

**TOWN OF ALGOMA**  
**WINNEBAGO COUNTY, WISCONSIN**  
**PLANNING COMMISSION MEETING**  
**Wednesday, February 13, 2019 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. Discussion and possible action re: Minutes from January 9, 2019.
4. Discussion and possible action re: 2019 FEMA FIRM Sawyer Creek Watershed Map Amendment.
5. Discussion and possible action re: Certified Survey Map for Wesley and Shirley Radloff concerning parcels 002-0394-01 and 002-0391.
5. 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.

**TOWN OF ALGOMA  
WINNEBAGO COUNTY, WISCONSIN  
PLANNING COMMISSION MINUTES FOR  
JANUARY 9, 2019**

The Planning Commission meeting was called to order by Chair Clark at 6:00 p.m.

The following Commission members were present: Patricia Clark, Daniel Martin, Audra Hoy, Kristin Timm and Mark Thompson.

The following Commission member was absent: Dewey Nelson (excused).

The following were also present: Administrator Benjamin Krumenauer, Town Attorney Emily Dunham and Clerk Deborah Stark.

On a motion by Members Hoy/Timm, passed on a voice vote, the Commission approved the minutes of the December 12, 2018 meeting with a minor correction on the last page.

Administrator Krumenauer explained the plat, its location and the designations of R-2 and R-3. Lots 28 through 31 on Caden Ct will have to meet minimum lot size standards under NR-115 Shoreline Zoning. The PDD zoning portion has been removed from the plat. Modifications and/or exceptions will have to be made to Chapter 225-59 F(3), Chapter 225-59 P(5), Chapter 225-59 P(8) and Chapter 225-59 P(9).

The Developers were invited forward to answer technical questions of the Commission members.

Member Thompson asked who would be the owner of Outlet 2.

The Developers answered that it would be the Home Owners Association. They are planning on a high end pond that would have fish and wildlife.

Member Thompson also asked when the trail would be built and by whom?

The Developers will be building it right away as not having the trail is not a good selling point.

Member Thompson said that lots 23 – 50 were initially a cluster and now that has changed. The small lots should not be on Caden Ct.

The Developers replied that there was never going to have a public area and it is not a condo plat so there cannot be a common area. The people they envision purchasing lot 23 – 50 are not going to want large lots. They are usually downsizing and have no children at home.

Member Clark commented that the sump pump restriction should be kept. The common area mailboxes should not be required. A permanent pond maintenance agreement cannot be enforced.

The Developers commented that all sump pump outlets will be regulated but not everyone will be underground and going to the storm sewer.

The citizens who signed up for Public Forum on this topic were invited to come forward.

Jeff Lytle of 3269 Nelson Road – The cul-de-sac on Caden Ct does not meet code. The Town code has also been neglected on lot sizes and frontage requirements. Exceptions to the code shouldn't be granted.

Mike Haave of 3258 Leonard Point Lane – It's not right to compare the small lot sizes to Leonard Point Lane because the Lane has been there for 120 years. The 38" drainage pipe is twice the size of the outlet pipe. Is there any guarantee that the water on lots 29 – 34 will flow in the correct direction.

David Stubbs of 3236 Leonard Point Lane – The main concern of the Leonard Point Lane Association is drainage. Need to consider the maintenance of the 38" drainage pipe as the outlet flows through private property.

Carole Meton of 1923 Timberline Drive – Has the plat been decided and how many apartments are proposed? Leonard Point Road traffic is an issue and when it needs improvements we will have to pay for it.

No other citizens came forward and the Public Forum on this issue was closed.

Administrator Krumenauer commented that Leonard Point Road has been looked at for 15 years. It was decided to do Omro Road first (2021) and Leonard Point Road would follow.

The developers have hired Jim Smith of Martenson & Eisele, Inc. as their land surveyor. He said the stormwater analysis has finished and all pipe sizes are known. The stormwater management plan has to meet certain guidelines and the flow of water through a pipe cannot

be greater after changes have been made. The drainage on lots 29 – 34 will be at the back of the lots. There will be a small swale with the storm tying in and it will catch off that water.

The developers also commented that they now have 86 lots on 45 acres.

Member Clark noted that Chapter 225 – 58 allows for a waiver and modifications.

Member Thompson commented he looked at other options for Caden Ct but that led to the outlet being on Leonard Point Road. Caden Ct could be shortened but then it would chop up the streets. He is not a small lot guy, but realized he must do what is best for the Town. Also feels comfortable with the drainage design.

Member Clark reiterated that the mailbox and parking restrictions are not appropriate. Caden Ct will introduce a new type of necessary housing and a Homeowners Association should be responsible for the long term drainage maintenance.

Member Thompson said the trail between lots 61 and 62 should be moved to next to lot 60.

The developers replied the placement of the trail was just a placeholder and it can be moved.

Member Thompson asked if the drainage and access easements for Outlot 2 are a total of 20 feet with 10 feet on each side or is each one a total of 40 feet with 20 feet on each side.

Member Timm commented that stormwater has always been a problem and it is sometimes due to lot sizes. The effort, cost and time that has gone into the stormwater management plan has been much appreciated.

On a motion by Members Clark/Hoy, carried on a 5 – 0 roll call vote, the Commission recommends approval of the Preliminary Plat for Lakevista Estates with the following modifications and/or exceptions:

1. *A modification/exception to Chapter 225-59 F(3) will be required upon final subdivision plat approval*
2. *A modification/exception to Chapter 225-59 P(5) will need to be considered allowing 21 lots along Caden Court to have a reduced lot area*
3. *A modification/exception to Chapter 225-59 P(8) will need to be considered allowing 28 lots along Caden Court to have a reduced lot width at the setback line*
4. *A modification/exception to Chapter 225-59 P(9) will need to be considered in order to allow our lots to be discharged off of the Caden Court cul-de-sac*
5. *Completion of site plan review committee*

6. *An approved developer agreement shall be provided upon final plat submission*
7. *A formal approval from private or public utility companies shall need to be submitted prior to final plat*
8. *A stormwater facility maintenance agreement shall need to be completed between the Town of Algoma and the Lakeview Estates LLC so as to ensure the basins are properly maintained*
9. *Considering the ongoing nuisance water issues in the Town of Algoma, the inclusion of larger storm sewer should be considered to help keep yards and r.o.w. clear*
10. *A condition of final plat approval will be to address the dedication of public space or the “payment in lieu of” requirement*
11. *An approved street light shall be required at the intersection of Veanna boulevard and Leonard Point Road*
12. *The inclusion of a subdivision identification sign is allowed but will have to be approved if proposed*
13. *If design standards such as covenants are proposed, it is a requirement that they be included within the Developer Agreement and must be provided prior to final plat approval*
14. *All Town of Algoma, Winnebago County, other reviewing organizations and state guidelines and regulations be followed*
15. *Sump pump management be provided to lots including lots 23 – 62*
16. *Dedicated access to outlots for maintenance*
17. *Public trail align*
18. *Designated stormwater facilities and easements have a long term maintenance by the Homeowners Association and/or Developer.*

On a motion by Members Thompson/Hoy, passed on a voice vote, the Commission adjourned at 7:27 p.m.

Respectfully submitted,

Deborah L Stark, WCMC  
Clerk



**ITEM 4: DISCUSSION AND POSSIBLE ACTION RE: 2019 FEMA FIRM SAWYER CREEK WATERSHED MAP AMENDMENT.**

**GENERAL INFORMATION**

**Petitioner:** Winnebago County  
112 Otter Avenue, Oshkosh, WI 54904  
  
City of Oshkosh  
215 Church Avenue, Oshkosh, WI 54904

**Action(s) Requested**

**Action 1:** Petitioners are requesting a recommendation of approval for the newly drafted 2019 FEMA FIRM maps.

**Applicable Provisions**

Section 18.16(1) of the Winnebago County Subdivision Ordinance  
Section 225 of the Town of Algoma Municipal Code  
Chapter 23: Town/County Zoning of the Winnebago County General Code

**Item Description**

The City of Oshkosh and its consultant, Strand Associates, Inc., have been working together to mitigate flooding within the city since 2001. The city and Strand have collaborated on projects within the Sawyer Creek Watershed to rebuild bridges, construct new bridges, perform dredging near the confluence of the Fox River, restore streambank and construct the James Road Detention Basin. The city has also worked with other consulting engineers to provide additional detention basins within the watershed. The complementary projects have significantly reduced flooding within the Sawyer Creek corridor.

The completion of these projects has altered the extent of the 100-Year Floodplain and Floodway. A portion of Sawyer Creek is regulated by Winnebago County Chapter 26, Floodplain Zoning Code. As a result, the proposed revisions to Sawyer Creek floodplain maps are subject to approval and adoption by appropriate community action.

Winnebago County and Oshkosh are requesting a brief review of the proposed changes.

**Online Resources**

<https://www.co.winnebago.wi.us/planning-and-zoning/sawyer-creek-floodplain-update>

**ANALYSIS**

While substantial portions of the Town of Algoma's south side drains through the Sawyer Creek watershed, very little is impacted by the map update. There are four distinct areas of focus for this update:

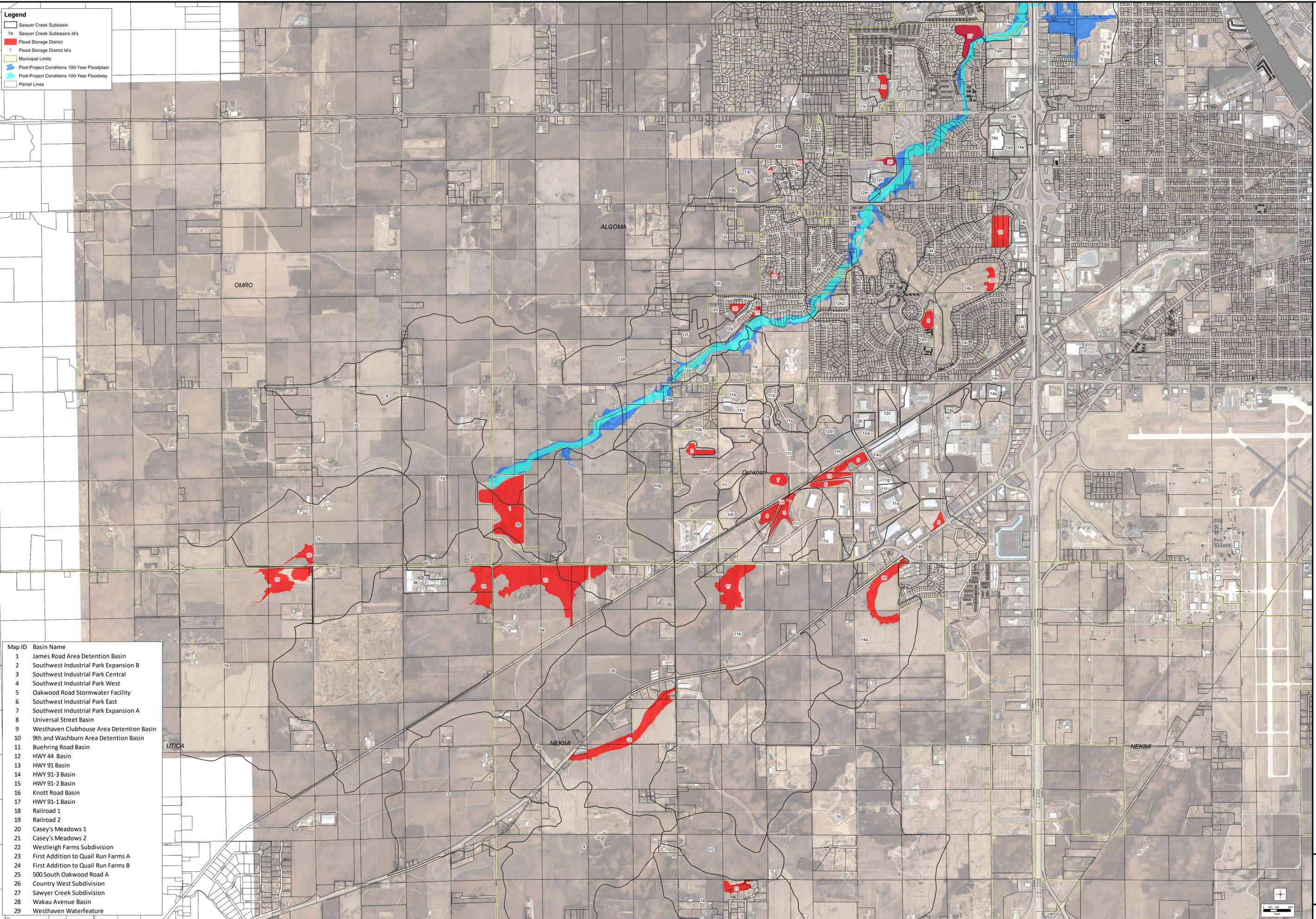
1. 2003 Flood Plain Areas: These areas are focused within the City of Oshkosh and are the existing impacted areas.
2. Floodway 2019: These proposed areas are directly adjacent to Sawyer Creek and include the actual creek bed.
3. 100-Year Flood 2019: Includes the lower areas of the region that are generally impacted during a 100 year or more intense storm.
4. Flood Storage District 2019: This area is the newest addition to the map and includes substantial building and development restrictions. There are no Flood Storage Districts in the Town of Algoma with local jurisdiction.

The City and County are requesting a positive affirmation of these maps from the Town. There is no local impact in these areas as all future development within the Sawyer Creek watershed will be in the City.

**RECOMMENDATION(S)**

Administrator recommends approval of Item 4 with no additional conditions.

- Legend**
- Sawyer Creek Subbasin
  - 1a Sawyer Creek Subbasins Id's
  - Flood Storage District
  - 1 Flood Storage District Id's
  - ▭ Municipal Limits
  - ▬ Post-Project Conditions 100-Year Floodplain
  - ▬ Post-Project Conditions 100-Year Floodway
  - ▬ Parcel Lines

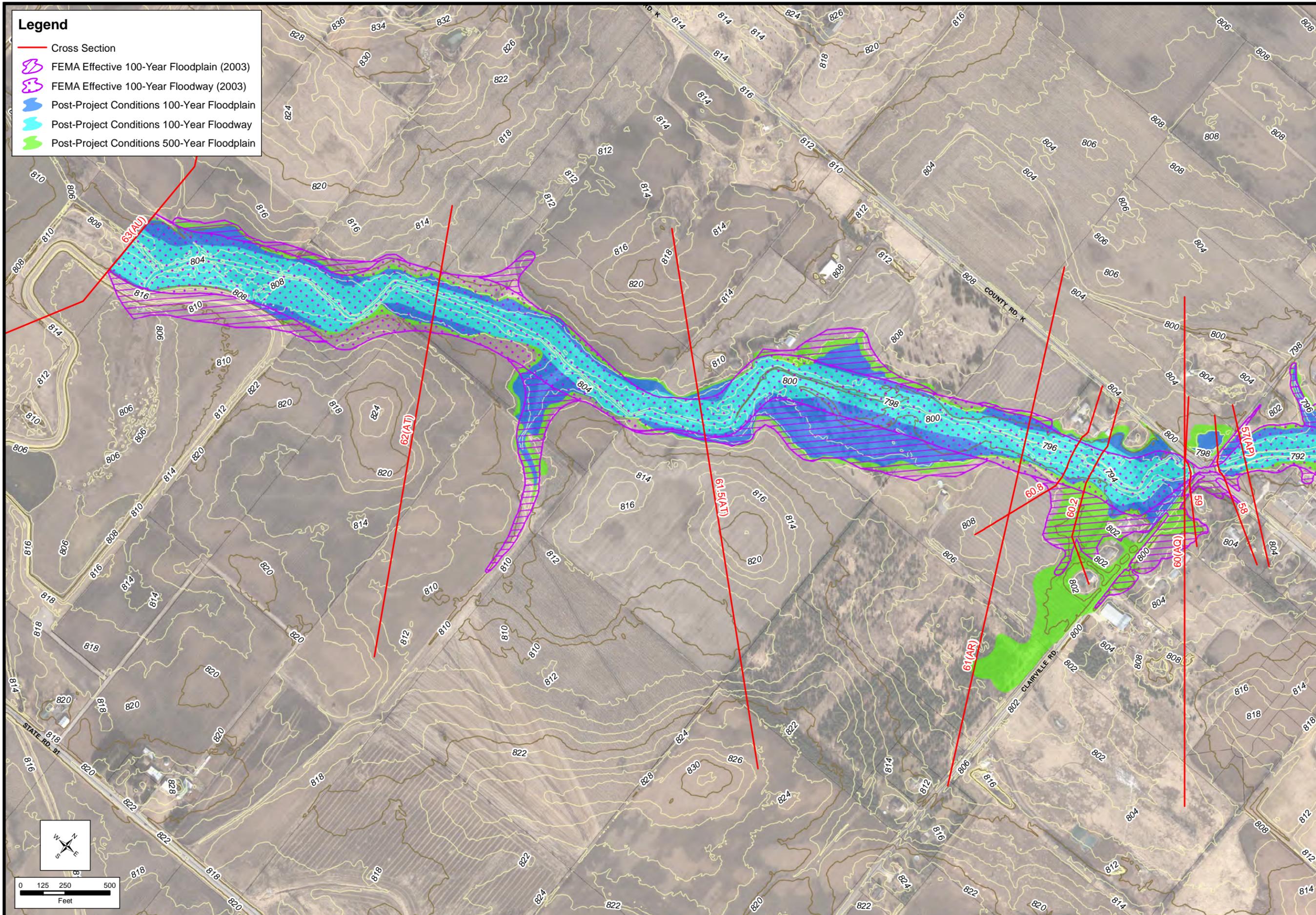


Map ID	Basin Name
1	James Road Area Detention Basin
2	Southwest Industrial Park Expansion B
3	Southwest Industrial Park Central
4	Southwest Industrial Park West
5	Oakwood Road Stormwater Facility
6	Southwest Industrial Park East
7	Southwest Industrial Park Expansion A
8	Universal Street Basin
9	Westhaven Clubhouse Area Detention Basin
10	9th and Washburn Area Detention Basin
11	Buehring Road Basin
12	HWY 44 Basin
13	HWY 91 Basin
14	HWY 91-3 Basin
15	HWY 91-2 Basin
16	Knott Road Basin
17	HWY 91-1 Basin
18	Railroad 1
19	Railroad 2
20	Casey's Meadows 1
21	Casey's Meadows 2
22	Westleigh Farms Subdivision
23	First Addition to Quail Run Farms A
24	First Addition to Quail Run Farms B
25	500 South Oakwood Road A
26	Country West Subdivision
27	Sawyer Creek Subdivision
28	Wakau Avenue Basin
29	Westhaven Waterfeature

FLOOD STORAGE DISTRICTS  
 POST-PROJECT CONDITIONS  
 SAWYER CREEK HYDROLOGY AND HYDRAULICS ANALYSIS  
 CITY OF OSHKOSH  
 WINNEBAGO COUNTY, WISCONSIN

Path: S:\M45\300-1382\1382071\Drawings\Figures\Flood Storage Districts 2436.mxd  
 User: Dale  
 Date: 12/1/2017  
 Time: 11:33:13 AM

- Legend**
- Cross Section
  - FEMA Effective 100-Year Floodplain (2003)
  - FEMA Effective 100-Year Floodway (2003)
  - Post-Project Conditions 100-Year Floodplain
  - Post-Project Conditions 100-Year Floodway
  - Post-Project Conditions 500-Year Floodplain



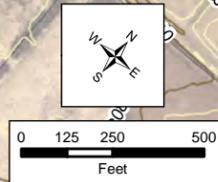
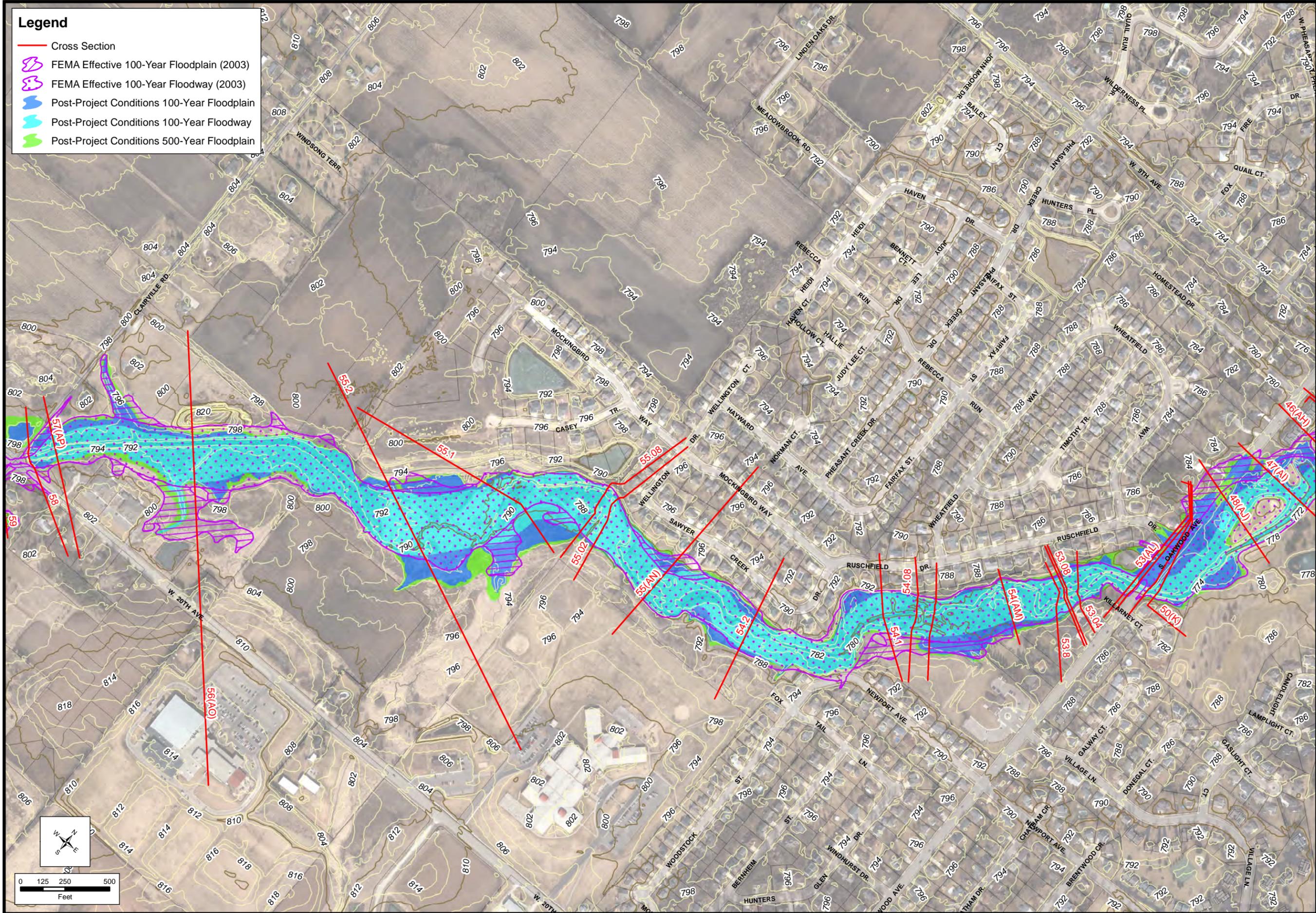
POST-PROJECT CONDITION FLOODPLAIN MAP

SAWYER CREEK HYDROLOGY AND HYDRAULICS ANALYSIS  
 CITY OF OSHKOSH  
 WINNEBAGO COUNTY, WISCONSIN



FIGURE 7A  
 1382.071

- Legend**
-  Cross Section
  -  FEMA Effective 100-Year Floodplain (2003)
  -  FEMA Effective 100-Year Floodway (2003)
  -  Post-Project Conditions 100-Year Floodplain
  -  Post-Project Conditions 100-Year Floodway
  -  Post-Project Conditions 500-Year Floodplain

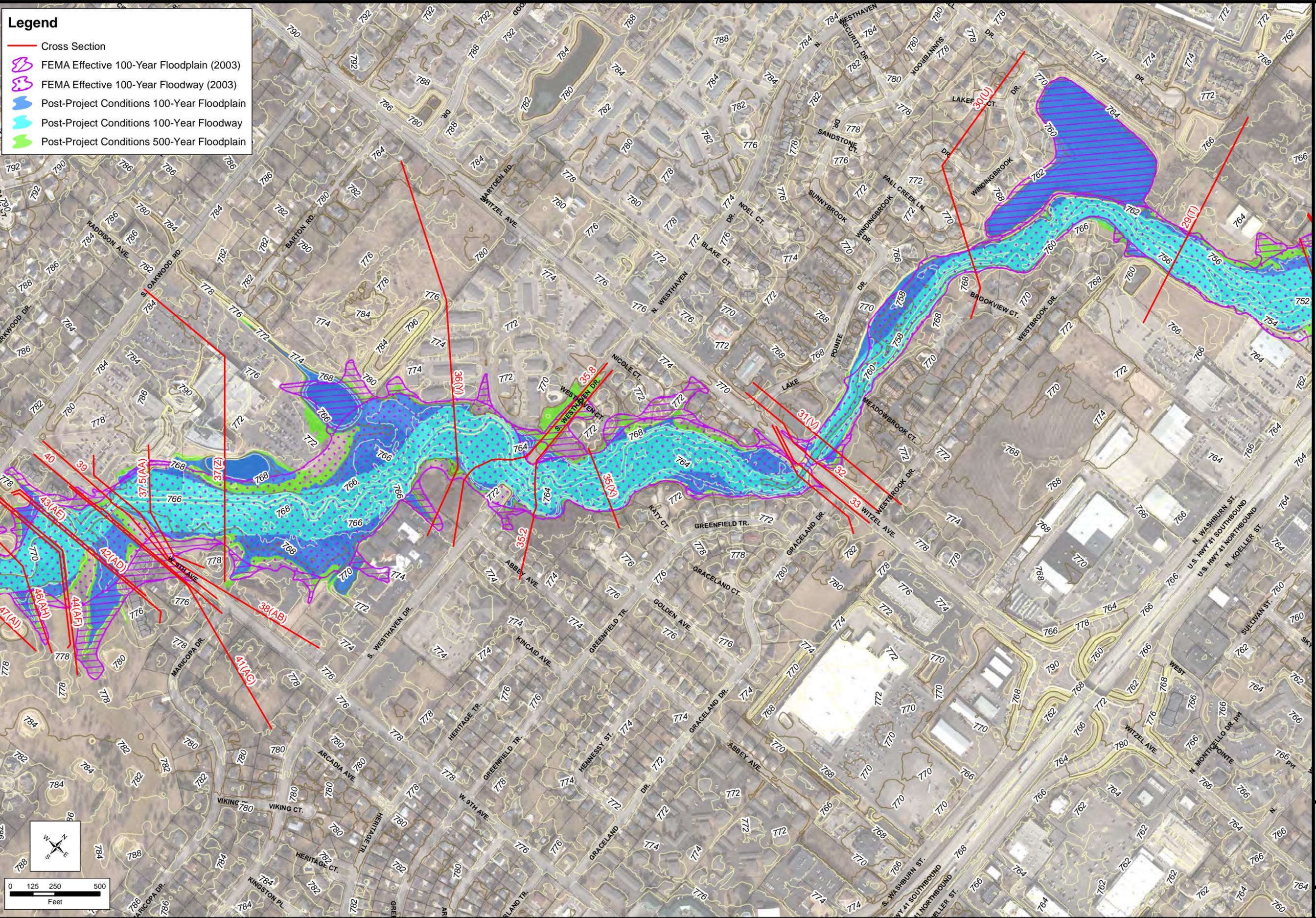


POST-PROJECT CONDITION FLOODPLAIN MAP

SAWYER CREEK HYDROLOGY AND HYDRAULICS ANALYSIS  
 CITY OF OSHKOSH  
 WINNEBAGO COUNTY, WISCONSIN



FIGURE 7B  
 1382.071



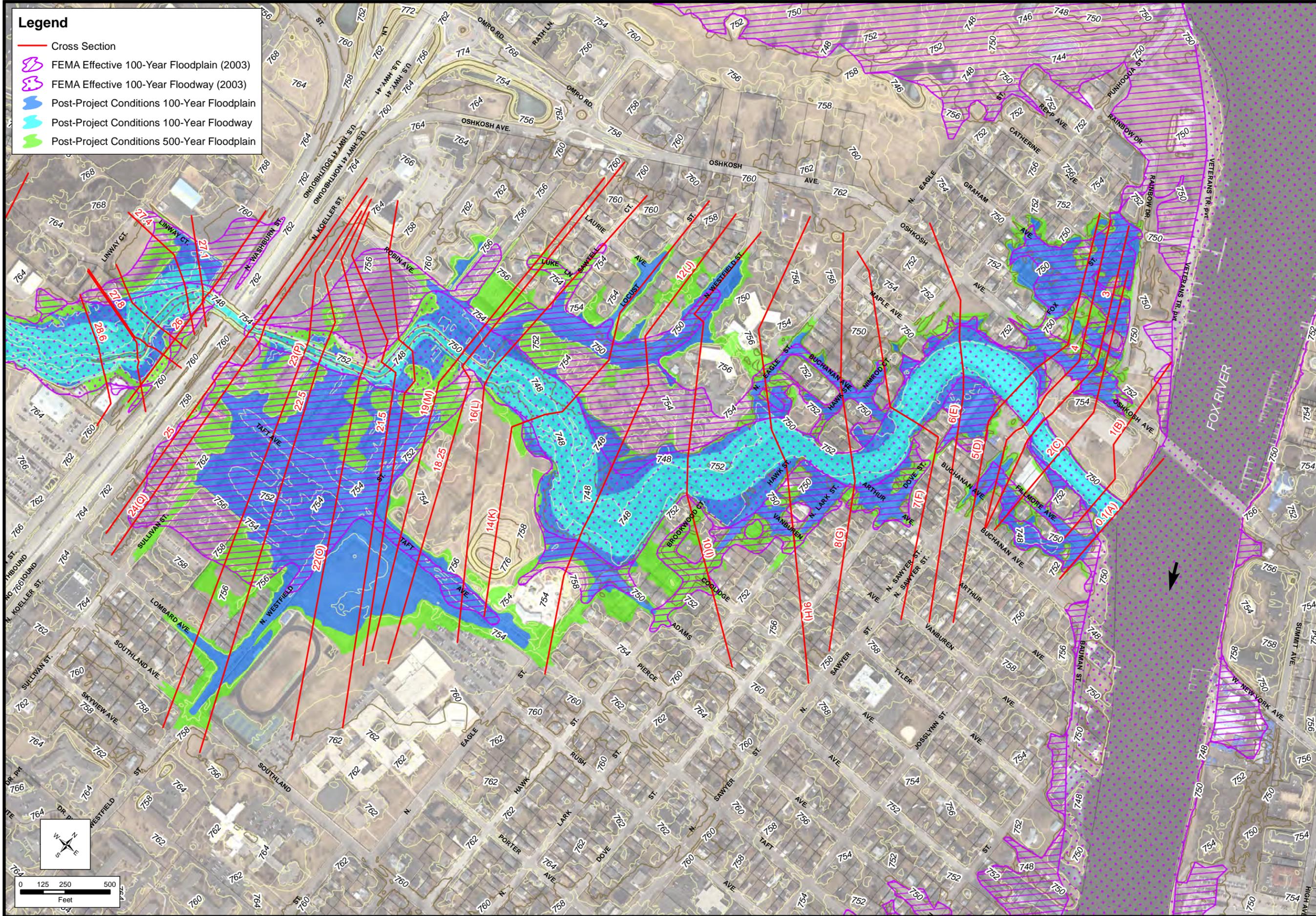
POST-PROJECT CONDITION FLOODPLAIN MAP

SAWYER CREEK HYDROLOGY AND HYDRAULICS ANALYSIS  
 CITY OF OSHKOSH  
 WINNEBAGO COUNTY, WISCONSIN



FIGURE 7C  
 1382.071

- Legend**
-  Cross Section
  -  FEMA Effective 100-Year Floodplain (2003)
  -  FEMA Effective 100-Year Floodway (2003)
  -  Post-Project Conditions 100-Year Floodplain
  -  Post-Project Conditions 100-Year Floodway
  -  Post-Project Conditions 500-Year Floodplain



POST-PROJECT CONDITION FLOODPLAIN MAP

SAWYER CREEK HYDROLOGY AND HYDRAULICS ANALYSIS  
 CITY OF OSHKOSH  
 WINNEBAGO COUNTY, WISCONSIN



FIGURE 7D  
 1382.071

**ITEM 5: DISCUSSION AND POSSIBLE ACTION RE: CERTIFIED SURVEY MAP FOR WESLEY AND SHIRLEY RADLOFF CONCERNING PARCELS 002-0394-01 & 002-0391.**

**GENERAL INFORMATION**

**Petitioner:** James Smith: Martenson & Eisele, Inc.  
101 W Main St Omro, WI 54963

**Owner:** Wes & Shirley Radloff  
2061 James Road Oshkosh, WI 54904

**Survey Firm:** James Smith: Martenson & Eisele, Inc.  
101 W Main St Omro, WI 54963

**Action(s) Requested**

**Action 1:** Petitioner is requesting approval of a certified survey map that will consolidate existing farm structures from two lots into one proposed lot.

**Applicable Provisions**

Section 18.16(1) of the Winnebago County Subdivision Ordinance  
Section 225 of the Town of Algoma Municipal Code  
Chapter 23: Town/County Zoning of the Winnebago County General Code

**Property Location and Type**

The subject property totals 45.78 acres in area and is currently agricultural with limited agricultural buildings bleeding over to the adjacent lot (18.47 acres). The lot is used for its intended purpose and is consistent with local and adjacent uses. The subject property is 1,950 feet or 0.37 miles east of James Road and is adjacent to STH-91. All parcels are owned by the same family.

**Subject Site**

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

**Adjacent Land Use and Zoning**

<i>Existing Land Uses</i>		<i>Zoning</i>
<b>North</b>	Residential	A-2 General Agricultural Zoning District
<b>East</b>	Residential	A-2 General Agricultural Zoning District
<b>South</b>	Residential	A-1 Agribusiness Zoning District
<b>West</b>	Agricultural	A-2 General Agricultural Zoning District

**Comprehensive Plan**

<b><i>Land Use Recommendation</i></b>	<b><i>Use Category</i></b>
<b>Current Land Use</b>	Agricultural/Vacant
<b>Future Land Use</b>	City of Oshkosh Extraterritorial

**Background Information**

The applicant is requesting approval of a certified survey map that will consolidate existing farm structures onto one lot. It is the intent of the owner to divest the consolidated structures and lot to a family member. The existing zoning designation of A-2 General Agricultural will remain.

<b><i>Lot No:</i></b>	<b><i>Current (acres)*</i></b>	<b><i>Proposed (acres)</i></b>
Existing Lot A (Parcel # 0020391)	45.78	47.043
Existing Lot B (Parcel # 002039401)	18.47	17.207
* Current area is produced from current records and may not match updated survey area.		

**ANALYSIS**

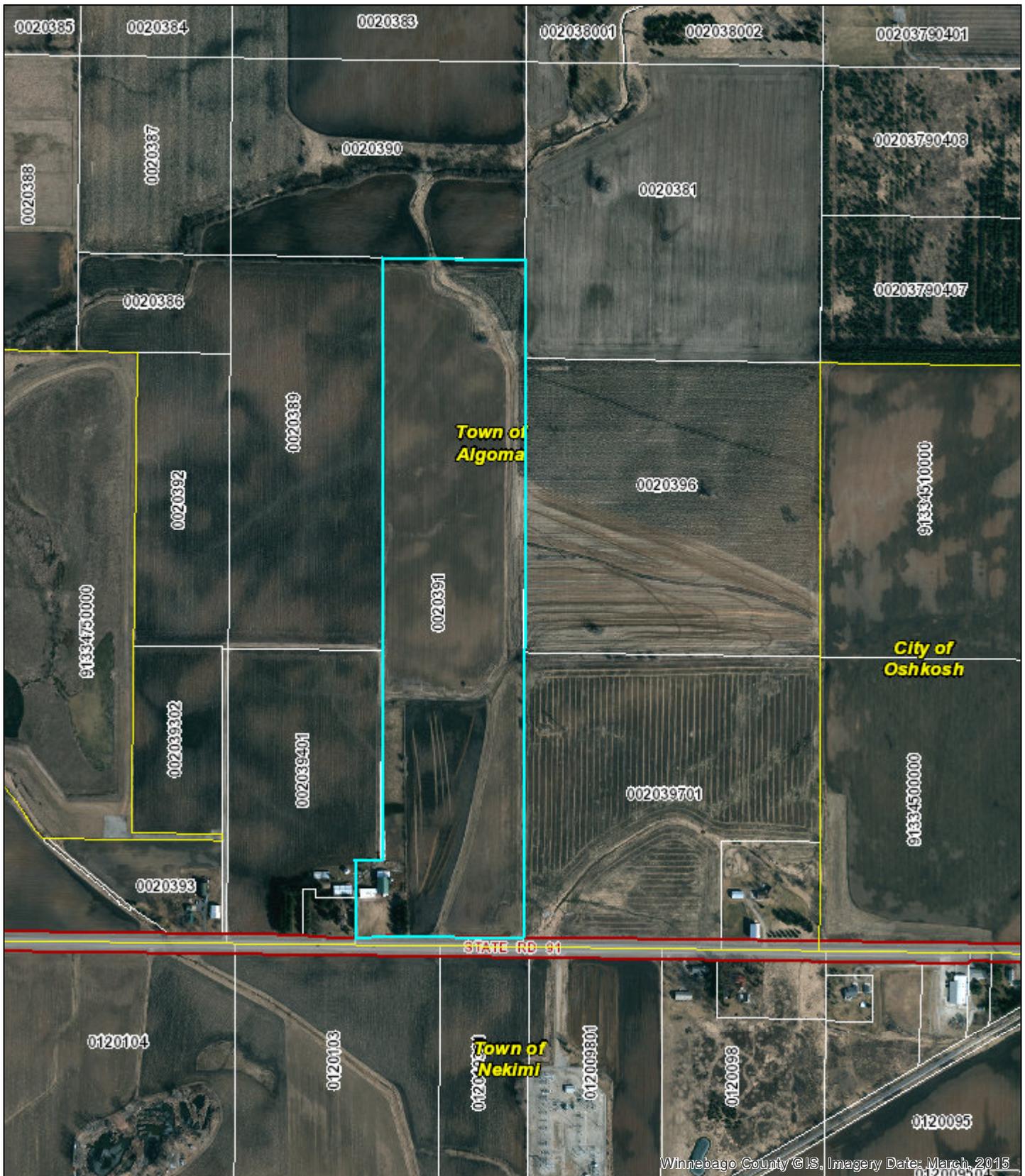
**Proposed Lot**

This simple lot line adjustment is merely a cleanup effort by the property owner in order to divest property to a family member. No change in use or function is proposed at this time. Additionally, the City of Oshkosh has been properly notified and has provided written documentation that there are no issues.

**RECOMMENDATION(S)**

Administrator recommends approval of Item 5 with no additional conditions.

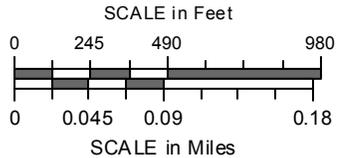
# CSM for Parcel Number 0020391



Winnebago County GIS, Imagery Date: March, 2015



February 5, 2019



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