartments LLC does further certify that this Certified Survey Map is required to be submitted to the Jefferson County Planning Commission and the City of Waterloo for approval or objection in accordance with current Land Subdivision Ordinances.

In Witness Whereof, the said Rolling Meadows Apartments LLC has caused these presents to be signed by \_\_\_\_\_, its Member, on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Member  
Rolling Meadows Apartments LLC

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, the above named Member of said Limited Liability Company and acknowledged that he executed the foregoing instrument as such Member as the deed of said Limited Liability Company, by its authority.

\_\_\_\_\_  
Notary Public My Commission Expires \_\_\_\_\_  
Brown County, Wisconsin

STATE OF WISCONSIN ]  
] SS  
COUNTY OF \_\_\_\_\_]

are any of the easement being dedicated to the City? if they are then a mortgage certificate also needed.

## NOTES

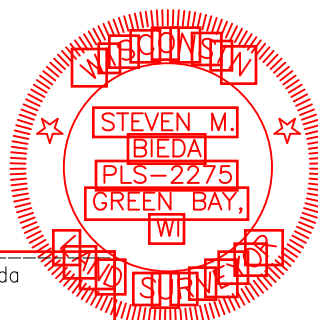
The property owners, at the time of construction, shall implement the appropriate soil erosion control methods outlined in the Wisconsin Construction Site Erosion and Sediment Control Technical Standards (available from the Wisconsin Department of Natural Resources) to prevent soil erosion. However, if at the time of construction the Village/Town has adopted a soil erosion control ordinance, it shall govern over this requirement. This provision applies to any grading, construction, or installation-related activities.

## RESTRICTIVE COVENANTS

The land on all side and rear lot lines of all lots shall be graded by the lot owner and maintained by the abutting property owners to provide for adequate drainage of surface water.

Each lot owner shall grade the property to conform to the adopted sidewalk grade elevation and maintain said elevation for future sidewalks.

No poles, pedestals or buried cable are to be placed so as to disturb any survey stake or obstruct vision along any lot lines or street line, a disturbance of a survey stake by anyone is a violation of section 236.32 of the Wisconsin Statutes.



Steven M. Bieda  
PLS-2275  
July 10, 2023

*The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.*

**§ 380-20 Certified survey map.  
[Amended by Ord. No. 98-2]**

- A. When it is proposed to divide land into not more than four parcels or building sites, any one of which is less than five acres in size, or when it is proposed to divide a block, lot or outlot into not more than four parcels or building sites within a recorded subdivision plat without changing the boundaries of said block, lot or outlot, the subdivider shall subdivide by use of a certified survey map. The subdivider shall prepare the certified survey map in accordance with this chapter and shall file 10 copies of the map and the letter of application with the Clerk-Treasurer at least 15 days prior to the meeting of the Plan Commission at which action is desired.
- B. The Clerk-Treasurer shall, within two working days after filing, transmit the copies of the map and letter of application to Council members and the Plan Commission.
- C. The Plan Commission shall transmit a copy of the map to all affected boards, commissions and departments and all affected public utility companies for their review and recommendations concerning matters within their jurisdiction. Their recommendations shall be transmitted to the Plan Commission within 10 days from the date the map is filed. The map shall be reviewed by the Plan Commission for conformance with this chapter and all ordinances, rules, regulations, the Comprehensive Plan and Comprehensive Plan components which affect it. The Plan Commission shall, within 60 days from the date of filing of the map, recommend approval, conditional approval or rejection of the map and shall transmit the map along with its recommendations to the Council. **[Amended 3-15-2007 by Ord. No. 2007-05]**
- D. The Council shall approve, approve conditionally or reject such map within 90 days from the date of filing of the map unless the time is extended by agreement with the subdivider. If the map is rejected, the reason shall be stated in the minutes of the meeting and a written statement supplied the subdivider. If the map is approved, the Council shall cause the Clerk-Treasurer to so certify on the face of the original map and return the map to the subdivider. If the map is conditionally approved or if a preliminary certified survey map containing zero lot lines has been approved by Council action, the Clerk-Treasurer may, when presented with a final map, certify in writing that the conditions placed on the map have been met and provide final certification on the face of the original map without additional Council action. **[Amended 5-4-2006 by Ord. No. 2006-07; 3-15-2007 by Ord. No. 2007-05]**
- E. The Clerk-Treasurer shall record the map with the County Register of Deeds within 10 days of its approval. The subdivider shall be responsible for the recording fee.
- F. The subdivider shall file 10 certified copies of the certified survey map with the Clerk-Treasurer for distribution to appropriate local agencies and offices.