TOWN OF POYGAN PLANNING AND ZONING
MEETING MINUTES for PUBLIC HEARING and ZONING BOARD MEETING

Poygan Town Hall
8693 Town Hall Road
Monday, February 9, 2026 @ 7:00 p.m.

1. Call to Order by Dennis Hohol @ 7:02pm

2. Pledge of Allegiance

3. Introduction of the Zoning Board Members present:
   Susan Schwartz, Ron Green, Marty Johnson, Tom Jackson, Dennis Hohol, Randal Spear

4. Reviewed final text changes to Zoning Ordinance including recommendations from Attorney Blazel.

5. Public Hearing: Called to Order by Dennis Hohol @ 7:30pm
   Read Public Hearing notice:
   Public

   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 February 9, 2026 at the Poygan Town Hall, 8693 Town Hall Road beginning at 7:00 P.M. to allow Town of Poygan property owners a time to review, discuss and voice opinions about the revised Town of Poygan Zoning ordinances prior to implementation:

   The Town of Poygan has revised its Zoning Ordinance, Map, Districts and some parcels to comply with Town of Poygan Ordinances. These changes have stemmed from the fact that Winnebago County is relinquishing some zoning control in the Shoreland areas within the Town of Poygan as of April 1, 2026. The Town will accept jurisdiction for zoning land use in Winnebago County Shoreland district.

   All property owners with proposed zoning changes have been 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
   Published in Oshkosh Northwestern on January 26 and February 2, 2026.
   Posted at Poygan Town Hall, 8693 Town Hall Road on 1/13/2026.

   No public attendees. Motion to end Public Hearing by Dennis Hohol, second by Ron Green
   Pubic Hearing ended @ 7:31pm

6. Discussion of the Public Hearing by the Zoning Board Members and recommendation to the Town Board for the Zoning changes to Ordinances, Map, Districts and parcels.

   Motion by Dennis Hohol to present the Town of Poygan Board the latest version of the updated Zoning Ordinance along with the Zoning District Comparison document and a copy of all Updated Changes. Seconded by Susan Schwartz. Motion carried.

   Dennis will reach out to Winnebago County (Cary Rowe, Adam Dorn) to determine whom we are sending our information to (new Updated Zoning Ordinance, file of changes to be implemented in the GIS system, and to request a list of Town Parcels that are not in Shoreland Zoning).

   Dennis will reach out to John Blazel to determine steps required to implement/publish the Town's Updated Zoning Ordinance once the Town Board approves.

7. Review dual zoning on two non- shoreland parcels: 020-02040204 and 020-02040203.

   The two parcels in question were brought before the Zoning Board 4/10/2024 and were approved at the 4/16/2024 Town Board, elimination dual-Town Zoning. It seems like that change either never made it to the County or the County hasn't updated their GIS system with the changes. Both parcels should be zoned A-2. Dennis will incorporate these updates in the Excel file he will be providing Winnebago County GIS department on 2/19/2025. Dennis will also ask the County to see if they can provide any other Town parcels that were not included in the large file of Town Parcels within the Shoreland Zoning areas so that the Town of Poygan Zoning can review for any remaining dual-zoned parcels or parcels that may be zoned in a manner that don't meet the Town's Zoning District sizes.

8. Minutes: Read and approved minutes from the following meetings:

   07/09/2025 Motion to approve by Susan Schwartz, seconded by Randal Spear. Motion carried.
   10/22/2025 Motion to approve by Ron Green, seconded by Randal Spear. Motion carried.
   11/12/2025 Motion to approve by Susan Schwartz, seconded by Randal Spear. Motion carried.
   12/3/2025 Motion to approve by Randal Spear, seconded by Ron Green. Motion carried.
   12/9/2025 Added: Zoning Board Members present. Motion to approve with changes by Randal Spear, seconded by Ron Green. Motion carried.
   12/17/2025 Motion to approve by Ron Green, seconded by Susan Schwartz. Motion carried.
   12/30/2025 Corrected date of meeting. Motion to approve with changes by Randal Spear, seconded by Ron Green. Motion carried.
   1/7/2026 Motion to approve by Ron Green, seconded by Randal Spear. Motion carried.
   1/14/2026 Added: Parcels reviewed and public attendees. Motion to approve with changes by Susan Schwartz, seconded by Randal Spear. Motion carried.
   1/20/2026 Added: Parcels reviewed and public attendees. Motion to approve with changes by Randal Spear, seconded by Ron Green. Motion carried.

9. Upcoming Meetings:

   - **Planning and Zoning Meeting– February 11, 2026, if agenda (will be cancelled)**
   - Poygan Town Board Meeting- February 18, 2026 (will present Updated Zoning Ordinance)
   - Planning and Zoning Meeting- March 11, 2026, if agenda.

9. Motion to Adjourn by Dennis Hohol. Seconded by Ron Green. Meeting adjourned @ 8:23pm

Dennis Hohol, Town of Poygan Zoning Chairman & Secretary