



PLANNING COMMISSION  
MEETING WEDNESDAY, April 21<sup>st</sup>, 2021 at 5:15 PM  
MUNICIPAL COMPLEX - 2000 MUNICIPAL DRIVE

**CALL TO ORDER:** Chairman Jochman called the Planning Commission meeting of April 21<sup>st</sup>, 2021 to order at 5:15 pm.

- PRESENT:**
- Chairperson: Chair Dennis Jochman
  - Commissioners: \*Mr. Aaron Sabel  
Mr. Tom Young,  
Mr. Morris Cox,  
Mr. James Zielinski,  
Ms. Tracy Romzek,  
\*Mr. Michael Scheibe  
(\* indicates they were present via video call)
  - Staff: Community Development Director George Dearborn  
Associate Planner Farrah Yang
  - Other: Village Manager Jeff Sturgell  
Joel Ehrfurth, MACH IV Engineer for Golf Bridge Apartments  
\*Daniel Susdorf, 1751 Mill Pond Lane  
\*Jane McCormick, 741 Blackmoor Circle  
\*Matt Porsche, 1796 Mill Pond Lane  
Pat Gambsky, P.O. Box 334 Freemont, WI  
Jason Lone, 1726 Mill Pond Lane  
James Lorig, 1768 Mill Pond Lane  
Lee and Jennifer Reibold, 1754 Mill Pond Lane  
Derek and Heidi Selch, 717 Kensington Road, Neenah, WI  
Dale Youngquist, 1325 Prairie Lake Circle  
Scott Rankin, 1740 Mill Pond Lane  
Barbara Hanson, 1730 Lakeshore Drive  
Adam James, P.O. Box 224, Neenah

**PLEDGE OF ALLEGIANCE**

A motion was made by Mr. Cox, seconded by Ms. Romzek, to amend the agenda to place the Public Hearing prior to the Approval of Minutes.

**PUBLIC HEARING**

A motion was made by Mr. Cox, seconded by Ms. Romzek to open the Public Hearing.

The motion carried 7-0.

Director Dearborn said that there has been two approved apartment complex projects on the same property. The last one withdrew and now there is this one. The applicant is proposing 46 unit rental townhomes. The key issue is the drainage on the property. They did include a stormwater pond so that it addresses the drainage in this area. The property was combined into one parcel at the previous meeting. There are multiple steps for this project and action today would be to recommend approval of the PDD. Additional steps will be at staff level with a Site Plan Review and our engineering company, McMahon Associates will review the Stormwater Management Plan. Staff will review and discuss screening. The project does conform with the density shown on the Village's Future Land Use Map.

The following residents spoke about concerns of the ponding on the southwest corner of the property where there are some trees. They also had concerns about screening for the neighbors north and east of the property. They questioned property values, the length of the project, and the traffic. Mr. Reibold also brought up concerns about lighting.

Scott Rankin, 1740 Mill Pond Lane  
James Lorrig, 1768 Mill Pond Lane  
Lee Reibold, 1754 Mill Pond Lane  
Jason Lone, 1726 Mill Pond Lane  
Matt Porsche, 1796 Mill Pond Lane  
Jane McCormick, 741 Blackmoor Circle

Director Dearborn said that the Site Plan Review Committee would discuss the screening, drainage and lighting. Site Plan Review always requires direct cut off lighting. There has to be an erosion control plan during construction as well.

The Developer, Derek Selch, said that the project would be broken into two phases and constructed in 1 to 3 years. The townhomes would consist of 1 to 2 bedrooms with no basements and the main floor would be zero entry. The residents could be retirees or young professionals, but would be available to everyone. The rent ranges from \$900-1500 depending on demand and Mr. Selch said they would not be selling it off to anyone else.

A motion was made by Mr. Young, and seconded by Mr. Cox to close the Public Hearing.

The motion carried 7-0.

#### **APPROVAL OF MINUTES – March 17<sup>th</sup>, 2021**

A motion was made by Mr. Cox, and seconded by Ms. Romzek to approve the meeting minutes of Wednesday, March 17<sup>th</sup>, 2021.

The motion carried 7-0.

#### **OLD BUSINESS**

None

#### **NEW BUSINESS**

1. Planned Development District – 1761/1781/1755 Golf Bridge Rd.

Director Dearborn said that the Site Plan Review Committee will review the screening concerns from the public and will review all concerns with a detailed Site Plan. If the public would like a copy of the Site Plan, they can call our office.

Mr. Zielinski asked about the projected project value.

Director Dearborn and Mr. Selch estimated anything between \$3 million to \$5 million.

Mr. Young gave appreciation to the group for attending and bringing up their legitimate concerns. He asked Director Dearborn to go over the process for the public, as it could be confusing.

Director Dearborn said that this is the first step of the process where the Developers have to apply for a new Planned Development District (PDD) since the previous plan had expired. This step addresses all issues with the site. Then Step 2 is the Site Plan Review where the Site Plan Review Committee will

review in more detail the setbacks, layout, lighting, landscaping, easements, fire lanes and location of the hydrants. There will also be a drainage review during this step, which is new because now stormwater ponds are required to address parking lots and roofs of buildings.

There was a discussion on drainage issues on adjoining neighbors' properties. Director Dearborn addressed it by saying that it is not the responsibility of the developer to fix drainage issues on other neighbor's properties but they will certainly have to address what is happening on the current site.

Chairman Jochman added that this is now the opportunity to bring those issues up to get it right because a second engineering company will review those issues. The developer cannot dump additional water on neighboring properties.

A motion was made by Mr. Cox, seconded by Ms. Romzek to approve the PDD for 1761/1781/1755 Golf Bridge Road with the following conditions:

1. The PDD shall substantially comply with the plans provided by the applicant with no more than 46 dwelling units.
2. The east side of the townhomes shall be screened from the adjacent single-family homes with landscaping. The landscaping will be addressed in the site plan review of this project.
3. The site plan shall be reviewed and approved by the Site Plan Review committee.
4. The stormwater and erosion control plan shall be reviewed and approved by the Village.
5. Building permits shall be submitted and approved by the Village.
6. The project shall meet all other Local and State requirements

The motion carried 7-0.

## 2. Certified Survey Map – 860/858 Highland Park Road

Director Dearborn said that this Certified Survey Map will recombine the two parcels into one as a duplex. In January, the applicant had applied for a Certified Survey Map to split the parcels into a 0 lot line so that he could sell each side. He then had a buyer who wanted the property as a duplex on one lot. Staff recommends approval as it meets all the requirements.

A motion was made by Mr. Cox, seconded by Mr. Zielinski to approve the Certified Survey Map with the following conditions:

1. All taxes must be paid prior to recording the Certified Survey Map.
2. A copy of the recorded Certified Survey Map must be given to the Village's Community Development Department.

The motion carried 7-0.

## **OTHER BUSINESS**

### 1. Development Activity Report

Director Dearborn said that there was one (1) single-family home for this month, for a total of 12 single-family homes for the year as opposed to 5 last year. In just this month, there have been seven (7) new mobile homes. Older units are being replaced off West American Drive. The older section currently has mobile homes that go into the ground and now they are replacing them with above grounds units.

There are two subdivisions being finalized, Winding Creek 4 and Jacobsen Meadows 3. The Village is starting to run out of developable land. There is an interest in Multi-family in other areas. Currently the construction costs for single family homes has been increasing due to increasing costs for building materials,

## **COMMUNICATIONS**

### 1. Sustainability Committee Report

Director Dearborn said that there was a meeting on April 7<sup>th</sup> and that there has been a high demand for garden plots. The Electronic Recycling event was on April 17<sup>th</sup> and was very successful as the event collected 39,953 pounds of electronics. Volunteers also helped pass out materials on general recycling and stormwater practices. If anyone missed it, they can still go to the landfill at Winnebago County or Recycle That Stuff. There will be another event in October. The Commission expressed appreciation to the Street Department, Board Members and Sustainability for helping make that event possible.

## **PUBLIC FORUM**

Mr. Cox said that the county approved the financing of the dog park off Jacobsen road between railroad and Ehlers Road on a 1 or 2.5 acre piece of land. There will be parking available.

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

The motion carried 7-0.

6:15 p.m.  
Plan Commission  
April 21<sup>st</sup>, 2021 Minutes  
Farrah Yang, *Recording Secretary*