

**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
PLAN COMMISSION MEETING
Wednesday, February 14, 2018**

Summary of Proceedings

1. Call to Order:

The Town of Algoma Plan Commission meeting was called to order by Mrs. Clark at 6:00 p.m.

2. Roll Call:

The following Committee Members were in attendance: Petey Clark, Dan Martin, Kristine Timm, Jeff Lytle, Joel Rasmussen, Mark Thompson.

The following Committee Members were absent: Dewey Nelson (excused), Audra Hoy (excused).

The following were also present: Benjamin Krumenauer, Administrator

3. Public Forum:

Jay Meidl, 2189 Abraham Lane: stated that the proposed CUP for Skipper Buds may affect his access to his property. He wanted to make the group known that he is fine with applicant's request but wanted to see limitations on where the use was due to his concern of loss of access.

4. Discussion and possible action re: Minutes of the January 10, 2018 meeting.

Motion to approve the minutes of the January 10, 2018 meeting was made by Ms. Timm/Mr. Martin.

Motion carried (6-0)

5. Discussion and possible action re: Contract recommendation for comprehensive plan update facilitated by ECWRPC (\$31,500)

Mr. Krumenauer welcomed Eric Fowle, Executive Director for East Central Wisconsin Regional Planning Commission.

Mr. Fowle explained in detail the contract proposal and comprehensive planning process. He further explained the details of each contract portion and discussed the need for active participation from this committee.

Mr. Thompson asked if the final data and plan would be property of the Town of Algoma. Mr. Fowle responded affirmatively.

Mr. Lytle asked what portions of the existing plan needed the most updating and had concerns regarding the proposed cost of the multi-year contract. Mr. Fowle described the state regulations for updating and emphasized the need for improved transportation and economic development components. He continued by explaining the need for the whole plan to be updated. Lastly, Mr. Fowle emphasized the contract scope and stressed that a good quality and usable plan is a difficult by needed expense. The contract will be further subsidized through future Technical Assistance awards and discounted work.

Mr. Thompson asked what other communities used East Central Planning. Mr. Fowle stated that the City of Oshkosh and various communities in the Appleton area also contracted with East Central Planning.

Mr. Martin asked for the timeline to be clarified. Mr. Fowle said the timeline will be adjusted to include a projected April start date.

Ms. Clark asked if the Town had appropriated the necessary funding. Mr. Krumenauer responded affirmatively and stressed the contract being funded through multiple years.

Mr. Thompson asked if other companies were reviewed. Mr. Krumenauer stated that other companies were looked at as well as the past contractor but he felt that East Central had the most to offer for the Town.

Ms. Clark stressed the importance of online usability and that the website should be promoted throughout the process.

Mr. Rasmussen explained how Winnebago County is a contributing member of East Central Planning and how discounts are given thanks to the county's involvement.

A motion to recommend approval of the contract with East Central Planning was made by Mr. Rasmussen. The motion was seconded by Ms. Clark. Motion passed (5-1).

6. Discussion and possible action re: Conditional Use Permit for Skipper Real Estate Holdings Inc. (2060 Omro Road)

Mr. Krumenauer detailed the CUP request and outlined the various components of the request. Specific focus was placed on the use and whether or not it fit the parameters of the Town of Algoma Comprehensive Plan.

Mr. Thompson stressed the importance of Skipper Real Estate Holdings Inc. to maintain the appropriate access easement for neighboring community members. Mr. Krumenauer stated that the Town will continue to work with area properties to ensure access is held.

A motion to recommend approval of the Conditional Use Permit request by Skipper Real Estate Holdings Inc. by Mr. Thompson. The motion was seconded by Mr. Lytle. Motion passed (6-0).

7. Discussion and possible action re: Certified Survey Map for 3420 W 9th Street

Mr. Krumenauer explained the details of Item 7 as well as discussing the loss of access to the adjacent parcel to the east. He went on to state that the City of Oshkosh will be attaching this parcel and that we are providing a recommendation on land use related to the consolidation of existing lots. Mr. Krumenauer recommended one condition that any structures on the existing parcels be removed in a mutually agreeable timeline if they are deemed to be in non-compliance with the proposed lot lines.

Mr. Thompson stressed to the applicants that sewer and water will now be provided by the City of Oshkosh and that it is important for the property owners to work with them to ensure timely service connection.

A motion to recommend approval of the Certified Survey Map with the recommended condition was made by Mr. Thompson. The motion was seconded by Ms. Clark. Motion passed (6-0).

8. Adjourn

A motion to adjourn was made by Mr. Thompson and seconded by Mr. Martin. The meeting was adjourned unanimously at 6:48 p.m.

Submitted by,
Deborah L Stark, WCMC
Clerk

Recording Secretary,
Benjamin Krumenauer
Administrator