

Winnebago County Planning and Zoning
Planning and Zoning Committee
112 Otter Ave, Oshkosh, WI 54901, 3rd Floor Admin Conference Room
Planning Meeting
April 4th, 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; Julie Rosenau, Planning & Zoning Department

Excused: Maribeth Gabert, Christian Mueller

Guests: Jim Erdman, Town of Oshkosh Chairman

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, specifically page 5 regarding shoreland zoning.

Approval of Minutes

Committee reviewed February 26, 2025, Public Hearing, March 7, 2025, Deliberative and Planning, and March 21, 2025 Viewing meeting minutes as presented. MOTION made by S. Holt to approve minutes as presented, seconded by C. Mueller. Motion carried 4-0-1.

Business Items

1. Update on status of Chapter 27 County Shoreland Ordinance rewrite
J. Bougie gave an update that he and staff met via phone on 04/02/2025 with the DNR. The DNR indicated they are looking over our submitted model ordinance. Staff will work in the month of April to come up with some of the changes the DNR suggested and bring it back to the committee at the May meeting.
2. Update on status of WI Statute requirement to update the County's Comprehensive Future Land Use Plan and Map every 10 years.
B. O'Rourke explained that the county needs to update the County's Comprehensive Plan and Maps every 10 years. B. O'Rourke went through what the process will be and indicated that the County has talked to East Central Wisconsin Regional Planning to assist with the drafting and text changes of the comprehensive plan. East Central has agreed to help but will not be able to help until 2026 and will send a scope of services to staff. B. O'Rourke indicated that staff will be able to do many items prior to 2026 before East Central becomes active in the project and helps complete the plan.

3. 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 Guy Grenfell/Elizabeth Fedie, Parcel ID #006-0808-02 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.

C. Rowe provided a memo to the Committee which recommends forwarding a Town of Utica Zoning Change for Leonard and Teresa Schmick, Parcel ID #024-0550 (PT) & 024-0551 (PT) for approval to the County Board. This town zoning change is consistent with the Winnebago County Land use.

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

C. Rowe provided a memo to the Committee which recommends forwarding a Town of Winchester Zoning Change for Michael and Christine Wohlers, Parcel ID #028-0348 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 3-0-2.

Next Meeting Date

The next Planning meeting will be held on May 9, 2025, at 7:30AM.

Adjournment

MOTION made by F. Frassetto to adjourn the meeting at 8:50AM. Seconded by S. Holt. Motion carried 4-0-1.

Respectfully Submitted,
Brian O'Rourke, Land Use Planner
Recording Secretary