

VILLAGE OF FOX CROSSING  
PLANNING COMMISSION MEETING  
Municipal Complex – Arden Tews Assembly Room  
Wednesday, November 20, 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. Morris Cox  
Ms. Tracy Romzek,  
Mr. Thomas Willecke  
Mr. Tom Young  
Mr. Michael Scheibe

EXCUSED: Mr. Prince

Staff: Community Development Director George Dearborn  
Associate Planner Daniel Dieck  
Village Manager Jeffery Sturgell

Other: 5 others present

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES** – October 16, 2024

**MOTION:** Mr. Cox, seconded by Mr. Scheibe to approve the meeting minutes of October 16, 2024.  
Motion carried 5-0-1 (Ms. Romzek)

**PUBLIC HEARING**

**Public Hearing – Conditional Use Permit – Gunsmithing and Sales – Robert Ross – 2098 High Meadows Lane, Parcel 1215313**

**MOTION:** Mr. Scheibe, seconded by Mr. Cox to open the public hearing. Motion carried 6-0-0

Director Dearborn gave a brief overview of the CUP. He stated that the CUP will allow customers to enter into the applicant's house to receive gun repair services and sales.

Jane Van Dinter – 1171 Sandpoint Rdg.

Ms. Van Dinter had several questions for the applicant regarding the safety of the business. The applicant acknowledged Ms. Van Dinter's questions and responded cordially.

Bryan Clark – 2101 Deer Prairie Dr.

Mr. Clark asked the applicant a few questions concerning the CUP. The applicant addressed his questions and concerns.

Director Dearborn added that no discharge of guns can occur in the residential neighborhood. Therefore, if the applicant were to test guns it would have to be elsewhere, where it is permitted.

**MOTION:** Mr. Schiebe, seconded by Mr. Cox to close the public hearing. Motion carried 6-0-0

## OLD BUSINESS

None

## NEW BUSINESS

### **1. Conditional Use Permit – Gunsmithing and Sales – Robert Ross – 2098 High Meadows Lane, Parcel 1215313**

Director Dearborn gave a brief overview of the CUP stating that there will be a limitation on the hours of sale and that the business shall operate exclusively by appointment with 2 customers at a time. He stated several instances that would be considered a nuisance while operating the business and suggests approval of the item.

There was a brief discussion regarding this item.

**MOTION:** Mr. Cox, seconded by Mr. Willecke to approve the Conditional Use Permit with the following conditions:

1. All customers shall be required to make an appointment to bring firearms and related equipment for any repairs or modifications to the owner's residence. Only two (2) customers are allowed at a time and the hours shall be limited to 8 am until 6 pm, seven days a week.
2. Any sales of firearms at the owner's residence shall be by appointment only and shall be limited to no more than 2 customers at a time from 8 am until 6 pm, seven days a week.
3. The applicant shall comply with all other requirements of a major home occupation.

Motion carried 6-0-0

### **2. CSM – Copper Stone Assisted Living – Clayton Ave., Parcels 1210184, 1210186, 1210189, 1210191 – Arron Barret**

Director Dearborn provided a summary of the CSM. He stated that the applicant is requesting the creation of three (3) parcels to be used for the construction of an assisting living facility. Himself and staff recommend approval of the CSM.

Some discussion occurred between staff and commissioners.

**MOTION:** Mr. Cox, seconded by Mr. Scheibe to approve the CSM with the following conditions:

1. A note shall be placed on the CSM stating the two public roads on lots 1 and 2 shall extend into lot 3 when it is developed.
2. When development is proposed beyond lots 1 and 2 a new development agreement will be required for the road construction and public utilities.
3. All taxes and impact fees for lots 1 and 2 shall be paid prior to recording of the CSM.
4. The Community Development Department shall be provided with a recorded copy of the CSM.

Motion carried 6-0-0

**OTHER BUSINESS**

**1. Development Activity Report**

Director Dearborn reviewed the October Building Report.

**COMMUNICATIONS**

**1. Sustainability Committee**

Director Dearborn reported on the Sustainability Committee. He stated that a donation for the garden markers made by students has been sent out to Menasha High School. He also commented that the community garden program fills up very fast and that the waiting list to obtain a garden plot is tremendously long.

**PUBLIC FORUM**

No comments.

**ADJOURN**

At 5:47 p.m., **MOTION:** Mr. Scheibe, seconded by Mr. Cox to adjourn. Motion carried 6-0-0

Respectfully submitted,

Dan Dieck  
Associate Planner

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