



VILLAGE OF WINNECONNE

The Community of Opportunity

30 South First Street - P.O. Box 488 - Winneconne, Wisconsin 54986-0488 - 920-582-4381
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MINUTES PLANNING COMMISSION Monday, April 13th, 2026 @ 5:30 pm Village Board Room, 30 South First Street

Call to Order

Meeting called to order at 5:31pm.

Roll Call: Chris Boucher (present), Kim Utschig (present), Don Maslan (present), Miles Girouard (present), Paul Olson (present), Ben Mathe (absent for roll call, arrived at 5:34pm)

Also present was Administrator Fuller.

Approval of Minutes

Motion by Girouard, Second by Olson to approve 2/9/2026 Planning Commission meeting minutes

Motion passes by voice vote 4-0-1 (Maslan abstain)

Public Participation

None.

Communications

None.

Old Business

None.

New Business

Motion by Maslan, Second by Utschig to approve the Alteration of Grade permit for 95 Tower Road (Precision Plumbing)

Permit was reviewed by McMahon and no deficiencies were noted.

Motion passes by voice vote 6-0-0

Motion by Girouard, Second by Olson to review and submit for approval to the village board the proposed plan by Davel engineering in support of the Wolf Run housing development as proposed with contingencies noted from the village engineer (McMahon)

Eric Hoffman from Prairie Stone Farms and Scott Anderson from Davel Engineering were present. Brad Werner from McMahon present via Teams call.

Per Brad from McMahon, an update was provided on the current status of the development, noting ongoing coordination with Davel. He discussed the proposed extension, which will eliminate the need for a turnaround. The roadway will remain private. A stormwater detention pond has been incorporated into the plans; however, there are several nuances related to wetland impacts and DNR requirements. Provided that all necessary approvals are obtained from the appropriate agencies, the pond may proceed as planned. The detention pond will be maintained by a homeowners association (HOA) and will not be the responsibility of the Village. Brad also noted to the Planning

Commission that the Certified Survey Map (CSM) previously approved must still be signed and recorded with the County.

Girouard inquired about the size and capacity of utilities for future needs. It was noted that a 10-inch sanitary sewer is already in place, providing ample capacity. The water main is adequately looped to allow for future extension; however, potential challenges may arise when extending east due to elevation and water pressure considerations. Girouard also inquired about the recommendation letter, confirming that all contingencies would be satisfied prior to Village Board consideration. Additionally, he asked about the previously proposed plan for apartment development rather than single-family homes. Eric explained that apartments would be difficult to properly fit in this area and the Administrator noted that single-family homes are a better fit for the Village's demographics. He also noted challenges encountered with wetland and DNR approvals. The Planning Commission further discussed the Village's demographics and how they relate to the proposed housing types. The Planning Commission voted to approve the plan contingent upon all conditions and contingencies identified by the Village engineers.

Motion passes by voice vote 6-0-0

Planning Commission Report Review

- CIP updates
 - The Village solicited bids for road projects, as outlined by McMahon, for Grant Street, with MCC identified as the low bidder. A meeting was held with Public Works, and a recommendation was made to proceed with MCC. Construction is anticipated to begin in mid-summer, as the project area is in a wet area and will require drier ground before work can commence. Maslan inquired whether the Village has previously worked with MCC; Brad noted that they are a reputable subcontractor known for quality work.
 - Administrator Fuller informed the Planning Commission that he has developed a tracking system to monitor the progress of residential construction. He indicated that the Wolf Run development is expected to be completed within approximately two years.
 - Administrator Fuller also briefly discussed the Switch Gear expansion, noting that the project is anticipated to take approximately one year from groundbreaking to completion.
- Process & Policy Reviews (Development, Intake, Subcontractor assessments, roles & responsibilities)
 - Planning Commission was provided with information on the policies that have been created in reference to developments, subcontractor performance, etc. The intake form, for instance, has helped when businesses are interested in coming to the Village and helping to guide the conversation.
- Econ Development Strategic Plan Draft Review
 - The Administrator reviewed high-level notes on the draft Economic Development Strategic Plan, which was developed in collaboration with member Ben Mathe. In preparing the draft, they evaluated comparable municipalities to identify relevant insights and best practices. The plan is intended to be a living document, with ongoing evaluation of the Village's position and identification of priority focus areas.

- Ben Mathe noted that the plan is clearly written, effectively assigns responsibilities, and includes proposed timelines to support successful implementation. He also requested feedback from the Planning Commission regarding the proposed starting point.
- Administrator Fuller further noted that the Village currently operates under a Comprehensive Plan extending through 2040; however, if development progresses as anticipated, the timeline for updating that plan may need to be accelerated.
- The draft plan also evaluates key considerations such as triggers for borrowing, growth patterns, and the Village's current market position. It outlines overarching goals to guide decision-making, including support for housing and residential growth. Additionally, the plan identifies Village assets, such as its waterways, and recognizes the importance of key stakeholders within the community.
- Mathe also addressed potential risks associated with the plan, emphasizing the importance of preparing for contingencies.
- Girouard noted that the next step is to seek input from external stakeholders, and the Planning Commission agreed that the draft provides a strong foundation. Examples of external stakeholders include the Community Foundation, small business owners, the school district, the Chamber of Commerce, and local non-profit organizations.
- Member Maslan suggested revising the mission statement by replacing the word "visible" with "viable."
- The Commission also recommended that, following review by all relevant parties, a public hearing be held to gather community input.
- Plan Commission member review
 - Utschig and Olson are the committee members are up for their terms in April.

Follow-up

Confirm next meeting date:

Monday, May 11th, at 5:30pm

Adjourn

Motion by Utschig, Second by Maslan to adjourn.

Motion passes by voice vote 6-0-0

Meeting adjourned at 6:31pm.