

**VILLAGE OF FOX CROSSING
PLANNING COMMISSION MEETING
WEDNESDAY, APRIL 21, 2021 @ 5:15 PM
MUNICIPAL COMPLEX - 2000 MUNICIPAL DRIVE**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES – March 17th, 2021

Public Hearing

1. PDD – 1761/1781/1755 Golf Bridge Rd.

OLD BUSINESS

None

NEW BUSINESS

1. PDD – 1761/1781/1755 Golf Bridge Rd.
2. CSM – 860/858 Highland Park Road

OTHER BUSINESS

1. Development Activity Report

COMMUNICATIONS

1. Sustainability Committee Report

PUBLIC FORUM: Non-Agendized Village Related Matters

Pursuant to WI Statutes 19.83(2) & 19.84(2), the public may present matters; however, they cannot be discussed or acted upon. Limited to ten minutes - non-repetitive matters.

ADJOURNMENT

If you have any questions, please call (920) 720-7105 for information. You may also access the staff recommendations on the website, www.foxcrossingwi.gov. From the main page, click "Meetings," then "Agendas." The recommendation is posted on the website the Thursday or Friday preceding the Plan Commission meeting.

PLEASE NOTE: It is possible that members of and possibly a quorum of Village Board members or other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body other than the governmental body specifically referred to on the agenda above.

The Commission reserves the right to take up any item on the agenda at any time after the meeting commences.

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Village Administration Office at (920) 720-7101.



PLANNING COMMISSION
MEETING WEDNESDAY, MARCH 17th, 2021 at 5:15 PM
MUNICIPAL COMPLEX - 2000 MUNICIPAL DRIVE

CALL TO ORDER: Chairman Jochman called the Planning Commission meeting of March 17th, 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

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES – February 17th, 2021

A motion was made by Mr. Cox, seconded by Mr. Young to approve the meeting minutes of Wednesday, February 17th, 2021 with no corrections.

The motion carried 7-0.

OLD BUSINESS

None

NEW BUSINESS

1. Certified Survey Map – 638/40 Millbrook Lane

Director Dearborn said that this is currently one lot and the applicant desires to create a 0 lot line Certified Survey Map. The approach is that it splits the lot and duplex in half. Each unit would own their own land. Staff recommends approval with conditions of all taxes are paid and that the Community Development Department will receive a copy when they record it.

A motion was made by Mr. Cox, seconded by Mr. Zielinski to approve the with 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.

2. Certified Survey Map - 1755 Golf Bridge Rd

Director Dearborn said there have been a few projects proposed for this property in 2002 and 2006. It has always been two parcels. He said it looks like they are moving ahead to combine the two lots with the ultimate goal of a Planned Development District (PDD) coming through next month. This Certified Survey Map (CSM) simply combines two parcels with the standard conditions taxes and copy of recorded Certified Survey Map. Staff recommends approval.

Mr. Cox asked if this CSM just went through a public hearing.

Director Dearborn responded that it did not and had no prior rezoning. These parcels have been on and off for a number of years with various multifamily projects. He said that next month, his understanding is that the PDD should be coming for an apartment complex. It is zoned for that purpose.

Mr. Young asked for a sneak peek for what is coming.

Director Dearborn said the development has to put in detention pond and meet other screening requirements. Staff has seen the concept but the development will be similar what is in the memo.

Mr. Young asked about how the apartments fit into the Future Land Use Map with single-family on the east side of these two parcels.

Director Dearborn replied that the Future Land Use Map shows these two parcels as high-density residential which fits the project.

A motion was made by Mr. Young, seconded by Ms. Romzek to approve the with 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 there have been three additional SF and a duplex, which makes 11 single-family homes now. The value is higher last year than this year because there were carry over commercial projects from prior years. The value will exceed from last year's though. Some multifamily, senior housing projects and more single-family homes will come in the next few months. There are some pending projects ahead.

COMMUNICATIONS

1. Sustainability Committee Report

Director Dearborn said that the committee continue to see successes in plastic film, twice a week the Village receives full bins of plastic. The E-Recycling event is on April 17th. The gardens are all filled and there was discussion on encouraging people to recycle properly.

2. MS4 Report

Director Dearborn said the MS4 Report is mandated by the Wisconsin DNR every year. Additional information includes maps and other information. It was an interesting year with limitations due to covid-19 for in-person inspections. Public education included the river clean up in August and at the E-recycling event volunteers hand out information about stormwater.

Director Dearborn said that workload is getting to be more due to the increasing requirements from the DNR and EPA. He continues to encourage additional staffing to assist in the onsite inspections as they take a lot of time to do it correctly.

Mr. Young asked how the public uses the interactive map for stormwater.

Director Dearborn said they cannot but if they need info, staff can give it to them.

Director Dearborn said the report could be changed per public and Village Board input.

Mr. Cox made a motion, seconded by Mr. Zielinski, to accept the report as written and recommend it becomes fully approved after the remarks from public and Village Board.

The motion carried 6-0. *(Mr. Sabel's call dropped and his vote was unable to be recorded).*

3. Informational Extraterritorial Certified Survey Map – Clayton Booster Pump

Director Dearborn said that the Planning Commission still does extraterritorial reviews for Clayton. They are supposed to provide us with the information with Certified Survey Maps or plats that comes to them. They are splitting off a parcel for the pump station. If Clayton is successful with incorporation then we won't see these anymore. We do not collect money or make any formal action for these reviews.

Mr. Cox asked what would happen if there are conflicts or issues with Clayton such as a street that goes into Clayton but they decide to cut it off and put a building there instead.

Director Dearborn said that the Village does not have that authority anymore when they entered into the agreement with Clayton.

Chairman Jochman added that communities could negotiate amongst themselves.

Public Forum

Mr. Young asked about the thinning out of woods on West American Drive.

Director Dearborn said that a senior housing project that are small cottages are being proposed there and the project could be coming in the next month.

Mr. Zielinski asked about the stimulus money by the federal government and how they are allocated to local municipalities.

Village Manager Sturgell said that the League of Wisconsin Municipalities sent out a newsletter that for a community of 50,000 or larger, they would get money directly from Federal government. For communities below 50,000, the State would get the money first and distribute it to them based off a

formula from the Federal government. If the State does it in their own way, there is a penalty. Mr. Sturgell said that there is no determination of what the formula is and what the Village will receive. Last year, there were different types of funds that came down and the Village did receive some direct money from the State of \$13,000. The money was specific to elections and so the Village purchased new election machines, PPE, and other materials with funds. The larger amount came over \$250,000-\$300,000 that came in stages with strings attached to it for certain items. If communities could not use all the money, they could turn it to school districts if they needed the money. But then the rules opened up after a few weeks and Communities were able to use the money to pay their Police Officers or Fire Fighters for time they spent due to COVID. Mr. Sturgell suspects that this determined amount will be able to be use it the way the Village used it in 2020.

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

The motion carried 6-0. *(Mr. Sabel's call dropped and his vote was unable to be recorded).*

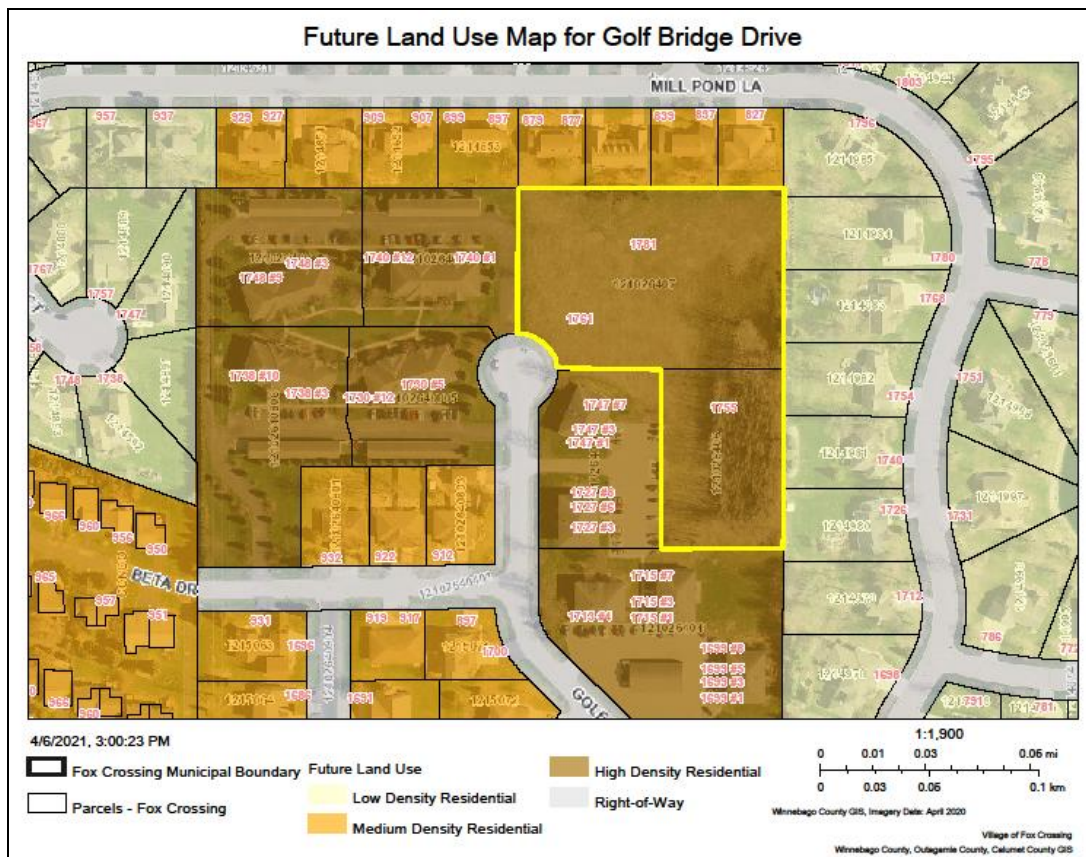
5:55 p.m.
Plan Commission
March 17th, 2020 Minutes
Farrah Yang, *Recording Secretary*

Since the previous applicants withdrew, the new applicants will have to reapply for a Planned Development District. Their new plans include townhome apartment complexes. The townhomes will be built in two phases. The first phase will include twenty-two units and each unit will have an attached garage (see picture below). In Phase II of this project, they will add 24 units with attached garages and 15 exterior garages.



Future Land Use Map

The applicants plan to have 46 units on the 3.61 acre that would equate to 12.7 units per acre which would make the site high density. Per code, High Density Residential allows for nine or more units per acre. This project meets the Future Land Use Map (see map below) and fits in with the surrounding area. To the north of this site are duplexes, the east are single-family homes, and to the south and west are more apartments.



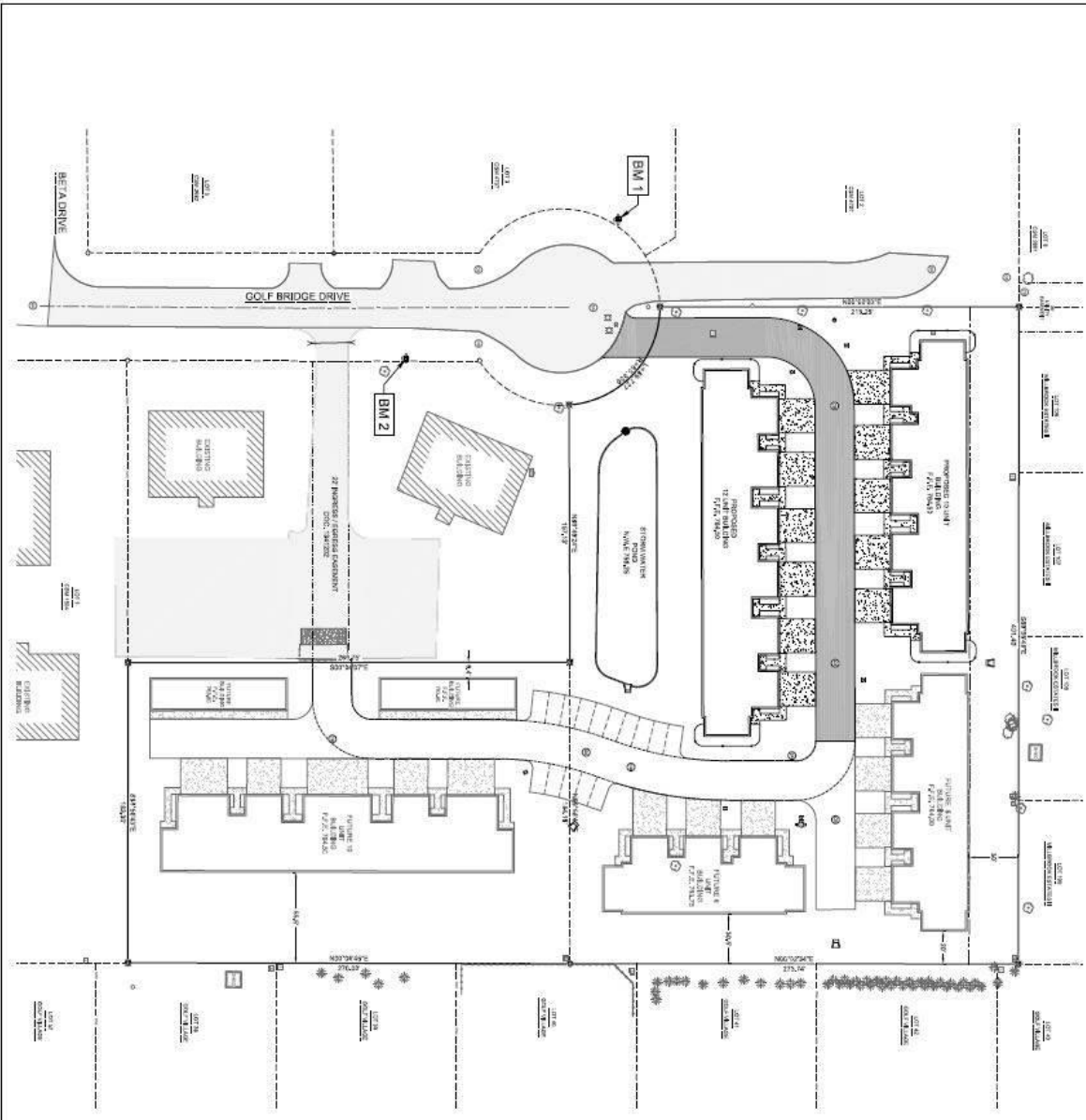
Site Analysis

The site has been vacant for a few years now with the north parcel (#121026407) mainly being flat grassland and the south parcel (#121026406) has some vegetation and trees. The east part of the south parcel collects a substantial amount of water from the neighboring properties. The applicants and their engineer will be solving this issue by adding a stormwater pond on the south end of the north parcel. This will help divert the stormwater to the pond instead of flowing down to the south parcel and will keep both the new townhomes and the residents to the east safe from flooding. The next page shows the site layout of this project.

Staff Recommendation

Staff recommends approval of the PDD as it complies with the Future Land Use Map and the surrounding land uses 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.



OWNER
 STINGRAY HOLDINGS A LLC
 777 KENSINGTON ROAD
 NEENAH, WI 54956

SITE STATISTICS

175' x 175' GOLF BRIDGE DRIVE
 PARCEL NUMBER: #115105808
 PARCEL AREA: 30,625 SQ. FT. (0.70 AC)
 ZONING: PDD PLANNED DEVELOPMENT DISTRICT
 LABEL NO. SITE: 341 AC (7.92%)
 BUILDINGS: 0 AC
 TOTAL IMPROVEMENTS: 0 AC (0%)
 PROPOSED SITE - PHASE 1: 212 AC (PHASE 1)
 TOTAL IMPROVEMENTS AREA: 0 AC (0%)
 BUILDINGS: 0 AC (0%)
 TOTAL IMPROVEMENTS: 0 AC (0%)
 PROPOSED SITE - ULIMATE: 141 AC (3.4%)
 IMPROVEMENTS AREA: 0 AC (0%)
 BUILDINGS: 0 AC (0%)
 TOTAL IMPROVEMENTS: 0 AC (0%)



MACHIM
 ENGINEERING - SURVEYING - ENVIRONMENTAL
 2485 Siskiyew Court, Deer River, WI 54933
 Phone: 920.835.8100
 Fax: 920.835.8101
 Website: www.machim.com

DATE: 02/20/2021
BY: [Signature]
PROJECT: [Project Name]
SCALE: [Scale]
FIGURE 1

Proposed Development For:
Golf Bridge Apartments
 Fox Crossing, Wisconsin

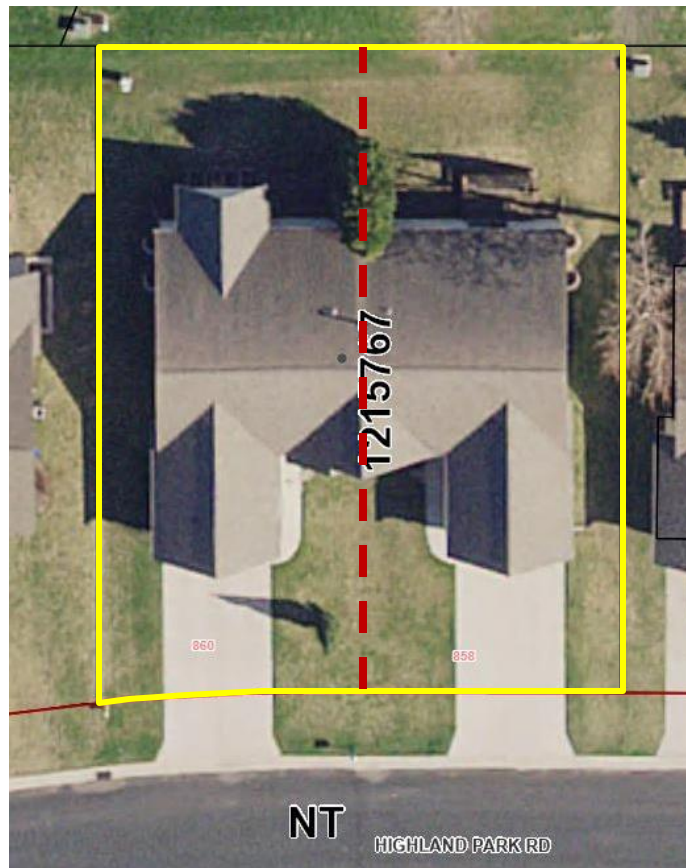
VISION
 ARCHITECTURE LLC
 210 E. 2nd St
 Neenah, WI 54956
 Phone: 920.835.8100
 Website: www.visionarchitect.com

PLANNING COMMISSION MEMO

Date: April 8, 2021
To: Village Planning Commission Members
From: Department of Community Development Staff
RE: Agenda Item #2 – Certified Survey Map for 860/858 Highland Park Road

Overview

The applicant, Pat Gambsky, is applying for a Certified Survey Map for 858-860 Highland Park Road on parcel #1215138. Back in January 2021, Mr. Gambsky, applied for a 0 lot line Certified Survey Map (CSM) with the intentions to sell each unit separately. The CSM was recorded at the County shortly after. Since then, Pat had a buyer who wanted to purchase both units and keep it as a duplex. This CSM is to combine the two parcels together again. Both parcels are zoned R-3 Suburban Medium Density District. Below is a locator map that shows the new combined parcel in yellow and the red dotted line represents the division from January 2021. On the next page is the Certified Survey Map.



Staff Recommendation

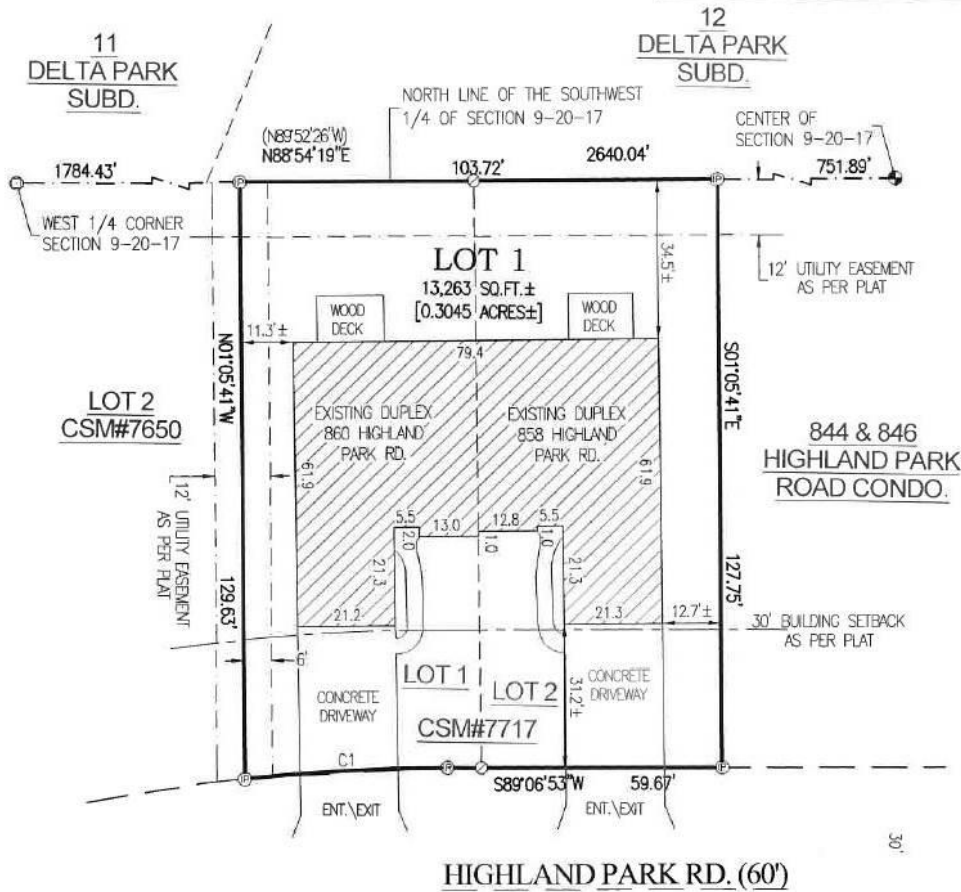
Staff recommends approval of Certified Survey Map with the following conditions:

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

CERTIFIED SURVEY MAP NO. _____

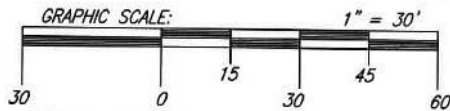
BEING ALL OF LOTS 1 AND 2 OF CERTIFIED SURVEY MAP NUMBER 7717 AS RECORDED IN DOCUMENT NUMBER 1841723, LOCATED IN THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 9, TOWNSHIP 20 NORTH, RANGE 17 EAST, VILLAGE OF FOX CROSSING, WINNEBAGO COUNTY, WISCONSIN.

CURVE TABLE:						
CURVE	RADIUS	CENTRAL ANGLE	ARC LENGTH	CHORD BEARING	CHORD LENGTH	TANGENT BEARING
C1	430.00	05°52'44"	44.12	S88°10'31"W	44.10	S89°06'53"W S83°14'09"W



OWNERS OF RECORD: C.B. KIDZ, LLC
 PARCEL NO: 1215767

- LEGEND:**
- ⊙ = 1" I.D. IRON PIPE WITH CAROW CAP FOUND
 - ⊕ = 1-1/4" I.D. IRON PIPE FOUND
 - ⊗ = 1-1/4" IRON REBAR FOUND
 - ⊙ = ALUMINUM MONUMENT
 - ⊕ = BERNTSEN MONUMENT
 - () = RECORDED AS



NORTH IS REFERENCED TO THOSE BEARINGS SHOWN ON THE RECORDED PLAT OF "REDTAIL CROSSING", LOCATED IN THE SOUTHWEST 1/4 OF SECTION 9, TOWNSHIP 20 NORTH, RANGE 17 EAST, VILLAGE OF FOX CROSSING, WINNEBAGO COUNTY, WISCONSIN.

Christopher E. Perreault 4/1/21
 CHRISTOPHER E. PERREAULT, PLS-2249 DATED
 CAROW LAND SURVEYING CO., INC.
 615 N. LYNNDALE DR., P.O. BOX 1297
 APPLETON, WISCONSIN 54912-1297
 PHONE: (920)731-4168
 A2011.7-21 DATED: 3-23-2021
 DRAFTED BY: (ajd RDD)

