

Winnebago County Planning and Zoning
Planning and Zoning Committee
112 Otter Ave, Oshkosh, WI 54901, 3rd Floor Admin Conference Room
Planning Meeting
May 9, 2025, 7:45AM
Meeting also available via Microsoft Teams

Present: Supervisors Howard Miller, Maribeth Gabert, Christian Mueller, Frank Frassetto, Stefanie Holt

Staff: Jerry Bougie, Director, Planning and Zoning; Daniel Lefebvre, Assistant Zoning Administrator (via Microsoft Teams); Caleb Edwards, Code Enforcement Officer; Brian O'Rourke, Land Use Planner

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 that he attended a conference in Madison to talk to legislature about shoreland zoning. He also commented on the proposed ordinance changes about impervious surfaces and town and county zoning permits both being needed on one project/parcel.

Approval of Minutes

Committee reviewed March 25, 2025, Public Hearing, April 4 2025, Deliberative and Planning meeting minutes as presented. MOTION made by S. Holt to approve minutes as presented, seconded by C. Mueller. Motion carried 4-0-1 (Gabert Abstained).

Business Items

1. Update on status of Chapter 27 County Shoreland Ordinance rewrite

H. Miller distributed a sheet with questions and proposed edits to the re-write of Chapter 27. Committee and staff went through the all the articles of the ordinance and discussed the revisions recommended by the DNR and questions committee members had.

After discussion, the following motions were made and approved to revise the ordinance were voted on by the committee:

Article 3.6(1)(b) Committee is requesting the following paragraph to be added to the end of this section:

"If a town has its own general zoning code, and any portion of the subject property lies within a shoreland zoning area, the town shall provide written notice of the Public Hearing for the requested zoning change to Winnebago County and the Department no less than 10 days prior to the Public Hearing."

Motion made by F. Frassetto to approve adding language to section 3.6(1)(b), seconded by S. Holt. Motion carried 5-0.

Article 7.4 – Committee thinks this whole section should be omitted in its entirety.

Motion made by S. Holt to omit section 7.4 in its entirety. Seconded by C. Mueller. Motion carried 5-0.

Article 7.6 – Committee believes that this section should be omitted in its entirety.

Motion made by M. Gabert to omit section 7.6 in its entirety. Seconded by C. Mueller. Motion carried 5-0.

Article 8.1 – Committee is requesting a reference to Winnebago County General Code Chapter 26 in this article.

Motion made by C. Mueller to reference Winnebago County General Code Chapter 26 in Article 8.1. Seconded by F. Frassetto. Motion carried 5-0.

Article 20.0 – Committee recommends adding PDD (Planned Development District) when PUD (Planned Unit Development) is referenced in the ordinance.

Motion made by S. Holt to include PDD when PUD is referenced in the ordinance. Seconded by F. Frassetto. Motion carried 5-0.

Article 22.1(2)(a) – Committee recommends the following change to paragraph (a)(b) and (c). Rather than reference the entire Article 4 of Chapter 23 in this section, only specific sections pertaining to the ordinance should be referenced.

Motion made by S. Holt to reference specific sections of Article 4 rather than the article in its entirety.

Discussion continued regarding the next steps for approval. The decision was made that the final re-write will be presented at the next Planning meeting. If everything is acceptable as written it will go to Public Hearing in July and then be sent to the DNR for final approval.

Next Meeting Date

The next Planning meeting will be held on June 6, 2025, at 7:45AM.

Adjournment

MOTION made by F. Frassetto to adjourn the meeting at 9:50AM. Seconded by S. Holt. Motion carried 5-0.

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