# TOWN OF ALGOMA WINNEBAGO COUNTY, WISCONSIN PLANNING COMMISSION MEETING

15 N. Oakwood Road, Oshkosh, WI 54904 Wednesday, July 10, 2024 at 6:00 pm.

#### **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 April 10, 2024.
- 4. **Discussion and possible action re:** Rezoning Approval of parcels 002-0022, 002-0020, 002-0025, 002-0027, and 002-0027-01 west of Leonard Point Road from A-2 General Agriculture District to R-2 Suburban Residential District.
- 5. Adjourn.

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: July 3, 2024

Posted at: Town of Algoma Hall, www.townofalgoma.org, and Service Oil Co., Inc.

# TOWN OF ALGOMA WINNEBAGO COUNTY, WISCONSIN PLANNING COMMISSION MINUTES April 10, 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: Mark Thompson, Dan Martin, Bill Van Aacken, Ethan Firgens, and Kyle Kehoe.

The following member was excused: Linda Kollmann.

The following staff member was present: Administrator Richard Heath.

On a motion by Member Thompson and seconded by Member Van Aacken, passed on a voice vote, the minutes from the February 14, 2024 meeting were approved.

Greg Johnson, the Town's Financial Advisor from Ehlers, provided an overview of the basics of a Tax Incremental Finance District and the steps required to establish such a district. This is the first such district created in the Town of Algoma, and it is being created to facilitate the construction of an Orthopedic & Sports Medicine Specialists (OSMS) facility on the four vacant parcels located on S. Oakwood Road, as well as the future redevelopment of the Town Hall property and small parking lot.

After Mr. Johnson's presentation, Chairman Martin asked the members if they had any questions. Member Thompson asked about the projections illustrated in the Project Plan. Mr. Johnson explained that they were very conservative and will be confirmed once the developer's agreement is approved. Member Thompson added that he is concerned that the cost of the waterline will be the responsibility of the taxpayers and that taking a loan for 15-years is also a concern. Chairman Martin noted that the TID is being considered for redevelopment and is the start of a longer-term process of relocating the Town Hall to another location in the future. Member Thompson expressed the loss of recreation land if the Town Hall property is sold and purchasing land for recreational purposes at a later date will be more expensive. Chairman Martin responded that this step is to create the District with a rather small amount of money because there is no other financial alternative than paying for it out of the general fund or taking a loan. He added that the Town Board is always looking at the risk and the money aspect of all projects. Member Keho explained that this type of funding is one way of funding this facility since there will be no development on that site without municipal water. Member Van Aacken stated that the worst-case scenario for the TID is 27-years.

After the members discussion, the Planning Commission facilitated a Public Hearing on the proposed Algoma Tax Incremental Finance District (TID) #1. Betty Ann Vowels of 1330 Lake Breeze Road commented that it is unknown what will happen to medical facilities in the future, and if the facility goes out does the cost of the waterline falls back on the taxpayers. Chairman Martin noted that these are dormant parcels and the Town needs to plan for the future. Attorney Emily Dunham stated that OSMS Real Estate, LLC has purchased the four parcels and the developer's agreement is in the process of being prepared. The public hearing was closed.

A voice vote was taken to approve Resolution PC 2024-1 Establishing the Boundaries of and Approving the Project plan for Tax Incremental District No. 1. Martin-yes, Thompson-no, Kehoe-yes, Van Aacken-yes, Kehoe-yes. Motion passes 4-1 to approve Resolution PC 2024-1.

Chairman Martin asked Administrator Heath to provide an overview of a Certified Survey Map (CSM) for Parcel 002-2685 owned by Curtis and Christine Rohr and Parcel 002-2686 owned by John Christian. Mr. Heath explained that the applicants are requesting to change the property line between the two parcels to enable Mr. Christian to have a larger back yard (Lot 1) and the Rohr's to have a larger grassy area in the front of their home (Lot 2). The current and proposed lot lines are illustrated with yellow and green colors. The applicant's Outlots 3 and 4 that are shown on the CSM are not included in this proposed revised CSM for Lots 1 and 2.

On a motion by Member Thompson 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 002-2685 and 002-2686.

On a motion by Member Thompson and seconded by Member Van Aacken, passed on a voice vote, the Planning Commission adjourned at 6:43 p.m.

Respectfully submitted, Richard Heath, Administrator



# AGENDA MEMORANDUM

To: Plan Commission Chairperson and Members

From: Maggie Mahoney, Administrator

Date: July 10, 2024

RE: ITEM 4: Discussion and Possible Action re: Rezoning Approval of parcels 002-0022, 002-

0020, 002-0025, 002-0027, and 002-0027-01 west of Leonard Point Road from A-2 General

Agriculture District to R-2 Suburban Residential District.

#### **GENERAL INFORMATION:**

Petitioner: Springhetti Real Estate LLC

2987 Buttercup Rd Neenah, WI 54956

Owner: P & Q Oshkosh LLC, P & Q Holdings

817 Main St PO Box 125

Brownsville, WI 53006

Past Planning Discussion(s): None

**Action Requested:** Petitioner is requesting approval of a change in zoning designation from A2 General Agriculture District to R-2 Suburban Residential District for parcels 002-0022, 002-0020, 002-0025, 002-0027, and 002-0027-01 (west of Leonard Point Road).

#### **Applicable Provisions:**

Town of Algoma Comprehensive Plan

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

#### **Property Location and Type:**

The subject properties total 68.0 acres in an area located directly west of Leonard Point Road (see enclosed parcel map) that was a stone quarry, which is a permitted is consistent with the current land-use and zoning designations. The petitioner would like to build a residential subdivision on these parcels and has provided a concept exhibit for reference. *Please note, the concept plan shows single family homes and is included for general reference--the details of the* 

development are not the topic of discussion or being considered on this item. The Town of Algoma Comprehensive Plan recommends mixed single family/duplexes and commercial.

#### **Subject Site:**

Existing Land Use	Zoning
Quarry (industrial use in general agriculture)	A-2 General Agricultural Zoning District

#### **Adjacent Land Use and Zoning:**

Existing Land Uses		Zoning					
North	Residential	R-1 Rural Residential Zoning District					
South	Residential	R-1 Rural Residential Zoning District					
South	Residential	R-2 Suburban Residential Zoning District					
	Residential	R-1 Rural Residential Zoning District					
East	Residential	R-2 Suburban Residential Zoning District					
East	Residential	R-3 Two-Family Residential Zoning District					
	Agricultural	A-2 General Agricultural Zoning District					
West	Residential	R-1 Rural Residential Zoning District					

#### **Comprehensive Plan:**

Land Use Recommendation	Use Category					
Current Land Use	A-2 General Agricultural Zoning District					
Future Land Use	Mixed Single Family/Duplexes and Commercial					

#### **Definitions:**

- **A-2 General Agriculture District** This district is intended to accommodate both large and small-scale farms and hobby farms. Although scattered residential lots are allowed, agriculture is the predominant land use. This district should be located in those areas suitable for agriculture, but not for large-scale agricultural operations, and adjacent to urbanizing areas.
- **R-1 Rural Residential District** This district is intended to accommodate single-family residences on scattered lots to foster and maintain the rural character and lifestyle of the surrounding area. Lots are generally served by on-site wastewater treatment systems.
- **R-2 Suburban Residential Zoning District** This district is intended to accommodate low- and medium-density residential lots in a duly recorded and legally maintained subdivision. This district provides a "suburban" arrangement of amenities, services, and facilities. Lots are connected to a public sanitary sewer system or have an on-site sewage disposal system.
- **R-3 Two-Family Residential Zoning District** This district is intended to accommodate two-family dwellings, twin homes, and single-family dwellings. This district provides a "suburban" arrangement of amenities, services, and facilities. Since the two-family dwelling produces a divergent occupancy pattern from that of the traditional single-family dwelling, this district is

generally adjacent to, but not within, a single-family neighborhood. Lots are connected to a public sanitary sewer system or have an on-site sewage disposal system.

#### **ANALYSIS:**

The proposed zoning change, as stated above, would apply to the five existing parcels that are part of the stone quarry to the west of Leonard Point Road. Those parcels are currently zoned A-2 General Agricultural District, and the request is to change the zoning to R-2 Suburban Residential District.

The R-2 Suburban Residential District does not support multi-family or any development greater than two units per lot (per Exhibit 8-1: Land use matrix located in Chapter 23 of the Winnebago County General Code shown below). The Town Comprehensive Plan future land use identifies these lots for mixed single family/duplexes and commercial; therefore, the R-2 Suburban Residential District is consistent with this plan.

The proposed rezone request does align with the Town's comprehensive plan and future land use map.

Exhibit 8-1 Land use matrix

			Special	Base Zoning District												
1 Agriculture		Review	Standards	A-1	A-2	R-1	R-2	R-3	R-4	R-8	B-1	B-2	B-3	M-1	I-1	I-2
3	Residential															
3.01	Mixed-use housing	ZP,SP	23.8-251	-	-	-	1-1	-	(-)	-	-	С	Р	Р	-	-
3.02	Manufactured/mobile home community	ZP,SP,PO	23.8-252	-	-	-	-	-	-	Р	-	-	-	-	-	-
3.03	Multifamily building, 2 units	ZP	23.8-253	-	-	-	-	Р	Р	-	-	-	-	Р	-	-
3.04	Multifamily building, 3–4 units	ZP	23.8-254	-	-	-	-	-	Р	-	-	-	С	Р	-	-
3.04	Multifamily building, 5–8 units	ZP	23.8-254	-	-	-	-	-	Р	-	-	-	С	С	-	-
3.04	Multifamily building, 9 or more units	ZP	23.8-254	-	-	-	-	-	С	-	-	-	-	С	-	-
3.05	Nonfarm residence	ZP	23.8-255	С	-	-	-	-	-	-	-	-	-	-	-	-
3.06	Single-family dwelling [1]	ZP	23.8-256	-	Р	Р	Р	Р	-	-	-	-	-	-	-	-
3.07	Townhouse, 3–4 units	ZP,SP	23.8-257	-	-	-	-	-	Р	-	-	-	С	Р	-	-
3.07	Townhouse, 5–8 units	ZP,SP	23.8-257	-	-	-	-	-	Р	-	-	-	С	С	-	-
3.07	Townhouse, 9 or more units	ZP,SP	23.8-257	-	-	-	-	-	С	-	-	-	-	С	-	-
3.08	Twin home	ZP	23.8-258	-	-	-	-	Р	Р	-	-	-	-	Р	-	-

#### **RECOMMENDED ACTION:**

Staff recommends approval of Rezoning Approval of parcels 002-0022, 002-0020, 002-0025, 002-0027, and 002-0027-01 west of Leonard Point Road from A-2 General Agriculture District to R-2 Suburban Residential District.

#### **ATTACHMENTS:**

- 1. Town Application
- 2. Subdivision Concept Map dated 5/8/24
- 3. Town Comprehensive Plan Map 8-3 Future Land Use
- 4. County 7/30/24 Public Hearing packet

# CHECKLIST - TOWN OF ALGOMA, WI

New Development (nonresidential)

#### SITE PLAN REVIEW/PLAN COMMISSION APPLICATION

PURPOSE:

THE INTENT OF THIS DOCUMENT IS TO PROVIDE A USER-FRIENDLY GUIDE TOWARD NEW DEVELOPMENT STANDARDS AND PRACTICES IN THE TOWN OF ALGOMA. THE TOWN OF ALGOMA ADMINISTERS LAND USE STANDARDS AND RELIES ON CHAPTER 23 TOWN AND COUNTY ZONING STANDARDS THROUGH WINNEBAGO COUNTY.

CONTACTS:

TOWN OF ALGOMA (920) 235-3789 15 N. OAKWOOD ROAD OSHKOSH, WI 54904 WWW.TOWNOFALGOMA.ORG

WORK IN THE RIGHT-OF-WAY: VACANT (920) 235-3789 BUILDING INSPECTIONS: DAVE FRANK - (920) 233-1999 WINNEBAGO COUNTY PLANNING/ZONING

(920) 232-3344 112 Otter Avenue OSHKOSH, WI 54901 WWW.CO.WINNEBAGO.WI.US

**REGULATIONS:** 

TOWN OF ALGOMA MUNICIPAL CODE: CHAPTER 225 LAND USE HTTP://TOWNOFALGOMA.ORG/RESIDENT-INFO/TOWN-ORDINANCES/ WINNEBAGO COUNTY CHAPTER 23 TOWN/COUNTY ZONING CODES

HTTPS://WWW.CO.WINNEBAGO.WI.US/GENERALCODE

## FEE STRUCTURE

## SITE PLAN REQUIREMENTS

Review Type	FEE
Certified Survey Map (CSM) Review	200.00
Preliminary Plat Review	TBD*
Final Plat Review	500.00
Condominium Review	350.00
Replat and Assessor's Plat Review	TBD*
Conditional Use Permit Review	350.00
Rezone Review	350.00
Comprehensive Plan Amendment	800.00
Planned Development District Review	1,000.00**
Site Plan Review	2,000.00**

<sup>\*</sup> Fee will be part of the Developer's Agreement. Total fee charged will be based on actual cost of services rendered by the town and town agents required to review the application and plat.

General Requirements: A site plan shall be submitted prior to an application for a building permit. For conditional uses under the Winnebago County Zoning Ordinance, a site plan shall be submitted and reviewed by the Town Planning Commission and Town Board prior to the hearing before the County Planning and Zoning Committee. Any Town of Algoma conditions regarding the conditional use permit would become part of the County's conditional use permit (in non-shoreland areas).

#### Required Information, A site plan will contain the following:

Location Map, which must be legible to indemnify the
location within the town
Names of adjacent or surrounding streets

- A survey of the property, drawn to scale of sufficient size to show boundaries (lot lines) of the parcel, include dimensions
- ☐ Location and dimensions of structures and yards
  - The location and dimensions of all parking/loading areas/ driveways/intersections
- ☐ Internal traffic patterns, lighting patterns, landscaping patterns, internal signage
- ☐ Location of public and private easements
- ☐ Location of public and private utilities
- Other relevant information to show compliance with Town of Algoma Municipal Code and Winnebago County Zoning Ordinance

<sup>\*\*</sup> Minimum fee due at time of application submittal. Additional fee charges may occur based on the actual cost of services rendered by the town and town agents required to review the application.

DocuSign Envelope ID: F2206DA7-4F64-40E0-B42E-643C972ECFB7



Town of Algoma 15 N. Oakwood Road Oshkosh, WI 54904 (920) 235-3789

Visit us at www.townofalgoma.org M-Th 9:00-5:00 F 9:00-1:00

Revised: March, 2019

# Site Plan Review/Plan Commission General Application

APPLICANT INFORMATION				
Petitioner: Springhetti Real Estate LLC			Date: _	06/12/24
Petitioner's Address: 2987 Buttercup R	d	City: Neenah	State: WI	Zip:54956
Telephone #: (920 ) <u>427-6099</u> F	ax: ( )	Other Contact	# or Email: dan@sp	ringhettigroup.com
Status of Petitioner (Please Check):	Owner Rep	presentative Tenant	Prospective Buye	er
Petitioner's Signature (required):	Do-Spryhette		Date:	6/14/2024
OWNER INFORMATION	— C90233BA0F64427			
Owner(s): P&Q Oshkosh LLC, P&Q Hold	ings		Date: _	06/12/24
Owner(s) Information: 817 Main St - PO	Box 125	City: Brownsville	State: WI	Zip: _53006
Telephone #: (920 ) <u>740-5215</u> F	ax: ( )	Other Contact	# or Email: bbingen	@michels.us
Ownership Status (Please Check):	Individual Tr	rust Partnership	Corporation	
Property Owner Consent (required)		X		
By signature hereon, I/We acknowledg upon the property to inspect or garner of dates are tentative and may be postponed.	other information	necessary to process this	application. I also un	nderstand that all meeting
Property Owner's Signature: see ad	ditional pages		Date:	
SITE INFORMATION				
Address/Location of Proposed Project:	West of Leonard	l Point Rd		
Current Use of Property:Michels ston	e quarry		Zonin	g: <u>A2</u>
Land Uses Surrounding Your Site:	North: R1			
	South: R2 8	k R1		
	East:R1, R	32, A2 & R3		
	West: R1			
Projected Timeline: Fall 2024 - 1st Pha	se			
Project Description: Residential Homes				

Note: The Town of Algoma or a duly appointed official maintain the right to cancel this agreement if the applicant has been deemed in violation of this agreement or Town of Algoma Municipal Code. No refund will be provided.

DocuSign Envelope ID: F2206DA7-4F64-40E0-B42E-643C972ECFB7



Town of Algoma 15 N. Oakwood Road Oshkosh, WI 54904 (920) 235-3789

Visit us at www.townofalgoma.org M-Th 9:00-5:00 F 9:00-1:00

# Site Plan Review/Plan Commission General Application Continued

#### **SITE INFORMATION CONTINUED**

Development Characteristics	Gross Acreage/ Square Feet:	68 acres								
	Development Area and Percentage:									
	# of Employees/#of Residential Units: Approx 57									
	# of Proposed Parking Space: _									
	Traffic Count Projections (attac									
	Percent Impervious (attach documentation):									
	Description of Required Landscaping (attach landscape plan):									
Additional Information: Cur	rently requesting zoning change fror	m Agricultural to Residential	Any change in	the zoning	g of the					
	ace until conveyance of the property				<u></u>					
OFFICE USE ONLY										
Received By:	Date:	Fee:	Paid:	Yes	No					
Note: The Town of Algoma or a c	luly appointed official maintain the	right to cancel this agreement	: if the applica	nt has bee	en deemed in					
violation of this agreement or To	own of Algoma Municipal Code. No i	refund will be provided.								

**Property Owners Signature:** 

P&Q Oshkosh LLC

By: P&Q Management LLC, Manager

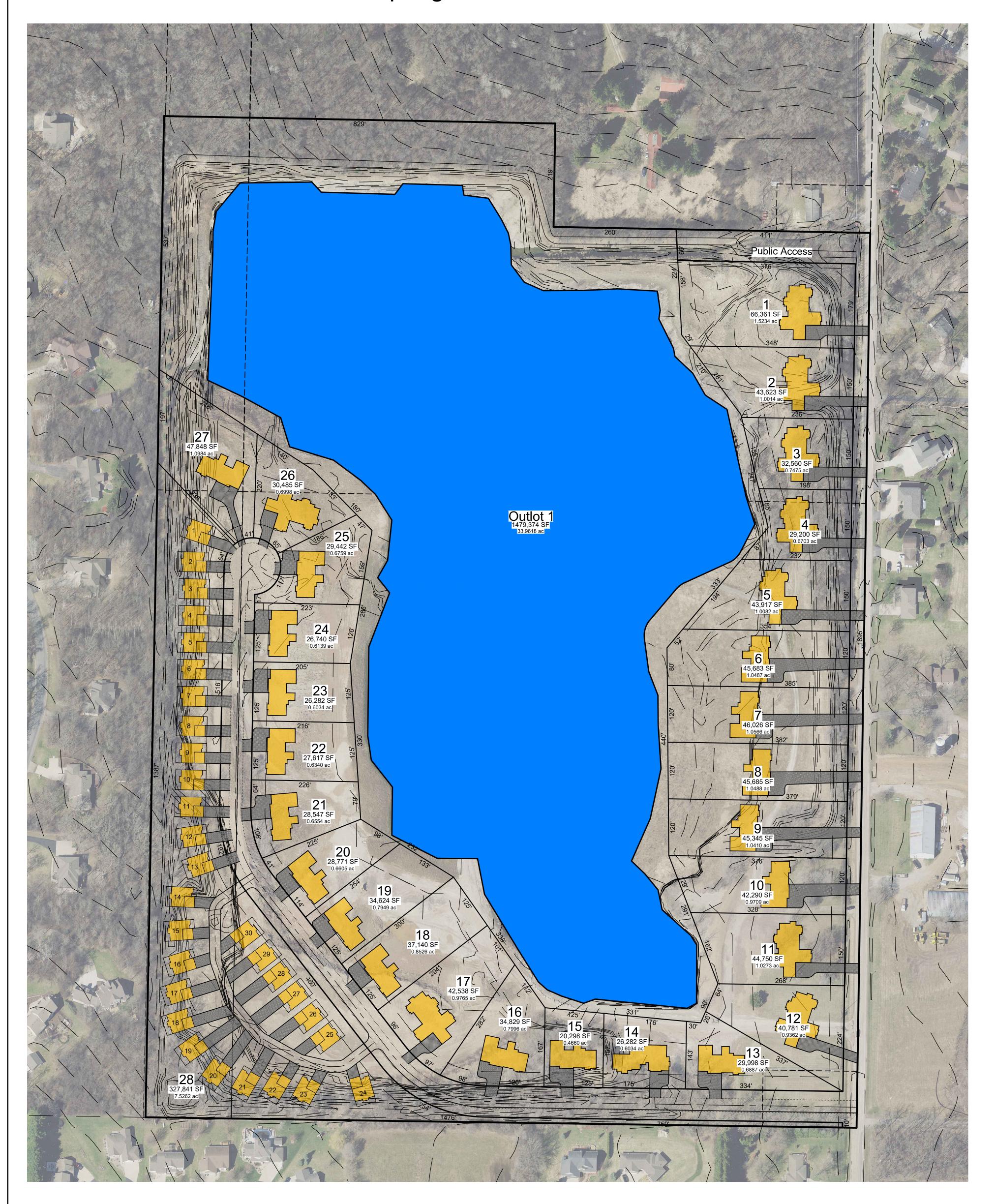
W. Dirk Hausmann 6/17/2024 Authorized Agent

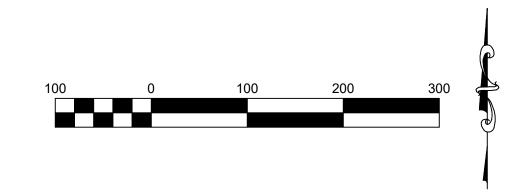
P&Q Holdings LLC

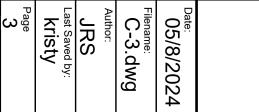
By: P&Q Holdings Inc.

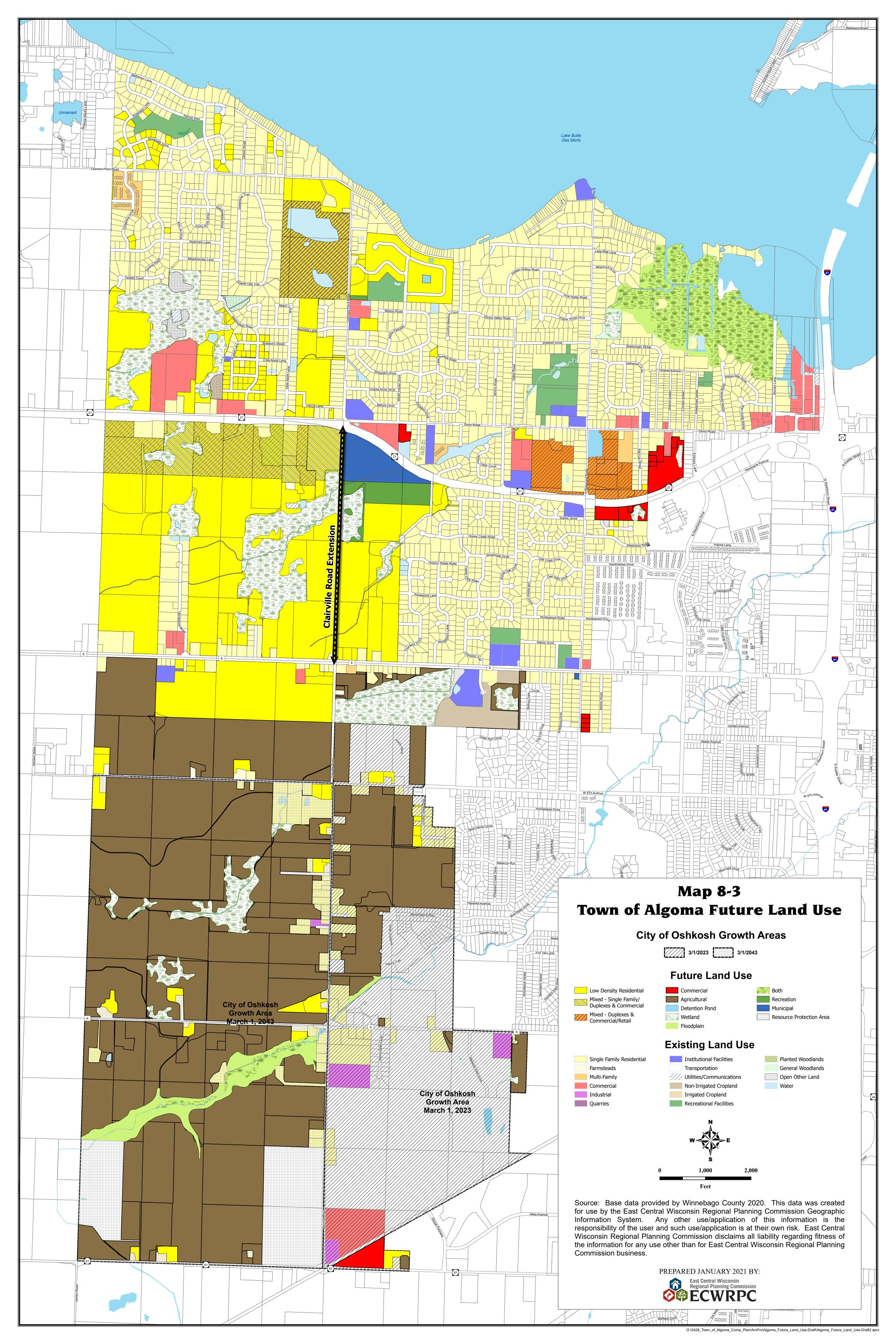
Susan P. Kaiser 6/17/2024 Secretary
Signature 888264A7... Date Title

# Leonard Point Road Concept Town of Algoma, Winnebago County, WI For: Springhetti Custom Homes









#### Winnebago County Planning and Zoning Department

#### NOTICE OF PUBLIC HEARING PLANNING AND ZONING COMMITTEE July 30, 2024

#### TO WHOM IT MAY CONCERN:

The applicant(s) listed below has requested a Zoning Map Amendment which is regulated by the <u>Town/County Zoning Code</u>, Chapter 23. You are receiving this notice because this application or petition for action: 1. affects area in the immediate vicinity of property which you own; 2. requires your agency to be notified; 3. requires your Town to be notified; or 4. requires you, as the applicant, to be notified.

The Winnebago County Planning and Zoning Committee will be holding a public hearing on July 30, 2024 at 6:30 PM in Conference Room 120 of the David Albrecht Administration Building located at 112 Otter Ave, Oshkosh, WI.

All interested persons wishing to be heard at the public hearing may appear in person or via Microsoft Teams using the meeting information below. A direct link to the Microsoft Teams Meeting is available on the Winnebago County Meetings and Agenda calendar on the above indicated date.

Microsoft Teams Meeting Information Link: <a href="https://www.co.winnebago.wi.us/planning-and-zoning/p-z-meeting-links">https://www.co.winnebago.wi.us/planning-and-zoning/p-z-meeting-links</a>

Additional Instructions can be found at: <a href="https://www.co.winnebago.wi.us/planning-and-zoning">https://www.co.winnebago.wi.us/planning-and-zoning</a>
For further detailed information concerning this notice, contact the Town Clerk or the Winnebago County Zoning office, where the application is available for viewing.

#### INFORMATION ON ZONING MAP AMENDMENT REQUEST

**Application No.:** 2024-ZC-6700

**Applicant:** P&Q OSHKOSH

Agent: DAVEL, JOHN DAVEL ENGINEERING & ENVIRONMENTAL

Location of Premises: WEST OF LEONARD POINT RD

Tax Parcel No.: 002-0022, 002-0020, 002-0025, 002-0027, 002--0027-01

**Legal Description:** Being part of the NE 1/4 of the SE 1/4, part of the NW 1/4 of the SE 1/4, part of the SW 1/4 of the SE 1/4, and all of the SE 1/4 of the SE 1/4, all in Section 7, Township 18 North, Range 16 East, Town of Algoma, Winnebago County, Wisconsin.

**Explanation:** Applicant is requesting a zoning map amendment from A-2 (General Agriculture District) to R-2 (Suburban Residential District) for multiple parcels.

#### **INITIAL STAFF REPORT**

Sanitation: Existing; Municipal

Overlays: Shoreland, SWDD, microwave

**Current Zoning:** A-2 General Agriculture

**Proposed Zoning:** R-2 Suburban Low Density Residential

Surrounding Zoning: North: R-1; South: R-2;R-1; East: R-2;R-1;A-2; West: R-2;

#### THE FOLLOWING INFORMATION HAS BEEN PROVIDED BY THE OWNER/APPLICANT

**Describe present use(s):** Michels stone quarry

**Describe proposed use(s):** Residential Homes

**Describe the essential services for present and future use(s):** Some sanitary sewer and water main exists along Leonard Point Road, which can serve the property. Additional extensions are required to serve all the property.

**Describe why the proposed use would be the highest and best use for the property:** The lake formed by the final restoration of the quarry will provide a unique setting for high quality housing.

**Describe the proposed use(s) compatibility with surrounding land use(s):** All surrounding land uses are residential.

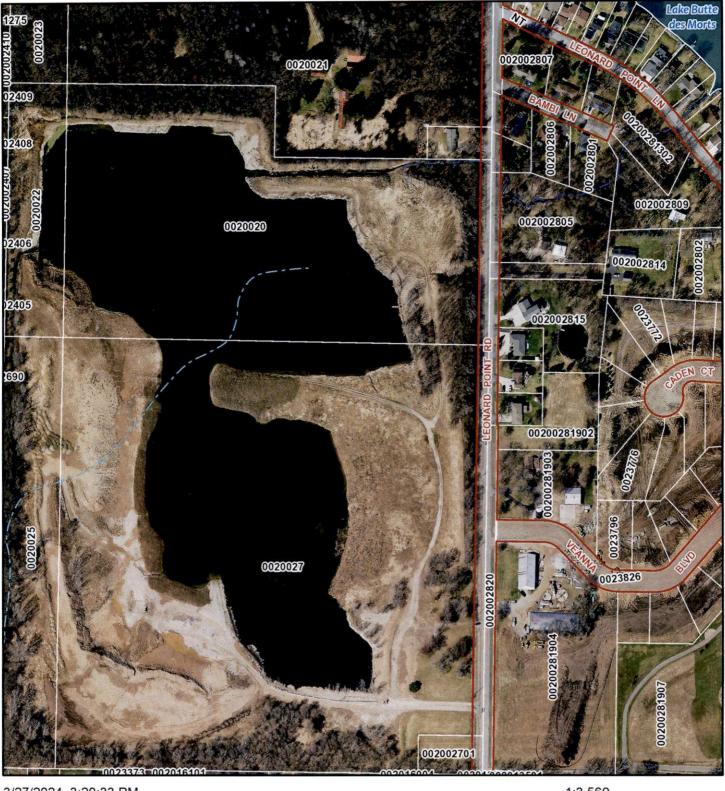
#### **SECTION REFERENCE AND BASIS OF DECISION**

#### 23.7-5 Basis of Decision

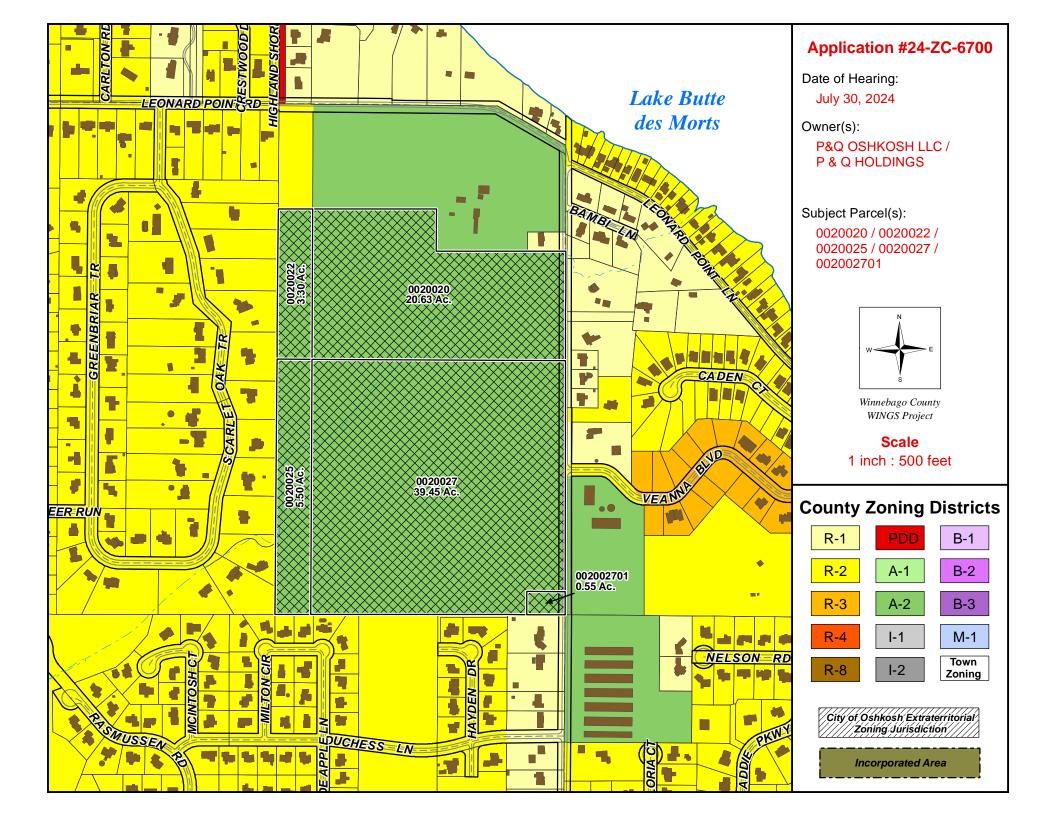
Zoning map amendment initiated by a property owner. If a proposed zoning map amendment is initiated by a property owner and would change the zoning classification of a parcel not classified as A-1, the Planning and Zoning Committee in making its recommendation and the Board of County Supervisors in making its decision shall consider the following factors:

- (1) whether the amendment is consistent with the county's comprehensive plan, including any future land use maps or similar maps;
- (2) the extent to which the lot and structures on the subject property conform to the dimensional standards that apply to the proposed zoning district; and
- (3) any other factor not specifically or generally listed, but deemed appropriate by the committee or board given the particular circumstances.

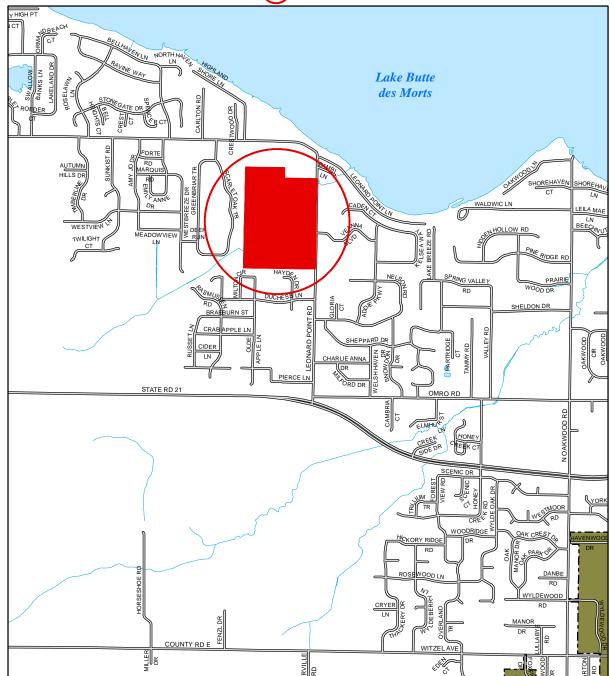
# Zoning Exhibit











1 inch: 2,000 feet

#### Application #24-ZC-6700

Date of Hearing:

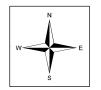
July 30, 2024

Owner(s):

P&Q OSHKOSH LLC / P & Q HOLDINGS

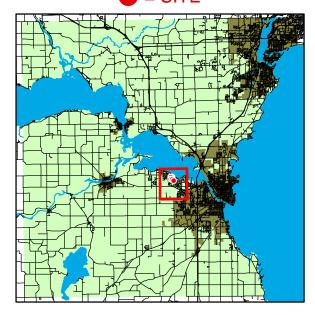
#### Subject Parcel(s):

0020020 / 0020022 / 0020025 / 0020027 / 002002701



Winnebago County WINGS Project

### = SITE



**WINNEBAGO COUNTY**