

R E S O L U T I O N

No. 007

DATE: 07-19-16

To The Board of Supervisors of Winnebago County, Wisconsin:

AMENDATORY ORDINANCE 07-07-16

WHEREAS, it is desirable to amend the Zoning Map of the TOWN OF WINCHESTER in accordance with the petition of Ryan Overton and

WHEREAS, said request is in compliance with the adopted Winnebago County Land Use Plan.

NOW, THEREFORE, the County Board of Supervisors of Winnebago County do ordain that the Zoning Ordinance and the Zoning Map of the TOWN OF Winchester, be and the same, are amended to provide that the attached described property be changed from the classification of **A-2** of said ordinance, which it now and heretofore had, to the zoned district of **R-1**.

AND BE IT FURTHER RESOLVED, by the Winnebago County Board of Supervisors, that the enclosed Ordinance is hereby **ADOPTED** OR **DENIED**.

County Board Supervisor
(Town of CLAYTON)

PARCEL NO: **028-0710-01-05; FROM A-2 TO R-1**

COUNTY DISCLAIMER:

County Board approval does not include any responsibility for County liability for the legality or effectiveness of the Town Zoning Amendment or the Town Zoning Ordinance.

APPROVED BY WINNEBAGO COUNTY EXECUTIVE THIS _____ DAY OF _____,
201

Mark Harris

County Board Supervisory district **36**



Winnebago County

Zoning Department

The Wave of the Future

MEMO FOR P & Z MEETING AGENDA OF JULY 8, 2016

TO: Planning & Zoning Committee

FM: Zoning Administrator

RE: Review of Town Zoning Changes

1. Ehrmentraut - Town Zoning Change (Tax ID No: 006-0645-01-02) – Town of Clayton.

The town zoning change for Ehrentraut is consistent with Winnebago County's Land Use Plan. The Town of Clayton approved the zoning change from A-2 (General Farming District) to R-2 (Suburban Residential District) and Winnebago County's land use plan shows future land use as Residential.

RECOMMENDATION: Forward zone change to County Board for action.

2. Overton – Town Zoning Change (Tax ID No: 028-0710-01-05) – Town of Winchester.

The town zoning change for Overton is consistent with Winnebago County's Land Use Plan. The Town of Winchester approved the zoning change from A-2 (General Farming District) to R-1 (Rural Residential District) and Winnebago County's land use plan shows future land use as Residential.

RECOMMENDATION: Forward zone change to County Board for action.

Approved ⁴ 4-0-1

FLU: Residential

Town of Winchester

Office of the Town Clerk
8522 Park Way, Larsen, WI 54947
920.836.2948 or (920) 427-8330
winchesterclerk@centurytel.net



June 22, 2016

Cary Rowe
Winnebago County Zoning Department
Winnebago County Administration Building
112 Otter Avenue
Oshkosh, WI 54901

Dear Mr. Rowe,

Enclosed is the documentation from the Town of Winchester for a Zoning Change which was approved at the Town level last fall. I apologize for not submitting this to you sooner. As a new clerk, I did not know the procedure which was to be followed, nor was I advised regarding procedure by the Town Board.

I spoke with your office and was instructed to submit all documentation regarding the change from the Town level. Please let me know if you need any other documents / information.

The zoning change is from A-2 to R-1. The owners of parcel, 028-0710-01-05, split a small 1.02 acre parcel, 028-0710-01-06, for their parents to build a home. The details are included in the meeting minutes from the Town of Winchester Public Hearing, Plan Commission, and Town Board which are included with this packet.

If you could, please advise me as to when the zoning change will appear on the meeting agendas at the County level.

Thank you!

A handwritten signature in blue ink that reads "Holly".

Holly Stevens

enclosures

Town of Winchester
 8522 Park Way, Larsen, WI 54947 • 920.836.2948
CSM / ZONING CHANGE APPLICATION

Certified Survey Map

Zoning Change Application

Landowner Name(s): Brooke & Ryan Overton Phone: 920-379-4342

Address: 4940 Grandview Rd Larsen, WI 54947

Name of Agent/Surveyor: Mike Haynes Phone: 920-470-4997

Site Address / Location: 4940 Grandview Rd Larsen, WI 54947

Site Tax Parcel #: 028071001

Current Zoning & Use of Site: A2

Proposed Zoning & Use of Site: A2 + R1 (for purpose of building a single family home)

The following materials must be submitted with this application.

This application is not considered complete and ready for review until all materials are submitted to the Town's satisfaction. Any blanks left incomplete or unmarked could cause a delay in the review process. Please mark items that do not apply as "N/A." An agent or landowner must be present at all Plan Commission and Town Board meetings where the CSM and / or Zoning Change are listed on the agenda.

Zoning Change Application Requirements:

- Copy of Winnebago County Zoning Change application to include:
 - (a) existing zoning on, and adjacent to, proposed land division
 - (b) square footage or acreage for each lot or parcel
 - (c) any and all easements, including types and widths - PROPOSED
- Application fee—\$250 pd.

CSM Application Requirements:

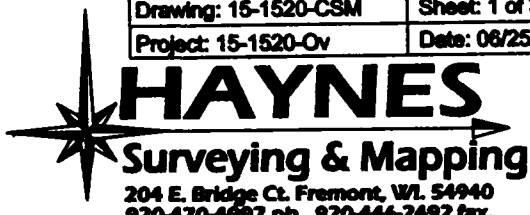
- Copies of the proposed certified survey map (CSM) including:
 - All existing buildings, property line fences, watercourses, drainage ditches, and other features pertinent to proper division
 - Building Lines / Set Backs
 - Date of map
 - Graphic scale
 - Name, address, and phone number of the landowner
 - Existing zoning for the proposed land division and the adjacent properties
 - Square footage or acreage for each lot or parcel
 - Any and all easements, including types and widths - PROPOSED
- Vicinity map showing relationship of property to the nearest cross street and section corner
- Application Fee—\$75 pd.

If applicable, please also include the following:

- Floodplain status of property and location of any wetlands
- Is the proposed parcel within 300 ft of a stream? Yes No
- Existing topography with contours no greater than 2-feet
- Letter from DOT accepting change, including WDOT certification number, if property abuts a state highway
- Preliminary layout of public improvements
- Preliminary street plans and profiles
- Number of phases of proposed development; construction start /completion dates

Signature of Applicant(s): Brooke Overton Date 7/29/15
 Rec'd by: HS Date 7/29/15 Amount \$250 Check # 3332

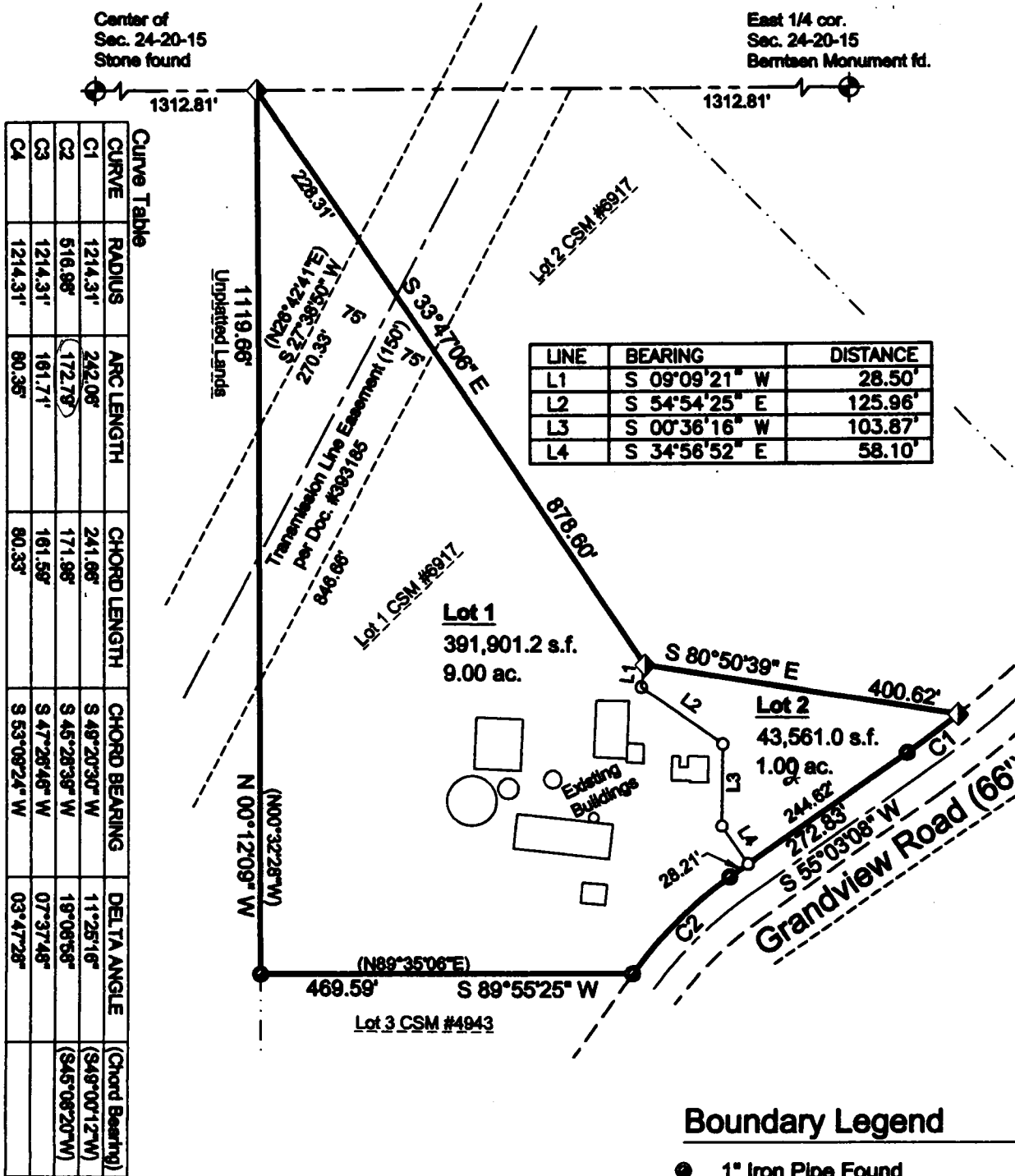
Drawing: 15-1520-CSM	Sheet: 1 of 3
Project: 15-1520-Ov	Date: 06/25/15



204 E. Bridge Ct. Fremont, WI. 54940
920-470-4997 ph. 920-446-2492 fax.

Winnebago County Certified Survey Map # _____

Located all of Lot 1 of Winnebago County Certified Survey Map #6917 all being part of the Northeast 1/4 of the Southeast 1/4 of Section 24, Township 20 North, Range 15 East in the Town of Winchester, Winnebago County Wisconsin

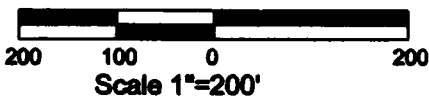


Boundary Legend

- 1" Iron Pipe Found
- 3/4" x 24" Iron Rod Set (Wt. 1.50 lbs/ft)
- ◆ Section Corner
- ◆ 3/4" Iron Rod Found
- Adjacent Property Boundary Line
- Centerline
- Easement
- Lotline
- Right-of-Way Line
- Section Line



Bearings are referenced to the North line of the Southeast 1/4, referenced to bear S89°57'11"E



For current setbacks, contact the Town of Winchester.



STATE OF WISCONSIN
BROWN COUNTY

WINCHESTER, TOWN OF

8522 PARKWAY LN
LARSEN WI 549479405

I, being duly sworn, doth depose and say I am an authorized representative of the Appleton Post Crescent, a newspaper published at Appleton, Wisconsin and that an advertisement of which the annexed is a true copy, taken from said paper, which was published therein on:

Account Number: GWM-1071873
Order Number: 0000613448
No. of Affidavits: 1
Total Ad Cost: \$79.65
Published Dates: 07/27/15, 08/03/15

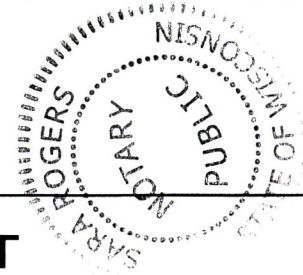
(Signed) Madette Dawn (Date) 8/13/15
Legal Clerk

Signed and sworn before me

[Signature]

My commission expires

12/25/16



WINCHESTER, TOWN OF
Re: Aug 11 pub Hear

TOWN OF WINCHESTER
NOTICE OF PUBLIC HEARING
NOTICE IS HEREBY GIVEN THAT THE PLAN COMMISSION OF THE TOWN OF WINCHESTER, WINNEBAGO COUNTY, WI will conduct PUBLIC HEARING at 6:30 p.m. on August 11, 2015 at the TOWN OF WINCHESTER TOWN HALL, located at 8522 Parkway, Larsen, WI 54947. The purpose of the Public Hearing is to RECEIVE PUBLIC COMMENT REGARDING THE FOLLOWING:
THE PETITIONERS: Nyra Theil and Dawn Rieckmann, are requesting a Conditional Use Permit for the property located on Manu Road, in the Town of Winchester, recorded as tax parcels 028-0163 & 028-0157-01 and being specifically described as Lot 1 on CSM No. 6975 Part of the East 1/4 of the fractional Northwest 1/4, Section 5, T20N, R15E, Town of Winchester, Winnebago County, Wisconsin.
THE PETITIONER: Brooke and Ryan Overton, 4940 Grandview Road, Larsen, WI 54947. Requesting a 1.02 acre split parcel from existing tax parcel 028-071-001-03 be rezoned from A-2 (General Farming District) to R-1 (Rural Residential District). The property located at 4940 Grandview Road, Larsen, 54947 and being specifically described as a part of Lot 1 of Winnebago County CSM No. 6917 all being part of the Northeast 1/4 of the Southeast 1/4 of Section 24, T20N, R15E in the Town of Winchester, Winnebago County, Wisconsin.
All interested parties and any objections to this requests being granted will be heard at the Public Hearing.
RUN: July 27 & Aug 3, 2015 WNAXLP

TOWN OF WINCHESTER
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT THE PLAN COMMISSION OF THE TOWN OF WINCHESTER, WINNEBAGO COUNTY, WI will conduct PUBLIC HEARING at 6:30 p.m. on August 11, 2015 at the TOWN OF WINCHESTER TOWN HALL, located at 8522 Parkway, Larsen, WI 54947. The purpose of the Public Hearing is to RECEIVE PUBLIC COMMENT REGRADING THE FOLLOWING:

THE PETITIONERS: Nyra Theil and Dawn Rieckmann, are requesting a Conditional Use Permit for the property located on Manu Road, in the Town of Winchester, recorded as tax parcels 028-0163 & 028-0157-01 and being specifically described as Lot 1 on CSM No. 6975 Part of the East ½ of the fractional Northwest 1/4, Section 5, T20N, R15E, Town of Winchester, Winnebago County, Wisconsin.

THE PETITIONER: Brooke and Ryan Overton, 4940 Grandview Road, Larsen, WI 54947. Requesting a 1.02 acre split parcel from existing tax parcel 028-071-001-03 be rezoned from A-2 (General Farming District) to R-1 (Rural Residential District). The property located at 4940 Grandview Road, Larsen, 54947 and being specifically described as a part of Lot 1 of Winnebago County CSM No. 6917 all being part of the Northeast ¼ of the Southeast ¼ of Section 24, T20N, R15E in the Town of Winchester, Winnebago County, Wisconsin.

All interested parties and any objections to this requests being granted will be heard at the Public Hearing.

Town of Winchester

Office of the Town Clerk
8522 Park Way, Larsen, WI 54947
920.836.2948

July 24, 2015

To: Surrounding property owners

From: Holly Stevens, Clerk

RE: Zoning Change

Location: 4940 Grandview Road, Larsen, WI 54947

Tax Parcel(s): 028-071-001-03

Explanation: Applicants are splitting a 1.02 acre portion of the above listed parcel and requesting a Zoning change for the 1.02 acre parcel from A-2 to R-1 with the intent of building a single-family residence on the parcel.

The Town of Winchester requires notification of surrounding property owners when a proposed zoning change is applied for and placed on a meeting agenda for the Plan / Zoning Commission and Town Board. Public input, with all interested persons wishing to be heard, is invited to be present regarding the application at a public hearing.

The Public Hearing for the above noted application is scheduled for Tuesday, August 11, 2015 at 6:30 p.m. at the Winchester Town Hall, located at 8522 Park Way, in Winchester.

The Winchester Town Board will address the Zoning Change at its meeting to be held on Monday, August 17, 2015 at 7:00 p.m. at the Winchester Town Hall.

Thank you,

Holly Stevens
Town of Winchester, Clerk

Town of Winchester
8522 Park Way, Larsen, WI 54947
Land Use Planning Commission
Public Hearing Agenda
August 11, 2015
6:30pm

A. CALL TO ORDER

B. ROLL CALL

C. PUBLIC COMMENT

1. Time allowed for the public to express their opinion on any agenda item or ask for future agenda items.

Please state your name and address before speaking.

D. BUSINESS

1. Nyra Theil and Dawn Rieckmann, are requesting a Conditional Use Permit for the property located on Manu Road, in the Town of Winchester, recorded as tax parcels 028-0163 & 028-0157-01 and being specifically described as Lot 1 on CSM No. 6975 Part of the East ½ of the fractional Northwest ¼, Section 5, T20N, R15E, Town of Winchester, Winnebago County, Wisconsin.
2. Brooke and Ryan Overton, 4940 Grandview Road, Larsen, WI 54947. Requesting a 1.02 acre split parcel from existing tax parcel 028-071-001-03 be rezoned from A-2 (General Farming District) to R-1 (Rural Residential District). The property located at 4940 Grandview Road, Larsen, 54947 and being specifically described as a part of Lot 1 of Winnebago County CSM No. 6917 all being part of the Northeast ¼ of the Southeast ¼ of Section 24, T20N, R15E in the Town of Winchester, Winnebago County, Wisconsin.

E. ADJOURNMENT

Holly D. Stevens, Clerk

I, Holly D. Stevens, certify that this notice has been posted on May 6, 2015 on the town website, www.townofwinchesterwi.com, and at the following locations:

1. Winchester Town Hall Front Door, 8522 Parkway Lane, Larsen, WI 54947
2. Homestead Mutual, 5291 County Road II, Larsen, WI 54947
3. Kwik Trip, 5600 County Road II, Larsen, WI 54947

Town of Winchester
8522 Park Way, Larsen, WI 54947
Land Use Planning Commission
Public Hearing Minutes
August 11, 2015
6:30pm

A. CALL TO ORDER

B. ROLL CALL

Present were Matt Olson, Jackie Frisque, Isaiah Tate, Randy Strohmeier, Ben Joas, and Holly Stevens, clerk. Dave Pavlik arrived a few minutes late. Andy Miller was absent.

Also present were Jamie Valerie, Nyra Thiel, Rose Gauthier, Mike and Cathy Schellinger, Jeff Rustick, Brooke and Ryan Overton, Warren and Deanna Wendt, Al and Jenny Hansen, Allan and Lotte Bietler, and Steve and Carol Howard.

C. PUBLIC COMMENT—None

D. BUSINESS

1. Nyra Theil and Dawn Rieckmann, requested a Conditional Use Permit for the property located on Manu Road, in the Town of Winchester, recorded as tax parcels 028-0163 & 028-0157-01 and being specifically described as Lot 1 on CSM No. 6975 Part of the East ½ of the fractional Northwest ¼, Section 5, T20N, R15E, Town of Winchester, Winnebago County, Wisconsin.

The Plan Commission reviewed the above property at their last meeting, held July 14, 2015, and recommended approval of a CSM to combine the two, non-conforming A-2 parcels into one, non-conforming parcel.

Neighboring property owners, Warren and Deanna Wendt were present and expressed their opposition to the proposed CUP. They were concerned about the additional traffic the proposed storage facility would cause on Manu Road. Additionally, they were concerned regarding the appearance of the facilities in a residential area and the obstruction and unsightly view they would have from their home.

The commission noted the public comments and planned to address the petitioners' request during the regular meeting.

2. Brooke and Ryan Overton, 4940 Grandview Road, Larsen, WI 54947. Requesting a 1.02 acre split parcel from existing tax parcel 028-071-001-03 be rezoned from A-2 (General Farming District) to R-1 (Rural Residential District). The property located at 4940 Grandview Road, Larsen, 54947 and being specifically described as a part of Lot 1 of Winnebago County CSM No. 6917 all being part of the Northeast ¼ of the Southeast ¼ of Section 24, T20N, R15E in the Town of Winchester, Winnebago County, Wisconsin.

No public comments were made.

E. ADJOURNMENT

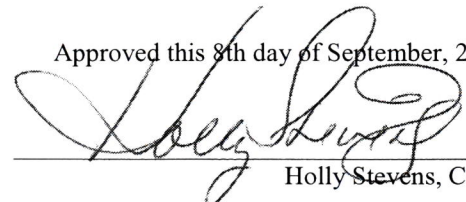
Ben Joas made a motion to adjourn the public hearing.

Second by Jackie Frisque.

Roll call, all ayes.

Motion carried.

Approved this 8th day of September, 2015


Holly Stevens, Clerk

Town of Winchester
8522 Park Way, Larsen, WI 54947
Land Use Planning Commission
Agenda
August 11, 2015
6:30pm

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES

1. July 14, 2015

D. PUBLIC COMMENT

1. Time allowed for the public to express their opinion on any agenda item or ask for future agenda items.
Please state your name and address before speaking.

E. OLD BUSINESS

F. NEW BUSINESS

1. Mike Schellinger

Tax Parcel # 028-0705-0105 Zoned: R-1
8204 Steeple Hill Drive, Larsen, WI 54947
262.224.1666

Petitioner would like to construct an addition to his detached garage.

2. Nira Theil / Dawn Rieckmann

Tax Parcels: 028-015701 and 028-0163 (Now combined as 028-0163-02) Zoned: A-2
920.982.0819

Petitioner is requesting approval / denial for Conditional Use Permit. Public Hearing was held August 11, 2015.

3. Brooke and Ryan Overton

Tax Parcel: 028-0710-01-03 Zoned: A-2
4940 Grandview Road, Larsen, WI 54947
920.379.4342

Petitioner is requesting re-zoning of 1.02-acre parcel from A-2 to R-1. Public hearing was held August 11, 2015

4. Al Hanson

Tax Parcel 028-0797 Zoned: A-2
Property is located on the SW corner of County M and Furman Road
Represented by Rob Harris, Surveyor 920.841.3063

Petitioner would is requesting approval of a new CSM splitting the existing 38.19 acre parcel into 2 separate parcels with the intent of building a single family residence on one of the parcels.

5. Doug Tate

Tax Parcel: 028-0514 Zoned: A-2
8788 County Road MM, Larsen, WI 54947

Petitioner would like to build a garage on his property

6. Clarification of language in R-1 Regulations regarding total square footage allowances for accessory buildings

G. NEXT MEETING AND AGENDA ITEMS

September 14, 2015

H. ADJOURNMENT

Holly D. Stevens, Clerk

I, Holly D. Stevens, certify that this notice has been posted on May 6, 2015 on the town website, www.townofwinchesterwi.com, and at the following locations:

1. Winchester Town Hall Front Door, 8522 Parkway Lane, Larsen, WI 54947
2. Homestead Mutual, 5291 County Road II, Larsen, WI 54947
3. Kwik Trip, 5600 County Road II, Larsen, WI 54947

Town of Winchester
8522 Park Way, Larsen, WI 54947
Land Use Planning Commission
Minutes
August 11, 2015
6:30pm

A. CALL TO ORDER

B. ROLL CALL

Present were Matt Olson, Dave Pavlik, Jackie Frisque, Isaiah Tate, Randy Strohmeyer, Ben Joas, and Holly Stevens, clerk. Andy Miller was absent.

Also present were Jamie Valerie, Nyra Thiel, Rose Gauthier, Mike and Cathy Schellinger, Jeff Rustick, Brooke and Ryan Overton, Warren and Deanna Wendt, Al and Jenny Hansen, Allan and Lotte Bietler, and Steve and Carol Howard.

C. APPROVAL OF MINUTES

July 14, 2015 Commission meeting minutes were presented by the clerk.

Dave Pavlik made a motion to approve the minutes as presented.

Second by Ben Joas.

Roll call, all ayes. Motion carried.

D. PUBLIC COMMENT

Rose Gauthier presented information regarding Chinese / Sky Lanterns and the dangers they present to the community. She requested the subject be added to the Town Board Meeting Agenda for the August 17, 2015 meeting, asking the town board to take action and put an ordinance in place banning the use of the lanterns.

E. OLD BUSINESS—None

F. NEW BUSINESS

1. Mike Schellinger

Tax Parcel # 028-0705-0105 Zoned: R-1
8204 Steeple Hill Drive, Larsen, WI 54947

Petitioner would like to construct an addition to his detached garage. The existing garage as constructed is a legal, non-conforming structure. Consultant Jeff Sanders advised the commission there is no way, under the Town Zoning Ordinances, that the commission could approve an addition to a non-conforming structure if the addition is going to make it more non-conforming. Mr. Sanders also advised that after the Plan Commission denies his request, the petitioner can submit an application for variance and appear before the Board of Appeals to have his request considered.

Matt Olson made a motion that the Plan Commission does NOT approve the addition to Mr. Schellinger's garage.

Second by Dave Pavlik.

Roll call, all ayes. Motion carried.

2. Nyra Theil / Dawn Rieckmann

Tax Parcels: 028-015701 and 028-0163 (Now combined as 028-0163-02) Zoned: A-2

Petitioner is requesting approval / denial for Conditional Use Permit. Public Hearing was held August 11, 2015.

Neighboring property owners, Warren and Deanna Wendt were present and expressed their opposition to the proposed CUP. They were concerned about the additional traffic the proposed storage facility would cause on Manu Road. Additionally, they were concerned regarding the appearance of the facilities in a residential area and the obstruction and unsightly view they would have from their home.

Matt Olson stated that as the property is, it is unlikely to be used for residential use considering the size of the parcel and having roads on both sides. Mr. Olson also noted it would be inappropriate for the commission to tell the property owners they can do nothing with the property.

Addressing the traffic concern, it was noted the occupants of the storage units are highly unlikely to all come at one time, and traffic should not increase substantially.



Jeff Rustick described the proposed buildings as being constructed of chocolate brown steel with landscaping with trees and shrubs.

Mr. Warren inquired how the proposed use would affect his property values. It was stated there was no way of clearly determining that, but that it was unlikely to have an adverse effect on surrounding property values.

It was clarified that the property was not being rezoned for commercial use, but rather the zoning would remain A-2 with a Conditional Use Permit to allow for the proposed use. The CUP application seems to be a good use of the property as it stands, adding it to the tax roll and making it an improvement rather than a "wasteland."

Mr. Olson asked the petitioner to review the landscaping plan, recommending the addition of evergreens or other plantings that would add more of a visual buffer for the surrounding property owners. The plantings were discussed, making recommendation for more mature trees along with evergreen plantings which would create more of an immediate buffer.

Ben Joas also noted that the on-structure signage should be limited to 32 sf, or a 4' x 8' sign to comply with the adopted Town Sign Ordinance.

Mr. Joas made a motion to recommend to the Town Board approval of the CUP with the following conditions:

1. The Owners incorporate evergreen trees into the landscaping plan along the side bordering Manu Road, with evergreen trees alternating every other planting, to provide an effective visual buffer and wind impediment.
2. The proposed on-structure signage described on page 1 of the application shall be consistent with current Town of Winchester sign regulations.
3. The proposed structures and use of the site shall comply in all respects with Chapter 17 and all other relevant chapters of the Winchester Town Code as well as any applicable County, State, or Federal rules, regulations, or laws.
4. Construction of the proposed structures, including site preparations, shall not commence until all of the following have occurred:
 - a. The Conditional Use Permit has been approved and signed by all parties.
 - b. A Zoning Permit has been issued by the Town Clerk.
 - c. A Building Permit has been issued by the Building Inspector.
 - d. Any required County or State permits or approvals have been secured by the Owners.

Second by Randy Strohmeyer.

Roll call, all ayes. Motion carried.

3. Brooke and Ryan Overton
Tax Parcel: 028-0710-01-03 Zoned: A-2
4940 Grandview Road, Larsen, WI 54947

Petitioner is requesting re-zoning of 1.02-acre parcel from A-2 to R-1. Public hearing was held August 11, 2015

Clarification was made that the split from a larger lot, if allowed, is consistent with past actions which were allowed when the split was made for a family member. Supervisor Joas noted the parcel is within the Transitional Residential District allowing for limited R-1 zoning. The split is also compliant in street frontage and will have a shared driveway.

Ben Joas made a motion to recommend approval by the Town Board for the zoning change from A-2 to R-1 for tax parcel 028-0710-01-03 with the following findings:

1. The Town does have an adopted comprehensive land use plan.
2. The parcel proposed to be rezoned is located in the Transitional Residential District of the Town's 20-Year Future Land Use Map.
3. The Transitional Residential District allows for a mixed use of residential and agricultural uses.
4. Therefore, rezoning this parcel from A-2 to R-1 is consistent with the adopted Land Use Plan.
5. The proposed zoning is compatible with adjacent land uses.
6. There were no objections from neighboring property owners.

Second by Dave Pavlik.

Roll call, all ayes. Motion carried.

4. Al Hanson
Tax Parcel 028-0797 Zoned: A-2
Property is located on the SW corner of County M and Furman Road

Petitioner would be requesting approval of a new CSM splitting the existing 38.19 acre parcel into 2 separate parcels with the intent of building a single family residence on one of the parcels.

The proposed Lot 2 already has a set of farm buildings on it and has an existing driveway and assigned fire number. The frontage for both parcels is correct and both parcels meet the requirements for A-2 zoning.

Ben Joas made a motion to recommend approval of the CSM representing the equal split of tax parcel 028-0797.
Second by Isaiah Tate.
Roll call, all ayes. Motion carried.
5. Doug Tate
Tax Parcel: 028-0514 Zoned: A-2
8788 County Road MM, Larsen, WI 54947

Petitioner would like to build a garage on his property. Petitioner noted that there is an existing deck attached to the mobile home, which will be removed and replaced with a 24' x 24' attached garage. All set-backs and specifications are within A-2 ordinances.

Ben Joas made a motion to issue a zoning permit to build the attached garage as presented.
Second by Jackie Frisque.
Roll call, six ayes, Isaiah Tate, abstained. Motion carried.
6. Clarification of language in R-1 Regulations regarding total square footage allowances for accessory buildings

It was noted the wording is confusing for R-1 Accessory building square footage limitations. Consultant Sanders has recommended changes to the wording of the ordinance to clarify its intent.

Ben Joas recommended we add the changes to a list of other ordinances which need action in order to reduce costs by having fewer legal publications and a single public hearing.

Review of these changes, along with beekeeping ordinance, definition between personal storage vs. mini storage, and any other ordinance changes / clarifications should be taken up on the next agenda.

Subject was tabled.

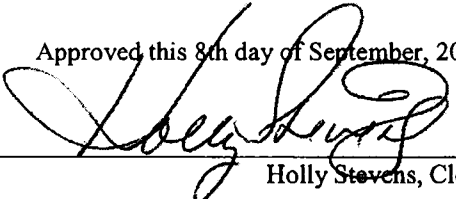
G. NEXT MEETING AND AGENDA ITEMS

September 8, 2015 at 6:30 p.m.

H. ADJOURNMENT

Dave Pavlik made a motion to adjourn.
Second by Ben Joas.
Roll call, all ayes. Motion carried.

Approved this 8th day of September, 2015



Holly Stevens, Clerk

Town of Winchester
8522 Park Way, Larsen, WI 54947
Town Board
Agenda
August 17, 2015
7:00 p.m.

A. CALL TO ORDER AND PLEDGE OF ALLIGIANCE

B. ROLL CALL

C. APPROVAL OF MINUTES

1. August 3, 2015 Town Board Meeting

D. OLD BUSINESS

1. Fire Department update from Chairman Kriescher
2. Fee Schedule development and Forms update report from Clerk Stevens
3. Volleyball Court—Bids presented by Don DeCristofaro for moving the VB Court south of the playground

E. NEW BUSINESS

1. Christopher and Kristi Mueller—Approval of Certified Survey Map representing a division of 10 acres from existing tax parcel 028-0492-03
2. Brooke and Ryan Overton—Plan Commission is recommending approval of rezoning from A-2 to R-1 for a 1.02 acre split parcel from existing parcel 028-071-001-03 located at 4940 Grandview Road Larsen
3. Al Hansen— Plan Commission is recommending approval of Certified Survey Map which splits tax parcel 028-0797 into two separate 18.21 acre parcels
4. Nyra Thiel and Dawn Reickmann—Plan Commission is recommending approval of a Conditional Use Permit to build a proposed self-storage facility
5. Time Warner Cable—Approval of proposed work to replace 98' of underground cable at 5247 White Pine Drive
6. WPS Bid consideration for a street light to be installed at Lee Street—north of Ann Street
7. Sky / Floating Lanterns—Request for town to develop and adopt an ordinance banning the release of Sky / Floating Lanterns due to the significant risk to life and property when they come down to earth
8. Wisconsin Towns Association suggested Resolution Regarding Management of Lake Winnebago

F. CORRESPONDENCE

1. Fire Prevention Inspection Report—Winchester Town Hall and Fire Station
 - A. Exit Light in fire station burned out
2. Fire Prevention Inspection Report—Winchester Park and Bleachers—No violations
3. Building Permits issued in July
 - A. Marty Syring—9041 North Loop Road
 - B. Scott Hansen—7980 Sauby Road
 - C. Rob Nelson—5097 County Road II
 - D. Brian Vogt—8472 Samuel Drive
 - E. Thomas Frisque—5283 Fairview Road

G. PUBLIC COMMENT

1. Time allowed for the public to express their opinion on any agenda item or ask for future agenda items. Please clearly state your name and address before speaking.

H. APPROVAL OF DISBURSEMENTS

I. NEXT MEETING AND AGENDA ITEMS

J. ADJOURNMENT

Holly D. Stevens, Clerk

I, Holly D. Stevens, certify that this notice has been posted on the town website, www.townofwinchesterwi.com, and at the following locations:

1. Winchester Town Hall Front Door, 8522 Parkway Lane, Larsen, WI 54947
2. Homestead Mutual, 5291 County Road II, Larsen, WI 54947
3. Kwik Trip, 5600 County Road II, Larsen, WI 54947

Town of Winchester

8522 Park Way, Larsen, WI 54947

Town Board

Minutes

August 17, 2015

7:00 p.m.

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Larry Kriescher called the meeting to order.

B. ROLL CALL

Present were Larry Kriescher, Glen Mathison, Ben Joas, Holly Stevens. Also in attendance were approximately 17 community members.

C. APPROVAL OF MINUTES

August 3, 2015 Town Board Meeting Minutes were presented by the clerk.

Supervisor Mathison noted that under Old Business item #1, Richard Johnston's name needed correction with the addition of a "t".

Supervisor Joas made a motion to approve the minutes as corrected.

Second by Supervisor Mathison.

Roll call, all ayes. Motion carried.

D. OLD BUSINESS

1. Fire Department

Update from Chairman Kriescher: A partial Joint Fire Board (JFB) met with RW Management on Tuesday, August 11, 2015. President of the company is Jeff Roemer. The JFB hired him to review and value all the equipment in both fire stations, so equal division can be made. The review and valuation should be completed by the end of September, 2015.

Mr. Kriescher also inquired about other services offered by RW Management. Their company helps fire departments form and dissolve. Mr. Kriescher asked if he would be able to help the Town of Winchester. Mr. Rumor confirmed that he could.

Mr. Kriescher feels it would be a wise investment to hire him to assist in the Town's decision process regarding fire protection. Supervisor Joas inquired as to the status of a proposal for services. Mr. Kriescher stated that he had not yet requested a quote but would call him to get one.

Mr. Kriescher asked Dan Buser to recap what was covered at an informal meeting held last week for people interested in the possibility of volunteering for a town fire department. Mr. Buser noted that there were retired firefighters, resigned firefighters, and existing firefighters in attendance. A round table discussion was held. It was a positive meeting which has resulted in some inquires and development of a plan if the town were to choose to form its own fire department.

Supervisor Mathison noted there were 19 people in attendance, 2 as first responders, the remaining as firefighters. He also noted that he has had contact from 26 people expressing interest. Training requirements were discussed as well.

It was also stated the Boom Bay Fire Company is willing to offer 3 of its daytime firefighters in exchange for 3 new firefighters to assist with protection and the training process. Supervisor Mathison also noted that we would likely need to rely on mutual aid more heavily during the first year of formation, while training is in process.

Supervisor Mathison also noted if anyone was interested in forming a citizens' committee, he would like to propose one to meet on a regular basis until the fire protection issues are resolved.

2. Fee Schedule development and Forms update report from Clerk Stevens

Clerk Stevens reported that the schedule is being developed. She is researching other towns and their schedules and fees in order to compile the most complete and accurate data possible. Additionally, all town forms and applications are being reviewed and updated. Completion date for both projects is TBD.

3. Volleyball Court Bids

Mr. DeCristofaro was not in attendance to present new bids. Subject tabled.

E. NEW BUSINESS

1. Christopher and Kristi Mueller—Approval of Certified Survey Map representing a division of 10 acres from existing tax parcel 028-0492-03

Town of Winchester Plan Commission found that the parcel split was in compliance with Town Zoning Ordinances.

Supervisor Joas made a motion to approve the property division for tax parcel 028-0492-03 as represented on the CSM.

Second by Supervisor Mathison.

Roll call, 2 ayes. Chairman Kriescher abstained. Motion carried.

2. Brooke and Ryan Overton—Plan Commission is recommending approval of rezoning from A-2 to R-1 for a 1.02 acre split parcel from existing parcel 028-071-001-03 located at 4940 Grandview Road Larsen with the following findings:

1. The Town does have an adopted comprehensive land use plan.
2. The parcel proposed to be rezoned is located in the Transitional Residential District of the Town's 20-Year Future Land Use Map.
3. The Transitional Residential District allows for a mixed use of residential and agricultural uses.
4. Therefore, rezoning this parcel from A-2 to R-1 is consistent with the adopted Land Use Plan.
5. The proposed zoning is compatible with adjacent land uses.
6. There were no objections from neighboring property owners.

Supervisor Mathison made a motion to approve the rezone for tax parcel 028-071-001-03 with the findings as noted.

Second by Supervisor Joas.

Roll call, all ayes. Motion carried.

3. Al Hansen— Plan Commission is recommending approval of Certified Survey Map which splits tax parcel 028-0797 into two separate 18.21 acre parcels. All frontage and size requirements are met and the split does not require a rezone.

Supervisor Joas made a motion to approve the CSM representing the division of tax parcel 028-0797.

Second by Supervisor Mathison.

Roll call, all ayes. Motion carried.

4. Nyra Thiel and Dawn Reickmann—Plan Commission is recommending approval of a Conditional Use Permit to build a proposed self-storage facility with the following conditions:

1. The Owners incorporate evergreen trees into the landscaping plan along the side bordering Manu Road, with evergreen trees alternating every other planting, to provide an effective visual buffer and wind impediment.
2. The proposed on-structure signage described on page 1 of the application shall be consistent with current Town of Winchester sign regulations.
3. The proposed structures and use of the site shall comply in all respects with Chapter 17 and all other relevant chapters of the Winchester Town Code as well as any applicable County, State, or Federal rules, regulations, or laws.
4. Construction of the proposed structures, including site preparations, shall not commence until all of the following have occurred:
 - a. The Conditional Use Permit has been approved and signed by all parties.
 - b. A Zoning Permit has been issued by the Town Clerk.
 - c. A Building Permit has been issued by the Building Inspector.
 - d. Any required County or State permits or approvals have been secured by the Owners.

Supervisor Joas made a motion to approve the CUP with the conditions as presented by the Plan Commission.

Second by Supervisor Mathison.

Roll call, all ayes. Motion carried.

5. Time Warner Cable—Approval of proposed work to replace 98' of underground cable at 5247 White Pine Drive

Supervisor Joas noted the process of seeking board approval is a formality. The proposed work is off the road but within the 66' of town property. Work is to commence the week of August 24, 2015.

Supervisor Mathison made a motion to approve the 98' of underground cable at 5247 White Pine Drive. Second by Supervisor Joas.

Roll call, all ayes. Motion carried.

6. WPS Bid consideration for a street light to be installed at Lee Street—north of Ann Street

Residents of Winchester had submitted a petition requesting a streetlight at the noted location. After review of the options with costs ranging from \$17.52 to \$33.06 per month, the board determined that the first option of a 100 watt cobra high pressure sodium street light (same design as other existing streetlights in the area) for \$17.52 per month was the best choice.

Supervisor Mathison made a motion to approve the option referenced above at a cost of \$17.52 per month. Second by Supervisor Joas.

Roll call, all ayes. Motion carried.

7. Sky / Floating Lanterns—Request for town to develop and adopt an ordinance banning the release of Sky / Floating Lanterns due to the significant risk to life and property when they come down to earth

Rose Gauthier presented information regarding the dangers of the open flame of the Sky / Floating lanterns which she has personally witnessed be released regularly in the area. She presented documentation as to the significant risk to life and property these lanterns present. She also noted that many municipalities are taking action to ban the release of these lanterns in order to protect their citizens.

Dan Buser, President of the Winnebago County Fire Investigation Unit, made a request for the Town Board to take action to adopt an ordinance which would ban the use of Sky / Floating lanterns.

Supervisor Mathison made a motion to have attorney Sorenson write an ordinance for the town banning the use of the Sky / Floating lanterns.

Second by Supervisor Joas.

Roll call, all ayes. Motion carried.

8. Wisconsin Towns Association suggested Resolution Regarding Management of Lake Winnebago

Chairman Kriescher made comment that he felt the resolution was not worthy of review and he would not sign it.

Supervisor Joas made inquisition as to where the resolution originated from. Clerk Stevens explained she received it via email from the Wisconsin Towns Association, Winnebago County Division, recommending it for approval in order to save future tax dollars.

Subject was tabled.

F. CORRESPONDENCE

1. Fire Prevention Inspection Report—Winchester Town Hall and Fire Station

A. Exit Light in fire station burned out

Supervisor Joas stated he would replace the bulb

2. Fire Prevention Inspection Report—Winchester Park and Bleachers—No violations

3. Building Permits issued in July

A. Marty Syring—9041 North Loop Road

B. Scott Hansen—7980 Sauby Road

C. Rob Nelson—5097 County Road II

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G. PUBLIC COMMENT

Dave Pavlik inquired as to why the public comment was moved from the beginning to the end of the meeting agenda.

Clerk Stevens explained that per a request, it was moved to allow those in attendance to hear the "town business" as conducted before having their opportunity to speak. Hearing the business before comment could provide answers to questions, or vice versa, provide information which could result in questions or concerns. Either way, placing the public comment at the end of the meeting helps attendees to be fully informed before making comments or asking questions.

H. APPROVAL OF DISBURSEMENTS

Accounts Payable presented by the clerk.

Supervisor Joas noted one correction. Pavilion use deposit refund listed was not owed to Kwik Trip, but rather to Emilee Frassetto.

Supervisor Mathison made a motion to approve the disbursements as corrected.

Second by Supervisor Joas.

Roll call, all ayes. Motion carried.

I. NEXT MEETING AND AGENDA ITEMS

Due to the Labor Day Holiday, it was decided the next Town Board Meeting would be held in two weeks, on Monday, August 31, 2015 at 7:00 p.m. at the Town Hall.

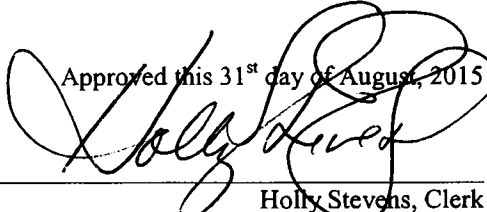
Agenda items to include discussion of the purchase of new voting equipment required for the town.

J. ADJOURNMENT

Supervisor Joas made a motion to adjourn.

Second by Supervisor Mathison.

Roll call, all ayes. Motion carried.

Approved this 31st day of August, 2015


Holly Stevens, Clerk