

TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
PLANNING COMMISSION MEETING
Wednesday, January 10, 2018 at 6:00 pm
Algoma Town Hall
15 N. Oakwood Road, Oshkosh, WI 54904

AGENDA

The Commission may discuss and act on the following:

1. Call to Order.
2. Roll Call.
3. Public Forum (Only items on the agenda).
4. Discussion and possible action re: Minutes of the November 8, 2017 meeting.
5. Discussion and possible action re: Zoning Map Amendment Request from the Oshkosh Area School District.
6. Adjourn.

NOTE: It is possible that members of other governmental bodies of the municipality may be present at the above scheduled meeting to gather information about a subject over which they have decision-making responsibility. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

Please note that, 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 this service, contact the Town Hall Office at 920-235-3789.

Posted at Service Oil Inc., Algoma Town Hall, www.townofalgoma.org

Posted on: January 04, 2018

**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
PLAN COMMISSION MEETING
Wednesday, November 8, 2017**

Summary of Proceedings

1. Call to Order:

The Town of Algoma Plan Commission meeting was called to order by Mrs. Clark at 6:01 p.m.

2. Roll Call:

The following Committee Members were in attendance: Petey Clark, Mark Thompson, Daniel Martin, Kristine Timm.

The following Committee Members were absent: Dewey Nelson (Excused), Audra Hoy (Excused), Jeff Lytle

The following were also present: Benjamin Krumenauer; Administrator, Joel Rasmussen; Board Chairman

3. Public Forum:

4. Discussion and possible action re: Minutes of the October 11, 2017 meeting.

Motion to approve the minutes of the October 11, 2017 meeting was made by Mr. Thompson seconded by Mr. Martin

Motion carried (4-0, Timm Abstain)

5. Discussion and possible action re: CSM for John Jungwirth

Mr. Krumenauer outlined the petitioner's request and provided a detailed description of area characteristics as well as future Leonard Point Road r.o.w. needs. A description was also discussed regarding the original Koeller subdivision plat and how it relates to a lack of width on Leonard Point Road.

Mr. Rasmussen asked the Administrator if he knows how this error occurred. Mr. Krumenauer responded that at some point, the USGS monuments along this section corner shifted without any person being aware. He continued by stating that all newer subdivisions are located in the proper location, but this particular plat is not. A reason for this error is unknown.

A motion was made to approve Item 5 by Ms. Timm and seconded by Mr. Martin

Mr. Thompson addressed the petitioner regarding the garage size and wanted to have them know that if the lot were to be split again that lot restrictions may play into the overall size of the garage being built.

Motion Carried 5-0

6. Adjourn

A motion to adjourn was made by Mr. Thompson and seconded by Mr. Rasmussen. The meeting was adjourned unanimously at 6:14 p.m.

Submitted by,
Deborah L Stark, WCMC
Clerk

Recording Secretary,
Benjamin Krumenauer
Administrator

ITEM 5: DISCUSSION AND POSSIBLE ACTION RE: ZONING MAP AMENDMENT REQUEST FROM OSHKOSH AREA SCHOOL DISTRICT

GENERAL INFORMATION

Petitioner: Oshkosh Area School District
1600 Southland Avenue, Oshkosh, WI 54901 0000

Owner: Oshkosh Area School District
1600 Southland Avenue, Oshkosh, WI 54901 0000

Local Address: 1225 N Oakwood Road, Oshkosh, WI 54904

Action(s) Requested

Action 1: Petitioner is requesting approval of a change in zoning designation from A-2 General Agricultural Zoning District to B-3 General Business Zoning District (parcels 0020130, 002013111, 002013113, 002013114, 002013109).

Applicable Provisions

Section 225 of the Town of Algoma Municipal Code
Chapter 23: Town/County Zoning of the Winnebago County Municipal Code

Property Location and Type

The subject properties total 15.64 acres in area and are currently used as an elementary school, parking, play grounds and recreational fields (Oakwood Elementary Charter School). The subject properties are consistent with current and future land use and are conditional in the existing A-2 General Agricultural zoning designation. The subject parcels are generally located within the northwest corner of Omro Road and N. Oakwood Road.

Subject Site

<i>Existing Land Use</i>	<i>Zoning</i>
Lot A: Institutional	A-2 General Agricultural Zoning District
Lot B: Institutional	A-2 General Agricultural Zoning District
Lot C: Institutional	A-2 General Agricultural Zoning District
Lot D: Institutional	A-2 General Agricultural Zoning District
Lot E: Institutional	A-2 General Agricultural Zoning District

Parcel Information

<i>Lot</i>	<i>Parcel #</i>	<i>Deed Acreage</i>
A	0020130	2.62
B	002013111	1.76
C	002013113	1.38
D	002013114	9.28
E	002013109	0.60
Total		15.64

Adjacent Land Use and Zoning

<i>Existing Land Uses</i>		<i>Zoning</i>
North	Recreational/Park	A-2 General Agricultural Zoning District
East	Residential	R-2 Suburban Residential Zoning District
South	Residential	R-2 Suburban Residential Zoning District
West	Agricultural	R-1 Rural Residential Zoning District

Comprehensive Plan

<i>Land Use Recommendation</i>	<i>Use Category</i>
Current Land Use	Institutional
Future Land Use	Public Institutional/Recreation

Background Information

The applicant is requesting approval of a rezone of lots A-E from the current A-2 General Agricultural zoning district (conditional) to the proposed B-3 General Business zoning district (permitted). The proposed rezone is intended to clean up the current conditional status of the school site as well as allow a proposed electronic message and identification sign to be installed near the current sign location.

ANALYSIS

Proposed Rezone

Oshkosh Areas School District (OASD) is requesting a formal rezone of Oakwood Elementary Charter School located at 1225 N. Oakwood Road. The primary reason for this rezone request is to help facilitate current and future improvements of the school buildings and grounds. Educational k-12 uses are conditional in residential, industrial and mixed use designations and outright permitted in business districts. With a current designation of A-2 for all five parcels, every time the school district wishes to make site improvements, a conditional use review is required. A rezone of the parcels to B-3, would bring the use into full compliance and allow for site improvements to go through the standard permit process.

A B-3 General Business zoning designation is a fairly loose designation that is intended to provide a controllable location for business oriented developments. In addition to k-12 schools, general business uses such as restaurants, office buildings, commercial, and certain mixed uses are also allowed.

The school district has stated that this area is intended to stay an active school and has no plans at this point to look elsewhere. This is important to note as a zoning change, while bringing the use into a permitted standing does open the lots up for other potential and possibly unintended uses. As a side note, a rezoning cannot have conditions placed on it.

Intended Sign Description

The rezone process was triggered due to OASD requesting permits for a new identification sign to be placed in close proximity to the existing sign. Agricultural zoning districts allow for static signs to be installed without additional review, but electronic message signs are not permitted in districts other than B-3. The intended sign, similar to four newly approved sign installations at other OASD schools will have an LED sign component where important school and community messages can be placed.

Chapter 23 sign descriptions do not allow for scrolling or flashing signs and as such the sign will only have a solid lit component with solid transitions. Additionally, current Winnebago County zoning code requires LED signs to reduce brightness between sunset and sunrise. This decrease in intensity will help to alleviate anticipated concerns of nighttime driving and glare into any adjacent residences. The final sign size has not been set but will adhere to permitted regulations during the Winnebago County permit process. The installation of a sign is not part of the rezone review, but is important as it is the reason why it is being conducted.

Available options

When rezones occur, the intent is to designate a district that provides the requested use but doesn't allow more than the intended use. As stated above, B-3 has more allowances that will also be permitted if the change in current use changes. In anticipation of this discussion, a few rezone options are available for discussion.

Option 1: No change in designation. The current A-2 designation will remain and Oakwood Elementary will continue to remain conditional in nature. This decision will not allow improvements including signage, but will provide more protections from unintended uses.

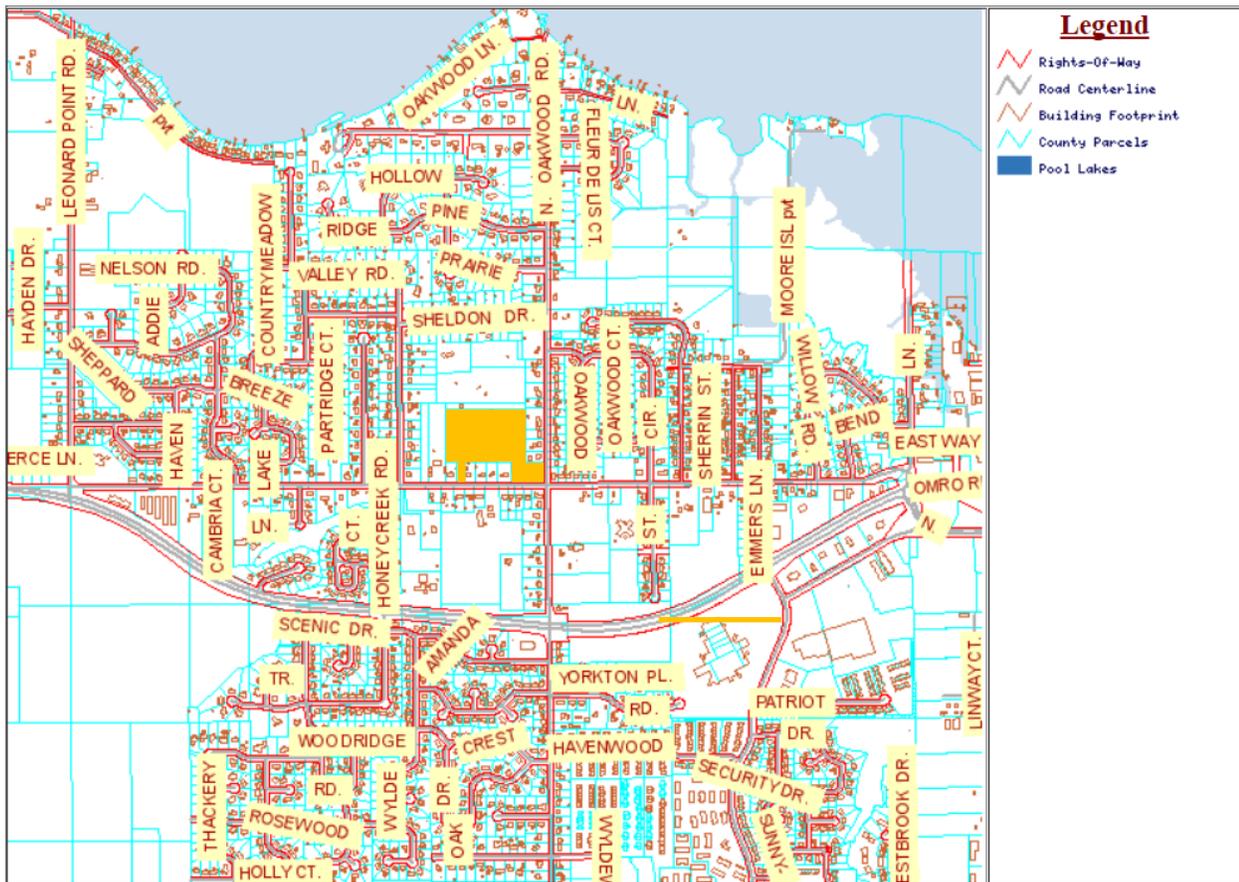
Option 2: Rezone lots A and B. A partial allowance of the proposed rezone will allow the building to be improved without triggering the conditional use process, but will limit the overall ability of the school to conduct larger site improvements. If this option is recommended, OASD will likely have to pursue an additional rezone if additional site improvement are necessary. Lots A and B will allow greater uses in B-3 than A-2.

Option 3: Complete rezone as proposed. A full rezone will most benefit OASD as it keeps the full school site in the same designation and will allow the most freedoms to make current and future improvements to the school. If a B-3 designation is allowed to the full site, then all permitted uses within the designation may also be pursued.

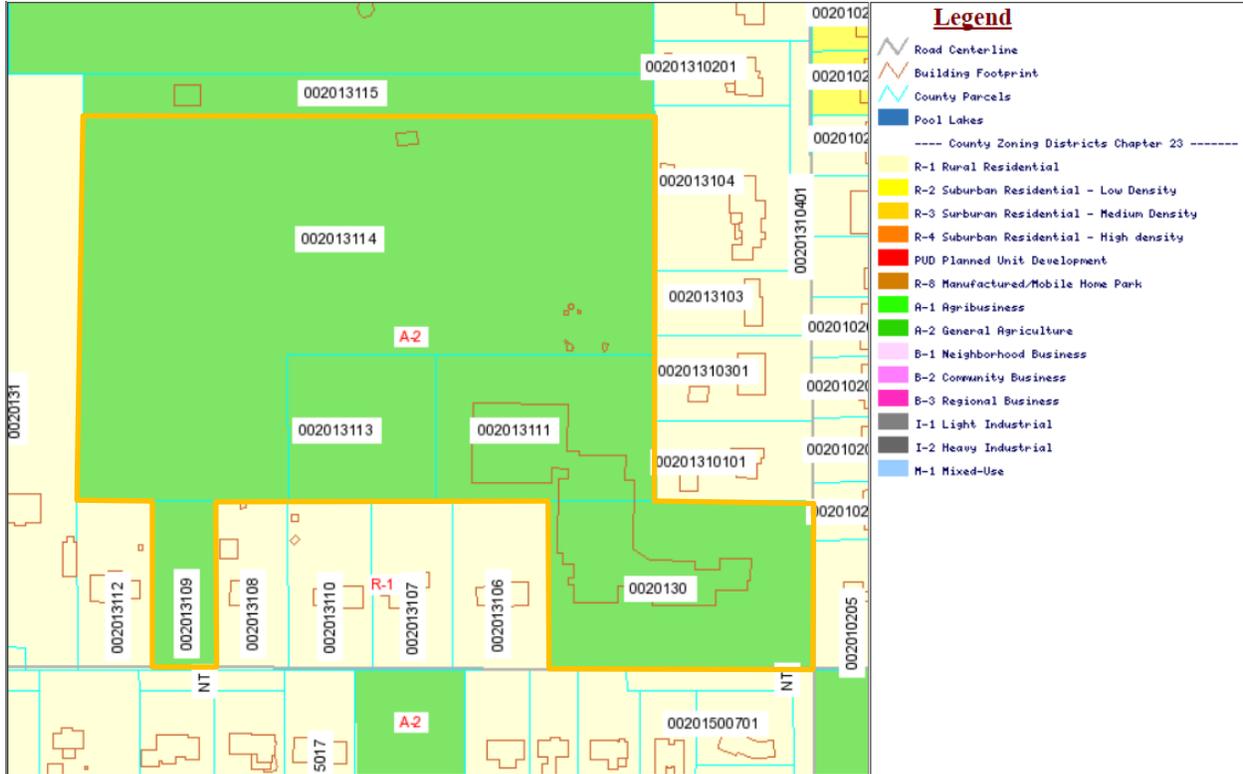
RECOMMENDATION(S)

Town of Algoma Administrator recommends a reduction of the proposed rezone to include only Lots A and B (option 2).

Location



Current Zoning



Proposed Zoning

