



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, August 18th, 2025 @ 6:30 pm

Village Board Room, 30 South First Street

Call to Order

Meeting called to order at 6:30pm.

Roll Call - Chris Boucher (present), Kim Utschig (absent), Don Maslan (absent), Miles Girouard (present), Paul Olson (present), Ben Mathe (present)

Also present was Administrator Fuller.

Approval of Minutes

Motion by Olson, Second by Boucher to approve 07/7/2025 Meeting Minutes

Motion fails to pass by roll call vote: Girouard (abstain), Olson (aye), Mathe (aye), Boucher (aye) 3-0-1

Public Participation

No public participation.

Communications

The Planning Commission invited a guest speaker, Mr. Dan Girouard, to present on municipal economic development strategies; Mr. Girouard has over 30 years of economic development experience. Administrator Fuller gave context on background around prioritization of economic development strategies.

Member Mathe, after joining the Planning Commission, presented an initial economic development strategy. This presentation was intended to kickstart the group's strategic planning efforts. Mr. Girouard gave feedback on the presentation, commenting that the community comparison slides were well-researched. He noted that the strategy aligned well with the direction voiced by the community. He also recommended several resources and support agencies that could assist the Village, many of which offer free services, such as programs through UW-Madison. Mr. Girouard also suggested that the Village review the offerings of Community Planning LLC (Appleton) as a potential subcontractor. Both Mr. Girouard and Administrator Fuller emphasized the need to actively involve residents in the planning process. Understanding the community's desired direction will help set priorities that reflect local needs. Administrator Fuller highlighted the use of GIS and other comparative analysis tools to evaluate available land and determine future land-use opportunities. He also raised questions about the Village's "landlocked" status and asked Mr. Girouard to share insights from his experience.

Additionally, Mr. Girouard made the following observations and suggestions:

- The Village should identify which industries it wants to attract and ensure local ordinances (e.g., building height limits) support that.
- The Village website needs updates. Compared to other communities like Harrison, Kimberly, Fox Crossing, and Little Chute, Winneconne's online presence is less user-friendly and visually appealing. Overall, Mr. Girouard noted that in his opinion, the Village's online branding is inconsistent.

- Information about Winneconne on platforms like TripAdvisor is not currently attractive for tourists.
- Suggested starting a YouTube channel to enhance community outreach.
- Recommended using EventBrite for promoting upcoming Village events.

Old Business

Ordinance 580-26 Accessory Buildings as it relates to sections F&G

Discussed below as action item.

Ordinance related to our downtown policies

No discussion on this item.

New Business

Motion by Olson, Second by Girouard to approve the CSM for tax parcels 1910725 and 1910737 as requested by the property owner Wayne Rudisill

The Planning Commission reviewed the CSM as presented; in reviewing the CSM, the Commission confirmed that both lots are still conforming lots per Village ordinance.

Motion passes unanimously by roll call vote: Girouard (aye), Olson (aye), Mathe (aye), Boucher (aye) 4-0-0

Motion by Girouard, Second by Olson to amend ordinance 580-26 Accessory Buildings sections F&G to allow for maximum of 1,500 square feet.

Administrator Fuller provided sample ordinance language from the Town of Greenville for reference. Member Girouard expressed concerns about increasing the allowable impervious surface area, emphasizing that no more than 40% of a lot should be impervious. He highlighted the importance of considering stormwater runoff and the strain that increased impervious surfaces place on the storm sewer system.

The Planning Commission discussed increasing the maximum allowable square footage to 1,500 square feet. President Boucher supported the idea, noting that the ordinance should accommodate the construction of three-car garages, which are common in newer builds. To better understand the impact of the proposed changes, the Commission reviewed a sample lot in the Village to see how the ordinance would apply in a real-world scenario. Member Girouard also noted that if a resident's project exceeds these limits, they still have the option to apply for a variance. Ultimately, the Commission decided to move forward without an impervious surface consideration.

Motion passes unanimously by roll call vote: Girouard (aye), Olson (aye), Mathe (aye), Boucher (aye) 4-0-0

Motion by Mathe, Second by Girouard to approve the sale of 18 N second Street contingent on sellers' agreement and \$5,000 purchase price as well as any applicable fees and appraisals.

President Boucher confirmed that the owners of On the Wolf are not interested in purchasing the lot. Listing the land through a real estate company would cost approximately \$3,500, a significant portion of what the lot is estimated to be valued at. Once sold, the purchaser is expected to improve the lot, and those improvements will be reflected on the property tax roll for benefit of the Village.

Motion passes unanimously by roll call vote: Girouard (aye), Olson (aye), Mathe (aye), Boucher (aye) 4-0-0

Planning Commission Report Review

- Currently operating at 54% of budget associated with the Planning Commission.
- Village commercial agreement with commercial property – Administrator Fuller will be moving to request a formal offer in order to proceed with continued discussion. Discussions with the DNR regarding the docks are ongoing. The developer is aware of the necessary remediation work. Member Girouard suggested it may be beneficial to review the building height requirements.
- EMS update – No service contract has been signed at this time. Current cost estimates do not include facility expenses, potential upgrades, or the final location of the facility. The Village is still considering whether to continue with the existing IGA or explore a contractual agreement with Waushara.

Follow-up

Confirm next meeting date:

Monday, September 8th, 2025 at 5:30pm

Adjourn

Motion by Olson, Second by Girouard to adjourn the meeting.

Motion passes unanimously by voice vote: 4-0-0

Meeting adjourned at 7:57pm.