

**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
PLANNING COMMISSION MINUTES
November 8, 2023
Algoma Town Hall, 15 N. Oakwood Road, Oshkosh, WI 54904**

The Planning Commission meeting was called to order by Town Chairman Rasmussen at 6:00 p.m.

The following members were present: Linda Kollmann, Mark Thompson, Dan Martin, and Kyle Kehoe.

The following members were excused: Ben Szilagyi and Ethan Firgens.

The following staff member was also present: Administrator Richard Heath, Town Chairman Joel Rasmussen, and Town Attorney, Emily Dunham.

On a motion by Member Kollmann and seconded by Member Thompson, passed on a voice vote, the minutes from the August 9, 2023 meeting were approved with changes.

Member Kollmann nominated Member Martin for Planning Commission Chairperson, and with no other nominations presented, Thompson voted to close nominations seconded by Member Kehoe and that a unanimous ballot be cast for Member Martin to become Chairperson, passed on a voice vote.

Chair Martin stated that agenda Items 5 and 6 will be discussed together since there are common elements between them. Chair Martin asked Eric Hoffman to present the two CSMs, concept plan, and drainage plan for his proposed residential development for Parcels 002-0161 and 002-016-01. Mr. Hoffman explained that based on requests made at the August 9, 2023 Planning Commission meeting he provided a stormwater and drainage plan and how his proposed development will connect with the surrounding development. The house and road elevations were added to the preliminary drainage plan. He added that there is limited lots in Lakevista and that starting these six homes would allow him to plat the rest of the parcels at a later date. As noted on the CSMs. Lots 1,2, 3, and 4 would have driveways on to Duchess Lane. Member Thompson expressed his concerns with driveways coming on Duchess Lane since it is the main entrance into Olde Apple Acres. Town Chairman Rasmussen agreed that driveways on that stretch will be an issue as more homes are built in Olde Apple Acres and to the west of Olde Apple Acres. Mr. Hoffman acknowledged that drainage is going to be a concern because the water has to go somewhere in that area.

Kevin Mraz, Algoma Sanitary District Director, added that there are sewer laterals in place for lots 1, 3, 4, and 4, but Mr. Hoffman may have to wait on building homes on lots 2 and 5 until the remaining portions of the two parcels are platted. Member Thompson asked how many lots are there per each CSM because the remaining portion of each parcel notes a fourth lot on each CSM? Ms. Dunham explained that for CSM purposes the remaining portion of each parcel has a lot number assigned to them for reference only but the three lots per each CSM is what is being considered at this point. Darryl Lehman, Mr. Hoffman's Surveyor from Martenson and Eisele, concurred that is how a CSM reads when the entire area is not platted.

Ms. Dunham asked Mr. Hoffman whether he had control of the whole parcels? Mr. Hoffman responded that he is purchasing two parcels north and south of Duchess Lane and has plans to purchase the other two parcels from Mr. Kratz in the future. Dunham explained that the Town cannot hold Mr. Hoffman to

this concept plan when he is just requesting approval of the two CSMs. Town Chairperson Rasmussen expressed concerns with having multiple small detention ponds that will not be maintained, and as a result, the Town may need to consider building a regional pond for all the developers to buy into like the Irvine detention pond on Omro Road. With the reconstruction of Leonard Point Road in 2026 and the Town's intention to update its current stormwater management plan, Mr. Rasmussen said this would be the time to look at a more comprehensive stormwater management approach to this area. Mr. Hoffman agreed 100% with a regional stormwater pond.

Ms. Dunham asked Mr. Hoffman if there would be deed restrictions, covenants, and a homeowner's association for the homes built on the proposed six lots? Mr. Hoffman responded by saying yes to these conditions because he wants the development to look good. Member Martin added that the Town certainly wants development but there needs to be discussion with the Olde Apple Acres HOA, Midwest Development, Craig Jones, and any other stakeholders in order to ensure there is a comprehensive development plan, including a stormwater plan and this seems like we are getting ahead of ourselves. Member Thompson noted that these CSMs are not like splitting a house from a farm but the start of a development. He added that these six lots will not increase stormwater flow with deed restrictions, the driveways on Duchess Lane and the drainage to the pond. Member Kehoe asked what would be the size of a regional pond be for this area. Mr. Hoffman stated that it would be about the size of the large pond in the Lakevista Development and could add a walking trail around it to make it more pleasing to the residents. Mr. Hoffman added that he intends to purchase all four parcels from Mr. Kratz. Ms. Dunham asked about adding drainage on the north side of lots 1 and 2. Mr. Hoffman said he would add that easement to the CSM. There was no further discussion.

On a motion by Town Chairman Rasmussen and seconded by Chair Martin to recommend to the Town Board the denial of both CSMs for the following reasons: the CSMs are a piecemeal approach to this housing development; the proposed driveways on Duchess Lane, the lack of a drainage plan that has the road layout on it; and due to the fact that the rest of the parcels will be platted at a later date is not acceptable given the fact the economy may experience a significant downturn and the remaining portions of these two parcels will sit idle for a long period of time.

On a roll call vote, Member Kehoe voted No; Member Thompson voted No but would like to have conditions put on the CSMs; Chair Martin voted Yes for the same reasons as been listed in the motion; Member Kollmann voted Yes for the same reasons as listed in the motion; and Town Chairman Rasmussen voted Yes given his reasons stated in his motion to deny the CSMs. The motion to deny both CSMs is confirmed by a 3-2.

Randy Schmiedel and Eric Hoffman, developers of Lakevista Estates and owners of Parcel 002-00281904 have provided a preliminary concept plan to build condominiums on the parcel just west of Jones Park. Mr. Schmiedel stated that they are proposing to build four units in a group much like those on Timberline Lane. He added this development would have a private driveway into it, an association, and a shared area, along with the possibility of working with the Town on a parking lot and paved path on the south edge of the parcel. Ms. Dunham discussed that the condominiums may fall under condo zoning because it meets the standards of State Statute 703. Administrator Heath noted that the condos on Timberline Lane and Honey Creek Pond are under Winnebago County's Planned Development District zoning.

Member Thompson asked whether the pond would drain into the larger pond in the Lakevista Development and the width of the private driveway into the condo units for access by fire trucks, and if

there would a fire hydrant located within the development. Mr. Lehman stated that the private drive would be 24' wide and the cul-du-sac would be the normal circumference as a public road. Mr. Schmiedel added that there would be a hydrant within the development and would require a sprinkler system if required. Mr. Hoffman noted that a sprinkler system would not be necessary given the fact each unit is a separately built building with a fire wall between them. Member Kehoe asked how many square feet are you planning for each condominium unit? Mr. Schmiedel explained that they will be around 1,500 sq. ft. each. The Planning Commission members are supportive of this type of development at that location, and it fits the housing needs of the Town.

Chair Martin asked what are the next steps? Administrator Heath stated the developers and Town staff are already working with Winnebago County Planning and Zoning staff to determine the correct rezoning of that parcel and the other necessary steps to address both the county and Town requirements, which would include an amendment to the Town's Future Land Use Map. Administrator Heath added that Town Engineer, Phil Kleman, has reviewed the initial concept plan and is willing to work with the developers on ensuring there is a comprehensive drainage plan for that entire area.

On a motion by Member Thompson and seconded by Member Kehoe, passed on a voice vote, the Planning Commission adjourned at 7:18 p.m.

Respectfully submitted,
Richard Heath
Administrator