

**TOWN OF ALGOMA  
WINNEBAGO COUNTY, WISCONSIN  
PLANNING COMMISSION MINUTES  
February 14, 2024  
Algoma Town Hall, 15 N. Oakwood Road, Oshkosh, WI 54904**

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

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

The following member was excused: Ethan Firgens.

The following staff member was present: Administrator Richard Heath.

On a motion by Member Kollmann and seconded by Member Kehoe, passed on a voice vote, the minutes from the January 10, 2024 meeting were approved.

Chairman Martin asked Administrator Heath to provide an overview of the Certified Survey Map for Parcels 002-1055, 002-1054, and 002-1053 that was submitted by Matt and Wendy Slaats. Mr. Heath stated that the Slaats are proposing to combine their three parcels into one parcel, demo the current structures, and build one large home. Member Thompson asked what the timeline is for building their new home. Matt Slaats answered that they intend to begin building sometime in the fall of 2024. There was no further discussion.

On a motion by Member Kollmann and seconded by Member Kehoe, passed on a voice vote, the Planning Commission recommends approval by the Town Board for the proposed CSM for Parcels 002-1055, 002-1054, and 002-1053.

Chairman Martin explained that Mr. Eric Hoffman prepared and submitted a preliminary CSM for his 3.10-acre parcel for review and discussion at the January 10, 2024 Planning Commission meeting. Chairman Martin added that drainage was addressed at the last meeting, and the drainage and utility easements are now illustrated on the final CSM for Parcel 002-0172. Chairman Martin asked Mr. Hoffman if it were possible to add signage on Pierce Lane to alert drivers that there is construction taking place and to watch for construction equipment and trucks. Member Thompson noted that Lot 3 has a narrow stretch in which to locate a driveway from Pierce Lane. Mr. Hoffman explained that the Planning Commission requested that the lot line between Lots 3 and 4 be moved to the east about 10' and now lines up with the 66' road right of way and that the change has been made on the final CSM. Mr. Hoffman noted that the Algoma Sanitary District may request a utility easement between Lots 3 and 4 to enable them to cross STH 21 with water and/or sewer lines. Chairman Martin explained that there will be conditions laid out for this development, and it will be a testing ground for further development within this area. Rich Heath asked if there will be a setback from STH 21. Mr. Hoffman replied that berms will be constructed to help block traffic noise from the highway. There was no further discussion.

On a motion by Member Kollmann and seconded by Member Kehoe, passed on a voice vote, the Planning Commission recommends approval by the Town Board for the proposed CSM for Parcel 002-0172.

On a motion by Member Thompson and seconded by Member Kollmann, passed on a voice vote, the Planning Commission adjourned at 6:18 p.m.

Respectfully submitted,  
Richard Heath, Administrator