

**VILLAGE OF FOX CROSSING
PLANNING COMMISSION MEETING
WEDNESDAY, OCTOBER 20, 2021 @ 5:15 PM
MUNICIPAL COMPLEX - 2000 MUNICIPAL DRIVE**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES – September 15th, 2021

PUBLIC HEARING

1. Reduced Setback Overlay District
2. Personal Storage Amendment

OLD BUSINESS

None

NEW BUSINESS

1. Reduced Setback Overlay District
2. Personal Storage Amendment

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, September 15th, 2021 at 5:15 PM
MUNICIPAL COMPLEX - 2000 MUNICIPAL DRIVE

CALL TO ORDER: Chairman Jochman called the Planning Commission meeting of September 15th, 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

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

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES – August 25th, 2021

A motion was made by Mr. Cox, and seconded by Mr. Zielinski to approve the meeting minutes of Wednesday, August 25th, 2021.

The motion carried 7-0.

OLD BUSINESS

None

NEW BUSINESS

1. CERTIFIED SURVEY MAP – 952 Twelve Oaks Lane

Director Dearborn said the applicant currently has two lots. One has a tennis court and the other one has a house on it. He wants to combine it into one. The standards are standard.

Mr. Cox asked why the applicant wants to combine them.

Director Dearborn said that the structures are across the property line already.

Mr. Jochman said that it looked like the application just wants to utilize

A motion was made by Mr. Cox, seconded by Mr. Zielinski to approve of CSM for 952 Twelve Oaks Lane 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

The motion carried 7-0.

OTHER BUSINESS

1. Development Activity Report

Director Dearborn said that there has been two more single-family homes in August and 3 small commercial. The value has dropped compared to next year. Neenah High School is coming soon though. This year so far there has been 31 single-family. Residential is doing quite well.

Mr. Young asked if there were any more discussion for West American and Cold Spring Road.

Chairman Jochman clarified that Mr. Young meant the multi-family townhomes on Golf Bridge.

Director Dearborn believes it will proceed and will be phased.

COMMUNICATIONS

1. Sustainability Committee Report

Director Dearborn said that there were no quorum so no action was taken. He mentioned that the Village President is looking for additional members.

Chairman Jochman asked if anyone is interested in taking a larger role with garden plots and asked how many committee members there are.

Director Dearborn responded that there are 6 but there is a max of 7 and currently no one is, but will ask gardeners for support. Director Dearborn also mentioned that the Electronic Recycling event is going to be October 9th from 8am to 12pm. Recycle That Stuff provides the staff and will just need someone to open door and clean up the garage.

Mr. Scheibe asked if there were plans in place in case piles of electronic shows up again.

Director Dearborn said he is watching more closely. Last time IT had some monitors but was not able to find out where the others came from.

Chairman Jochman asked if there were cameras.

Director Dearborn said there were no cameras in the garage.

PUBLIC FORUM

There was a discussion on Winnebago County redistricting where Mr. Morris shared that the committee is trying to make a decision on two choices after one of the three choices was voted out. He explained the two choices left saying that one takes his district out to CB from BB and goes straight south. The other option goes all the way out to Irish Road and then goes south to include Anusem Farm.

Chairman Jochman shared that he personally thinks there should be less people on the Board and that Winnebago County, Outagamie County, and Brown County are the three largest County Boards in the United States.

ADJOURNMENT: A motion was made by Mr. Sabel, seconded by Mrs. Romzek to adjourn.

The motion carried 7-0.

5:42 p.m.
Plan Commission
September 15th, 2021 Minutes
Farrah Yang, *Recording Secretary*

PLANNING COMMISSION MEMO

Date: September 30, 2021
To: Village Planning Commission Members
From: Department of Community Development Staff
RE: Agenda Item #1 –Proposed Reduced Setback Overlay District for Commercial and Industrial Districts

Overview

Some existing commercial and industrial development do not meet current setback requirements. Staff is proposing the creation of an overlay district that will allow for reduced setbacks when parking is allowed in the front of the building.

This overlay district is intended to apply to older developed commercial and industrial zoning districts. This will allow for the expansion, preservation, retention and renovation of current buildings to ensure their continued maintenance and viability.

This district can only be applied to the zoning districts identified below when the majority of the existing proposed structures, are located within the overlay district, do not meet current setback requirements. The reduced setback shall be the minimum possible but shall be no less than zero feet.

B-1 Neighborhood Business.

B-2 Community Business.

B-3 General Business.

I-1 Light Industrial.

I-2 Heavy Industrial.

Reduced setbacks shall take into account vehicle and pedestrian safety, intersection visibility, easements, and each overlay district created shall include specific conditions for that area. The created overlay district shall encompass no less than one parcel.

An ordinance creating this district is attached.

ORD #21100925-1:ORD

CREATION OF REDUCED SETBACK OVERLAY DISTRICT

The Village Board of the Village of Fox Crossing do ordain as follows:

Part I. Chapter 435.7-04 (4) is hereby added to read as follows:

435.7-04 (4) Reduced Setback Overlay District

This overlay district can only be applied the zoning districts identified below when the majority of the existing structures proposed to be located within the overlay district do not meet current setback requirements. The reduced setback shall be the minimum possible but shall be no less than zero feet.

B-1 Neighborhood Business.

B-2 Community Business.

B-3 General Business.

I-1 Light Industrial.

I-2 Heavy Industrial.

Standards for the Reduced Setback Overlay District are as follows subject to the following:

Minimum front yard - setback, none, unless off-street parking spaces are located between the right-of-way line and any buildings on the lot then a minimum of a ten-foot setback.

Minimum side yard - none but subject to fire codes for the specific use. The overlay district shall encompass no less than one parcel and shall

Minimum rear yard - as per principal zoning district.

Height - same as principal zoning district.

Other Considerations - The overlay district shall also take into consideration vehicular and pedestrian safety, intersection visibility, easements and other conditions specific to the area proposed for a reduced setback and setbacks shall be adjusted subject to the above additional issues when appropriate.

Part II. All ordinances or parts of ordinances contradicting the provisions of this ordinance are hereby repealed.

Part III. This ordinance shall take effect and be in full force from and after its passage and publication or posting.

Date Introduced: 10-25-21

Date Adopted: _____

Requested by: George L Dearborn Jr., AICP, Director of Community Development

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla Fink, Village Clerk

PLANNING COMMISSION MEMO

Date: September 30, 2021

To: Village Planning Commission Members

From: Department of Community Development Staff

RE: Agenda Item #2 –Proposed Amendment to Personal Storage Facility - Providing exceptions to parcels that currently cannot be served by public water and sewer

Overview

There was a recent amendment restricting personal storage facilities, located closer than one mile from another personal storage facility, to require at least 10% of the development for commercial use and be connected to water and sewer. .

The following revision is proposed for the exception that water and sewer is not available in the area.

Separation requirement. If a personal storage facility is proposed closer than one mile to another personal storage facility, then 10% of the square footage of the building area of the development shall be devoted to an additional principal use(s), including but not limited to retail, industrial or office uses, which shall require a connection to public water and sewer services except as follows:

1. When public water and sewer is not currently available due to unreasonable costs of extension of public facilities to the site, as determined by the Village, then private wells and septic systems may be used subject to the systems meeting all current requirements for the potable water and septic system effluent.
2. If private wells and septic systems are used then the developer shall execute and record an agreement binding the owner and future owners to connect to a public water and sewer system within one year of availability. Availability, shall be defined as, public water and sewer located adjacent to the property. Upon availability, the property owner shall extend the public water and sewer the length of the property, connect the public water and sewer, and appropriately abandon the private water and sewer system.

AMENDING CHAPER 435.7-140 PERSONAL STORAGE FACILIES

The Village Board of the Village of Fox Crossing do ordain as follows:

Part I. Chapter 435.7-140 Personal Storage Facility is hereby amended to read as follows:

435.7-140. Personal storage facility

A. Lot size. Minimum lot size is one acre. The maximum lot size is six buildable acres if on-site stormwater management is required or four buildable acres if using an existing off-site stormwater facility. Portions of a site may be deemed unbuildable by the Zoning Administrator due to factors including, but not limited to, wetlands, conservation easements, high-pressure gas line easements or high-voltage power line easements.

B.

Access. Access drives into the development shall only be off of collector, arterial or other nonresidential streets. Access into personal cubicles shall not open directly onto a public road right-of-way.

C.

Surfacing of travelways. Driveways, interior aisles, and walkways shall be concrete, asphalt, pervious pavement, paving blocks or other dust-free surface approved by the Zoning Administrator.

D.

Storage of prohibited substances. No cubicle shall be used to store explosives, toxic substances, hazardous materials, or radioactive materials.

E.

Uses. Only uses that are accessory to storage shall occur. No portion of the site shall be used for fabrication, repair, or any similar use or for human habitation.

F.

Design. The personal storage facility shall be designed so as to minimize adverse visual impacts on nearby properties. The color, exterior materials, and orientation of proposed buildings and structures shall complement existing and anticipated development in the surrounding area. Any building within the facility which directly abuts a property in a residential (R) zoning district shall not face any unit doors toward said district, unless the doors are 100 feet or greater from said district and are screened with berms, landscaping and/or fencing.

G.

Fencing of outdoor storage area. An area used for outdoor storage shall be enclosed by fencing. Fencing abutting residential districts shall be of wood, masonry, wrought iron, or other decorative material. Required landscape buffers shall be on the exterior of the fence.

H.

Setback of outdoor storage area. Outdoor storage areas shall comply with the building setback standards for the zoning district in which the use is located.

I.

Separation requirement. If a personal storage facility is proposed closer than one mile to another personal storage facility, then 10% of the square footage of the building area of the development shall be devoted to an additional principal use(s), including but not limited to retail, industrial or office uses, which shall require a connection to public water and sewer services except as follows:

1. When public water and sewer is not currently available due to unreasonable costs of extension of public facilities to the site, as determined by the Village to the proposed property to be developed, then private wells and septic systems may be used subject to the systems meeting all current requirements for the potable water and septic system effluent.

2. If private wells and septic systems are used then the developer shall execute and record an agreement binding the owner and future owners to connect to a public water and sewer system

within one year of availability. Availability, shall be defined as, public water and sewer located adjacent to the property. Upon availability, the property owner shall extend the public water and sewer the length of the property, connect the public water and sewer, and appropriately abandon the private water and sewer system.

These additional principal uses do not count towards the maximum personal storage acreage in Subsection **A** above.

Part II. All ordinances or parts of ordinances contradicting the provisions of this ordinance are hereby repealed.

Part III. This ordinance shall take effect and be in full force from and after its passage and publication or posting.

Date Introduced: 10-25-21

Date Adopted: _____

Requested by: George L Dearborn Jr., AICP, Director of Community Development
Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla Fink, Village Clerk