

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

Wednesday, July 10<sup>th</sup>, 2013 at 6:00 PM  
Algoma Town Hall  
15 N. Oakwood Road, Oshkosh, WI 54904

**1. Call to order.**

The Planning Commission meeting was called to order by Chairperson Daniel Sexton at 6:00 P.M.

**2. Roll call.**

Daniel Sexton	Dewey Nelson
Mark Thompson	Colleen Merrill
Henry Sampson	Patricia Frohrib
Atty. Marone	Clerk Nelson

**3. Public Forum.**

Russ Williams, Anchorage Realty, 2519 Bowen Street, Oshkosh – Mr. Williams wanted to bring this forward to the Planning Commission to see if there were any issues combining David Zowin at 1771 West Breeze with the lot directly behind him, which Mr. Williams owns. Mr. Williams didn't want to invest the e \$250.00 CSM fee prior to actually knowing if there were going to be any potential issues in combining the two properties. Both Mr. Williams and Clerk Nelson understand that the intention of Mr. Zowin in combining the two properties is to assure no one builds behind him. The committee did not see any issues with combining the two properties, however, at this time the Committee cannot act on this item. The official CSM would have come before the Planning Commission at a future meeting.

**4. Review and approve proposed text amendments to Chapter 23 of the Winnebago County General Code.**

The text amendments are basically correct some small grammatical changes. Thompson/Nelson motion to approve the amendments as provided to Chapter 23 of the Winnebago County General Code. No further discussion. Motion carried in a voice vote, 6-0.

**5. Review and approve proposed draft 2.2 of the Re-Write of Town Code Chapter 18 entitled Land Division.**

The committee members would like to take a month to absorb the content of the material in current draft 2.2 to assure the content is correct. Clarification was given that the approval should be on the entire Chapter 18, not just Article 6. The Planning Commission did not feel they were ready to give a final approval on the entire Chapter 18 at this meeting. The reason the Planning Commission is re-writing Chapter 18 is to bring it current with today's standards and to rid of duplicate language. There was discussion regarding the incorporated

language about changing the fees in the future. The last changes that will be made to the final version are the statutes in the documents to confirm that they are all accurate and the statutes are complied with. There is a combination meeting scheduled for August 14, 2013 with the Planning Commission, Parks Committee, and Town Board. The purpose of this meeting to go through the chapter, answer anyone's questions, and make any final additions, corrections, or deletions before final approval is given by the Town Board. The Planning Commission would like to have a clean copy of all these corrections prior to the joint meeting. The committee felt strongly about the need to take their time and look at each step for new development so assure nothing is missed. Merrill/Thompson motion to postpone the review of the Rewrite of Town Code Chapter 18 entitled Land Division until there is an accurate copy with encompassing all the changes, and there is adequate time to review the entire re-write of Chapter 18. No further discussion. Motion carried in a voice vote, 6-0.

Discussion was held on when to have the next meeting. Clerk Nelson pointed out that there are two items that will be on the August agenda. It was decided to have a clean copy for August and hold the joint meeting in September.

The one sticky point will be the construction and water depth. Down in Waukesha County they just passed that you have to be at least one foot above the water table or you cannot have a basement. We may need to address the maximum height of the home. We have a maximum slope for the roads, but we are a pretty flat town. So we may have issues with people who bought lots and then have to follow the new rules that we pass. Also it would be nice if developers disclosed if the lot could have a basement.

Environmental impact statement is not brought up in the current draft. The concern is as integrated as the town is with watershed issues, we need to leave ourselves open to being able to require one. Environmental impact statements are all encompassing, and would separate those who are sincere from those who are not. This is a potential safety net for the town.

Discussion on how the joint meeting will be held. The workshop could be at the joint meeting with the Parks Committee and Town Board. August could be the cleanup meeting and September could be the approval. The Parks Committee and the Town Board will receive a copy of the re-write prior to the joint meeting in order for them to have adequate time to review it in its entirety. Tim Schwebke will be at the joint meeting to answer any questions. The next meeting will be a paragraph by paragraph reading and discussion.

**6. Approve minutes of the previous meeting dated June 12<sup>th</sup>, 2013.**

Frohrib/Nelson to approve the minutes as written. No further discussion. Motion carried in a voice vote, 6-0.

Discussion on how to fill the position left open by Sue Drexler. Clerk Nelson advised that Ms. Drexler was the Town Board Representative to the Planning Commission and the

Approved at the August 14, 2013 Planning Commission Meeting.

position will be filled by another Town Board member who will be appointed at their next meeting.

**7. Adjourn.**

Motion by Thompson/Merrill to adjourn. No further discussion. Motion carried in a voice vote, 6-0. Meeting adjourned at 6:48 PM.

Respectfully submitted,

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