

Winnebago County Planning and Zoning
Planning and Zoning Committee
112 Otter Ave, Oshkosh, WI 54901, 3rd Floor Admin Conference Room
Planning Meeting
March 7th, 2025, 7:45AM
Meeting held via Microsoft Teams

Present: Supervisors Howard Miller, Stefanie Holt, Frank Frassetto
Staff: Jerry Bougie, Director, Planning and Zoning; Cary Rowe, Zoning Administrator; Daniel Lefebvre, Assistant Zoning Administrator; Caleb Edwards, Code Enforcement Officer; Adam Dorn, GIS Administrator; Diane Culver, GIS Specialist II; Liz Nichols, Winnebago County Property Lister via Microsoft Teams

Excused: Maribeth Gabert, Christian Mueller

Guests: Jim Erdman, Town of Oshkosh Chairman, Jake Curtis, Outside Counsel

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

Public comments on Agenda items

Jim Erdmann, 2492 Hickory Ln, Oshkosh, Town of Oshkosh commented on the model ordinance regarding impervious area.

Approval of Minutes

Committee reviewed January 28, 2025 Public Hearing, February 7, 2025 Deliberative, February 7, 2025 Planning meeting minutes as presented. MOTION made by F. Frassetto to approve minutes as presented, seconded by S. Holt. Motion carried 3-0-2.

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 Wolf River Zoning Change for Bryan Hahn, Parcel ID #032-0353-04 for approval to the County Board. This Town Zoning change is consistent with the Winnebago County Land use.

F. Frassetto questioned the zoning change going to Business but the county has it zoned Agricultural and Rural. C. Rowe indicated that this is an expansion of an existing campground and sometimes future land use plan doesn't follow property lines and this property is immediately adjacent to the existing campground.

MOTION made by S. Holt to forward the town zoning change to County Board for approval. Seconded by F. Frassetto. Motion carried 3-0-2.

2. Land Division Ordinance Provision changes proposed by Supervisor Howard Miller
H. Miller gave background for the requested proposed ordinance changes to the Land Division Ordinance and how it specifically pertains to parcels owned by the Timothy and Troy Huebner and Drews Pit LLC (Parcels #028-0151, 028-0152, 028-0153 and 028-0154) in the Town of Winchester.

Discussion first ensued on county jurisdiction regarding land divisions when a town has their own Plan Commission, whether CSM's are required to be done for land divisions, challenges and benefits of CSM's being done. J. Bougie explained that WI State Stat 236.34(1)(4) states that because authority is granted to both Town and County, any CSM affecting land must comply with the most restrictive provisions. Winnebago County GIS staff gave a brief report on the challenges and benefits regarding the policy of requiring a CSM for land divisions.

Pertaining to the specific parcels owned by Huebner and Wickert in the Town of Winchester, H. Miller is requesting action from the committee that Winnebago County not force the owners of the 4 parcels to have to create 2 new parcels (referred to as lots 5 & 6).

MOTION made by S. Holt to not require the owners of the properties to have to create 2 new parcels on parcels 028-0154 & 028-0153. Seconded by F. Frassetto. Motion carried 3-0-2.

H. Miller is also requesting that action be taken that a CSM will not be required on parcels 028-0151 and 028-0152 (referred to as lots 1 & 2) to move the property lines on GIS maps to where the surveyor has the property staked and not the deeded property lines.

MOTION made by S. Holt that a CSM would need to be done to correct the parcel lines and title on parcels 028-0151 and 028-0152. Seconded by F. Frassetto. Motion carried 3-0-2.

3. Update on status of Chapter 27 County Shoreland Ordinance rewrite
J. Bougie indicated the changes, including H. Miller's suggested changes, that staff made to the model shoreland ordinance have been sent to the WI DNR for review. Discussions ensued regarding vegetation in rural areas, public hearing requirements and mapped zoning districts. Staff will wait for correspondence from the WI DNR on the changes. J. Bougie did indicate it could take some time and will update the committee upon receiving new information.

Next Meeting Date

The next meeting will be held on March 21, 2025, for the Committee Viewing Meeting at 7:30AM.

Adjournment

MOTION made by S. Holt to adjourn the meeting at 9:50AM. Seconded by F. Frassetto. Motion carried 3-0-2.

Respectfully Submitted,
Cary Rowe, Zoning Administrator
Recording Secretary