

Winnebago County Planning and Zoning
Planning and Zoning Committee
112 Otter Ave, Oshkosh, WI 54901, 3rd Floor Admin Conference Room
Planning Meeting
7:45AM, December 5, 2025
Meeting also available via Microsoft Teams

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

Absent: Frank Frassetto

Others present: Jerry Bougie, Director, Planning and Zoning; Cary Rowe, Zoning Administrator; Daniel Lefebvre, Assistant Zoning Administrator; Caleb Edwards, Code Enforcement Officer; Adam Dorn, GIS Administrator, Liz Nichols, Property Tax Lister, Koby Shellenberger, Winnebago County Executive's Office; Mary Anne Mueller, Winnebago County Corporation Counsel, Nathan Bayer, Crivello Law, Kristine Giornalista, Fox Cities Housing Alliance.

The Meeting was called to order by Chairman Howard Miller.

Public comments on Agenda items

Kristine Giornalista, member of The Fox Cities Housing Alliance, introduced herself to the Board and gave a quick overview of the Fox Cities Housing Alliance. She explained that the purpose and intent of the organization is to bring awareness and ideas to help bring more affordable housing to the County.

Approval of Minutes

Committee reviewed the September 30, 2025, Public Hearing meeting; October 10, 2025 Deliberative and Planning meeting, October 22, 2025 Public Hearing meeting and November 7, 2025 Deliberative meeting as presented. Motion made by S. Holt to approve minutes as presented. Seconded by C. Mueller. Motion carried 4-0-1.

Business Items

1. Review and possible action on Proposed Floodplain Resolution – submitted by Supervisor Howard Miller

Discussion started regarding the proposed resolution. After a lengthy discussion on the proposed resolution, H. Miller asked that this be postponed until the January 2026 Planning meeting to give him more time to do some more research on information received at this meeting.

Motion made by C. Mueller to postpone action on the proposed Floodplain Resolution to the January 9, 2026 Planning Meeting. Seconded by M. Gabert. Motion carried 4-0-1.

2. Discussion on the Bryan and April Keepers CSM situation

S. Holt asked for discussion from the committee regarding the process procedures taken to get the result of what is needed to be done to avoid problems for property owners to complete difficult transactions. Property Lister Liz Nichols went through her office procedures of what occurred with this situation with the Keepers'. Mr. Keepers was present and agreed that what Liz had stated is what occurred. Liz indicated that they do run into situations often like the Keepers' and what they

indicate to the customer to rectify a problem or situation is the same each time. There were no recommended procedure changes to be made at this time, but S. Holt appreciated the discussion and awareness of the Keepers' situation.

3. Overview and Discussion on Fox Cities Housing Alliance and regulatory improvements action team

S. Holt gave a brief overview of what her role is on the Fox Cities Housing Alliance as a committee member of the regulatory subcommittee. S. Holt was hoping that she may be able to add a staff member from Winnebago County Planning and Zoning to be on the committee. J. Bougie indicated that Lu Scheer, Housing Specialist for Winnebago County is already part of the committee. S. Holt indicated that she would like to have someone serve with her on the regulatory committee to help answer questions that she may not be able to answer for people regarding zoning, etc.

J. Bougie asked how often the committee meets, S. Holt indicated at this time they meet monthly. J. Bougie said he would check with staff and would keep in touch with S. Holt on who would represent the department.

Next Meeting Date

The next Planning and Zoning meeting will be the Viewing meeting to be held on December 12, 2025. The Public Hearing for December will be on Wednesday, December 17, 2025, due to the County Board meeting being held on December 16, 2025.

Adjournment

MOTION made by S. Holt to adjourn the meeting at 9:32AM. Seconded by C. Mueller. Motion carried 4-0-1.

Respectfully Submitted
Winnebago County Planning and Zoning