

**TOWN OF ALGOMA**  
**WINNEBAGO COUNTY, WISCONSIN**  
**MINUTES FOR SITE PLAN COMMITTEE MEETING**

Thursday, August 1<sup>st</sup>, 2013 at 6:00 PM  
Algoma Town Hall  
15 N. Oakwood Road, Oshkosh, WI 54904

**1. Call to order.**

The meeting was called to order by Vice Chairperson Tim Blake at 6:00 P.M.

**2. Roll call**

Tim Blake, Vice Chairperson

Kristine Timm

Ken Jaworski, Martenson & Eisele

Pat Rank, Strand Associates (by phone) Atty. Marone

Clerk Nelson

**3. Public Forum.**

None.

**4. Review and approve the proposed preliminary plat for the 3<sup>rd</sup> Addition to Butte des Morts Meadows Subdivision.**

Pat Rank began discussion by going through his comments on the attached e-mail. Below are the committee's comments to Mr. Rank's review comments.

1. The reason there are no spot elevations is due to the attempt to save the mature oak trees along the back lot line. Saving the mature oak trees has been figured into the calculations for stormwater. The town owns the property directly to the north, known as Jones Park, therefore the decision to save or remove the trees is up to the town. Jaworski doesn't have much concern with removing the mature trees because the Parks Committee would like to save them as well. Jaworski is part of the park development team and is aware of the topography of the land. There isn't much advantage to removing the trees.
2. Spot elevations along the west elevation will be added and lot 100 will be included in the 20 foot drainage easement.
3. A temporary cul-de-sac was put in at the next of the extension of Nelson Road because it is anticipated Nelson Road will be extended into the Hackbarth Property in the future.
4. Spot elevations will be added along the bottom of the ditch on Addie Park Way from the south side of Lot 104 to the north side of Lot 95.
5. There was discussion on the removal of the temporary cul-de-sac. There were questions as to the length a road could be in order to remove the cul-de-sac, and *whose* responsibility it was to remove the cul-de-sac. Decker would like the cul-de-sac to be removed as soon as possible as it is hindering his opportunity to sell the lot 95. Rank

advised the answer is in the town ordinance which he will look up and reply to Decker and Davel Engineering prior to the next meeting.

6. Davel Engineering will send roadway cross sections to Rank for his review and comment.
7. For some reason the location of the existing drainage easement for Lots 67 – 72 ~~did~~ printed on the cover, but not on sheet 2.2. Davel will correct.
8. The existing culvert need to be relocated higher to allow for proper drainage. The culvert is a 24 inch culvert.
9. Davel to provide the town with copies of the stormwater and erosion control permits from Winnebago County.

The remaining members of the Site Plan Committee concurred with Rank's review comments. It was decided that the corrections will be made and resubmitted to the Site Plan Committee for final approval. Blake/Atty. Marone motion to meet to revisit the Third Addition to Butte des Morts Meadows with Mr. Decker and Mr. Davel on Monday, August 12, 2013 at 6:00 PM. Motion carried in a voice vote, 6-0.

**5. Approve minutes of previous meeting of February 6<sup>th</sup>, 2013.**

Timm/Jaworski to approve the minutes of the meeting on February 6<sup>th</sup>, 2013. Motion carried in a voice vote, 6-0.

**6. Adjourn.**

Blake/Timm motion to adjourn the meeting. No further discussion. Motion carried in a voice vote, 6-0. Meeting adjourned at 6:33 PM.

Respectfully submitted,

Charlotte K. Nelson, WCMC  
Town Clerk  
Town of Algoma, Winnebago County, WI