

TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
PLANNING COMMISSION MEETING
15 N. Oakwood Road, Oshkosh, WI 54904
Wednesday, March 12, 2025 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 February 12, 2025.
4. **Discussion and Possible Action re:** Rezoning of 1598 N. Oakwood Road, parcel 002-004102, from R-1 Rural Residential District to R-3 Duplex 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: March 6, 2025

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

**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
PLANNING COMMISSION MINUTES
February 12, 2025
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, Mike Skoglund, Kyle Kehoe, Linda Kollman, and Sherri Maruska.

The following staff members were present: Administrator Maggie Mahoney.

On a motion by Commissioner Van Aacken and seconded by Commissioner Kehoe, passed on a unanimous 7-0 voice vote, the minutes from the December 11, 2024 meeting were approved.

Chairman Martin provided an overview of agenda Item 4, Site Plan for OSMS facility. The petitioner, Brandon Robaidek, and OSMS owner, Dr. Luke Fraundorf, were present. Administrator Mahoney explained the recommended condition that is included to fulfill the town's MS4 requirements. Commissioner Thompson asked for clarification on where the storm water drainage is going and noted that the ordinal directions as listed on the elevations page of the plans were not correct. Mr. Robaidek addressed his questions. Commissioner Kehoe asked for confirmation that there will be two entrances onto S. Oakwood. Commissioner Thompson asked about signage and Mr. Robaidek explained that currently there would just be signs on the building as shown but there would be room for a monument sign along S. Oakwood—that sign is not shown on the site plan to meet the landscaping requirements. Commissioner Thompson asked about the windows shown on the basement. Mr. Robaidek confirmed there is a pit on that level and windows are included. There was further discussion with Mr. Robaidek and the commission on storm water drainage and the location of the underground storm water system. 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 site plan by petitioner Brandon Robaidek, Robert E. Lee & Associates, Inc on behalf of OSMS Real Estate for an OSMS facility at 200 S. Oakwood Road, Oshkosh, 54904 with the condition that the Stormwater Management Practices Maintenance Agreement between the developer and Winnebago County is signed and recorded. A voice vote was taken and unanimously approved the motion 7-0.

Chairman Martin provided an overview of agenda Item 5, the Planning Commission Appointments and Structure. Administrator Mahoney explained that the terms presented were thoroughly researched are accurate and explained the process that an application is required annually by March 15 for any reappointments. She also explained that the chair and vice chair need to be elected annually following the April appointments and noted that currently there is no vice chair and asked if the commission wanted to elect one at this meeting. The Commission

discussed and decided they did not want to elect a vice chair at this time and would wait until after the April appointments, so there was no action taken for ITEM 6 to elect a vice chair.

On a motion by Commissioner Thompson and seconded by Commissioner Kehoe, passed on a unanimous voice vote, the Planning Commission adjourned at 6:20 p.m.

Respectfully submitted,
Maggie Mahoney, Administrator



AGENDA MEMORANDUM

To: Plan Commission Chairperson and Members

From: Maggie Mahoney, Administrator

Date: March 12, 2025

RE: **Discussion and Possible Action re:** Rezoning of 1598 N. Oakwood Road, parcel 002-004102, from R-1 Rural Residential District to R-3 Duplex Residential District.

GENERAL INFORMATION:

Petitioner: Darren Barany
198 Rickers Bay Rd
Neenah, WI 54956

Owner: DNB Construction Inc
198 Rickers Bay Rd
Neenah, WI 54956

Past Planning Discussion(s): None

Action Requested: Petitioner is requesting approval of a change in zoning designation from R-1 Rural Residential District to R-3 Duplex Residential District at 1598 N. Oakwood Rd, parcel 002-004102.

Applicable Provisions:

Town of Algoma Comprehensive Plan

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

Property Location and Type:

The subject property is .81 acres on a residential parcel on the east side of N. Oakwood Road near the intersection at Pine Ridge Road. The existing structure is a duplex with two driveways, entrances and accessory structures (see attached aerial view), but it is on a single family lot. The petitioner would like to rezone this property to duplex to match the existing structures. The Town of Algoma Comprehensive Plan recommends single family for this parcel.

Subject Site:

<i>Existing Land Use</i>	<i>Zoning</i>
Residential – existing duplex structure	R-1 Rural Residential District

Adjacent Land Use and Zoning:

<i>Existing Land Uses</i>		<i>Zoning</i>
North	Residential	R-1 Rural Residential District
South	Residential	R-1 Rural Residential District
East	Residential	R-1 Rural Residential District
West	Residential	R-1 Rural Residential District

Comprehensive Plan:

<i>Land Use Recommendation</i>	<i>Use Category</i>
Current Land Use	R-1 Rural Residential District
Future Land Use	Single Family Residential

Definitions:

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-3 Duplex Residential 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 make the zoning for this parcel match what its existing structures are, a duplex, which is currently in a single family residential district.

The R-3 Duplex Residential District supports two-family dwellings, twin homes and single family dwellings. Allowing a duplex does not preclude or exclude a single family dwelling. It does, however, allow the existing duplex structure to be used as built, is still residential in nature, and because the area is already developed, it will not create a divergent occupancy pattern from that of traditional single family dwellings.

The Town Comprehensive Plan future land use identifies this parcel as single family residential, so while the duplex district is not exact, it is low density residential. Furthermore, per the Town Comprehensive plan, “the Town can plan for future growth by trying to incorporate multi-use or multi-family development with infill projects” (page 8-4).

The full Town Comprehensive Plan and Future Use Map is available on the town website: <https://townofalgoma.org/planning/>

Per Chapter 23: Town/County Zoning of the Winnebago County Municipal Code Exhibit 8-2 Dimensional Standards by zoning district below, the standards are identical for R-1 single family and R-3 multi-family, 2 units, with the exception of accessory structure maximum which is smaller at 1,500 sq. ft. per dwelling unit for R-3 duplex. The existing accessory structures are well below this maximum—one being less than 400 sq ft and the other ~700 sq ft.

R-1 Rural residential district (nonsubdivided)		R-3 Duplex residential district	
	Single-family		Multi-family, 2 units
Lot size, minimum [3]:	43,000 sq. ft. for an unsewered lot; 12,000 sq. ft. for a sewered lot	Lot size, minimum [3]:	43,000 sq. ft. for an unsewered lot; 10,000 sq. ft. for a sewered lot
Lot size, maximum:	no limitation	Lot size, maximum:	no limitation
Lot width, minimum:	200 ft. for an unsewered lot; 85 ft. for a sewered lot	Lot width, minimum:	200 ft. for an unsewered lot; 85 ft. for a sewered lot
Road frontage, minimum:	33 ft.	Road frontage, minimum:	33 ft.
Separation between detached buildings, minimum:	10 ft.	Separation between detached buildings, minimum:	10 ft.
Yard setback: [6,7]		Yard setback: [6,7]	
Street yard, minimum:	30 ft.	Street yard, minimum:	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	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
Rear yard, minimum:	25 ft. for a principal building; 3 ft. for a detached accessory building or 5 ft. to an alley	Rear yard, minimum:	25 ft. for a principal building; 3 ft. for a detached accessory building or 5 ft. to an alley
Building height:		Building height:	
Principal building, maximum:	35 ft.	Principal building, maximum:	35 ft.
Accessory building, maximum:	18 ft.	Accessory building, maximum:	18 ft.
Floor area ratio, maximum:	no limitation	Floor area ratio, maximum:	no limitation
Floor area:		Floor area:	
Principal building, minimum:	1,000 sq. ft. of living space	Principal building, minimum:	1,000 sq. ft. of living space
Accessory area, maximum:	1,800 sq. ft. plus 1 percent of the lot area in excess of the minimum lot size [1]; 1 percent of lot area for buildings related to household livestock	Accessory area, maximum:	1,500 sq. ft. per dwelling unit
Number of detached accessory buildings,	no limitation	Number of detached accessory buildings, maximum:	No Limitation

For the reasons stated above, the proposed change is consistent with the Town Comprehensive Plan and future land use map. The existing structures meet the dimensional standards for the proposed district.

RECOMMENDED ACTION:

Staff recommends approval of rezoning 1598 N. Oakwood Road, parcel 002-004102, from R-1 Rural Residential District to R-3 Duplex Residential District.

ATTACHMENTS:

1. Town Application
2. Excerpt from Town Comprehensive Plan Map 8-3 Future Land Use Map
3. County 3/25/25 Public Hearing packet



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

APPLICANT INFORMATION

Petitioner: Darren Barany Date: 1/22/2025
Petitioner's Address: 198 Rickers Bay City: Neenah State: WI Zip: 54956
Telephone #: (920) 810-2311 Fax: () Other Contact # or Email: darren@coactionre.com
Status of Petitioner (Please Check): Owner Representative Tenant Prospective Buyer
Petitioner's Signature (required): [Signature] Date: 1/22/25

OWNER INFORMATION

Owner(s): DNB Construction Inc. Date: 1/22/2025
Owner(s) Information: 198 Rickers Bay Rd City: Neenah State: WI Zip: 54956
Telephone #: (920) 810-2311 Fax: () Other Contact # or Email: darren@coactionre.com
Ownership Status (Please Check): Individual Trust Partnership Corporation
Property Owner Consent (required)

By signature hereon, I/We acknowledge that Town officials and/or employees may, in the performance of their functions, enter upon the property to inspect or garner other information necessary to process this application. I also understand that all meeting dates are tentative and may be postponed by the Town of Algoma for incomplete submissions or other administrative reasons.

Property Owner's Signature: [Signature] Date: 1/22/25

SITE INFORMATION

Address/Location of Proposed Project: 1598 N Oakwood Rd.
Current Use of Property: Single Family Residence Zoning: R-1
Land Uses Surrounding Your Site: North: Residential - R-1
South: Residential - R-1
East: Vacant
West: Residential - R-1

Projected Timeline: ASAP

Project Description: To convert the property back into a side-by-side duplex

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.



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: 0.81 Acres,

Development Area and Percentage: _____

of Employees/#of Residential Units: _____

of Proposed Parking Space: _____

Traffic Count Projections (attach documentation): —

Percent Impervious (attach documentation): —

Description of Required Landscaping (attach landscape plan): —

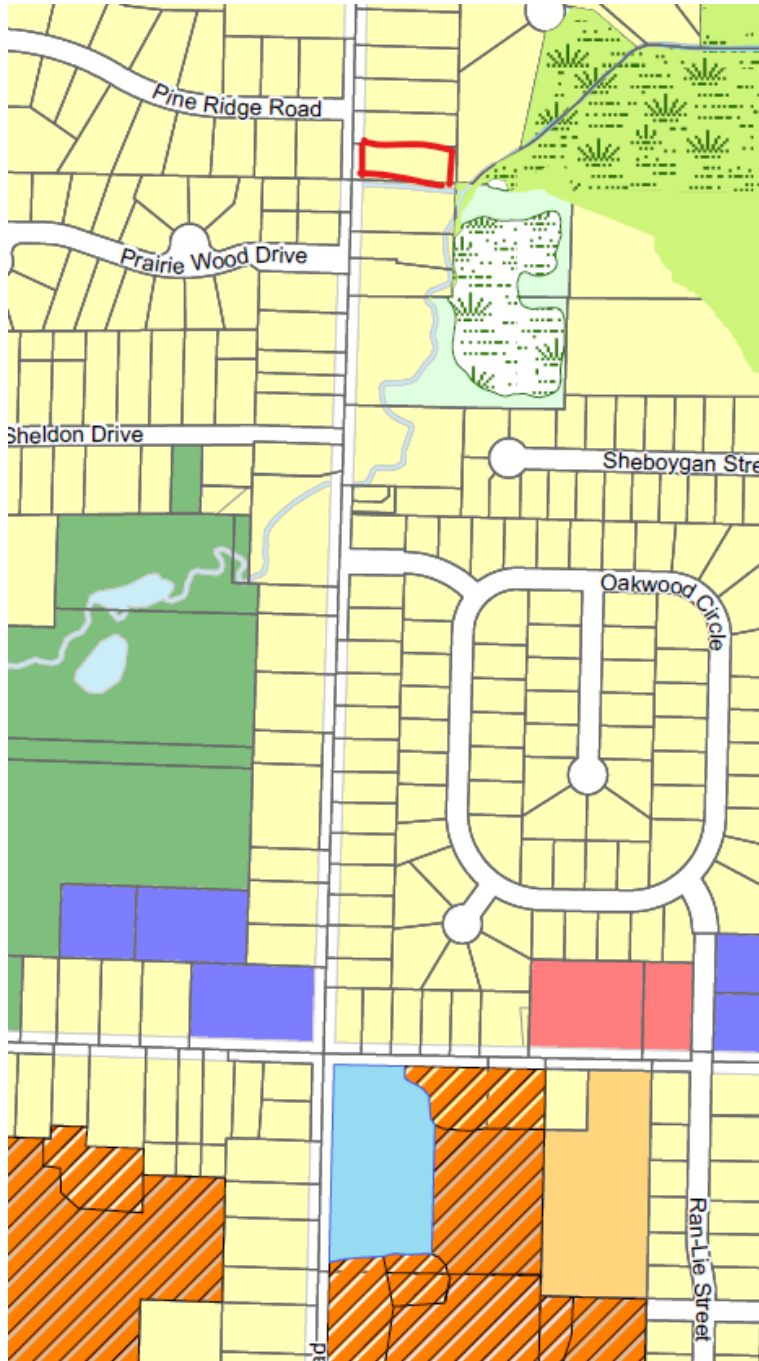
Additional Information: _____

OFFICE USE ONLY

Received By: Katie P. Date: 1/24/25 Fee: \$350- Paid: Yes No

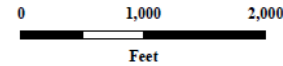
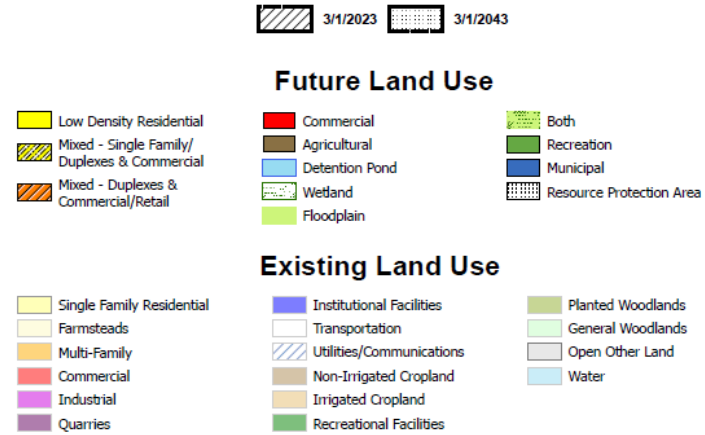
Note: The Town of Algoma or a duly appointed official maintain the right to cancel this agreement if the applicant has been deemed in violation of this agreement or Town of Algoma Municipal Code. No refund will be provided.

1598 N. Oakwood (outlined in red) excerpt



Map 8-3 Town of Algoma Future Land Use

City of Oshkosh Growth Areas



Source: Base data provided by Winnebago County 2020. This data was created for use by the East Central Wisconsin Regional Planning Commission Geographic Information System. Any other use/application of this information is the responsibility of the user and such use/application is at their own risk. East Central Wisconsin Regional Planning Commission disclaims all liability regarding fitness of the information for any use other than for East Central Wisconsin Regional Planning Commission business.

PREPARED JANUARY 2021 BY:



Winnebago County Planning and Zoning Department

NOTICE OF PUBLIC HEARING
PLANNING AND ZONING COMMITTEE
March 25, 2025

TO WHOM IT MAY CONCERN:

The applicant(s) listed below has requested a Zoning Map Amendment which is regulated by the Town/County Zoning Code, 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 March 25, 2025 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: <https://www.co.winnebago.wi.us/planning-and-zoning/p-z-meeting-links>

Additional Instructions can be found at: <https://www.co.winnebago.wi.us/planning-and-zoning>
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.: 2025-ZC-6900

Applicant: DNB CONSTRUCTION INC

Agent: FREE, NICOLE

Location of Premises: 1598 N OAKWOOD RD, OSHKOSH

Tax Parcel No.: 002-0041-02

Legal Description: Being part of Government Lot 4, Section 9, Township 18 North, Range 16 East, Town of Algoma, Winnebago County, Wisconsin.

Explanation: Applicant is requesting a Zoning Change from R- 1(Rural Residential) to R-3 (Duplex Residential) to allow multi-family residential.

INITIAL STAFF REPORT

Sanitation: Existing; Municipal

Overlays: Shoreland, floodplain, wetlands

Current Zoning: R-1 Rural Residential

Proposed Zoning: R-3 Suburban Medium Density Residential

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

THE FOLLOWING INFORMATION HAS BEEN PROVIDED BY THE OWNER/APPLICANT

Describe present use(s): Currently zoned as a single family residence.

Describe proposed use(s): Converting back to a duplex.

Describe the essential services for present and future use(s): Property is on municipal sewer and well water. We would continue current utilities.

Describe why the proposed use would be the highest and best use for the property: It would bring another family to the property, it already has 2 garages and driveways and was designed as a multifamily.

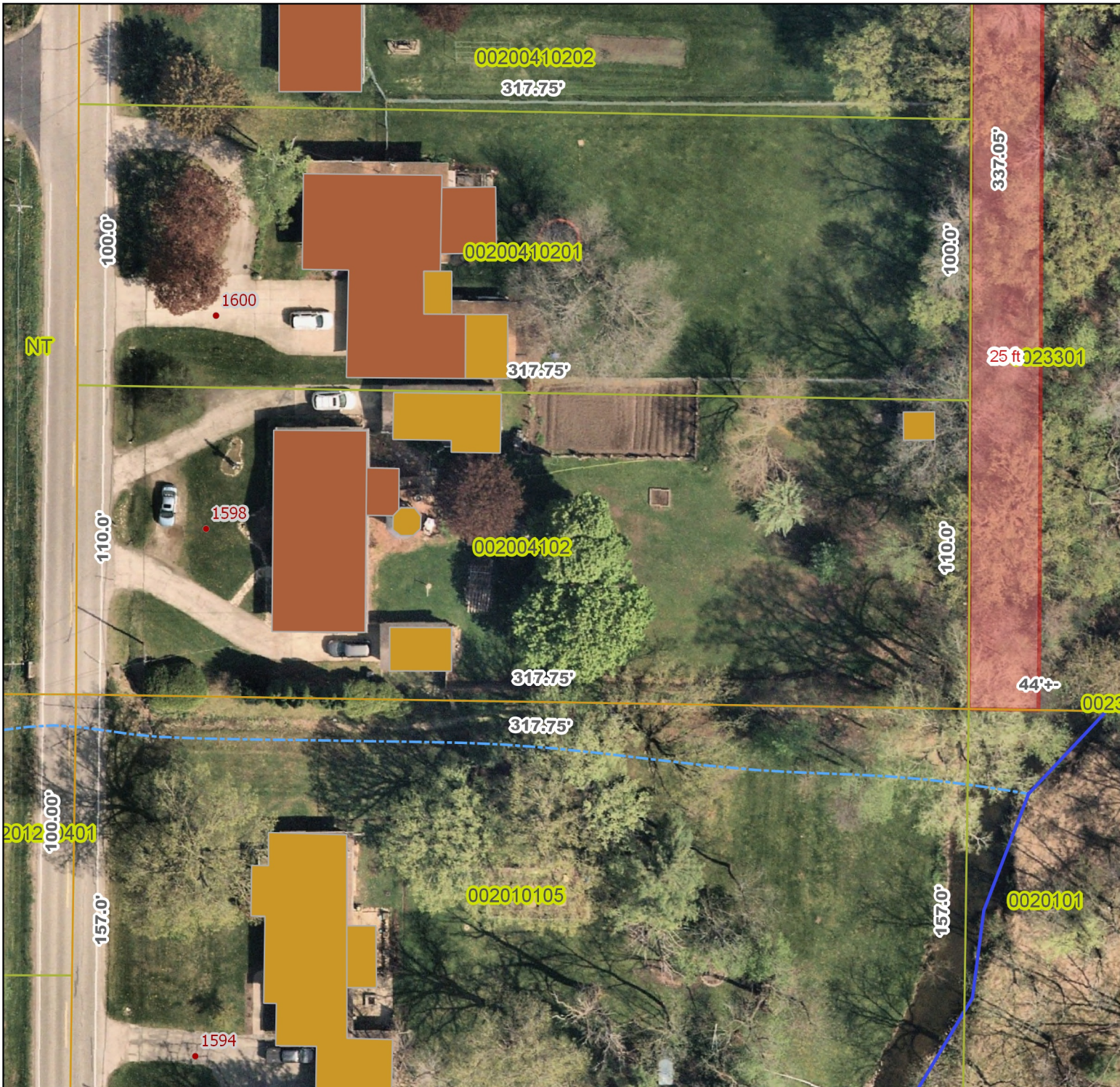
Describe the proposed use(s) compatibility with surrounding land use(s): It would conform with the current area and properties.

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.



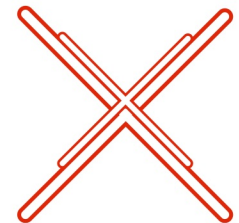
Site Map

Legend

- Address Marker
- Tax Parcel
- Local Road
- Private Road
- Road R.O.W.
- Simultaneous Conveyance**
- Certified Survey
- Condominium
- Assessor Plat
- Subdivision
- Plat of Survey
- Outlots



1 Inch = 50 Feet



W.I.N.G.S. Project Disclaimer
 This data was created for use by the Winnebago County Geographic Information System project. Any other use/application of this information is the responsibility of the user and such use/application is at their own risk. Winnebago County disclaims all liability regarding fitness of the information for any use other than Winnebago County business. *Data for this map covrighted December 31, 2006*

Jan 22, 2025 @ 01:53 PM

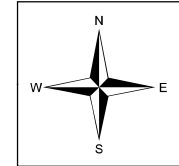


Application #25-ZC-6900

Date of Hearing:
March 25, 2025

Owner(s):
DNB CONSTRUCTION, INC

Subject Parcel(s):
002004102



Winnebago County
 WINGS Project

Scale
 1 inch : 300 feet

County Zoning Districts

R-1	PDD	B-1
R-2	A-1	B-2
R-3	A-2	B-3
R-4	I-1	M-1
R-8	I-2	Town Zoning

City of Oshkosh Extraterritorial Zoning Jurisdiction

Incorporated Area

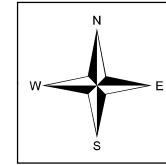
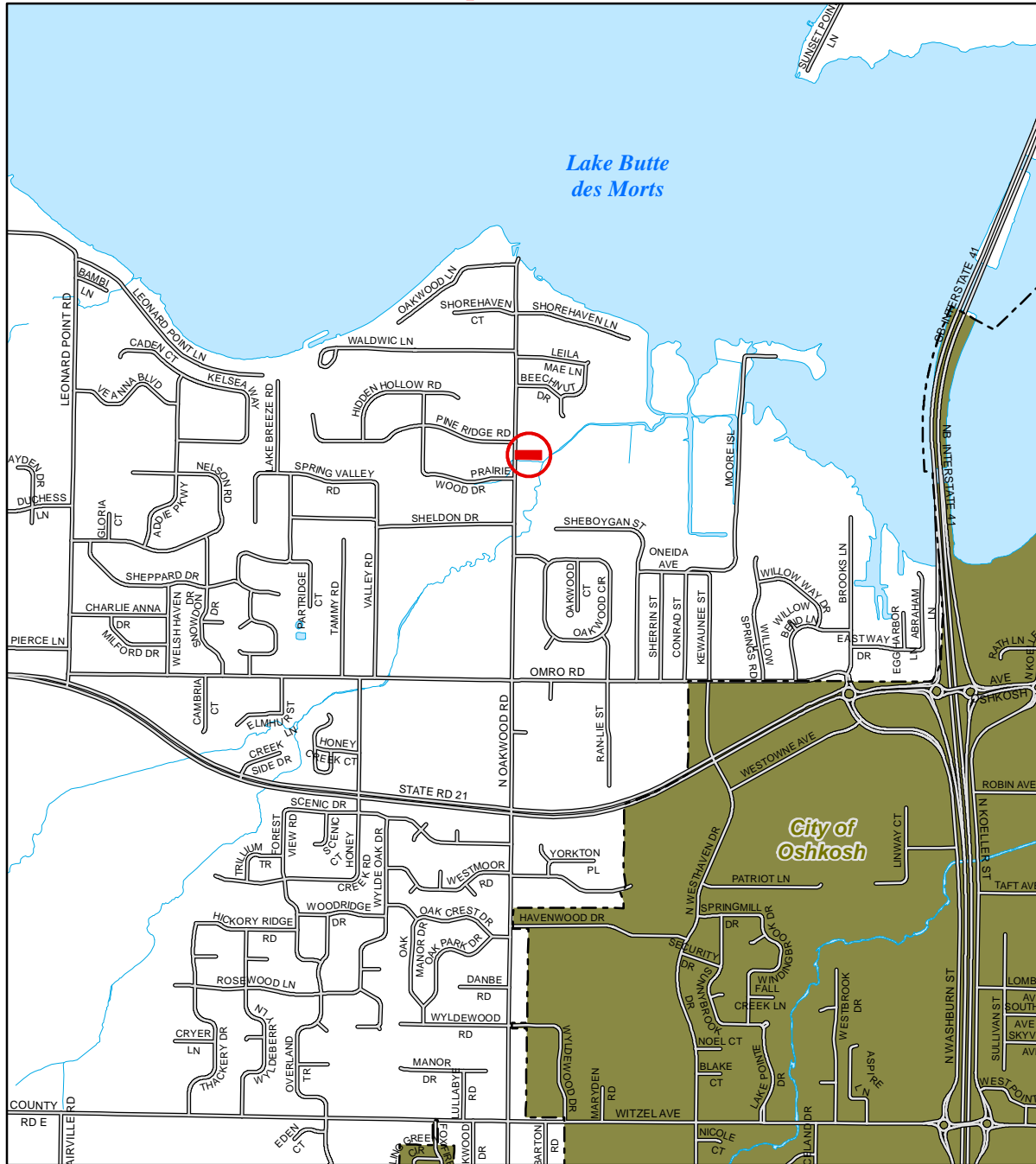
○ = SITE

Application #25-ZC-6900

Date of Hearing:
March 25, 2025

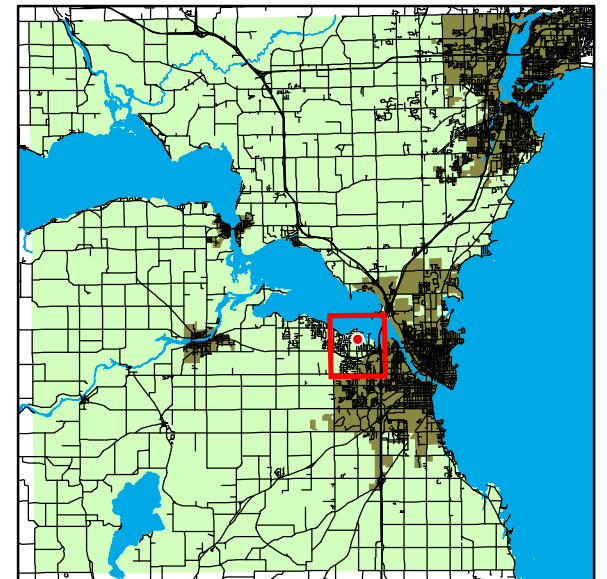
Owner(s):
DNB CONSTRUCTION, INC

Subject Parcel(s):
002004102



Winnebago County
WINGS Project

● = SITE



1 inch : 2,000 feet

WINNEBAGO COUNTY