



PLAN COMMISSION

Wednesday, July 08, 2026 – 6:30 PM

Town Hall Meeting Room, 8348 Hickory Ave, Larsen, WI 54947

MINUTES

CALL TO ORDER – Chair Knapinski called the meeting to order at 6:30 pm

- A. Pledge of Allegiance
- B. Verification of Notice
- C. Meeting Roll

PRESENT

Chair Knapinski
Commissioner Haskell
Commissioner Nemecek
Commissioner Haase
Commissioner Ketter
Commissioner Sleik
Town Board Rep. Christianson

STAFF

Administrator Wisniewski
Clerk Faust-Kubale
Code Administrator Kamke
Attorney LaFrombois

PUBLIC HEARING(S) AND/OR PUBLIC INFORMATION MEETINGS

- A. Plan Commission Public Hearing on a Conditional Use Application submitted by Brittany & Chris Voigt for a proposed commercial stable use located at 3411 Winnegamie Dr, specifically described as Tax ID #006-0042-02.

Ron Steffen, 3377 Winnegamie Dr, Neenah, spoke to concerns with the noise, business traffic, and offered possible conditions around the business operations. Brittany Voigt, 3411 Winnegamie Dr, Neenah, responded to Mr. Steffen's concerns.

PUBLIC HEARING CLOSED AT 6:44 PM

- B. Plan Commission Public Hearing on a Rezoning Application submitted by Northeast Asphalt, Inc., requesting approval to re-zone approximately 18.67 acres from R-3 (Two-Family Residential District) and R-2 (Suburban Residential District) to become all R-2 (Suburban Residential District).

Patty Stanek, 8395 Hickory Ave, Larsen, had questions regarding if new residential construction could happen as a result of the rezoning.

Season Bennett, 8359 Hickory Ave, Larsen, expressed concerns about the current driveway easement becoming a through street.

Steve Seljan, 8393 Moeser Ln, Larsen, explained the situation with Northeast Asphalt and himself attempting to purchase and CSM a piece of property to his existing lot.

PUBLIC HEARING CLOSED AT 6:52 PM

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, June 10, 2026 Plan Commission Meeting

MOTION

Motion made by Commissioner Haskell, **Seconded** by Commissioner Sleik to approve the Minutes of the Wednesday, June 10, 2026 Plan Commission Meeting as presented.

Voting Yea: Chair Knapinski, Commissioner Haskell, Commissioner Nemecek, Commissioner Haase, Commissioner Ketter, Commissioner Sleik, Town Board Rep. Christianson

Motion carried 7-0.

OPEN FORUM – Public comments addressed to the Plan Commission

Mike Heenan, 8377 Moeser Ln, Larsen, spoke regarding concerns about when Moeser Ln would be repaired and resurfaced.

CORRESPONDENCE

- A. Distribution of the June 2026 Building Inspection Report

DISCUSSION ITEMS (NO ACTION WILL BE TAKEN)

- A. Administrator's Report

BUSINESS

- A. Review/Recommendation: Plan Commission review & recommendation on a Conditional Use Application submitted by Brittany & Chris Voigt for a proposed commercial stable use located at 3411 Winnegamie Dr, specifically described as Tax ID #006-0042-02.

MOTION

Motion made by Commissioner Ketter, **Seconded** by Commissioner Haase to recommend approval of the Conditional Use Application submitted by Brittany & Chris Voigt with the following conditions:

1. Prior to commencement of commercial stable operations, the applicant shall submit to the Town written plans for the handling and disposal of livestock waste generated on the property, including the staging, storage, disposal, transport, application, and intervals for such waste management.
2. To the extent required by Winnebago County under its Livestock Waste Management Ordinance, the applicant shall apply for and obtain all required County permits. The applicant shall provide the Town with copies of any such permit application upon submission and any issued permit upon issuance.

3. Prior to commencement of commercial stable operations, the applicant shall provide the Town with the maximum occupancy limit for each structure associated with the commercial stable use, for inclusion in the Town's project file and approval record. For purposes of this condition, occupancy includes all persons present in a structure, not only lesson or event participants.

4. The applicant shall clearly state in the Plan of Operation the days of the week and hours during which the lesson programs and any horse shows or events will be conducted on the Property.

Voting Yea: Chair Knapinski, Commissioner Haskell, Commissioner Nemecek, Commissioner Haase, Commissioner Ketter, Commissioner Sleik, Town Board Rep. Christianson

Motion carried 7-0.

- B. Review/Recommendation: Plan Commission review & consideration of Resolution 2026-007 Making a Recommendation to the Town Board of Supervisors regarding a Rezoning Application submitted by Northeast Asphalt, Inc., requesting approval to re-zone approximately 18.67 acres from R-3 (Two-Family Residential District) and R-2 (Suburban Residential District) to become all R-2 (Suburban Residential District).

MOTION

Motion made by Commissioner Nemecek, **Seconded** by Commissioner Sleik to approve Resolution 2026-007 recommending approval of the rezoning of Tax ID #006-0502-05.

Voting Yea: Chair Knapinski, Commissioner Haskell, Commissioner Nemecek, Commissioner Haase, Commissioner Ketter, Commissioner Sleik, Town Board Rep. Christianson

Motion carried 7-0.

- C. Review/Recommendation: Plan Commission review & recommendation on a Site Plan Review Application submitted by Greenwood Motor Lines, Inc. (dba R&L Carriers) for a proposed heavy industrial freight facility.

MOTION

Motion made by Commissioner Nemecek, **Seconded** by Town Board Rep. Christianson to recommend approval of the Site Plan Review Application submitted by Greenwood Motor Lines, Inc., with the following conditions:

1. Apply for and receive permits necessary for the driveway access from the Town road.
2. Provide the Town with commercial building code approval from the state for all structures requiring such plan approval, as determined by the state.
3. A copy of the approved septic system permit shall be provided to the Town for filing with the project information.
4. Construction site erosion control plans and any permits as required shall be provided to the Town for review and filing with the project information.
5. Stormwater management plans and any permits as required shall be provided to the Town for filing with the project information.

6. Applicant shall provide SRI values for the exterior materials to show compliance with required standards.

7. If any nuisance arises from the use of overhead and loading docks facing the street yard or other lot line, revisions to the site plan may be required to mitigate such issue. This shall be done through the Site Plan amendment process outlined in 9.07-184.

8. If signage is installed, compliance with the landscaping standards listed in the Town's Zoning Ordinance Attachment E section C. 1. (e) shall be required. An updated landscaping plan showing compliance with such shall be provided by the applicant prior to permit issuance for the new sign(s).

9. Installation of the approved landscaping plans shall be made within six (6) months of occupancy of the site.

10. Applicant to provide revised list of and install only Dark Sky compliant fixtures.

Voting Yea: Chair Knapinski, Commissioner Haskell, Commissioner Nemecek, Commissioner Haase, Commissioner Sleik, Town Board Rep. Christianson

Voting Nay: Commissioner Ketter

Motion carried 6-1.

UPCOMING MEETING ATTENDANCE

- A. Plan Commission (6:30 pm start unless otherwise noted) - Aug 12; Sept 9; Oct 14
- B. Town Board (6:30 pm start unless otherwise noted) - July 15; Aug 5 & 19; Sept 2 & 16
- C. Town of Clayton Open Book - July 30, 10 am to 4 pm via scheduled phone call

ADJOURNMENT

MOTION

Motion made by Commissioner Haskell, **Seconded** by Commissioner Nemecek to adjourn at 8:13 pm.

Voting Yea: Chair Knapinski, Commissioner Haskell, Commissioner Nemecek, Commissioner Haase, Commissioner Ketter, Commissioner Sleik, Town Board Rep. Christianson

Motion carried 7-0.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk