

Approved 6-11-2014

**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
MINUTES FOR PLANNING COMMISSION MEETING**

Wednesday, March 12, 2014

Algoma Town Hall

The Planning Commission meeting was called to order at 6:00 p.m. by Chairperson Dan Sexton.

The following members were present: Dan Sexton, Patricia Clark, Patricia Frohrib, Dewey Nelson, Mike Kierszh and Mark Thompson.

Others present included: Curt Clark, resident; Dr. Jeff Krueger, Property Owner; Jeff Rustick, Shuler & Associates and Mike Blank, Cypress Homes, and Interim Administrator William Forrest.

There was no one present to speak during the Public Forum agenda item.

Chairperson Sexton stated that the Site Plan Committee had previously approved the Krueger Chiropractic site plan and Dr. Krueger has submitted the sign and lighting plan, which is under consideration at this meeting. Dr. Krueger appeared before the Commission. Members of the Commission stated their review indicated a good job was done on the plan for lighting and signage. Mr. Sexton noted he visited the site and has determined from both his plan review and observation at the site that the sign will not obstruct the view of traffic on Omro Road. It was moved by Thompson to approve the lighting and sign plan, seconded by Kierszh. Motion carried on a voice vote.

The Commission considered the application for an amendment to the Planned Development District requested by Mr. Randy Stafford at 4237 State Road 21 to include a bed and breakfast and keep chickens. Mr. Stafford did not appear before the Commission. Chairperson Sexton referred to the copy of the letter from Interim Administrator Forrest to Mr. Stafford that advised him that a site plan review by the Town will not be required. Chairperson Sexton deferred consideration until later in the meeting so the next item could be considered by the Commission.

Mr. Jeff Rustick, Shuler & Associates and Mike Blank, of Cypress Homes appeared before the Commission to present a concept plan for a subdivision on 10 acres on Leonard Point Road. Mr. Blank indicated he is interested in purchasing the land and developing the subdivision of 21 lots. Mr. Rustick said they would also like to discharge their stormwater into the retention pond being constructed in Jones Park. He said that he had been in contact with Davel Engineering, who is engineering the pond expansion for the 3rd Addition to Butte des Morts Meadows into the Jones Park retention pond. He noted he will have to obtain approval from the Park Committee to pursue the use of their detention pond. Cypress Homes would retain Davel Engineering as they have been involved with the Park detention pond design. Mr. Blank further noted they will consider construction of the sledding hill in Jones Park with the use of their excess excavation materials as the subdivision is developed. In further discussion, the Commissioners discussed several issues as follows:

- Noted the size for several of the lots were under the minimum of 15,000 square feet.
- Recommend access to Leonard Point Road be eliminated or reduced to a single point of access.
- Rezoning of the property will have to be obtained.
- The Town Comprehensive Plan will need to be reviewed for compliance of the proposed use as a single family subdivision as it relates to density, and may have to be amended to reflect the proposed use.
- The Town Park Committee will need to be contacted to receive approval for the discharge of surface water run-off into the proposed Jones Park detention pond.
- Contact should be made with the developer of Butte des Morts Meadows subdivision to better coordinate street layout between the two developments for access to Nelson or Addie Parkway.
- In consideration of these recommendations, the next step would be the pre-plat planning conference with the Town of Algoma.

No action was required.

The Commission returned to consideration of the request for an amendment to the Planned Development District at 4237 State Road 21. Commissioners discussed the County conditions placed upon approval of the amended District plan, which will require compliance with bed and breakfast regulations by Winnebago County and the State of Wisconsin. Mr. Stafford will be required under the conditions of the County to establish the use within three years of the date of approval, or the amendment will be voided. Compliance with regulations of bed and breakfast establishments must be met prior to operation. Commissioner Thompson noted that it was his understanding that kitchen facilities cannot be included in a bed and breakfast. It was noted that this is regulated by the State. After further discussion it was moved by Clark, seconded by Kierszh to approve the amendment to the Planned Development District at 4237 State Road 21, with all permits to be obtained for a bed and breakfast prior to construction as a condition of approval of the amendment. Motion carried on a voice vote.

Motion by Kierzsh, second by Nelson to approve the minutes of the December 11, 2013 meeting.
Motion carried on a voice vote.

There being no further business, it was moved by Kierzsh, second by Thompson to adjourn at 7:18pm.
Motion carried on a voice vote.

Respectfully Submitted,

William L. Forrest,
Interim Town Administrator

