

**VILLAGE OF FOX CROSSING  
PLANNING COMMISSION MEETING  
Municipal Complex – Arden Tews Assembly Room  
Wednesday, November 19, 2025  
at 5:15 PM**

**Minutes**

**CALL TO ORDER**

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

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

EXCUSED: None

Staff: Community Development Director George Dearborn  
Associate Planner Daniel Dieck  
Village Manager Jeff Sturgell  
Village President Dale Youngquist

Others: 13 others present

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES** – October 15, 2025

**MOTION:** Mr. Cox, seconded by Mr. Young to approve the meeting minutes of October 15, 2025, with one correction, New Business, item #2 motion second by Mr. Prince.

Motion carried 7-0-0

**PUBLIC HEARING**

1. Public Hearing – Conditional Use Permit (CUP) Short term vehicle storage - IAA Acquisition Corp. (IAAI) - Bachman Enterprises LLC and Black Creek Lime Stone Company – 4807 W Prospect Ave and 2591 S Casaloma Dr, Appleton, WI 54914 - Parcels 1210120, 1210125, 121012001, 121012002, 12101250101, 121012501, 121012502, 12101150101

**MOTION:** Mr. Willecke, seconded by Mr. Cox to open the public hearing.  
Motion carried 7-0-0

Director Dearborn stated the use is limited to short term storage of insurance damaged vehicles prior to off-site auction. No repair work or parts removal; not a salvage yard. Solid perimeter fencing is required by the current code. Site plan and stormwater review to be completed at staff level.

Mr. Jochman called for public input: No public comments.

**MOTION:** Mr. Cox, seconded by Mr. Willecke to close the public hearing. Motion carried 7-0-0

**2. Public Hearing – Preliminary Plat – Butterfly Way – West side of Prairie Lake Circle - Parcel 1210216**

**MOTION:** Mr. Young, seconded by Mr. Willecke to open the public hearing. Motion carried 7-0-0.

*Ms. Laura Zahringer – 1409 Prairie Lake Cir., Neenah*

Ms. Zahringer stated she is speaking as a resident and for the Prairie Lake Condominium Association. Ms. Zahringer raised the following concerns:

- Incongruence between the approved Prairie Lake Condominium CSM and the Butterfly Way CSM depiction of expandable lands and fencing limits; asked whether amendments to the Prairie Lake CSM and condominium declaration would be required for consistency.
- Clarification that the six proposed Butterfly Way lots should not be part of the Prairie Lake HOA (no lake access, snow removal, landscaping, or other HOA amenities).
- Desire for coordinated building covenants (e.g., exterior color palettes) with the surrounding area.

Director Dearborn addressed the issues raised by clarifying the item before the Commission is a preliminary plat (not a CSM). The area is presently within an existing condominium Planned Development; any removal from the condominium/HOA or changes to covenants and declarations would be private legal actions by the developer/owners, with recording at Winnebago County. Zoning/design controls for house styles/colors are not regulated by the Village; such standards would be via private covenants.

**MOTION:** Mr. Cox, seconded by Mr. Willecke to close the public hearing. Motion Carried 7-0-0

**OLD BUSINESS**

**1. Final Plat – Horizon Crossing (Revised) – North side of Jacobsen Road West of Irish Road – Parcel 121021901**

Director Dearborn provided a brief update stating the development agreement was approved by the Village Board. There are a few revisions: addition of two cul-de-sacs; stormwater to be conveyed to Church Pond (no internal pond).

**MOTION:** Mr. Young, seconded by Ms. Romzek to approve the Final Plat with the following conditions:

1. Development agreement be approved and all fees paid by the developer.
2. All taxes paid prior to recording.
3. A copy of the recorded plat provided to the Village.

Motion carried: 7-0-0

**NEW BUSINESS**

**1. Conditional Use Permit (CUP) Short term vehicle storage - IAA Acquisition Corp. (IAAI) - Bachman Enterprises LLC and Black Creek Lime Stone Company – 4807 W Prospect Ave and 2591 S Casaloma Dr, Appleton, WI 54914 - Parcels 1210120, 1210125, 121012001, 121012002, 12101250101, 121012501, 121012502, 12101150101**

There was a brief discussion among Commissioners; noting that existing adjacent vehicle storage fencing is not solid and the Village cannot require a solid fence in this area because it predated the current ordinance.

*Mr. Devin Winter, Excel Engineering*

Mr. Winter introduced himself as the project engineer and while not required for off-site areas, stated the plan will add fence slats and landscaping in good faith to address Planning Commission concerns; staff will review details through site plan.

**MOTION:** Mr. Young, seconded by Mr. Cox to approve the Conditional Use Permit (CUP) with the following conditions:

1. Setbacks: Outdoor storage/activity areas at least 40 ft from properties in residential districts and 20 ft from properties in commercial or mixed use districts.
2. Fencing: A 6 ft solid perimeter fence, subject to staff approval, around the vehicle storage area.
3. Fence Plan: Applicant to submit a fence plan with construction materials and specifications as part of site plan review.
4. Use Limitation: Vehicles stored only for a limited period; no vehicle salvage; site shall not operate as a “salvage yard” per zoning code.
5. Site/Drainage Plans: Site plan and stormwater/drainage plan to be submitted for staff level Site Plan Review Committee approval.

Motion carried 7-0-0

**2. Preliminary Plat – Butterfly Way – West side of Prairie Lake Circle - Parcel 1210216**

Director Dearborn said the parcel is currently within a condominium Planned Development District; if the developer intends to disassociate the six lots from the condominium/HOA and proceed as standard single-family lots, the appropriate path would be to seek removal from the PDD and rezone (likely to R-2 Single-Family), followed by a clean final platting process.

*Mr. Mike Gibbons, 1359 Prairie Lake Cir., Neenah*

Mr. Gibbons indicated the developer's intent is to remove the property from the existing condominium/HOA and proceed with large single-family homes governed by private covenants (no HOA amenity access).

*Mr. Scott Anderson, Davel Engineering Inc.*

Mr. Anderson introduced himself as the project engineer for the subdivision plat and felt that the developer would be fine with postponing action to provide time to work through the concerns before moving forward with the plat.

**MOTION:** Mr. Cox, seconded by Ms. Romzek to postpone action on the preliminary plat to the January 2026 meeting to allow the applicant time to:

- Pursue removal of the subject lands from the existing condominium Planned Development/association; and
- Apply for rezoning (anticipated to R-2 Single-Family).
- Note: The November 19 public hearing for this item has already been held.

Motion carried 7-0-0

**OTHER BUSINESS**

**Development Activity Report**

Director Dearborn provided an overview of the development activities, noting the estimated total construction value: approximately \$58 million (compared to approximately \$30 million for the same period last year).

## **COMMUNICATIONS**

### **Sustainability Committee**

Director Dearborn reported the electronics recycling event was successful; two events are planned for next year. Community gardens season concluded; applications are not posted online to avoid payment-processing issues with mailed checks.

Director Dearborn noted the Next Planning Commission meeting: Wednesday, December 3, 2025 two items anticipated; short turnaround.

## **PUBLIC FORUM**

None

## **ADJOURN**

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

Motion carried 7-0-0

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.