

VILLAGE OF FOX CROSSING
PLANNING COMMISSION MEETING
Municipal Complex – Arden Tews Assembly Room
Wednesday, December 3, 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
Ms. Tracy Romzek

EXCUSED: Mr. Michael Scheibe
Mr. Tom Young

Staff: Community Development Director George Dearborn
Associate Planner Daniel Dieck
Village Manager Jeff Sturgell
Village Board of Trustee Kris Koeppe

Others: 10 others present

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES – November 19, 2025

MOTION: Mr. Cox, seconded by Mr. Prince to approve the meeting minutes of November 19, 2025, as presented.

Motion carried 5-0-0

Chairperson Jochman recused himself of the Public Hearing for the Final Plat – Shady Lane Estates, due to prior involvement.

MOTION: Ms. Romzek, seconded by Mr. Prince to appoint Mr. Willecke as temporary vice chair for the public hearing and related business. Motion carried 3-0-2 (Mr. Jochman, Mr. Willecke abstained)

PUBLIC HEARING

1. **Public Hearing – Final Plat – Shady Lane Estates – north side of Shady Lane, west of Coldspring Road – Parcel 121017404**

MOTION: Mr. Cox, seconded by Ms. Romzek to open the public hearing.
Motion carried 4-0-1 (Mr. Jochman abstained)

Director Dearborn presented the final plat for Shady Lane Estates, a single-family residential subdivision consistent with surrounding R-2 low-density zoning and the Future Land Use Map.

Typical lot sizes approximately 11,500-12,000 square feet; minimum dwelling size per code is 900 square feet (actual homes expected to be larger). Public water and sewer required.

Staff recommended the following conditions for approval:

1. Development Agreement finalized and all applicable fees paid.
2. Storm sewer serving the site to be rerouted along the public right-of-way to the Village-owned regional detention pond for ease of maintenance.
3. All taxes paid prior to recording.
4. A copy of the recorded plat be provided to the Village.

Ms. Jane Van Dinter – 1171 Sandpoint Ridge, Neenah

She questioned whether 69 homes constitute low density and inquired regarding housing types and features, and whether basements are required or not.

Director Dearborn noted this subdivision is consistent with the adjacent subdivision and zoning; basements are not required by code; builder choice subject to market and soil conditions.

Mr. Clinton Peters – 2100 Deer Prairie Drive, Neenah

Inquired regarding the regulations for blasting voicing concerns for the impacts on existing foundations and asked about the timeline for the agreement and construction.

Director Dearborn said the final plat will need to go the Village Board for approval and addressed his concerns regarding blasting. The extent of any blasting is unknown and varies by lot; mechanical rock ripping may also be feasible in some areas.

Ms. Nancy Biese – 1141 Sandpoint Ridge, Neenah

Asked for clarification regarding the developer/owner of the subdivision.

Director Dearborn indicated a for-profit LLC with investors associated with McMahon Engineering were the owners/developers.

Mr. Scott Thomson – 1247 E. Shady Lane, Neenah

Question regarding out lot 2; noted that he liked the 10-foot public dedication for access to the park; asked if the development would affect the Shady Lane road reconstruction timeline.

Director Dearborn noted that out lot 2 is a subsequent action item to convey a small parcel to an adjacent landowner. The subdivision would not impact the Shady Lane reconstruction timeline.

MOTION: Ms. Romzek, seconded by Mr. Prince to close the public hearing. Motion carried 4-0-1 (Mr. Jochman abstained)

OLD BUSINESS

None

NEW BUSINESS

1. **Final Plat – Shady Lane Estates – north side of Shady Lane, west of Coldspring Road – Parcel 121017404**

MOTION: A motion was made by Mr. Cox to postpone indefinitely the use of a PDD on the Plat. The motion was not seconded and therefore did not proceed.

MOTION: A motion was made by Mr. Cox to deny the final plat. The motion was not seconded and therefore did not proceed.

A general discussion ensued regarding potential blasting for basements, utility work and possible impacts to foundations.

Manager Sturgell informed the group that blasting is regulated by the State of Wisconsin and blasters must meet seismic/vibration limits and conduct pre-blast documentation when access is granted. The Village cannot regulate blasting or select blasters; enforcement is by the state.

MOTION: Ms. Romzek, seconded by Mr. Prince to approve the Shady Lane Estates Final Plat with the following conditions:

1. Development Agreement be approved and all fees be paid.
2. Storm sewer rerouted along public right-of-way to the regional pond.
3. All taxes paid prior to recording.

Mr. Willecke amended the motion, seconded by Ms. Romzek to include a fourth (4) condition:

4. A copy of the recorded plat be provided to the Village.

Motion carried 3-0-2 (Mr. Jochman and Mr. Cox abstained)

Mr. Willecke, Temporary Vice Chair, passed the Chair back to Mr. Jochman to conduct the remainder of the meeting.

2. Certified Survey Map (CSM) – Daniel Magolski – 1251 Allison Drive – Parcel 1215816, and part of Parcel 121017404

Director Dearborn said this is a request by an adjacent landowner to purchase a small portion of land and combine it into his property.

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

1. All taxes are paid prior to recording.
2. Copy of the recorded CSM provided to the Village.
3. Contingent upon Village Board approval and recording of the related final plat prior to CSM recording.

Motion carried 5-0-0

OTHER BUSINESS

Development Activity Report

Director Dearborn provided an overview of the development activities, noting that 15 single-family permits were issued year-to-date (17 in 2024 YTD); one duplex and 3 commercial permits. Construction valuation exceeds \$60 million (approx. \$33 million in prior year), he also noted a shortage of available subdivision lots within the Village.

COMMUNICATIONS

Sustainability Committee

Director Dearborn reported the Committee did not meet in December.

PUBLIC FORUM

Ms. Jane Van Dinter – 1171 Sandpoint Ridge, Neenah

Question regarding HOA responsibility for out lot 1 and 2 of the Final Plat of Shady Lane Estates: If an out lot remains common, an HOA limited to the subdivision would manage maintenance.

ADJOURN

At 6:21 p.m., **MOTION:** Ms. Romzek, seconded by Mr. Willecke to adjourn.

Motion carried 5-0-0

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.