

Winnebago County Planning and Zoning
Planning and Zoning Committee
112 Otter Ave, Oshkosh, WI 54901, 3rd Floor Admin Conference Room
Planning Meeting
January 10, 2025, 7:45AM

Present: Supervisors Howard Miller, Stefanie Holt, Frank Frassetto, Christian Mueller; Jerry Bougie, Director, Planning and Zoning; Brian O'Rourke, Land Use Planner; Cary Rowe, Zoning Administrator; Daniel Lefebvre, Assistant Zoning Administrator; Caleb Edwards, Code Enforcement Officer; Karen Fredrick, Court reporter via Microsoft Teams.

Excused: Maribeth Gabert

Guests: Ethan Hollenberger, Winnebago County Executive Office; Mary Anne Mueller, Winnebago County Corporation Counsel; Jim Erdman, Town of Oshkosh, 2942 Hickory Ln, Oshkosh.

The Meeting was called to order at 7:45AM by Chairman Howard Miller.

Public comments on Agenda items

Jim Erdman, 2942 Hickory Ln, Oshkosh inquired on the status of removing the general zoning code authority from the shoreland zoning code (remove Chapter 23 from Chapter 27).

Approval of Minutes

Committee reviewed October 4, 2024 Planning; October 18, 2024 Viewing; October 22, 2024 Public Hearing; November 8, 2024 Deliberative; December 6, 2024 Planning and December 13, 2024 Viewing meeting minutes as presented. MOTION made by F. Frassetto to approve minutes as presented, seconded by S. Holt. Motion carried 4-0-1.

Chairman Howie Miller requested the agenda be reordered moving Item #1 to Item #3.

Business Items

1. **Review and Action to forward Town Zoning Change(s) & Town Zoning Ordinance Amendment(s)**

C. Rowe provided a memo to the Committee which recommends forwarding a Town of Clayton Zoning Change for Premier Real Estate Management, Parcel ID #006-0329 for approval to the County Board. This Town Zoning change is consistent with the Winnebago County Land use.

MOTION made by F. Frassetto to forward the town zoning change to County Board for approval. Seconded by C. Mueller. Motion carried 4-0-1.

C. Rowe provided a memo to the Committee which recommends forwarding a Town of Clayton Zoning Change for the Town of Clayton, Parcel ID #006-0328-02-01 & 006-0328-02-02 for approval to the County Board. This town zoning change is consistent with the Winnebago County Land use.

MOTION made by F Frassetto to forward the Town Zoning change to County Board for approval. Seconded by C. Mueller. Motion carried 4-0-1.

2. Board Review and potential action to amend the 2025 P&Z Committee meeting schedule
H. Miller requested the Planning and Zoning meeting schedule for the Deliberative and Planning meetings in September 2025 to be changed from September 12, 2025 to September 5, 2025.

MOTION made by C. Mueller to change the Planning and Zoning Deliberative and Planning meeting from September 12, 2025 to September 5, 2025. Seconded by F. Frassetto. Motion carried 4-0-1.

H. Miller requested the Planning and Zoning meeting schedule for the Public Hearing for September 2025 to be moved from September 23, 2025 to September 30, 2025.

MOTION made by F. Frassetto to change the Planning and Zoning Public Hearing from September 23, 2025 to September 30, 2025. Seconded by S. Holt. Motion carried 4-0-1.

3. Review Potential Changes to Chapter 27 of the Winnebago County General Code Relating to Shoreland Zoning.
E. Hollenberger gave an overview of the review that various members of Winnebago County, including the Planning and Zoning Department, Corporation Counsel and the County Executive's office, have done over the last month regarding general zoning code enforcement inside and outside shoreland areas.

M. Mueller went through various chapters and state statutes involved in the general code zoning and explained things, that if approved, can and cannot be done because of state statutes and DNR regulations.

E. Hollenberger also went through documentation that H. Miller provided to the committee regarding changes he would like to see made to the ordinances.

Next Meeting Date

The next meeting will be held on January 24, 2025 for the Committee Viewing Meeting at 7:30AM.

Adjournment

MOTION made by F. Frassetto to adjourn the meeting at 9:45AM. Seconded by S. Holt.
Motion carried 4-0-1.

Respectfully Submitted,

Brian O'Rourke, AICP
Recording Secretary