

TOWN OF CALEDONIA PLANNING COMMISSION

M I N U T E S

July 7, 2026

Town of Caledonia, Waupaca County, Wisconsin

Commissioners present: Helen Adams, Shari Fudge (via Zoom), Bob Prah, Mike Stoltz, Cary Zaug, and PC alternate Corey Besaw.

Absent: Pete Bosquez, Supervisor 1 and town board representative to the Planning Commission

Chairperson Cary Zaug called the meeting to order at 5:30 p.m. The agenda was approved as published 5-0. The minutes of the June 8 regular monthly meeting and the June 16 special meeting were approved as presented 5-0.

Residential Development Planning Process, Phase 1

Creating a plan for residential development in the Town of Caledonia is one of the Planning Commission's goals for 2026, and it aligns with a 2026 Town Board goal. Shari Fudge reported that the town board is still waiting for broadband installation dates for both companies.

Residential Development Planning Process, Phase II

Pete Bosquez was not present at the meeting, so there was no update on the information needed to determine the feasibility of using the campground model for senior housing and accessory homes.

Residential Development Planning Process, Phase III

No new potential residential areas were added to the large map of the Town of Caledonia documenting areas of interest.

Report from Town Board Liaison (Pete Bosquez)

Pete was not present at the meeting, so there was no report.

Report from Park Committee representative

Helen Adams reported that Gruetzmacher Park construction is moving quickly. The Gruetzmacher Community Center has a roof, siding, decorative stone on the front, and drywall inside. Walls are painted, and the Park Committee is working on signage to identify the building. Sidewalks near the building and concrete areas around the playground are completed. Playground equipment will be installed later in July. Gregg Johnson has begun putting up park signs. The base for the pickleball courts is laid. The WisCorps crew will return August 3 to plant one thousand aquatic plants around the pond, install structures in the bicycle skills area, and remove invasive woody plants along trails.

Old Business

Town of Caledonia Position Statement about the Proposed 2026 Waupaca County Zoning Ordinance Changes: Following the June 16 Planning Commission special meeting, Shari Fudge edited the draft position statement created during the meeting. Commissioners briefly discussed the statement, and Bob Prah will send a citation to strengthen one sentence. After another brief discussion on the Planning Commission's next steps, Helen Adams moved to send the position statement to the Town Board and to recommend that the Town Board endorse the statement before sending it to Jason Snyder, Waupaca County Zoning Administrator, prior to the August 6, 2026 Planning and Zoning Committee public hearing. Motion seconded by Bob Prah. Motion approved 5-0.

Report on Zoning Board Workshop, June 25, Waushara Count: Bob Prah and Mike Stoltz attended the Zoning Board Workshop. Bob reported that the training was more aimed at county level Zoning Variance Boards and less applicable to Planning Commission members. The training included examples of poor decision-making and references to a lot of case law. The presenter stressed that for a variance to be granted, the situation must cause unnecessary hardship due to the property's features. A variance should not be given for landowner personal convenience. Bob downloaded the workshop materials and will ask the town clerk to add them to the Planning Commission's folder in the town's Google Drive.

Training Opportunity by Waupaca County Planning & Zoning Staff

Cary reminded commissioners of the July 8 training by the Waupaca County Planning & Zoning Staff. Training will focus on zoning functions and the Town's role in the processes, including Comprehensive Plan Amendments, Zone Map Amendments, and Conditional Use Permits. Cary, Mike, and Helen plan to attend in person, and Corey will participate via Zoom.

New Business

Discussion of Meeting with the Town Board about the Residential Development Plan:

After a brief discussion, it was decided that Cary will contact Bill Abba to invite the Town Board to the Planning Commission's August 12 meeting to review and exchange ideas about the current draft of the Residential Development Plan.

Creating a Railroad Quiet Zone: At the April Elector's Meeting, a resident asked the Town Board to consider creating a railroad Quiet Zone, and the research was delegated to the Planning Commission. This request to create a railroad Quiet Zone has been made in the past, but it was always considered too costly. To learn what is involved and the cost, Cary asked for volunteers to gather the information. Cary, Mike Stoltz, and Shari Fudge volunteered to work together on this project.

Public Comment: There was no public comment.

The meeting was adjourned at 6:25 pm.

Respectfully submitted,
Helen R. Adams, Recording Secretary

Action items from the July meeting:

- Cary, Shari, and Helen will meet via Zoom to prepare the agenda for the August PC meeting.
- Helen will send the PC's position statement about the proposed county zoning ordinance changes to the Town Board for action.
- Cary will contact town chairperson Bill Abba about inviting the Town Board to the PC's August 12 meeting to discuss the current draft of the Residential Development Plan.
- Cary will contact Ryan Brown about the feasibility of using the campground model for senior residential development and accessory homes.
- Cary, Shari, and Mike will research creating a railroad quiet zone between Guhl Road and County Road W.
- Commissioners will continue to prepare draft motions for resident requests at upcoming meetings.

Upcoming meetings

August 12, 2026	5:30-7:30 pm	Planning Commission meeting (with town board)
Sept. 14, 2026	5:30-7:30 pm	Planning Commission meeting
October 12, 2026	5:30-7:30 pm	Planning Commission meeting