TOWN OF POYGAN

PLANNING AND ZONING

MEETING MINUTES

Poygan Town Hall

8693 Town Hall Road

Wednesday, April 9, 2025 @ 7:00 p.m.

1. **Meeting Called to Order at 7:00pm by Randal Spear**
    - **Members present:** Randal Spear, Ronnae Green, Dennis Hohol, James Heinzelman
    - **Deputy Clerk:** Susan Schwartz
    - **Zoning Administrator:** Jim Hanneman
2. **Pledge of Allegiance**
3. **Introduction of the Zoning Board Members**
4. **Meeting Minutes:**
    - Read and approve October 9, 2024 Meeting Minutes.
    - Motion made by Dennis Hohol, seconded by Randal Spear to approve the October 9, 2024 meeting minutes.
    - Motion carried.
5. **Workshop Public Hearing discussion about possible property division for sale of Jeff Mueller property at 7839 Oak Hill Road (parcel # 020-051301) Omro, WI.**

    Petitioners Spencer, Nicole and Richard Potratz were present.

    The property in question is located at **7839 OAK HILL RD**, Omro WI.

    Physical Location(s): NW 1/4, SE 1/4 of Section 35, T.19N. - R.14E., TOWN OF POYGAN.

    Tax parcel number 020-051301.

    The property is located at the SW intersection of County Hwy F and Oak Hill Rd in the Town of Poygan.

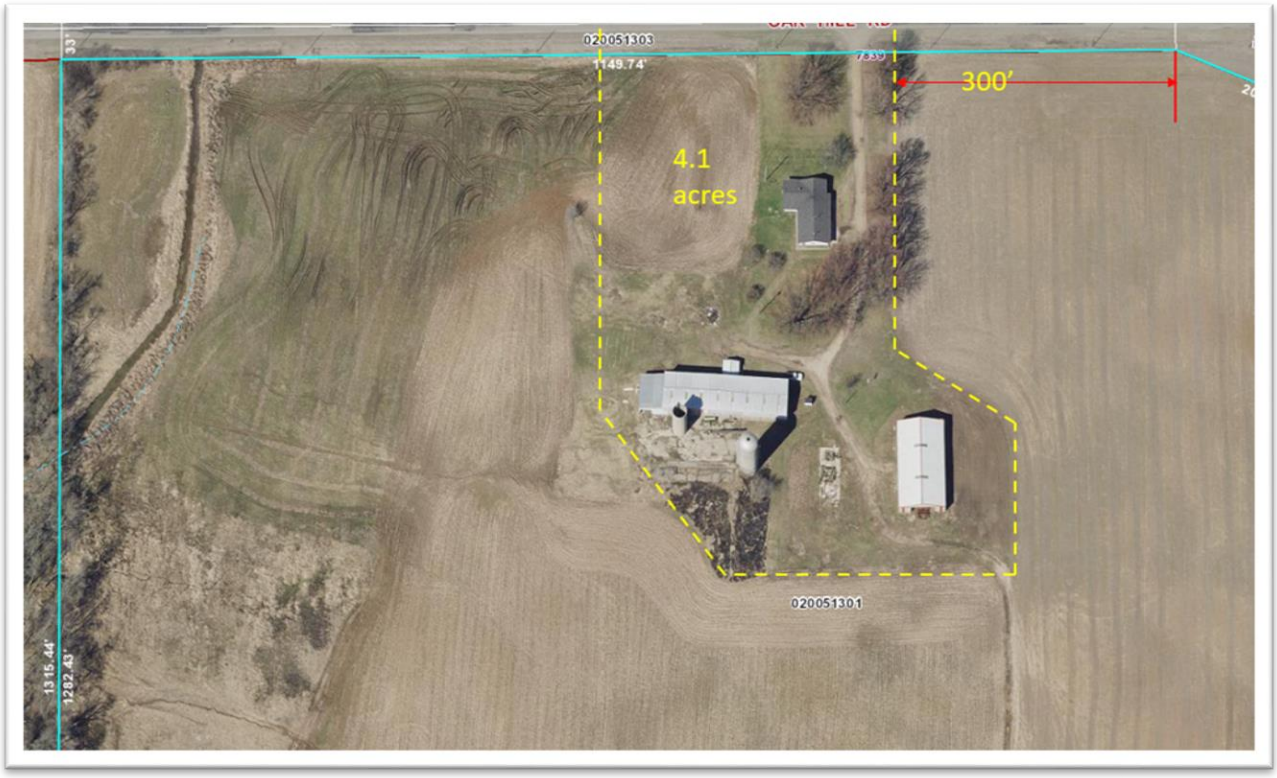


- Jeff Mueller would like to divide parcel # 020-051301 (47.28 acres) into 2 parcels.
- Parcel where his home/buildings are located would become 4.1 acres.
- The remainder of that parcel would become 43.18 acres.

Discussion took place stating that there would be too much Accessory Floor space within the 4.1 acres. A building or two would have to be removed or increase the size of the property that Jeff Mueller would keep with his house to be a minimum of 8 acres to remain zoned Agricultural.

Other discussions took place regarding the amount of frontage along Oak Hill that would be needed. Thought was 300'. Other option would be to see what frontage along Cnty F would need to be. If 300' as well, would there need to be an entrance into the property along that frontage? Jim Hanneman will discuss with Winnebago County Planning & Zoning and get back to the petitioner and Poygan's Planning & Zoning Board regarding how far away from Cnty F could there be a culvert/entrance into the farmland off of Oak Hill.

Here is the proposed original 4.1 acres along Oak Hill Rd:



Here is a depiction of increasing the land to 8 acres and putting in a culvert to access the farmland off Oak Hill Rd.



6. **Zoning Board Members:**
    - Lori Doehling resigned her alternate board position.
        - This was effective 4/1/2025
    - Discussion and recommendation for position changes due to Randal Spears being elected to Town Board member.
        - Randal will talk with John Meyerhofer regarding which Town Board member would remain on the Planning & Zoning Board and who would resign.
        - A new Chairman of the Planning & Zoning Board would need to be assigned.
        - Discussion will happen at the next Planning & Zoning Board meeting in May.

    - Review of open positions of Planning and Zoning Board.
        - Looking for a new Board member and an Alternate member

7. **Upcoming Meetings:**
    - Poygan Town Board Meeting- April 16, 2025 at 7:00 p.m.

8. **Next Zoning Board Meeting:**
    - Next Planning and Zoning Meeting to be held May 14, 2025 at 7 p.m., if there is an agenda.

9. **Adjourn**
    - Motion made by Dennis Hohol, seconded by Susan Schwartz to adjourn the meeting.
    - Motion carried.
    - Meeting adjourned at 8:52pm.

Submitted by: Dennis Hohol, Town of Poygan Zoning Board Secretary