## TOWN OF ALGOMA WINNEBAGO COUNTY, WISCONSIN <u>PLANNING COMMISSION MEETING</u> 15 N. Oakwood Road, Oshkosh, WI 54904 Wednesday, December 11, 2024 at 6:00 pm.

## <u>AGENDA</u>

The Commission may discuss and act on the following:

- 1. Call to Order.
- 2. Roll Call.
- 3. **Discussion and possible action re:** Minutes from October 9, 2024.
- 4. **Discussion and possible action re:** Certified Survey Map for parcel 002-0210 (Lot 1) owned by Jackson Merrill, parcel 002-020401 (Lot 2) owned by Harry Silva and Jacqueline Silva, parcel 002-020403 (Lot 3) owned by Daniel Tervonen, and parcel 002-0204 (Lot 4) owned by Helene White.
- 5. **Discussion only:** Planning Commission Update:
  - a. 2024 Activities Report
  - b. 2025 Calendar
- 6. 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: October 4, 2024

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

## TOWN OF ALGOMA WINNEBAGO COUNTY, WISCONSIN PLANNING COMMISSION MINUTES October 9, 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, Linda Kollman, Mike Skoglind, and Kyle Kehoe.

The following member was excused: Bill Van Aacken.

The following member was unexcused: Ethan Firgens.

The following staff members were present: Administrator Maggie Mahoney and Town Attorney Tyler Pluff.

On a motion by Commissioner Thompson and seconded by Commissioner Kehoe, passed on a unanimous 5-0 voice vote, the minutes from the August 14, 2024 meeting were approved.

Administrator Mahoney provided an overview of agenda Item 4, Certified Survey Map by petitioner Troy Hewitt, Robert E. Lee & Assoc, Inc, on behalf of OSMS Real Estate to combine parcels 002141406, 0021415, 0021416, and 002025924 into one parcel. The petitioner was in attendance. Commissioner Skoglind asked about the restrictive covenants referred to on the CSM. Mr. Hewitt stated that the restrictive covenants addressed the setbacks and landscaping on the lots; in particular, no cutting mature trees to maintain the landscape buffer. Mr. Hewitt stated he would forward a copy of the restrictive covenants to the Town for review. There was no further discussion. A motion was made by Commissioner Kehoe and seconded by Commissioner Kollman for the Planning Commission to recommend approval to the Town Board of the Certified Survey Map by petitioner Troy Hewitt, Robert E. Lee & Assoc, Inc, on behalf of OSMS Real Estate to combine parcels 002141406, 0021415, 0021416, and 002025924 into one parcel as presented. A voice vote was taken and unanimously approved the motion 5-0.

Administrator Mahoney provided an overview of agenda Item 5, Conditional Use Permit by petitioner Richard Jordan for a light industrial major home occupation at 161 Kirkwood Drive, Oshkosh, parcel 002024017, in the R-1 Rural Residential District. The petitioner was not in attendance at the time of discussion of this agenda item but did arrive at the meeting shortly thereafter. Administrator Mahoney confirmed she had met and talked with the petitioner multiple times and that he is working on obtaining another location to lease. There was general discussion amongst the commission on the business activities including traffic and noise. Attorney Pluff explained the conditional use permit process and clarified that any recommendations the Town makes to the County are advisory only not enforceable by the Town. The commissioners discussed adding a condition on the business hours. There was no further discussion. A motion was made by Chairman Martin and seconded by Commissioner Thompson for the Planning Commission to recommend approval to the Town Board to approve the Conditional Use Permit for a major home occupation to Richard Jordan at 161 Kirkwood Drive, Oshkosh, parcel 002024017, in the R-1 Rural Residential District with the following conditions:

- 1. The permit be valid for one year after date of permit approval.
- 2. Business hours of operation are allowed between 7:00 am and 5:00 pm.

Administrator Mahoney provided an overview of agenda Item 6, Certified Survey Map by petitioner Peter Schwabe, Inc, on behalf of Killian Management Services to divide two parcels, 00200910101 and 002009101, into three parcels. The petitioner was in attendance. Administrator Mahoney discussed access to all the lots and noted that that should the site plan not come to fruition, an access could easily be added to Lot 2 along East Way Drive, so approval of the CSM would not create an inaccessible lot. The petitioner had a presentation board and showed access for the lots to the commissioners. There was no further discussion. A motion was made by Commissioner Thompson and seconded by Commissioner Skoglind for the Planning Commission to recommend approval to the Town Board of the Certified Survey Map by petitioner Peter Schwabe, Inc, on behalf of Killian Management Services to divide two parcels, 00200910101 and 002009101, into three parcels. A voice vote was taken and unanimously approved the motion 5-0.

Administrator Mahoney provided an overview of agenda Item 7, Site Plan by petitioner Peter Schwabe, Inc, on behalf of Killian Management Services for a Tommy's Express Car Wash at 2100 Omro Road, Oshkosh, parcel 00200910101. The petitioner was in attendance with three other individuals with the project design and planning team. The commissioners asked the project team questions about the carwash operations including hours of operation (7:00am to 7:00pm, 7 days a week) and volume and flow of traffic to the carwash. Commissioners Thompson and Kollman discussed their concerns with the in and out traffic at the southeast Brooks Lane driveway for the site. Specifically, the speed of traffic coming off of the WIS 21 roundabout into that corner and potential issues with cars pulling in and out of that driveway. Commissioner Skoglind questioned that southeast corner of the lot for piling snow could be a hazard for cars pulling out onto Brooks Lane. There was discussion between the petitioner team and the commissioners about making that southeast access an entrance only driveway and the newly created driveway along East Way Drive could be used to exit, as well as the other two driveways onto Abraham Lane. The petitioner team stated they could make that work. The project engineer described the drainage plan for the site and provided a summary of the calculations. Administrator Mahoney confirmed that a site plan review had occurred with representatives from the Town, the Town of Algoma Sanitary District #1, and the carwash project team. There was no further discussion. A motion was made by Commissioner Kollman and seconded by Commissioner Kehoe for the Planning Commission to recommend approval to the Town Board of the Site Plan by petitioner Peter Schwabe, Inc, on behalf of Killian Management Services for a Tommy's Express Car Wash at 2100 Omro Road, Oshkosh, parcel 00200910101 with the condition that the southwest driveway access on Brooks Lane be entrance only. A voice vote was taken and unanimously approved the motion 5-0.

On a motion by Commissioner Thompson and seconded by Commissioner Kehoe, passed on a unanimous voice vote, the Planning Commission adjourned at 6:58 p.m.

Respectfully submitted, Maggie Mahoney, Administrator



# AGENDA MEMORANDUM

- To: Planning Commission Chairperson and Members
- From: Maggie Mahoney, Administrator
- Date: December 11, 2024
- RE: **ITEM 4: Discussion and Possible Action re**: Certified Survey Map for parcel 002-0210 (Lot 1) owned by Jackson Merrill, parcel 002-020401 (Lot 2) owned by Harry Silva and Jacqueline Silva, parcel 002-020403 (Lot 3) owned by Daniel Tervonen, and parcel 002-0204 (Lot 4) owned by Helene White.

#### **GENERAL INFORMATION:**

Owners: Jackson Merrill 4730 County Rd E Oshkosh, WI 54904 Lot 1, parcel 002-0210 Daniel Tervonen 4676 County Rd E Oshkosh, WI 54904 Lot 3, parcel 002-020403

Harry Silva & Jacqueline SilvaHelene White4688 County Rd E4670 County Rd EOshkosh, WI 54904Oshkosh, WI 54904Lot 2, parcel 002-020401Lot 4, parcel 002-0204

**Past Planning Discussion(s):** On December 13, 2023 the Planning Commission considered this CSM and recommended approval to the Town Board contingent on the owner of one of the lots signing the CSM prior to the Town Board meeting one week later on December 20, 2023. That signature was not obtained and no action was taken by the board due to lack of information. See attached December 13, 2023 Planning Commission meeting minutes.

Action Requested: Property owners are requesting approval of the Certified Survey Map on behalf of all four property owners to correct the lots lines for parcels 002-0210, 002-020401, 002-020403, and 002-0204.

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

The subject properties are adjacent, owned by different property owners, and are all zoned R-1 Rural Residential District. Currently these lots are unsewered. Two of the lots (1 and 3) have recently had petitions approved to join the sanitary district. Those petitions will be amended to reflect the updated lots as necessary upon approval of the CSM.

### ANALYSIS:

The proposed CSM, as stated above, would correct minor discrepancies in the lots that were discovered when a survey was conducted to prepare for putting up the lot for sale. In total, the shifts in lot frontage ranges between 4 to 7 feet (see attached comparison of lot frontages). Property owners will move structures and systems as needed and have transferred property by quit claim deeds. All four property owners have reviewed and signed the revised CSM (last revised 10.21.24).

All of the lots still meet the dimensional standards for R-1 Rural Residential District as noted below:

Exhibit 8-2 Dimensional standards by zoning district - continued			
R-1 Rural residential district (nonsubdivided)			
	Single-family	Garage Lot	Nonresidential
Lot size, minimum [3]:	43,000 sq. ft. for an unsewered lot; 12,000 sq. ft. for a sewered lot	3,192 sq. ft.	43,000 sq. ft.
Lot size, maximum:	no limitation	no limitation	no limitation
Lot width, minimum:	200 ft. for an unsewered lot; 85 ft. for a sewered lot	56 ft.	200 ft.
Road frontage, minimum:	33 ft.	45 ft.	200 ft. for an unsewered lot; 33 ft. for a sewered lot
Separation between detached buildings, minimum:	10 ft.	10 ft.	10 ft.
Yard setback: [6,7]			
Street yard, minimum:	30 ft.	30 ft.	30 ft.
Side yard, minimum: [5]	7 ft. on one side and 10 ft. on the other for a principal building; 3 ft. for a detached accessory building	3 ft.	7 ft. on one side and 10 ft. on the other for a principal building; 3 ft. for a detached accessory building
Rear yard, minimum:	25 ft. for a principal building; 3 ft. for a detached accessory building or 5 ft. to an alley	3 ft.	25 ft. for a principal building; 3 ft. for a detached accessory building or 5 ft. to an alley

### **RECOMMENDED ACTION:**

Staff recommends approval of the CSM as presented. Should the Planning Commission agree, the following motion may be made:

"Motion for the Planning Commission to recommend approval to the Town Board of the Certified Survey Map for parcel 002-0210 (Lot 1) owned by Jackson Merrill, parcel 002-020401 (Lot 2) owned by Harry Silva and Jacqueline Silva, parcel 002-020403 (Lot 3) owned by Daniel Tervonen, and parcel 002-0204 (Lot 4) owned by Helene White."

### ATTACHMENTS:

- 1. GIS map of parcels
- 2. 12/13/23 Planning Commission meeting minutes
- 3. Lot frontage comparison
- 4. Certified Survey Map of proposed lots revised 10.21.24



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## TOWN OF ALGOMA WINNEBAGO COUNTY, WISCONSIN PLANNING COMMISSION MINUTES December 13, 2023 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: Ethan Firgens, Mark Thompson, Dan Martin, and Kyle Kehoe.

The following members were excused: Ben Szilagyi and Linda Kollmann.

The following staff member was present: Administrator Richard Heath.

On a motion by Member Kehoe and seconded by Member Thompson, passed on a voice vote, the minutes from the November 8, 2023 meeting were approved.

Chair Martin lead the discussion on Item 4, which is the certified survey map submitted by four property owners residing on County Highway E. The map includes (Lot 1) owned by RANE Investments, Parcel 002-020401 (Lot 2) owned by Harry and Jacqueline Silva, Parcel 002-020403 (Lot 3) owned by Daniel Kerscher, and Parcel 002-0204 (Lot 4) owned by Helene White. Chair Martin asked the parties in attendance to explain why it necessary to resurvey the lot lines. Jacqueline Silva introduced her husband Harry and neighbor Helene White. She added that they are in attendance representing the other two parcel owners and to answer any questions that may arise with the proposed CSM.

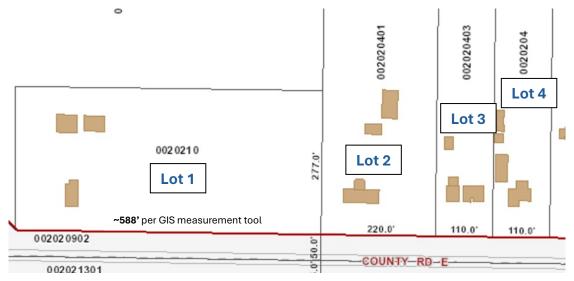
Mrs. Silva explained that one of the owners decided to sell their property and that prompted the surveying of all four lots and the creation of a new CSM. Randy Schmiedel of RANE Investments wanted to be proactive and have his parcel resurveyed before putting it up for sale, which is indicated as Lot 1 on the CSM. She added that the property lines were never right, and without a corrected CSM, some of property the owners would need to move sheds and septic systems. Mr. Martin asked how long the four property owners have been working on the new CSM? Ms. White replied since 2022. Member Kehoe noted that he recently sold the property owner was aware of the new proposed CSM? Mrs. Silva did not think the new owner was aware of the revised CSM.

On a motion by Member Thompson and seconded by Member Kehoe, and with discussion, Chair Martin wanted clarification on whether the new owner had an issue with the proposed CSM and would sign it as prepared. Rich Heath stated he would communicate with the surveyor to ensure the new owner agrees with and signs off on the CSM prior to next week's Town Board meeting. With no further discussion, passed on a voice vote, the Planning Commission recommended approval of the proposed CSM by the Town Board.

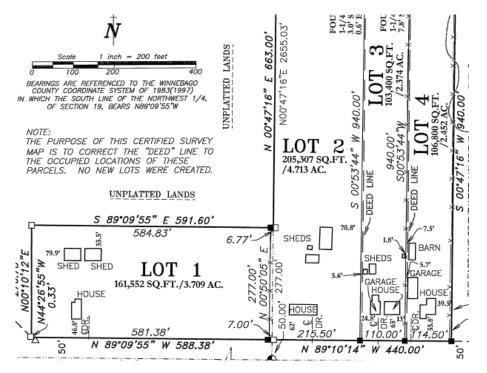
On a motion by Member Thompson and seconded by Member Kehoe, passed on a voice vote, the Planning Commission adjourned at 6:15 p.m.

Respectfully submitted, Richard Heath Administrator

#### **Existing Lot Frontages in GIS:**



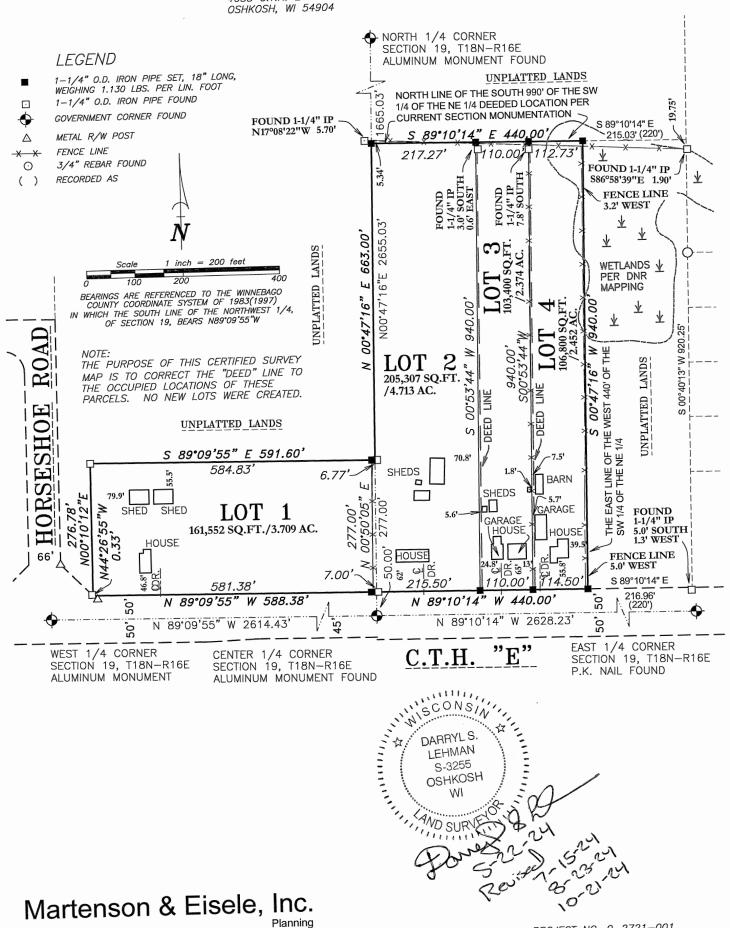
#### **Proposed Lots:**



Frontage	GIS Existing (ft)	Proposed (ft)	Change (ft)
Lot 1	~588	581.38	-~7.0
Lot 2	220.0	215.50	- 4.50
Lot 3	110.0	110.00	0
Lot 4	110.0	114.50	+ 4.50

## CERTIFIED SURVEY MAP NO. \_\_\_\_\_ PART OF THE EAST 1/2 OF THE EAST 1/2 OF THE NORTHWEST 1/4, AND PART OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4, ALL IN SECTION 19, TOWNSHIP 18 NORTH, RANGE 16 EAST, TOWN OF ALGOMA, WINNEBAGO COUNTY, WISCONSIN,

SURVEY FOR: JACQUELINE SILVA 4688 C.T.H. E



PROJECT NO. 0–2721–001 FILE 2721001CSM SHEET 1 OF 5 This instrument was drafted by: DSL

101 West Main Street Omro, WI 54963 www.martenson-eisele.com P 920.685.6240

Environmental

Surveying Engineering

Architecture

PART OF THE EAST 1/2 OF THE EAST 1/2 OF THE NORTHWEST 1/4, AND PART OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4, ALL IN SECTION 19, TOWNSHIP 18 NORTH, RANGE 16 EAST, TOWN OF ALGOMA, WINNEBAGO COUNTY, WISCONSIN.

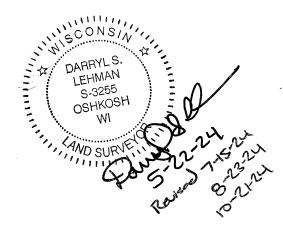
## Treasurer's Certificate:

I hereby certify that there are no unpaid taxes or unpaid special assessments on any of the lands shown hereon.

Town Treasurer	Date	County Treasurer	Date
Print Name		Print Name	
<u><b>Town Board Approval:</b></u> We hereby certify that the Tc	own of Algoma has re	eviewed and approved this cer	tified survey map.
Town Chairman	Date	Town Clerk	Date

Print Name

Print Name



PROJECT NO.

<u>0-2721-001</u> SHEET <u>5</u> of <u>5</u>

PART OF THE EAST 1/2 OF THE EAST 1/2 OF THE NORTHWEST 1/4, AND PART OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4, ALL IN SECTION 19, TOWNSHIP 18 NORTH, RANGE 16 EAST, TOWN OF ALGOMA, WINNEBAGO COUNTY, WISCONSIN.

### **OWNERS CERTIFICATE:**

As owners, we the undersigned, hereby certify that we caused the land above described to be surveyed, divided, and mapped all as shown and represented on this map.

<u>11/13/24</u> Date I. Merrill

State of Wisconsin ) )SS Winnebago County )

Personally came before me on the _	13 day of Nor	2024, the above owners to me known to
be the persons who, executed the foregoing	; instrument and acknow	ledge the same.
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		Manufacture CE WALLER

### **OWNERS CERTIFICATE:**

As owners, we the undersigned, hereby certify that we caused the land above described to be surveyed, divided, and mapped all as shown and represented on this map.

<u>/-/3 - 202</u>4 Date 7/15/2024 Date State of Wisconsin )SS Winnebago County ) Personally came before me on the  $15^{++}$  day of  $30^{-}$ , 2024, the above owners to me known to be the persons who executed the foregoing instrument and acknowledge the same. My Commission Expires 4-22-28 "Himmer BRYL S EHMAN S-3255 -KOSH WI  $\cap$ SHEET 3 of 5 PROJECT NO. 0 - 27

PART OF THE EAST 1/2 OF THE EAST 1/2 OF THE NORTHWEST 1/4, AND PART OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4, ALL IN SECTION 19, TOWNSHIP 18 NORTH, RANGE 16 EAST, TOWN OF ALGOMA, WINNEBAGO COUNTY, WISCONSIN.

### **SURVEYOR'S CERTIFICATE:**

I, Darryl S. Lehman, Professional Land Surveyor, do hereby certify:

That I have surveyed, divided and mapped, at the direction of Jacqueline Silva, part of the East 1/2 of the East 1/2 of the Northwest 1/4, and part of the Southwest 1/4 of the Northeast 1/4, all in Section 19, Township 18 North, Range 16 East, Town of Algoma, Winnebago County, Wisconsin, described as follows:

Commencing at the East 1/4 corner of said Section 19; thence North 89 degrees 10 minutes 14 seconds West 2628.23 feet, along the South line of the said Northeast 1/4; thence North 00 degrees 47 minutes 16 seconds East 50.00 feet, , to the point of beginning; thence North 89 degrees 09 minutes 55 seconds West 588.38 feet, along the North right-of-way line of C.T.H. "E"; thence North 44 degrees 26 minutes 55 seconds West 0.33 feet, along the said North right-of-way line; thence North 00 degrees 10 minutes 12 seconds East 276.78 feet; thence South 89 degrees 09 minutes 55 seconds East 663.00 feet, along the West line of the said Northeast 1/4; thence North 00 degrees 47 minutes 16 seconds East 663.00 feet, along the West line of the said Northeast 1/4; thence South 89 degrees 10 minutes 14 seconds East 440.00 feet; thence South 00 degrees 47 minutes 16 seconds East 440.00 feet; thence South 00 degrees 10 minutes 14 seconds East 440.00 feet; thence South 89 degrees 10 minutes 14 seconds East 440.00 feet; thence South 89 degrees 10 minutes 14 seconds East 440.00 feet; thence South 89 degrees 10 minutes 14 seconds East 440.00 feet; thence South 89 degrees 10 minutes 14 seconds East 440.00 feet; thence North 89 degrees 10 minutes 14 seconds East 440.00 feet; thence South 89 degrees 10 minutes 14 seconds East 440.00 feet; thence South west 1/4 of the said Northeast 1/4; thence North 89 degrees 10 minutes 14 seconds West 440 feet of the Southwest 1/4 of the said Northeast 1/4; thence North 89 degrees 10 minutes 14 seconds West 440.00 feet, along the North right-of-way line of C.T.H. "E", to the point of beginning.

That I have fully complied with Chapter 236.34 of the Wisconsin Statutes in surveying, dividing, and mapping the same and the Town of Algoma, and Winnebago County Subdivision Ordinances.

This map is a correct representation of all of the exterior boundaries of land surveyed and the division thereof.

ONS Given under my hand this 22 day of "Inner" DARRYLS. LEHMAN S-3255 Darryl S. Lehman, PLS-3255 OSHKOSH w١ SND SURVE Winnebago County Planning and Zoning Committee Certificate:

Pursuant to the Land Subdivision Regulations of the County of Winnebago, Wisconsin, all the requirements for approval have been fulfilled. This Minor Subdivision was approved by the Winnebago County Planning and Zoning Committee on \_\_\_\_\_\_, 2024.

Chairman, Planning and Zoning Committee

## This CSM is contained wholly within the property described in the following recorded instruments:

Owner(s) of record Jackson I. Merrill	Document(s)	Parcel Number(s) 0020210
	1483222	002020401
Harry J. Silva Jacqueline M. Silva	1483222	002020401
Daniel Tervonen	1927373	002020403
Helene L. White	1909580 655098	0020204

PART OF THE EAST 1/2 OF THE EAST 1/2 OF THE NORTHWEST 1/4, AND PART OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4, ALL IN SECTION 19, TOWNSHIP 18 NORTH, RANGE 16 EAST, TOWN OF ALGOMA, WINNEBAGO COUNTY, WISCONSIN.

## **OWNERS CERTIFICATE:**

As owners, we the undersigned, hereby certify that we caused the land above described to be surveyed, divided, and mapped all as shown and represented on this map.

<u>10/21</u>/24 Date Daniel Tervonen

State of Wisconsin )SS Winnebago County )

Personally came before me on the 21 day of October, 2024, the above owners to me known to be the persons who executed the foregoing instrument and acknowledge the same.

My Commission Expires 4-22-28



#### **OWNERS CERTIFICATE:**

As owners, we the undersigned, hereby certify that we caused the land above described to be surveyed, divided, and mapped all as shown and represented on this map.

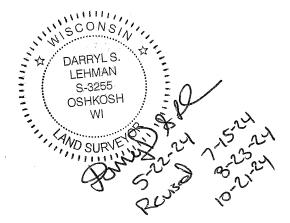
eve L. White <u>/0-21- 24</u> Date



State of Wisconsin ) )SS Winnebago County )

Personally came before me on the 2157 day of 224, the above owners to me known to be the persons who executed the foregoing instrument and acknowledge the same.

My Commission Expires 4-22-28



PROJECT NO. \_\_\_\_\_\_ 0-2721-001 SHEET 1 of 5





- To: Planning Commission Chairperson and Members
- From: Maggie Mahoney, Administrator
- Date: December 11, 2024
- RE: ITEM 5: Discussion Only: Planning Commission Update

#### a. 2024 Activities Report:

- Held 7 meetings
- Considered the following:
  - o 9 Minor Land Divisions/Certified Survey Maps
  - o 2 Zoning Map Amendments
  - 1 Conditional Use Permit
  - o 1 Site Plan
  - o 1 Public Hearing and Resolution to create Tax Increment District
- **b. 2025 Calendar:** The 2025 calendar is attached and is available on the Town website. It includes application deadlines for each meeting.

### ATTACHMENTS:

1. 2025 Planning Commission Calendar



## 2024 and 2025 Planning Commission Monthly Application Dates

<b>Monday</b> 4:00 P.M. Application Deadline	Wednesday Staff Review Completed	Wednesday 6:00 p.m. Planning Commission Meeting	Wednesday 6:00 p.m. Town Board Meeting
August 26, 2024	September 4, 2024	September 11, 2024	September 18, 2024
September 23, 2024	October 2, 2024	October 9, 2024	October 16, 2024
October 28, 2024	November 6, 2024	November 13, 2024	November 20, 2024
November 25, 2024	December 4, 2024	December 11, 2024	December 18, 2024
December 23, 2024	December 31, 2024	January 8, 2025	January 15, 2025
January 27, 2025	February 5, 2025	February 12, 2025	February 19, 2025
February 24, 2025	March 5, 2025	March 12, 2025	March 19, 2025
March 24, 2025	April 2, 2025	April 9, 2025	April 16, 2025
April 28, 2025	May 7, 2025	May 14, 2025	May 21, 2025
May 23, 2024	June 4, 2025	June 11, 2025	June 18, 2025
June 23, 2025	July 2, 2025	July 9, 2025	July 16, 2025
July 28, 2025	August 6, 2025	August 13, 2025	August 20, 2025
August 25, 2025	September 3, 2025	September 10, 2025	September 17, 2025
September 22, 2025	October 1, 2025	October 8, 2025	October 15, 2025
October 27, 2025	November 5, 2025	November 12, 2025	November 19, 2025
November 24, 2025	December 3, 2025	December 10, 2025	December 17, 2025
December 29, 2025	January 7, 2026	January 14, 2026	January 21, 2026

<u>Note</u>: All relevant application materials are due by the stated deadlines. This includes information provided to and received from the Winnebago County Planning and Zoning Department. For any applications that are within the Joint Town/City Extraterritorial Zoning Area, the application packet must include any relevant information provided to and received from the City of Oshkosh's Planning Services Division.

Algoma Town Hall: 920-235-3789 Email: townadmin@townofalgoma.org