TOWN OF POYGAN
PLANNING AND ZONING
MEETING MINUTES

Poygan Town Hall
8693 Town Hall Road
Wednesday, July 9, 2025 @ 7:00 p.m.

1. **Meeting Called to Order at 7:00pm by Dennis Hohol**
    - **Members present:** Randal Spear, Ronnae Green, Dennis Hohol, James Heinzelman, Tom Jackson
    - **Deputy Clerk:** Susan Schwartz
    - **Zoning Administrator :** Randal Spear

2. **Pledge of Allegiance**

3. **Introduction of the Zoning Board Members**

4. **Meeting Minutes:**
    - Read and approve May 14, 2025 Meeting Minutes.
    - Motion made by Ronnae Green, seconded by James Heinzelman to approve the May 14, 2025 meeting minutes.
    - Motion carried.

5. **Public Hearing was read and discussed as follows:**

Notice of Public Hearing for the Town of Poygan

Notice is hereby given of a public hearing to be held by the Town of Poygan Planning and Zoning Commission on Wednesday July 9, 2025 at the Poygan Town Hall, 8693 Town Hall Road beginning at 7:00 P.M. to hear testimony on the following request:

A zoning change request has been requested by Kevin Skenandore for combining 2 adjacent parcels that he owns. The properties in question are located at 8718 STARVIEW DR, OMRO WI 54963. Physical Location(s): PT SE SW DESC AS LOT 1 OF CSM-4839 ~5.26 Acres and PT SE SW DESC AS LOT 2 OF CSM-4839 ~2.83 Acres, both in the Town of Poygan. Tax parcel numbers 020046801 and 020046802. The properties are located at the intersection of Starview Dr and Songbird Ct in the Town of Poygan.

All neighboring property owners within 300 feet of the subject location will be notified by mail. Any person may speak at the hearing or present written testimony to the Town Clerk, Beth Jackson (920) 267-7471 or Planning and Zoning Chairman/Secretary Dennis Hohol (224) 723-6428 prior to the hearing.

Susan Schwartz, Deputy Clerk

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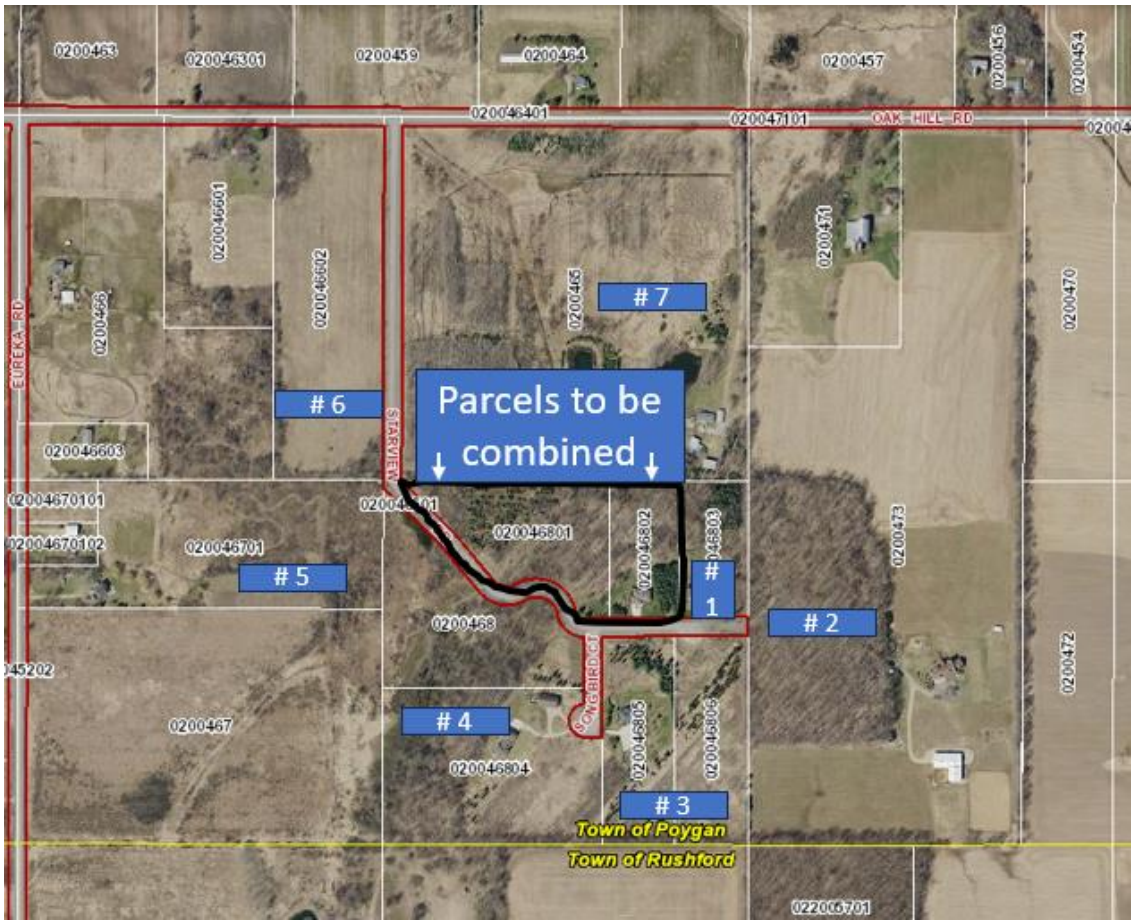

Kevin Skenandore spoke about wanting to combine 2 parcels that were zoned RR – Rural Residential and wanting to be able to put up one or more storage buildings on the new combined parcel that would be 8.102 acres. Kevin wanted to also know if he could combine a 3rd parcel which is across the street with the other two that were on his application. The Zoning Board stated that since it was across the street we would just consider combining the original 2 that were on his application. Kevin also asked about the size of the building/buildings he would be able to erect on his combined parcel and the Board stated it would be 15% of the total square footage of his combined parcel of 352,929 sq ft. Kevin also inquired whether the decision would be reached at the meeting held this evening and process to move forward from here. Dennis Hohol told Kevin that when the Zoning Board discusses the issue following the Public Hearing portion of tonight's meeting that they will come up with a recommendation to the Town Board and that recommendation would be presented at the Town Board meeting held July 16th @ 7:00pm. Randal Spear addressed Kevin's question as to the process to move forward with putting up a building – that Randal would visit the property with Kevin and discuss placement/size, etc. and then Kevin would be able to request a Building Permit.

Public hearing session closed at 7:17pm by Dennis Hohol.

6. Discussion of the Public Hearing by the Zoning Board Members and recommendation to the Town Board for the Zoning request/change. Discussion about changing the 2 RR parcels to A2 in a new CSM:

Commissioner Christine Brown asked Dennis if there were any notifications to the Zoning Board from nearby land owners commenting on this request. Dennis stated that nothing was received by the Zoning Board on this matter. Commissioner Tom Jackson asked there would need to be a silt fence installed during any construction. Randal stated that he would discuss any requirements with Kevin when they meet. Dennis addressed the fact that there would be 2 parts of the recommendation to the Town Board from this request: first being combination of the 2 parcels and second being the rezoning of the new parcel to A2 since the size of that new parcel would exceed 7.999 acres.

Susan Schwartz commented that since the original 40 acre parcel was subdivided more than 4 times and that we now have a rule that we cannot exceed 4 parcels within an original 40 acre parcel that it would not be possible to reverse course after combining the 2 parcels.

Dennis asked if any further discussion was needed. None needed.

Dennis stated that the Zoning Board's recommendation to the Town Board would be as follows:

Kevin Skenandore's request for combining 2 adjacent parcels that he owns located at 8718 STARVIEW DR, OMRO WI 54963 be granted. Physical Location(s): PT SE SW DESC AS LOT 1 OF CSM-4839 ~5.26 Acres and PT SE SW DESC AS LOT 2 OF CSM-4839 ~2.83 Acres, both in the Town of Poygan. Tax parcel numbers 020046801 and 020046802. The properties are located at the intersection of Starview Dr and Songbird Ct in the Town of Poygan. Since both were zoned RR the new parcel would be rezoned to A2.

Christine Brown made a motion to approve Dennis' recommendation and Ronnae Green seconded the motion. Motion carried.

7. Upcoming Meetings:

- Poygan Town Board Meeting: July 16, 2025 at 7:30 p.m at which time the Zoning Board's recommendation would be presented.

8. Next P&Z Meeting

- Planning and Zoning Meeting – August 13, 2025 at 7 p.m. if there is an agenda.

9. Adjourn

Motion made by Dennis Hohol and seconded by Ron Green to adjourn. Meeting adjourned at 7:25pm.