DRAFT

PLAN COMMISSION MEETING
Town of Troy
January 8, 2026
Hudson Wisconsin 54016

Members Present: Doug Rowen**,** Alicia Schneider, Dean Albert, David Wolf, John Bjorseth, Pete Hawksford, Warren Vollmar

Members Absent:

Staff Present: Rob Jones, David Carlson

Recording Secretary: Amanda Randall

Others present: Scott Cerveny, Jeremy Skaw, Ben Peterson, April Fredrick, Jan Cuccia

AGENDA:

1. Call meeting to order
2. Roll call
3. Public input
4. Approve minutes of November 6, 2025 Plan Commission meeting;
5. Consideration and possible action on:
   Applicant: Terrain Inventory, LLC
   Site Location: 241A Glen Circle
   PID 040-1159-80-000
   Request: preliminary plat review of Glen Oaks Subdivision and possible recommendation to the Town Board
6. Correspondence
7. Potential items for future meetings;
8. Adjourn.

AGENDA:

1. Call to order

Plan Commission Chair Doug Rowen called the meeting of the Troy Plan Commission to order at 6:01 p.m.

2. Roll Call

Present were Doug Rowen, Alicia Schneider, Dean Albert, John Bjorseth, Pete Hawksford, David Wolf (arrived at 6:22 p.m.), and Warren Vollmar (arrived at 6:28 p.m.).

3. Public Input

Jan Cuccia, 132 Skyline Drive, addressed the Commission. She commended the Town for posting the packet agenda on the Town's website. Regarding the subdivision agenda item, she emphasized the importance of having two entrances and exits for major subdivisions, particularly for emergency service access; the planned layout of the CSM has only one.

4. Approve minutes of November 6, 2025 meeting:

The minutes of the November 6, 2025 Plan Commission meeting were previously distributed. **Dean Albert moved to approve the minutes of the November 6, 2025, Plan Commission meeting. John Bjorseth seconded. All Ayes, Motion carried.**

5. **Discuss and consider preliminary plat review for Terrain Inventory, 241A Glen Circle, PID 040-1159-80-000; applicant is proposing a residential subdivision**

Rob Jones explained that the concept for this subdivision was reviewed late last year and a site visit was conducted at that time. The applicant is proposing a 9-lot, 2-outlot major subdivision on an approximately 33.56-acre parcel that is zoned AG-RES. The proposed layout would extend Glen Circle by approximately 880 feet, resulting in a total cul-de-sac length of roughly 1,900 feet from the primary public road. He reviewed the approval process for subdivisions, noting that several of the required documents are not in final draft form; he is also unsure which documents Town Attorney Ron Siler has reviewed. The final engineering review will be ready shortly. The applicant supplied the Commission with an updated plat that was not previously distributed that makes Lot 5 compliant with the required lot size of 2.5-acres and removes the shared driveway for Lots 6 and 7. Outlot 1 is a sediment and infiltration basin and Outlot 2 will serve as the driveway access to the existing home at 241A Glen Circle, which is not part of the subdivision or HOA. Rob Jones also noted two potential requests for Exception to Design Standards for a 3:1 roadway slope and for the number of lots fronting on a cul-de-sac.

There was extensive discussion on Outlot 1 ownership and management and whether to require an HOA to own the Outlot or if each parcel will be assigned proportional ownership of the lot. The County favors proportional ownership and the Commission agreed to align with the County with their preferred ownership mechanism. There is a special assessment provision in the Developer's Agreement to ensure stormwater can be maintained and recharged to the 9 lot owners if it is not done voluntarily. The applicant is working on obtaining official NSP approval to cross the transmission line easement and still need to submit their DNR application. They are working with the County on the stormwater approval.

Outlot 2 is planned to be transferred to the current owner of 241A Glen Circle. There is currently no plan or application to combine Outlot 2 with the parcel it would serve.

Jeremy Skaw of Real Land Surveying spoke to the application. He discussed extending Glen Circle to the east in the future as extending the road to the north is not feasible. He explained that they would be requesting an Exception to Design Standards to allow 3:1 roadway slope from the initial T-point off Glen Circle to roughly the transmission easement, on the west side of the road across from Outlot 1. He also noted that the current asphalt road that services Lots 6, 7, 8, and 9 will be removed. Chairperson Rowen expressed concern with inconsistencies within documents that need to be corrected, such as the Declaration of Covenants discussing special assessments for stormwater but elsewhere ownership is described as an HOA. References to "township" should also be replaced with "Town". It was also suggested they address dumpsters during construction and road damage in the bylaws. Administrator David Carlson agreed to contact the County again to confirm that they are requiring split ownership for the stormwater Outlot and to inquire if they see any major issues so far in their review process. He will also contact Town Public Works to see if they have any issues with allowing a 3:1 roadway slope. NSP feedback on the easement is also needed. Chairperson Rowen stated he would be more comfortable sending this to the Town Board after these issues have been addressed so the Plan Commission can provide a clean recommendation To the Town Board.

Town approval processes were discussed. Rob Jones explained that the Town allows infrastructure construction to begin after preliminary plat approval and that the road does not need to be built prior to final plat approval. The Town will also have the developer's Letter of Credit. Staff will hold a weekly

update meeting with the applicant's team to ensure the application is ready for the February Plan Commission meeting. The applicant was advised that they could make concurrent application with the Town office before the February meeting for the final plat so it can be evaluated in parallel, with the aim of approving the final plat in March if there are no additional issues or changes.

Dean Albert moved to table the preliminary plat review of the Glen Oaks Subdivision. David Wolf seconded. All Ayes, Motion carried.

6. Correspondence

Correspondence from the YMCA was reviewed regarding complimentary passes for Town residents.

7. Potential items for future meetings;

Two concept reviews have been submitted and are expected to be addressed at the February meeting. Rob Jones reported that Cedar is working on compiling demographic data for the Comprehensive Plan update and he will meet with Administrator David Carlson to discuss scheduling.

8. Adjourn

Dean Albert moved to adjourn the meeting of the January 8, 2026, Plan Commission at 7:36 p.m. Alicia Schneider seconded. All Ayes, Motion carried.

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