

**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
PLANNING COMMISSION MINUTES
August 9, 2023
Algoma Town Hall, 15 N. Oakwood Road, Oshkosh, WI 54904**

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

The following members were present: Petey Clark, Linda Kollman, Mark Thompson, Ethan Firgens, Kyle Kehoe, and Ben Szilagyi.

The following member was excused: Dan Martin.

The following staff member was also present: Administrator Richard Heath

On a motion by Member Szilagyi and seconded by Member Kehoe, passed on a voice vote, the minutes from the July 12, 2023 meeting were approved. Mark Thompson and Linda Kollman abstained.

Chair Clark reviewed the proposed revised Certified Survey Map for Parcels 002-0373 and 002-0375 for Property Owner DRJ Farm, LLC and principal owner Ron Miller. Mr. Miller intends to subdivide Parcel 002-0373 to separate the residential portion comprised of 1.1 acres noted as Lot 1 and the revised CSM merges the remaining 18.7 acres of that original parcel with the adjacent parcel 002-0375 to the west to create Lot 2 encompassing 39.03 acres. This revised CSM meets the Extraterritorial Zoning A-2 ordinance, and Jeff Nau, City of Oshkosh Planner, approved the revised the CSM.

On a motion by Member Szilagyi and seconded by Member Firgens, passed on voice vote, the Planning Commission recommends to the Town Board the approval of the revised Certified Survey Map for Parcels 002-0373 and 002-0375 for property owner DJR Farm, LLC. The CSM will be on the August 16, 2023 Town Board Agenda.

Chair Clark stated that agenda Items 5-8 since will be discussed together since there are elements of each that will impact that area. Chair Clark explained that the process will include presentations, questioning, and a decision-making process. Chair Clark also informed the members that based on last month's approval at the Planning Commission and Town Board meetings, Parcels 002-0161 and 002-0161-01 have been rezoned from A-2 to R-2 by Winnebago County.

Based on discussions during the July 12, 2023 Planning Commission meeting, the two CSMs presented by Eric Hoffman for Parcels 002-0161 and 002-0161-01 lacked sufficient detail to make any decisions or recommendations and were tabled until this meeting. The members directed Mr. Hoffman to provided additional information for the areas north and south of Duchess Lane that is not included as part of the six residential lots. Chair Clark noted that more information was provided Mr. Hoffman, but the concept plan does not include how these areas are going to mesh with the existing residential homes, plans for two cul-du-sacs versus a through street, no information given to a regional stormwater pond, street layout, or drainage easements. Chair Clark added that piecemeal development will result in issues as seen in other areas of the Town, and the possibility of adding storage units through a conditional use permit will impact the surrounding residential developments and does not follow the Town's adopted comprehensive land use plan for that area.

Eric Hoffman explained that have a full site plan completed at this time is very expensive and would have a full plat ready a year from now. Ben Szilagyi explained that more information was not defined and asked Mr. Hoffman how confident he was that a full plat would be prepared within a year. Mr. Hoffman replied that he was very confident. Mark Thompson asked for clarification as to the location of the stormwater ponds. Chair Clark stated that she is not confident the development will go as planned and asked how the building of homes would impact the existing residents? Mr. Hoffman replied that his plans include room for roads and extra drainage easements. Mr. Thompson explained that he was on the Planning Commission when Olde Apple Acres was platted several years ago. At that time, Duchess Lane was built to only get in and out of the subdivision and that all of the side streets would include the driveways as seen on Hayden Drive.

Mr. Szilagyi asked about the concept plan and the direction that the stormwater would flow. Mr. Hoffman noted that the west side of the development is higher and water flows from the northwest to southeast. Mr. Thompson included that the ponds need to have access easements, set-backs, and reflected on the plan. Mr. Hoffman asked if there is a need for a regional plan that the Town could lead that effort. Chair Clark thought getting all of the players involved to talk about a regional pond would be a good idea. Mr. Thompson replied that having Mr. Hoffman bear the cost of regional pond is not fair. He continued and asked Mr. Hoffman why not plat the northern parcel first before moving on to the parcel south of Duchess Lane? Mr. Hoffman responded that these two CSMs to build six houses keeps the ball rolling before getting everything else done and that he was trying to be transparent. Mr. Thompson added that the residents to the east need to be involved in the process.

Ethan Firgens asked whether or not Mr. Hoffman could just build on Lots 1 and 6 with the driveways and ditches on Duchess Lane. Mr. Szilagyi thought that it would be best to build on Lots 3 and 4. Kyle Kehoe asked Mr. Hoffman if two houses were enough and if there were utilities at that location to serve the homes. Rich Heath added that there is a designated easement that runs along the west side of Lots 1 and 6. Kevin Mraz explained that the Algoma Sanitary District has water and sewer lines to Lots 1,3, 4, and 6 but can also extend lines to service Lots 2 and 5.

On a motion by Member Szilagyi and seconded by Member Kollmann, passed on voice vote, the Planning Commission denied recommending to the Town Board the CSM for Parcel 002-0161 based on the need for additional information on easements.

On a motion by Member Szilagyi and seconded by Member Firgens, passed on voice vote, the Planning Commission denied recommending to the Town Board the CSM for Parcel 002-016-01 based on the need for additional information on easements.

Mr. Szilagyi asked if it is possible to split the parcel and then discuss the CSM? Chair Clark noted that would be the correct process. Mr. Thompson noted that Pierce Lane only has a 50' road right of way and would prefer that the CSM reflect adding an additional 16' for a 66' road right of way. He further noted that there is a 4.82' sliver of land in the northeast corner of the CSM that is not accounted for and there could be a question with ownership. Mr. Szilagyi agreed with the 66' right of way for Lot. Eric Wagner explained that he added the layout of the houses on Lot 1 based on county zoning.

On a motion by Member Thompson and seconded by Member Szilagyi, passed on voice vote, the Planning Commission denied recommending to the Town Board the CSM for Parcel 002-016-01 based on the need to include the 4.82' on the east side of the Lot 2 and the additional 16' of road right of way.

Chair Clark asked whether or not the members wanted to discuss the conditional use permit even though the CSM was denied? Mr. Thompson thought it would be best to give the developer some feedback on it. Mr. Szilagyi stated that there is no parcel so why discuss the conditional use permit? Chair Clark stated that with so many members of the public in attendance, they should have the opportunity to voice the feelings about the conditional use permit for storage units.

On a motion by Member Thompson and seconded by Member Szilagyi, passed on voice vote, the Planning Commission tabled any action on the conditional use permit.

Mr. Thompson noted that there are storage units going up all over the area, and he said there is concern with fire trucks getting around the buildings as they are laid-out in the conditional use permit and accessing water. Mr. Wagner explained that they are still working on the layout of the buildings. Chair Clark responded that we cannot be discussing the building design for a CSM that was not approved. Chair Clark further stated whether or not there is a need for storage units, and this use does not fit the approved land use plan and would impact the land surrounding them. Mr. Szilagyi described storage units as an attractive nuisance. Wally Wagner responded that storage units do not attract issues. Audrey Wagner added that there has been little crime at our storage units on Omro Road. Eric Wagner stated that Spare Space storage units were built on proposed future residential land. Chair Clark responded that several residential developers looked at that property and could not make it work financially, and therefore the approval of the storage units at that location. Eric Wagner noted that storage units are an accepted use but the Town has its own land use plan that was approved in December 2020.

Resident Rice stated that she is against the storage units due to additional traffic on Pierce Lane making it less safe to walk in that area and has a concern with the boundary. Resident Drebus is concerned with motor homes and larger storage units and the existing neighborhood to the east. Other residents had concerns with traffic, lighting, and deviating from the Town's plan to have residential on that parcel and not storage units in sub-division. Ms. Zurawski and Mr. Sommers echoed these concerns in emails sent to the Town of Algoma.

Wally Wagner stated that the driveway into the sub-divisions would be on the east side of Lot 2 with a barrier of trees along that stretch; there is a waiting list at my current storage units; do not see a lot of traffic with less than 10-12 cars per day; there are lighting codes that must be followed; gives us easy access to the units; and there is a need based on the demographics of this area. Mr. Szilagyi reiterated that each unit is an opportunity for issues as individuals seek funding for their drug habits. Eric Wagner explained that according to Cary Rowe at Winnebago County, storage units do not increase crime rates.

On a motion by Member Kehoe and seconded by Member Szilagyi, passed on a voice vote, the Planning Commission adjourned at 7:44 p.m.

Respectfully submitted,
Richard Heath
Administrator