

VILLAGE OF FOX CROSSING
PLANNING COMMISSION MEETING
Municipal Complex – Arden Tews Assembly Room
Wednesday, June, 19 2024 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. Michael Prince
Mr. Tom Young
Mr. Morris Cox
Ms. Tracy Romzek
Mr. Michael Scheibe
Mr. Thomas Willecke

Staff: Community Development Director George Dearborn
Associate Planner Dan Dieck
Village President Dale Youngquist
Village Board Trustee Kris Koeppe
Planning Intern Lindsey Karczewski

Other: 7 others present

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES – May 15, 2024

MOTION: Mr. Cox, seconded by Mr. Scheibe to approve the meeting minutes of June 19, 2024. Motion carried 6-0-1 (Mr. Willecke abstained).

PUBLIC HEARING

1. Land Use Amendment from Commercial to Industrial – Jeffery Ogden – Deerwood Avenue

MOTION: Mr. Scheibe, seconded by Mr. Cox to open the Public Hearing. Motion carried 7-0-0.

Director Dearborn provided information. He explained that this property is currently identified as M-1 Mixed-Use District. He identified the uses of the surrounding properties as Commercial and Light Industrial with Residential properties further out from the proposed property. He stated that there's been no comments on this project and that a public hearing is required before an approval of the zoning amendment and rezoning of the parcel.

Commission Chair Jochman asked if there was anyone present who wanted to make public comments.

Max Ogden – P.O. Box 689, Neenah, WI

Mr. Ogden introduced himself as a representative for his father, Jeffery D. Ogden. He stated that their goal is to build a small industrial building that will be well maintained and very clean.

Kris Koeppe – 4529 W. Prospect Avenue, Appleton, WI

Mr. Koeppe questioned what control we have over noise, hours of operation, etc. He questioned this because of a previous situation on the east side that he wants to ensure will be avoided. His other concern was whether truck traffic to the facility would be limited or not. Mr. Ogden explained how hours of operation will take part as one shift during the day and that trucks will access the facility by using CTH CB and Deerwood Avenue.

A commissioner mentioned that screening would be desirable because of the nearby senior living facility. Mr. Ogden commented that screening can be added within reason.

Commissioner Prince questioned what the reasoning was for the rezoning since the project would be compatible with the current zoning of the parcel. Director Dearborn explained how this could work and understands the concerns with Heavy Industrial zoning occurring near Residential zoning. He also reminded everyone that there will still be a site plan review in regards to landscaping and so forth.

A commissioner asked where the entrance to the building would be. Mr. Ogden confirmed that there's already an existing wide entrance that will be used as access to the building.

Commissioner Prince questioned the noise impact. Mr. Ogden explained that there will be no access on the east side of the building, adjacent to the current residential senior development, unless for emergencies. The noise impact would mostly occur on the west side of the building.

MOTION: Mr. Cox, seconded by Mr. Willecke to close the Public Hearing. Motion carried 7-0-0.

PUBLIC HEARING

2. Rezoning from M-1 Mixed Use District to I-2 Heavy Industrial – Jeffery Ogden – Deerwood Avenue

MOTION: Mr. Willecke, seconded by Mr. Cox to open the Public Hearing. Motion carried 7-0-0.

Director Dearborn stated that he had no further information to provide than what was already discussed in Public Hearing #1.

Commission Chair Jochman asked if there was anyone present who wanted to make public comments.

MOTION: Mr. Willecke, seconded by Mr. Cox to close the Public Hearing. Motion carried 7-0-0.

PUBLIC HEARING

3. Conditional Use Permit (CUP) for a 4-unit Townhome Development in a B-3 Zoning District

MOTION: Mr. Willecke, seconded by Mr. Cox to open the Public Hearing. Motion carried 7-0-0.

Director Dearborn stated that a Conditional Use Permit is necessary for this project since the parcel is zoned B-3 Regional Business District but will allow the 4-unit Townhome development under the approval of a CUP.

Commission Chair Jochman asked if there was anyone present who wanted to make public comments.

Justin Romportl – N219 Nature Trail, Greenville, WI

Mr. Romportl stated that Romportl Homes will be the one holding the property and that their vision is to spend more money on building the townhomes in order to hold their (the townhomes) value over the years. Mr. Romportl explained that he wanted the development to match with the other developments

in the neighborhood. He mentioned that they plan to maintain the property so that it looks nice and is cohesive with the existing homes.

Stacey Waite – 600 Millbrook Drive, Neenah, WI

Ms. Waite expressed her concerns in regards to the project causing an increase in traffic and to the school bus that currently picks up children on the corner of the property.

Mr. Romportl communicated that Romportl Homes took these concerns into consideration already and that it is the reason why they decided to reduce the original 6-plex plan to a 4-plex plan.

Director Dearborn pointed out that other types of development could occur here that would cause more concern than the proposed residential development and thinks that this would be a much better situation. Commission Chair Jochman agreed with Director Dearborn's statement.

Claire Van Egeren – 638 Millbrook Drive, Neenah, WI

Ms. Van Egeren introduced herself as a resident of the neighborhood. She expressed her concerns of the 4-plex looking out of place with the duplexes' that currently exist. She would pick residential development for the property over commercial but is still concerned on how it will look with everything else.

MOTION: Mr. Cox, seconded by Mr. Scheibe to close the Public Hearing. Motion carried 7-0-0.

OLD BUSINESS

CSM – 2285 Butte Des Morts Beach Road – Wild Ones Natural Landscapers, LTD – **(Withdrawn by applicant)**

Director Dearborn confirmed the withdrawn application.

NEW BUSINESS

1. Land Use Amendment from Commercial to Industrial – Jeffery Ogden – Deerwood Ave.

Chairman Jochman asked if Director Dearborn had any additional comments. Director Dearborn stated he had no additional comments. Chairman Jochman reminded the commission that this item was for the zoning amendment, not the official rezoning.

Chairman Jochman opened the discussion for any more additional comments.

Commissioner Willecke commented with concern of the future plans of the parcel and whether or not the building will block sunlight from the existing residential senior development. He realizes that the adjacent properties are already zoned as Industrial, but thinks that proper screening needs to be implemented in order to accommodate the adjacent senior living facility.

Chairman Jochman asked what the setback requirements will be from the east lot line in terms of screening. Director Dearborn stated that he can't mandate screening and understands the concern for what the building could be used as in the future.

Mr. Ogden expressed that the property will be worth a lot in the future and ensured that the facility will be maintained for the duration that the property is held by his family. He stated that the building will be consistent with other warehouses in height and that the sun will not be blocked out from the residents of the senior living facility. He also commented that there will be no issues with water leakage to the neighboring facility.

Mr. Cox questioned how much traffic these additions may bring. Mr. Ogden voiced that the traffic won't be impacted as there's already enough existing traffic, including truck traffic, to where this development won't have any additional affect.

MOTION: Mr. Prince, seconded by Mr. Scheibe to approve the Land Use Amendment from Commercial to Industrial. Motion carried 6-1-0 (Mr. Young).

2. Rezoning from M-1 Mixed Use District to I-2 Heavy Industrial – Jeffery Ogden – Deerwood Ave.

Director Dearborn confirmed that he has nothing else to add regarding this item.

MOTION: Mr. Scheibe, seconded by Mr. Cox to approve the rezoning as presented. Motion carried 6-1-0 (Mr. Young).

3. Conditional Use Permit (CUP) Residential 4-Plex – Romportl Homes – Millbrook Drive

Director Dearborn states that staff recommends approval of this item.

Commissioner Mr. Young states that he agrees with Director Dearborn and thinks it will be an excellent use of the property.

The applicant of the CUP made a comment regarding the size of the 4-Plex. He quoted that there's an easement for the property setback so there will be plenty of room from the property to the current existing bus stop.

MOTION: Mr. Cox, seconded by Mr. Willecke to approve the CUP for a 4-Plex townhome development by Romportl Homes. Motion carried 7-0-0.

4. Hotel License Renewal – Cobblestone Hotel – 1465 Bryce Drive

Director Dearborn recommends approval of the item and clarifies the dates of the license renewal period as July 1st 2024-June 30th 2025.

MOTION: Mr. Cox, seconded by Mr. Scheibe to approve the hotel license renewal of Cobblestone Hotel on 1465 Bryce Drive. Motion carried 7-0-0.

5. Hotel License Renewal – EconoLodge Neenah – 2000 Holly Road

Director Dearborn expressed his thoughts on different aspects that EconoLodge Neenah has improved on and recommends approval of the renewal. License renewal period was clarified.

MOTION: Mr. Scheibe, seconded by Mr. Willecke to approve the hotel license renewal of EconoLodge Neenah on 2000 Holly Road. Motion carried 7-0-0.

6. Condo Plat – 1701 & 1703 Gateway Place – Steven Skotzke

Director Dearborn explains why staff recommends approval of this condominium plat under the following conditions:

1. All taxes are paid prior to the recording of the condominium plat.
2. A condominium agreement be provided to the Village for maintenance of the property.
3. A recorded condominium plat be provided to the Village.

Chairman Jochman expressed the privilege he's had to view this property and believes the development will be a good idea.

MOTION: Mr. Cox, seconded by Mr. Scheibe to approve the Gateway Condominium Plat at 1701 and 1703 Gateway Place with the following recommendations by staff:

1. All taxes are paid prior to the recording of the condominium plat.
2. A condominium agreement be provided to the Village for maintenance of the property.
3. A recorded condominium plat be provided to the Village.

Motion carried 7-0-0.

7. Condo Plat – Fifth Addendum Prairie Lake Condos – Decker Rusch Development, Inc.

Director Dearborn provided information on the item and recommends approval of the revision of the condominium plat for Prairie Lake Condominium under the conditions that:

1. All taxes shall be paid.
2. A recorded copy of the revised condominium plat shall be provided to the Village.

MOTION: Mr. Young, seconded by Mr. Cox to approve the Prairie Lake Condominium 5th Addendum under the staff recommendations of:

1. All taxes shall be paid.
2. A recorded copy of the revised condominium plat shall be provided to the Village.

Motion carried 7-0-0.

8. CSM – American Dr. Parcel #1210253 – Gloss Construction, Inc.

Director Dearborn explained how the proposed development will require a Conditional Use Permit and recommends a delay on the CSM and development until further issues regarding the design of the project have been resolved.

A representative of Gloss Construction, John Davel, agreed with the delay of the project and made comments based off the staff recommendation. He stated that there's been several different layouts of the proposed development plan and the proposed plan would be the least costly for the developer.

MOTION: Mr. Cox, seconded by Mr. Scheibe to **postpone the CSM of West American Drive Parcel #1210253 until the next Planning Commission meeting.** Motion carried 7-0-0.

OTHER BUSINESS

1. Development Activity Report

Director Dearborn reviewed the Development Activity Report for May 2024.

COMMUNICATIONS

1. Sustainability Committee

Director Dearborn clarified that there was no meeting.

PUBLIC FORUM

No comments.

ADJOURN

At 6:20 p.m., **MOTION:** Mr. Scheibe, seconded by Mr. Willecke to adjourn. Motion carried 7-0-0.

Respectfully submitted,

Lindsey Karczewski
Planning Intern

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