MINUTES OF THE TOWN OF OMRO

PLANNING COMMISSION

Omro Town Hall, 4205 Rivermoor Road, Omro, WI

October 7, 2021 6:30 P.M.

Notice of this meeting was posted on the Town of Omro Web Page and the posting board at the Omro Town Hall. It was mailed to the Omro Herald and the Oshkosh Northwestern.

Present: Commissioners Bruce Roskom, Joy Schwarz, Larry Remer, Barbara Meyers, Phil Ertmer, and Allen Silverthorn.

Absent: Brian Noe

Chairman Bruce Roskom called the meeting to order at 6:30 P.M.

**Approve Minutes:**

MOTION: Joy Schwarz moved to approve the minutes of September 9, 2021. Barbara Meyers seconded the motion. Motion carried.

**Announcements and Reports:**

No announcements or reports.

**Public Comment:**

None.

**Item 1**: Zoning Map Amendment
April Thoney
Requesting Zoning Map Amendment from A-2 (General Agricultural) & R-1 (Rural Residential) to A-2 for Parcel 016-0416-01

Chairman Roskom saw no issues with this Zoning Map Amendment.

MOTION: Barbara Meyers moved to recommend that the Town of Omro approve the Zoning Map Amendment from A-2 & R-1 to A-2 for Parcel 016-0416-01 for April Thoney. Larry Remer seconded the motion. Motion carried.

**Item 2**: CSM
Heidi Kasubowski
Affecting Parcels 016-0261 and 016-0261-01 for the purpose of adding land to the rear of Lot 2.

Chairman Roskom stated that the CSM makes Lot 2 larger and better.

MOTION: Phil Ertmer moved to recommend that the Town of Omro approve the CSM for Parcels 016-0261 and 016-0261-01 for the purpose of adding land to the rear of Lot 2. Allen Silverthorn seconded the motion. Motion carried.

**Item 3**: CSM
Jason and Kimberly Quandt
Affecting Parcel 016-0383 for the purpose of adding property to the Algoma Sanitary District

Some discussion began the review of this CSM, with Mr. Roskom indicating that the lot being created (Lot 2) will need to be re-zoned before the final approval of the CSM. Kevin Mraz, Utility Director of the Algoma Sanitary District, stated that the lot must be added to the Sanitary District in order to bring water and sewer to it.

MOTION: Larry Remer moved to recommend that the Town of Omro approve the CSM affecting Parcel 016-0383 for Jason and Kimberly Quandt with the stipulation that the property be re-zoned before the final approval of the CSM. Joy Schwarz seconded the motion. Motion carried.

**Item 4**: Site Plan Review
Wagner Storage
Parcels 016-0371-05

The developers and some neighbors were present for the hearing of this Site Plan Review. Despite Chairman Roskom’s reminder that this was not a public discussion, many neighbors pressed the Planning Commission with questions and comments on the item. Developer Eric Wagner, along with his attorney, Heath Mynsberge, were present, the latter questioning the Commission about the delay of this project.

Project Engineer Abby Maslanka for Martenson and Eisele, Inc., representing the applicant, voiced her concern over the continued delay of this project, citing her experience with other similar projects. After two commissioners questioned her about the two drainage options for the project, she explained that one would drain into a ditch east of La Crosse Drive, while the other (a preferred option) would direct water northwest of the Wagner Storage stormwater pond to a shorter route to the Residential storm water pond.

Chairman Roskom again stated that the Site Plan submittal did not include an approved Stormwater Management Plan, and that the official zoning map indicates the zoning classification for the site in question is B-2 which does not allow for the construction of the proposed project. Additionally, the Site Plan Ordinance indicates that the Town has 60 days in which to act on any site plan proposal. The Plan Commission has had the proposed site plan for review for only 2 or 3 days. Consequently, there has been no delay with this review and he’s not comfortable approving this Site Plan tonight.

Town Attorney Karen Marone attested to the fact that the zoning on the property remains at B-2 and is therefore not a proper fit for this project.

MOTION: Bruce Roskom moved to recommend that the Town of Omro lay this item over until the next Plan Commission meeting. Larry Remer seconded the motion. Motion carried.

**Item 5**: Site Plan Review
Eric Felix
Parcel 016-0682-01

Chairman Roskom stated that this item is similar to Item 4 in that the site plan review request did not include an approved Stormwater Plan and, additionally, he would also like to see proof that the conditions of the CUP have been applied.

MOTION: Allen Silverthorn moved to recommend that the Town of Omro lay over this item until the next Plan Commission meeting, as this item needs Stormwater Plan approval. Phil Ertmer seconded the motion. Motion carried.

**Item 6**: Site Plan Review
Big Storage, LLC - Tim Zillges
Parcel 016-0385-07

A neighbor to the property being discussed, Marlena Ross, asked a question about the public hearing of these Site Plans. Chairman Roskom stated that these are not public hearing items. He explained the process of the dynamic between the Town Board and the Planning Commission. He also explained that these Site Plans are reviewed by the PC to assure that the plans comply with the codes written in the Town of Omro Site Plan Ordinance. Evidence that the conditions of approval for the Approved Conditional Use Permit have been met should also be provided.

MOTION: Allen Silverthorn moved to recommend that the Town of Omro lay over this item until the next Plan Commission meeting, as this item needs Stormwater Plan approval. Phil Ertmer seconded the motion. Motion carried.

**Adjournment:**

MOTION: Larry Remer moved to adjourn. Joy Schwarz seconded the motion. Motion carried.

This meeting adjourned at 7:12 P.M.

Minutes by

Cheryl Gardner/Recording Secretary