



TOWN OF BLACK WOLF

380 E. Black Wolf Ave. Oshkosh, Wisconsin 54902

Minutes of the February 2, 2026 Planning and Zoning Minutes

Chairwoman Krause called the February 2, 2026 Planning and Zoning Committee Meeting to order followed by roll call. Members Present were Cindy Lamson, Sandra Gollhofer, Howard Schwartz, Eric Youngbauer and David Jensema. Others present included Town Supervisor I Mike Pollack,

Motion (Youngbauer/Schwartz) to approve the minutes from the January 5, 2026 Planning and Zoning meeting. **All in Favor. None Opposed. Motion CARRIED.**

No New Business.

Under Old Business. Chair Krause met with Joe Stevenson of East Central Regional Planning to review zoning minutes dating back to 2008, which was the last time the County formally accepted a zoning map. Together, they updated land divisions and zoning changes to reflect current conditions. Joe is now working on updating the zoning maps, which Chair Frassetto will present to the County Planning & Zoning Committee for approval, along with the Town's zoning ordinance changes adopted in July 2025. The County has already approved the July zoning 2025 changes, and once the updated maps are approved, all requirements will be satisfied ahead of the April 1, 2026 deadline. Joe will next begin a comprehensive rewrite of the zoning code. The committee will discuss and provide recommendations, particularly regarding lot setbacks and related standards. Kay distributed copies of the current zoning ordinance, along with the County's ordinance sections addressing setbacks, for reference.

The committee discussed the issue of high-density zoning districts and sanitary sewer hookups. Joe indicated that, based on how the high-density district was originally planned, the Town does have the authority to require new homes within sewer service areas to connect to sanitary sewer. However, the Town cannot retroactively require existing properties that did not connect when the sanitary district was established to do so. Kay said Joe advised the committee does have the right to have a hookup requirement that will apply to new construction moving forward. The committee discussed and Chairwoman Krause Kay asked Supervisor I Mike Pollack to take the recommendation to the Board which he reiterated was if it's a high density area and the sewer is there, make it a requirement to hook-up.

Kay reviewed Section 3, Zoning Districts and noted that when the ordinance was updated in July to reflect the different density districts, the language regarding setbacks, particularly for accessory buildings on page 28, was left somewhat open-ended. She explained that while basic setbacks are currently listed, further review is needed for the R-1 District (page 30) to determine how setbacks should apply across varying lot sizes (½ acre, 1 acre, and 4 acre lots), as the standards may need to differ.

Kay asked the committee to consider appropriate setback requirements for a ½-acre lot in the rural district. She referenced the county standards included in the back of the packet, noting that a ½-acre lot equates to approximately 22,000 square feet, as confirmed by Howard. By comparison, the county standard for a sewered ¼-acre lot is 12,000 square feet. She requested discussion on how best to approach setback requirements for a ½-acre lot within the high-density district, specifically regarding street setbacks, minimum rear setbacks, and side yard requirements, asking do we keep them standard as we have them or do they get reduced. Eric Youngbuaer stated he no problem with the current standards. Kay confirmed reiterated the currently applied standards of a 50-foot minimum setback although as Eric mentioned, can be further back if desired, 25-foot rear setback, and 10-foot side yard setbacks, noting that shoreland properties are subject to different requirements. She asked whether these standards should remain consistent across densities or be reduced for smaller lots, and whether low-density districts should continue to apply the same building setback requirements. Eric Youngbauer stated he had no concerns with maintaining the current standards. He indicated he was comfortable keeping the setbacks as presently written as agreed by committee. Kay said she wanted to ensure this was discussed to ensure where there is, for example, a 4 acre or larger lot, do we continue to apply for building purposes. Eric Youngbauer said he is fine with this arrangement with no other feedback provided.

The committee also discussed conditional uses, which reference to page 32 and Section 2.9 in the first packet. Kay said there will be new and updated language drafted to reflect changes since the ordinance was originally written and to clarify permitted and conditional uses. The group discussed whether conditional uses should vary based on lot size (e.g., ½-acre versus 1-acre lots) and density classification. Leading from that, there was discussion regarding the keeping of chickens and Cindy questioned why only four chickens are allowed in low density areas, especially being in the country and asked if it could be changed. The current ordinance, per Eric Youngbauer, allows up to four chickens and prohibits roosters and they must be confined 24 hours per day. Based on the discussion, Kay questioned whether additional standards should be established for animal allowances on ½-acre lots within the high-density district. It was noted that the City allows four chickens and enforces that limit. Persons cannot sell eggs without permission from the Department of Agriculture. Supervisor Pollack recommended creating a maximum and minimum lot size with set standard on how many chickens based on lot size, with a maximum of 4 chickens per acre in R1 only (10 acres or more is A2 and non-applicable) and additional chickens based on lot size.

Kay confirmed with the committee that they are comfortable with the current setback requirements and side yard standards. Kay mentioned Joe said if he comes across any new standards or additional provisions related to conditional uses in the R-1 district from working with other towns, those suggestions will be brought back to the committee for further discussion. The committee agreed that lot setbacks for accessory buildings will remain as they are at this time.

The committee discussed the construction of additional structures, such as a mother-in-law residence, and having Joe develop language outlining how such structures would be established and regulated. Sandy asked whether the City of Oshkosh has any provisions in place addressing this type of development. The committee agreed that allowing such structures is a good idea;

however, management and enforcement would need to be clearly defined. It was noted that if the structure becomes a rental property or is considered a duplex, additional zoning considerations would apply.

Mr. Hoch addressed the committee regarding a CSM of Ben Kossel's which was returned by the County for technical errors. Kay explained the procedures and advised the CSM was signed by the town and delivered to Mr. Kossel who will then bring to the County.

Kay said current zoning dictates a residence is required in order for an accessory building to be placed on a parcel. Eric responded that there are some properties where a residence is not present. Kay noted that the County issued a permit for a building at the horse therapy site without a residence, and that decision is currently being questioned by residents. The Town indicated it was not permitted; however, the County issued the permit which is allowed because the building is located in shoreland zoning. Kay stated she will follow up with Joe regarding the matter and wording.

The committee discussed enforcement of zoning violations such as what is taking place in areas of the town to include the storage facility which has outdoor storage taking place and it wasn't approved as part of the Conditional Use permit.

Submission deadline for the March meeting is February 20, 2026.

Motion (Lamson/Golliher) to Adjourn until Monday March 2, 2026 at 6:00 p.m. All in favor. None opposed. Motion CARRIED.

Respectfully Submitted by
Susan Snyder, Secretary