TOWN OF POYGAN PLANNING AND ZONING
MEETING MINUTES for PUBLIC HEARING and MEETING
Poygan Town Hall
8693 Town Hall Road
Wednesday, July 8, 2026 @ 7:00 p.m.

1. Call to Order. Dennis Hohol called the meeting to order @ 7:00pm.
2. Pledge of Allegiance
3. Introduction of the Zoning Board Members present:
   Ron Green, Tom Jackson, Christine Brown, Randal Spear, Dennis Hohol
   Alternate: Susan Schwartz
   Marty Johnson

   Dennis Hohol described the Agenda for the evening:
   A. Public Hearing for Michael Pamer. Public comments welcome.
   B. Closure of Public Hearing
   C. Regular Planning & Zoning Meeting to cover:
      - Zoning Board recommendation for Michael Pamer CSM & Revised Zoning
      - Discussion of CSM for Greg & Laurie Bongers on Oscar Ln
      - Meeting Minutes from 5/15/2026 for approval
      - Upcoming Meetings

4. Dennis Hohol called Public Hearing #1 to Order @ 7:02 PM
   - Dennis read the Original notice for Public Hearing 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 8, 2026, at the Poygan Town Hall, 8693 Town Hall Road beginning at 7:00 P.M. to hear testimony on the following request:
A CSM and zoning change request has been requested Michael Pamer. CSM with Project ID 0-3017-001 which reconfigures tax parcels 020-0387, 020-0386, 020-0388, and 020-0390 into 4 Lots (1-8.004acres/ 2-60.684acres/ 3-72.059acres/ 4-1.811 acres). This requests also includes a zoning change for Lot 4 from A-2 to B-2.
The properties in question are located around 9419 County Road D, Winneconne WI 54986 and all in the Town of Poygan. The properties are located southeast of the intersection of County Road B and D 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
Published in Oshkosh Northwestern on June 24 & July 1, 2026

Commentary from public:

None

Dennis adjourned Public Hearing at 7:05 pm

5. Discussion of the Public Hearing by the Zoning Board Members:
   A motion was made by Christine Brown and seconded by Randal Spear:
   Approval by the Zoning Board for CSM with Project ID 0-3017-001 which reconfigures tax parcels 020-0387, 020-0386, 020-0388, and 020-0390 into 4 Lots (Lot 1-8.004acres, Lot 2-60.684acres, Lot

3-72.059acres, and Lot 4-1.811 acres). This requests also includes a zoning change for Lot 4 from A-2 to B-2.
Motion Carried.

- Recommendation to the Town Board:
  The Planning & Zoning Board of the Town of Poygan recommends approval for the CSM and Zoning Change for Michael Pamer with Project ID 0-3017-001 which includes parcels 020-0387, 020-0386, 020-0388, and 020-0390. This requests also includes a zoning change for Lot 4 from A-2 to B-2.

6. Reviewed, discussed a new Certified Survey Map for Greg and Laurie Bongers and a Zoning Application Change request. The original proposed CSM only discussed the combination of 2 lakeside home properties located at 8200 (020-001116) and 8194 (020-001118) Oscar Lane into one new combined parcel.

   Greg Bongers was present and described also the need to add to the CSM to combine 3 parcels on the south side of Oscar Lane which currently house 3 accessory structures. The parcels in question are: 020001123, 02000113001, and 020001130. There is a 4th parcel that Greg owns on the south side of Oscar Lane, 02000112701, which will not be included and will remain as is. On parcel 020001123 there are 2 accessory structures which will be razed, and on parcel 02000113001 there is 1 accessory structure which will remain. Parcels 020001123 & 02000113001 are currently Zoned R-1 and each of those parcels are deed restricted to the houses on parcels 020-001116 and 020-001118. Those 2 homes will be razed along with a boathouse on parcel 020-001118. Parcel 020001130 is currently zoned R-R and the combined new parcel on the south side of Oscar Lane will need to be rezoned to R-R.

   The P&Z Board stated that there will need to be newspaper publications and a public hearing held for the rezoning aspect, and letters will be mailed to all neighbors within 300'.

   In addition, the new combined parcel on the south side of Oscar Lane will need to be Irrevocable Deed Restricted to the new parcel where the houses currently sit on the north side of Oscar Lane. Proof of this deed restriction will need to be supplied to the Town.

7. Read minutes from 5/13/26. Motion by Ron Green to approve the minutes as read, seconded by Tom Jackson. Motion carried.

8. Discuss Fee schedules and permits.

   Randal provided Board Members, along with Susan and Marty, copies of a document outlining Towns and Villages in Winnebago County fee comparisons for things such as:

   - Building Permits
   - New Buildings
   - CSM Reviews
   - Plat Reviews
   - Conditional Use Permits
   - Zoning Permit
   - Zoning/Rezoning Reviews

- Land Divisions
- Land Consolidations
- Site Plan Reviews
- Razing Permits
- Culvert Permits
- Address Signs
- Title Inquiries

Randal wanted the P&Z Board to know of what will be presented/discussed at the next Town Board meeting. The P&Z Board commentary included suggestions that the Town of Poygan should charge approximately $250 for a CSM Review and that a portion of that fee should go to the P&Z Chair/Secretary for work leading up to the appropriate meetings. In addition we felt that a Plat Review should be $1000-$2000 fee, and a fee for Site Plan Reviews.

9. Discuss potential changes to the Town's Zoning Ordinance as it relates to parcels without a primary residence (i.e. Garage Lots)

   Dennis discussed the fact that the Town's current Zoning Ordinance is missing components like Garage Lots/Accessory Lots in the Shoreland area. We should also review and add a component to the Ordinance as it relates to Boathouses.

   Dennis asked the P&Z Board members to think through what some of this language may look like and send to Dennis so that we can discuss at our next P&Z meeting.

10. Upcoming Meetings:

    - Poygan Town Board Meeting- July 15, 2026
    - Planning and Zoning Meeting- August 12, 2026
    - Poygan Town Board Meeting- August 19, 2026

11. Adjourn

    Dennis made a motion to Adjourn at 8:22 pm. Seconded by Christine Brown. Meeting adjourned.

Dennis Hohol, Chairman and Secretary, Planning & Zoning, Town of Poygan