

**VILLAGE OF FOX CROSSING
PLANNING COMMISSION
MEETING WEDNESDAY, May 13, 2020 at 5:15 PM
MUNICIPAL COMPLEX - 2000 MUNICIPAL DRIVE**

CALL TO ORDER: Mr. Jochman called the Planning Commission meeting of May 13, 2020 to order at 5:16 pm.

PRESENT: Chairperson: Chair Dennis Jochman
Commissioners: Mr. Tom Young, Mr. Morris Cox, Mr. Michael Scheibe,
Ms. Tracy Romzek, Mr. James Zielinski
Excused: Mr. Aaron Sabel

Staff: Community Development Director George Dearborn
Associate Planner Farrah Yang
Village Manager Jeffrey Sturgell

ALSO PRESENT: Ben Ganther, Ganther Construction Construction
Mike Law

PLEDGE OF ALLEGIANCE

Before the Public Hearings, Mr. Jochman clarified that the Planning Commission meetings are moved up a week during months when a holiday falls on a Monday when Village Board meetings usually take place. Since Planning Commission meeting agendas are sometimes included in Village Board meetings, the Planning Commission meetings have to be a week prior to the Village Board meetings.

PUBLIC HEARINGS

Item 1 – Zoning Ordinance Amendment -Senior Housing Definition

A motion was made by Mr. Cox, seconded by Mr. Zielinski, to open the public hearing for the Zoning Ordinance Amendment -Senior Housing Definition.

The motion carried – 6-0.

Director Dearborn said an M-3 zoning does allow senior housing but does not clarify in a Community Based Residential Facility (CBRF) to allow senior housing. The Zoning Ordinance Amendment would amend the language to add provision for senior housing.

Mr. Jochman asked if anyone from the public would like to speak three times. No responses.

A motion was made by Mr. Cox, seconded by Mr. Zielinski, to close the public hearing for the CUP for the 60 units Senior Housing.

The motion carried 6-0.

Item 2 – CUP CBRF West American & Irish

A motion was made by Mr. Scheibe, seconded by Ms. Romzek, to open the public hearing for the Zoning Ordinance Amendment -Senior Housing Definition.

The motion carried – 6-0.

Director Dearborn said that Care Partners LLC is looking to put a 56 unity Senior Housing on this lot. Currently the area is surrounded by single family homes bounded by Irish Road and American Drive. The property south of American Drive is owned by Neenah School District. In the past there has been concerns from the residents in that area about flooding. Director Dearborn said the retention pond will be regraded. There was originally a stream ran through but was rerouted with the construction of American Drive. Director thinks is easy to fix and that the project is compatible for the land. He sees no issue and staff recommends the CUP.

Mr. Jochman asked if anyone from the public would like to speak.

Ben Ganther from 6030 County Road A Oshkosh was present to represent Jason Lindamin and Care Partners. They are the design build contractor and are there to answer any questions anyone might have.

Mr. Jochman asked if there are any questions.

Mr. Zielinski asked about the rental percentage and ownership percentage of the units.

Mr. Ganther replied that the units are not owned and are memory care and assisted living. They're rental units.

Mr. Jochman asked 2 times.

A motion was made by Mr. Cox, seconded by Mr. Zielinski, to close the public hearing for the CUP for the 60 units Senior Housing.

The motion carried – 6-0.

APPROVAL OF MINUTES – April 15th, 2020

A motion was made by Mr. Cox, seconded by Ms. Romzek, to approve the meeting minutes of Wednesday, April, 15th, 2020 with minor corrections, previously discussed with Recording Secretary.

The motion carried – 6-0.

NEW BUSINESS

Item 1 – CUP 56 Unit Senior Care Facility

Direct Dearborn said the staff is recommending approval of this conditional use permit with a few conditions. The conditions are:

- Address the issue of the impact in the surrounding community
- Full process of a storm water review which is required for all new projects
- Submit a site plan for review
- Comply with all state and local conditions

Everything can be done at the same time at staff level.

Mr. Jochman asked if anyone had any comments or concerns.

A motion was made by Mr. Cox, seconded by Ms. Romzek, to approve CUP 56 Unit Senior Care Facility with the conditions that applicant will provide staff with a report showing how storm water for this site will be addressed including its impact on the surrounding property. Following review and acceptance of how the storm water report, the applicant should apply for a site plan review and provide a storm water plan to comply with Village Storm Water Regulations and application shall comply with all local and state regulations.

The motion carried – 6-0.

Item 2 – Chapter 31 Ordinance Amendment – M-1 CBRF Addition

Director Dearborn said that the purpose of this amendment is to clarify and allow for a CBRF in this specific zoning district. The M-1 allows for multiple types of senior developments and multi-family developments, all by conditional use permit. The intent for the M-1 district is going to be much larger types of CBRFs. This change was necessary so that it complies with state statutes and does not limit our ability for this zoning district.

Mr. Jochman said that in the Memo, this amendment will add one additional sentence to the 4.07 Retirement Home. “Residential Care Apartment Complexes (RCAC) and Community Based Residential Facilities (CBRF). The units may be rented or owned as in a condominium. This use may include limited on-site commercial and medical facilities for the exclusive use of residents.

Mr. Cox asked if this will be added in Chapter 31 and will it be highlighted.

Mr. Dearborn replied that it will go to Village Board to approve but Planning Commission recommends it.

A motion was made by Mr. Cox, seconded by Ms. Romzek, to approve the Zoning Ordinance Amendment allowing CBRF in M-1 zones in Chapter 31, 4.07.

The motion carried – 6-0.

Item 3 – CSM SunComfort

Director Dearborn said that SunComfort owns two lots. Their existing building is on the corner of Shady Lane and American Drive. They applied for a site plan review to add an addition to this building. They will be crossing property lines so they will have to do Certified Survey Map. It meets all the requirements and Staff is recommending approval with the conditions that taxes be paid and we get a copy of the recorded CSM.

A motion was made by Mr. Zielinski, seconded by Mr. Cox, to approve CSM SunComfort under conditions that all taxes be paid and that a copy of the recorded CSM be provided to the Village.

The motion carried – 6-0.

Item 4 – License Review Valley Inn

Director Dearborn said the Planning Commission is assigned as authority to approve or deny Hotel/Motel licenses. He gave a quick history of Valley Inn, but said that the new owners have been working to clean up the property, brand the hotel, and substantial remodeling. The calls for service have decline dramatically. The Police Department is happy with the progress it has made. Director Dearborn has been out to the property talk to the owners. Director Dearborn recommends the approval of the Valley Inn License.

Mr. Cox asked about the resolution for the license.

Director Dearborn said there will be one.

Mr. Zielinski asked about the franchise agreement from last year.

Director Dearborn said they are working towards that as they are remodeling units and looking to put a restaurant in, but with COVID-19 it has been slow.

A motion was made by Mr. Cox, seconded by Ms. Romzek, to approve License Renewal Valley Inn at 2000 Holly Road.

The motion carried – 6-0.

Item 5 – License Review Cobblestone

Director Dearborn said this is the same process. The hotel is a nice asset for the community. From a economic development point of view, he is concerned about the current situation but thinks they have the ability to continue. There is no issue and staff is recommending approval for another year.

Mr. Jochman said that this is like the previous license approval, a resolution will be made and Mr. Jochman will sign the resolution.

A motion was made by Mr. Zielinski, seconded by Mr. Cox, to approve License Renewal Cobblestone Hotel & Suites on 1465 Bryce Dr.

The motion carried – 6-0.

OTHER BUSINESS

1. Development Activity Report

Director Dearborn said that single family is down from previous years. We have only issued 2 single family in April for a total of 7 this year. The values are pretty high for single family homes. The department issued 1 duplex and 1 smaller commercial as compared to last year where there were 2 commercial, 18 single family, and 3 duplexes. But the values are good we are at \$13,255,000 opposed to last year's \$9,000,155. Director Dearborn said two senior housing projects were just approved. He sees positive trends with continue request for information for development.

COMMUNICATIONS

1. Sustainability Committee Report

There is no meeting until June. The community Gardens are going well, all the plots are rented out on the west side. The east side has one left. We discontinued the collection of plastic bags and materials. We have limited staff that it will be best for public to just take the grocery stores. When we move ahead and open building up to public, we will be able to continue sustainability initiatives.

Mr. Jochman asked if anyone has any comments or questions.

ADJOURNMENT: A motion was made by Mr. Cox, seconded by Mr. Scheibe to adjourn.

The motion carried – 6-0.

5:54 p.m.

Plan Commission
May 13, 2020 Minutes

Farrah Yang,
Recording Secretary