

VILLAGE OF FOX CROSSING
PLANNING COMMISSION MEETING
Municipal Complex – Arden Tews Assembly Room
Wednesday, June 21, 2023 at 5:15 PM

Minutes

CALL TO ORDER

The Planning Commission meeting was called to order by Chairman Jochman at 5:15 p.m.

PRESENT: Chairperson: Chair Dennis Jochman
Commissioners: Mr. Aaron Sabel
Mr. Tom Young
Mr. Morris Cox
Ms. Tracy Romzek
Mr. Michael Scheibe
Mr. Thomas Willecke

Staff: Community Development Director George Dearborn
Associate Planner Daniel Dieck
Planning Intern Kia Kling

Other: John Weiland
Marina Miller
Kris Koeppel

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES – May 17, 2023

MOTION: Mr. Cox, seconded by Mr. Willecke to approve the meeting minutes of May 17, 2023.

Motion carried 7-0-0

PUBLIC HEARING

1. Conditional Use Permit (CUP) – 2609 Bodoh Way

MOTION: Mr. Sabel, seconded by Mr. Scheibe to open the public hearing

Motion carried 7-0-0

Director Dearborn gave an overview of the property and its current use. The new use for the site is a towing service with a temporary storage area for the towed vehicles. A conditional use permit is required. Other requirements include a solid fence around the perimeter, layout to allow fire service to access lot, lighting should be direct cut-off, and any locked gates should have lock boxes for fire department access.

MOTION: Mr. Sabel, seconded by Mr. Scheibe to close the public hearing

Motion carried 7-0-0

Kris Koeppe 4529 W. Prospect Ave, Appleton, WI

Mr. Koeppe stated that he is in favor of the project but has concerns about the runoff, leaking and contamination of oil, gas, and other chemicals due to drainage ditches and well water.

2. Subdivision Ordinance Amendment – Street Tree Modification Requirement

MOTION: Mr. Sabel, seconded by Mr. Willecke to open the public hearing

Motion carried 7-0-0

Director Dearborn explained there is no need for the Street Tree Modification Requirement. He raised concern about the maintenance of trees and having trees in the right of way. He feels it should be deleted from the ordinance and the money within the program be given to the Parks and Recreation department but still have the intended use of spending on trees.

MOTION: Mr. Sabel, seconded by Mr. Scheibe to close the public hearing

Motion carried 7-0-0

3. Conditional Use Permit (CUP) – 2160 American Dr.

MOTION: Mr. Sabel, seconded by Mr. Scheibe to open the public hearing

Motion carried 7-0-0

Director Dearborn stated that the applicant seeks to start a trailer sales business for both commercial and residential use. He feels that it is a good use and it will be a positive business for the Village.

MOTION: Mr. Sabel, seconded by Mr. Scheibe to close the public hearing

Motion carried 7-0-0

OLD BUSINESS

None

NEW BUSINESS

1. **CSM – 1348, 1356, 1360 American Dr.**

Director Dearborn gave a brief overview of the construction process and addressed the question of why the developer is building a fence. The fence is needed to act as a buffer of the apartment complex and the single family homes that surround it.

Commissioner Tom Young questioned why the developer is building a fence but feels that it will be a good addition.

MOTION: Mr. Young, seconded by Ms. Romzek to approve the CSM to combine the parcels with the adaption of staff recommended approvals of the CSM and the following conditions that taxes be paid and a copy of the reported CSM be provided to the department.

Motion carried 7-0-0

2. CUP – 2609 Bodoh Way

Director Dearborn addressed concerns of contamination and that a plan be added that they meet the proper requirements to insure that there will be no leaking or contamination of gas, oil, or other chemicals. He also addressed concerns of what the condition of the vehicles being stored would be and where on the site they will be stored.

There was discussion among the Commissioners about concerns of contamination, condition of vehicles, where they will be stored on site, and possible verbiage for a required management plan for fluids and fluid containment.

MOTION: Mr. Sabel, seconded by Mr. Scheibe to approve the conditional use permit with the five items that are listed and additional item number 6 that is a plan for fluid containment.

Motion carried 7-0-0

3. Street Tree Modification Requirement

Director Dearborn gave a brief description of the ordinance amendment and the next phase of approval.

Discussion among the Commissioners about the trees and that the money still be used for trees.

MOTION: Mr. Willecke, seconded by Mr. Scheibe that they required to delete the street tree requirement with this amendment.

Motion carried 6-1-0 (Mr. Cox)

4. Cup 2160 American Dr.

Director Dearborn complimented the owner and feels that it is a good use of the site.

MOTION: Mr. Sabel, seconded by Ms. Romzek to approve the conditional use permit for 2160 American Dr. trailer sales with the four conditions

Motion carried 7-0-0

OTHER BUSINESS**1. Development Activity Report**

Director Dearborn reviewed the Development Activity Report for May and the Annual Building Report for 2023.

COMMUNICATIONS**1. Sustainability**

Director Dearborn gave an update on the activities of the Sustainability Committee. An ambitious Girl Scout is working on a project to get compost bins in the community garden.

PUBLIC FORUM

Commissioners briefly discussed happenings within the community's effort in sustainability and pond development. Mr. Cox announced that Brielle Dieck, whose family resides in Fox Crossing, was selected as one the recipients of the Winnebago County Board College Scholarship. Mr. Dieck gave a

brief update on development projects. The planning commission welcomed Kia Kling the new planning intern.

ADJOURN

At 6:02 p.m., **MOTION:** Mr. Sabel seconded by Mr. Scheibe to adjourn.

Motion carried 7-0-0

Respectfully submitted,

Kia Kling, Planning Intern

Note: These minutes are not considered official until acted upon at an upcoming meeting; therefore, are subject to revision.