

VILLAGE OF FOX CROSSING
PLANNING COMMISSION MEETING
Municipal Complex – Arden Tews Assembly Room
Wednesday, March 18, 2026
at 5:15 PM
Minutes

CALL TO ORDER

The Planning Commission meeting was called to order by Chairperson Jochman at 5:20 p.m.

PRESENT: Chairperson: Mr. Dennis Jochman
Commissioners: Mr. Morris Cox
Mr. Michael Scheibe
Mr. Tom Young

EXCUSED: Mr. Michael Prince
Mr. Thomas Willecke
Ms. Tracy Romzek

Staff: Community Development Director George Dearborn
Associate Planner Daniel Dieck
Village Manager Jeff Sturgell
Director of Public Works Joe Hoechst

Others: 3 others present

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES – January 21, 2026

MOTION: Mr. Cox, seconded by Mr. Scheibe to approve the meeting minutes of January 21, 2026, as presented.

Motion carried 3-0-1(Mr. Young)

PUBLIC HEARING

NONE

OLD BUSINESS

NONE

NEW BUSINESS

1. MS4 Annual Report

The Commission received an overview of the annual MS4 (Municipal Separate Storm Sewer System) report. Public Works Director Joe Hoechst presented key updates and described ongoing stormwater compliance activities.

Highlights included:

- **Continued partnership with the Northeast Wisconsin Stormwater Consortium**, including public education and involvement initiatives such as the Fox River cleanup.

- **Illicit Discharge Detection and Elimination (IDDE):** Outfall inspections were conducted during the summer and fall. No suspected illicit discharges were identified. Where active flow is present, required field testing may include parameters such as ammonia, chlorine, copper, and detergents.
- **Construction site observations:** Several active construction sites were discussed, including Golf Bridge Apartments, Copperstone (Clayton Avenue), and Fox Creek Apartments (Shady Lane/Clayton Avenue). Two sites were noted as having erosion controls in good condition; one site was identified as needing improvements, and staff indicated follow-up with the developer.
- **Winter operations:** Salt usage was reported as slightly higher than previous years; staff stated that road treatment is done as efficiently as possible to help minimize impacts to waterways.
- **Leaf collection note:** A special loose-leaf pickup week was discussed for the week of April 6, 2026, due to snowfall occurring before the fall collection program could be completed. Timing may depend on snowmelt conditions.

A question was raised regarding the environmental impacts of brine. Mr. Hoechst stated brine is saltwater and can reduce overall salt usage (approximately 30% of normal salt usage was referenced) and is used most effectively for pretreatment before snowfall.

2. **Certified Survey Map (CSM) – Josh Berman – 1150 Valley Road – Parcels 1210971, 1210972, 1210973, 1210982, 1210983, 1210984**

The Commission reviewed a Certified Survey Map request to combine **six parcels** into a single lot for potential future expansion of an existing bar and grill operation.

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

1. All taxes must be paid prior to recording.
2. A copy of the recorded CSM must be provided to the Village.

Motion carried: 4-0-0

3. **Certified Survey Map (CSM) – McGlone Real Estate Properties, LLC – 1700 West American Drive – Parcel 12102300202**

Mr. Dearborn referenced prior stormwater and drainage issues in the surrounding area and stated that a revised stormwater plan had recently been submitted, but engineers had not yet had the opportunity to review the revisions. He recommended postponement to allow time for stormwater plan review due to the sensitivity of the area and previous drainage problems nearby.

Project representatives, Mr. Kelly Sperl, architect and Mr. Joel Erfurth, civil engineer

Questioned why the CSM was being delayed, noting stormwater review is typically part of later site plan review and indicating that revised materials had been submitted for engineering review.

The Commissioner's and staff discussed access planning and the importance of documenting shared access arrangements. Public Works Director Hoechst recommended that the CSM include an **ingress/egress easement** to support shared drive access between lots.

Staff noted concern about how future development of additional lots could affect stormwater management and expressed a preference for coordinated solutions where feasible.

MOTION: Mr. Cox, seconded by Mr. Scheibe to postpone action on this item until the next Planning Commission meeting date of April 15, 2026. Motion carried 4-0-0

OTHER BUSINESS

Development Activity Report

Director Dearborn reported the following:

- Year-to-date permits issued: **3 single-family permits**.
- No commercial, duplex, or multi-family permits were reported at the time of the update.
- Staff noted several projects are pending and anticipated additional activity in coming months.

COMMUNICATIONS

Sustainability Committee

Director Dearborn provided an update on Sustainability Committee activities, including:

- An upcoming **E-Recycling event** scheduled for **Saturday, April 18, 2026**.
- Discussion of a procurement policy update at the Village Board level.
- Continued high interest in community garden plots, with **no plots currently available** and a waiting list maintained.
- Updates discussed related to Schildt Park and a planned detention pond component.
- Continued discussion regarding additional LED streetlight conversions in the future.

PUBLIC FORUM

Mr. Cox raised a procedural suggestion to include formal “approval of the agenda” on future Planning Commission agendas to help prevent ordering issues. Commission members and staff discussed the role of posted agendas, noting that while items generally cannot be added after posting, the order of items may be adjusted during meetings as needed. No formal action was taken.

ADJOURN

At 6:10 p.m., **MOTION:** Mr. Cox, seconded by Mr. Scheibe to adjourn. Motion carried 4-0-0

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.