



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, September 8th, 2025 @ 5:30 pm

Village Board Room, 30 South First Street

Call to Order

Meeting called to order at 5:30pm.

Roll Call:

Chris Boucher (present), Kim Utschig (present), Don Maslan (present), Miles Girouard (present), Paul Olson (present), Ben Mathe (excused absence)

Also present was Administrator Logan Fuller.

Approval of Minutes

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

Motion passes by voice vote 5-0-0

Motion by Olson, Second by Girouard to approve 08/18/2025 Meeting Minutes

Motion passes by voice vote 5-0-0

Public Participation

None.

Communications

None.

Old Business

Motion to table Olson, Second by Girouard to table discussion on ordinances related to Village downtown policies.

Motion passes by voice vote 5-0-0

New Business

Planning Commission Report Review

- **Accessory Building Ordinance Update**
 - The ordinance update will be presented to the Village Board in October after the proper noticing and public hearing.
- **Budget Status**
 - The Village is still operating within the approved budget and is currently in the process of developing the draft 2026 budget. During the meeting, Girouard raised a budget-related question concerning EMS and its potential financial implications. Administrator Fuller responded by clarifying that the updates provided so far reflect a worst-case scenario, and that further refinement will continue as the budgeting process progresses.

- **Future Land Development Updates**
 - Planning Commission was presented with two documents created by Administrator Fuller. The documents were reviewed to provide an understanding of how the Village works with land developers and are further discussed under economic strategy discussion.
- The Village has received an offer for the land located across the street from Village Hall. Administrator Fuller has been in discussions with the developer for several months, working toward an agreement that outlines key components such as site remediation, dock utilization, and the necessary approvals from the Department of Natural Resources (DNR). The current Certified Survey Map (CSM) will need to be redone, as the property consists of multiple parcels. The offer also includes a provision granting the developer first right of approval should the land south of the powerlines become available in the future. Notably, the sale would provide the Village with liquidity, helping to demonstrate a financial commitment to meeting DNR requirements. Administrator Fuller aims to present the agreement to the Personnel and Finance Committee and the Village Board by October. Following that, the Planning Commission will be required to conduct a comprehensive review of the proposal.

Economic Development Strategy

- Administrator Fuller presented the Planning Commission with two documents created to better help developers understand the expectations of working with the Village and ensuring that both parties have a mutual understanding of how to be a good partner. The documents also provide a general timeline for development.
- Girouard inquired about the timeline portion of one of the documents, voicing that the timelines may have to be adjusted per project. Administrator Fuller mentioned that each project that would have a developer's agreement and as mentioned in the packet, extensions would be granted as needed by the Planning Commission and the Village Board.
- Maslan inquired about how the Village plans to manage the anticipated increase in development and population. Administrator Fuller responded that the Village is already evaluating its current and future facility needs to ensure it is prepared to accommodate growth. One key area under consideration in this planning process is the capacity and readiness of the wastewater treatment facility.

Follow-up

Confirm next meeting date:

Monday, October 13th, 2025 at 5:30pm

Monday, November 3rd at 5:30pm (tentatively)

Adjourn

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

Motion passes by voice vote 5-0-0