

**TOWN OF NEENAH**  
**Plan Commission**  
**Regular Meeting Agenda**

**DATE:** MONDAY, April 19, 2021

**TIME:** Following Public Hearing which begins at 7:00 pm

**LOCATION:** 1600 Breezewood Lane, Neenah WI 54956

Due to the Covid 19 Situation, the meeting will be offered via ZOOM and in person.

Meeting ID = 873 5470 3497 / Password = 218605 Phone Number: (312) 626-6799

Zoom Link: <https://us02web.zoom.us/j/87354703497?pwd=K003cmNsV1hiNWtLWEVYl1FgUEFMQT09>

1. Call meeting to order / Pledge of Allegiance.
2. Approve the minutes from March 15, 2021 Plan Commission Meeting.
3. Public Forum
4. Input/Discussion/Action:
  - a. Applicant: Town of Neenah  
Agent: None  
Location of Premises Affected: SOUTH OF 1497 COUNTY RD O  
Tax Parcel No: 010-0211-01-04, 010-0218-05, 010-0218(p)  
Explanation: Applicant is requesting a Zoning Map Amendment from I-1 (Light Industrial) and A-2 (General Agriculture) to A-2 for the creation of a new parcel.
  - b. Concept Plan presented by Matthew Musbach for proposed multi-family development on town owned parcel north of Oakridge Road near Tullar Road.
5. New Business
6. Old Business
7. Future Meetings / Agenda Items
  - a. Next Plan Commission Meeting scheduled for Monday May 17, 2021, there are no agenda items at this time.
8. Adjourn

Closed Session Contemplated: **NO**

Respectively submitted,



Ellen Skerke  
Administrator-Clerk-Treasurer, Town of Neenah

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Town Clerk at 725-0916

A quorum of Town Board, Sanitary Commissions or other committees may attend, but no official action will be taken by them.

Notice was posted on April 14, 2021 at [www.townofneenah.com](http://www.townofneenah.com), Town of Neenah Municipal Building, 1600 Breezewood Lane, and posting boards located at 714 Milkweed Ct, 1674 South Park Avenue and Oakridge Place.

**TOWN OF NEENAH PLAN COMMISSION MEETING**

Monday, March 15, 2021

Held Via Zoom and Municipal Building, 1600 Breezewood Lane

**Present for Plan Commission:** Pete Weyenberg

**Present for Plan Commission via Zoom:** Jody Andres, Don Nussbaum, Brandon Nielsen, Josh Lautenschlager, and Russel Meerdink.

Excused: Brett Armstrong

**Also Present:** Administrator-Clerk-Treasurer Ellen Skerke.

**Also Present via Zoom:** Ben Hamblin.

P. Weyenberg called the meeting to order at 7:01 pm. The Pledge of Allegiance was recited.

**Approve February 15, 2021 Plan Commission Meeting Minutes**

**Motion:** J. Lautenschlager / B. Nielsen to approve.

Motion carried by voice vote.

**Public Forum**

None

**Input/Discussion/Action**

**Conditional Use Permit Request**

*Conditional Use Permit Request*

*Applicant:*

*Kuehn, Darrin*

*Agent:*

*Ben Hamblin – McMahon Engineers*

*Location of Premises Affected:*

*1403 Green Valley Rd, Neenah WI 54956*

*Tax Parcel No:*

*010-0151-05*

*Explanation: Applicant is requesting a Conditional Use Permit for a personal storage facility.*

- P. Weyenberg stated that he drove by the property, trees are planted, gravel is in place and the Commission has already discussed this plan.
- Ben Hamblin, representing the property owner stated that the Plan Commission has already discussed this project when it was presented previously as a plan concept and there were no objections. The request is to increase the size of the garage units to allow personal storage.

**Motion:** B. Nielsen / J. Lautenschlager motion to recommend approval of the Conditional Use Request.

Motion carried by voice vote.

**New Business**

- None

**Old Business**

- E. Skerke provided and update on the CSM presented in February 2021 for 1414 CTH JJ, property owners Stephen Heyes and DJW Investments. The Plan Commission

recommended approval but after that meeting and before the Town Board meeting, additional information became available. The City of Neenah stated that they will not approve the CSM for two reasons and County Planning and Zoning stated that they will not approve the CSM.

- The parcel created on the CSM does not meet the subdivision code for the county in that the front footage along Dogwood Trail is not large enough. Additionally, the parcel does not actually connect to Dogwood Trail (See page 2 of the CSM which zoom into the connection point in question) The newly created lot would connect to a small remnant of Lot 24 which is a City of Neenah parcel. This leaves the newly created lot land locked.
- The City also objects due to the Boundary Agreement and the fact that this lot already subdivided once.
- E. Skerke reported the Town made a motion to take no action on this CSM and defer it to the County for their decision. The Town neither recommends approval or denial.

### Adjourn

**Motion:** R. Meerdink / J. Andres to adjourn

Motion carried by consensus. Meeting Adjourned at 7:18 pm

Respectfully submitted,



Ellen Skerke  
Administrator-Clerk-Treasurer

Approved: DRAFT – Pending Approval

# Winnebago County Planning and Zoning Department

## NOTICE OF PUBLIC HEARING PLANNING AND ZONING COMMITTEE 4/27/2021

TO WHOM IT MAY CONCERN:

The applicant(s) listed below has requested a Zoning Map Amendment which is regulated by the Town/County Zoning Code, Chapter 23. You are receiving this notice because this application or petition for action: 1. affects area in the immediate vicinity of property which you own; 2. requires your agency to be notified; 3. requires your Town to be notified; or 4. requires you, as the applicant, to be notified.

The Winnebago County Planning and Zoning Committee will be holding a public hearing on 4/27/2021 at 6:30 p.m. in Conference Room 120 of the County Administration Building located at 112 Otter Ave, Oshkosh, WI.

**Join Zoom Meeting:**

<https://us02web.zoom.us/j/89670957600?pwd=aTM4N1cvRUd1VmVJTUQyeGtlSXd4Zz09>

**Dial by your location:** +1 312 626 6799 US (Chicago)

**Meeting ID:** 896 7095 7600

**Passcode:** 926793

Additional Instructions for making a virtual appearance can be found at:

<https://www.co.winnebago.wi.us/planning-and-zoning>.

### INFORMATION ON ZONING MAP AMENDMENT REQUEST

**Application No.:** 2021-ZC-5630

**Applicant:** TOWN OF NEENAH

**Agent:** None

**Location of Premises:** SOUTH OF 1497 COUNTY RD O

**Tax Parcel No.:** 010-0211-01-04, 010-0218-05, 010-0218(p)

**Legal Description:**

Being all of Outlot 1 of CSM-7472, located in the SE 1/4 of the NW 1/4, Section 20, Township 20 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.

**Explanation:**

Applicant is requesting a Zoning Map Amendment from I-1 (Light Industrial) and A-2 (General Agriculture) to A-2 for the creation of a new parcel.

**INITIAL STAFF REPORT**

**Sanitation:** System Required; Private System

**Overlays:** Shoreland, Surface Water Drainage District, Wetlands

**Current Zoning:** I-1 Light Industrial, A-2 (General Agriculture)

**Proposed Zoning:** A-2 General Agriculture

**Surrounding Zoning:**

**North:** R-2

**South:** I-1

**East:** I-1

**West:** I-1

**THE FOLLOWING INFORMATION HAS BEEN PROVIDED BY THE OWNER / APPLICANT**

**Describe Present Use(s):** Municipal Storm Water Pond

**Describe Proposed Use(s):** Municipal Storm Water Pond

**Describe The Essential Services For Present And Future Uses:** None required

**Describe Why The Proposed Use Would Be The Highest And Best Use For The Property:**

The Town of Neenah constructed a municipal storm water pond in 2020 across three parcels that the Town owned. The storm water pond extends across parcel 010-02110104, 010-021805 and part of 010-0218. The Town would like to record a Certified Survey Map to combine these three parcels into a single parcel that incorporates the entirety of the storm water pond.

**Describe The Proposed Use(s) Compatibility With Surrounding Land Uses:**

Surrounding areas include the DOT wetland mitigation site which is zoned A-2 and the remaining portion of parcel 010-0218 owned by the Town of Neenah which is also zoned A-2

**SECTION REFERENCE AND BASIS OF DECISION**

**23.7-5 Basis of decision**

**(b) Zoning map amendment initiated by a property owner.** If a proposed zoning map amendment is initiated by a property owner and would change the zoning classification of a parcel not classified as A-1, the Planning and Zoning Committee in making its recommendation and the Board of County Supervisors in making its decision shall consider the following factors:

(1) whether the amendment is consistent with the county's comprehensive plan, including any future land use maps or similar maps;

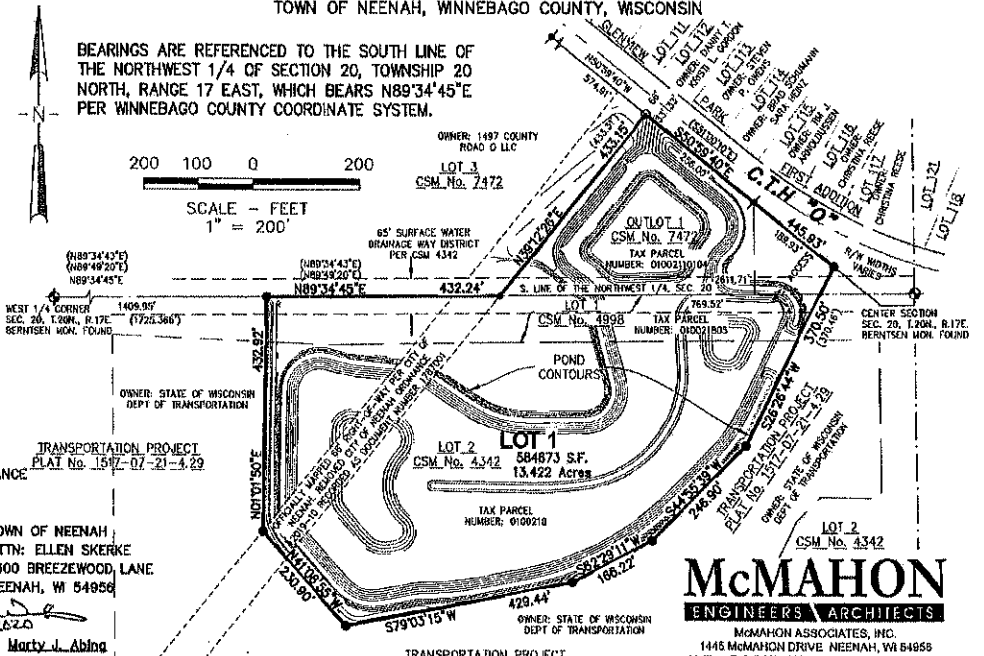
(2) the extent to which the lot and structures on the subject property conform to the dimensional standards that apply to the proposed zoning district; and

(3) any other factor not specifically or generally listed, but deemed appropriate by the committee or board given the particular circumstances.

ALL OF OUTLOT 1 OF CERTIFIED SURVEY MAP No. 7472 RECORDED AS DOCUMENT No. 1787976, AND PART OF LOT 1 OF CERTIFIED SURVEY MAP No. 4998 AS RECORDED IN VOLUME 1 OF MAPS ON PAGE 4998 AS DOCUMENT NO. 1180642, AND PART OF LOT 2 OF CERTIFIED SURVEY MAP No. 4342 AS RECORDED IN VOLUME 1 OF MAPS ON PAGE 4342 AS DOCUMENT NO. 1070011, LOCATED IN THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 AND THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 20, TOWNSHIP 20 NORTH, RANGE 17 EAST, TOWN OF NEENAH, WINNEBAGO COUNTY, WISCONSIN

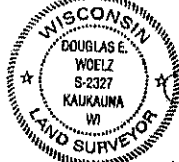
BEARINGS ARE REFERENCED TO THE SOUTH LINE OF THE NORTHWEST 1/4 OF SECTION 20, TOWNSHIP 20 NORTH, RANGE 17 EAST, WHICH BEARS N89°34'45"E PER WINNEBAGO COUNTY COORDINATE SYSTEM.

SCALE - FEET  
1" = 200'



**LEGEND**

- - 3/4" x 24" ROUND IRON REBAR WEIGHING 1.5 lbs./lineal ft. SET
- - 3/4" ROUND STEEL REBAR FOUND
- - 1" IRON PIPE FOUND
- ⊙ - CERTIFIED LAND CORNER WINNEBAGO COUNTY
- ( ) - RECORDED BEARING AND/OR DISTANCE
- S.F. - SQUARE FEET



FOR: -TOWN OF NEENAH  
-ATTN: ELLEN SKERKE  
-1800 BREEZEWOOD LANE  
-NEENAH, WI 54956

DRAFTED BY: Marty L. Abing

**McMAHON**  
ENGINEERS ARCHITECTS

McMAHON ASSOCIATES, INC.  
1445 McMAHON DRIVE NEENAH, WI 54956  
Mailing: P.O. BOX 1025 NEENAH, WI 54957-1025  
PH 920.751.4200 FX 920.751.4284 MCMGRP.COM

ALL OF OUTLOT 1 OF CERTIFIED SURVEY MAP No. 7472 RECORDED AS DOCUMENT No. 1787976, AND PART OF LOT 1 OF CERTIFIED SURVEY MAP No. 4998 AS RECORDED IN VOLUME 1 OF MAPS ON PAGE 4998 AS DOCUMENT NO. 1180642, AND PART OF LOT 2 OF CERTIFIED SURVEY MAP No. 4342 AS RECORDED IN VOLUME 1 OF MAPS ON PAGE 4342 AS DOCUMENT NO. 1070011, LOCATED IN THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 AND THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 20, TOWNSHIP 20 NORTH, RANGE 17 EAST, TOWN OF NEENAH, WINNEBAGO COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE

I, Douglas E. Woelz, Wisconsin Professional Land Surveyor S-2327, certify that I have surveyed, divided and mapped all of Outlot 1 of Certified Survey Map No. 7472 recorded as Document No. 1787976, and part of Lot 1 of Certified Survey Map No. 4998 as recorded in Volume 1 of Maps on Page 4998 as Document No. 1180642, and part of Lot 2 of Certified Survey Map No. 4342 as recorded in Volume 1 of Maps on Page 4342 as Document No. 1070011, located in the Northeast 1/4 of the Southwest 1/4 and the Southeast 1/4 of the Northwest 1/4 of Section 20, Township 20 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin containing 584,873 Square Feet (13.422 Acres) of land more or less being more fully described as follows:

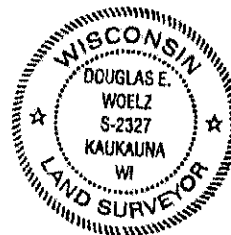
Commencing at the West 1/4 corner of said SECTION 20; Thence N89°34'45"E (recorded as N89°34'43"E & N89°49'20"E), 1409.95 feet (recorded as 1725.366' TPP Plat No. 1517-07-21-4.29) along the South line of the Northwest 1/4 of said SECTION 20 to the Point of Beginning; Thence continue N89°34'45"E (recorded as N89°34'43"E & N89°49'20"E), 432.24 feet along said South line to the Southwest corner of said Outlot 1; Thence N39°12'26"E, 433.15 feet along the West line of said Outlot 1 to the Northwest corner thereof; Thence S50°59'40"E, 445.93 feet (recorded as S51°00'10"E, 433.31') along the Northerly line of said Outlot 1 and the Northerly line of said Lot 2 to a Point on the North line of Parcel 250 Transportation Project No. 1517-07-21-4.29; Thence S26°26'44"W, 370.50 feet (recorded as 370.46 feet) along the North line of said Parcel 250; Thence S44°55'39"W, 246.90 feet along the North line of said Parcel 250; Thence S62°29'11"W, 166.22 feet along the North line of said Parcel 250; Thence S79°03'15"W, 429.44 feet along the North line of said Parcel 250; Thence N41°08'55"W, 230.90 feet along the North line of said Parcel 250; Thence N01°01'50"E, 432.92 feet along the North line of said Parcel 250 to the Point of Beginning

That I have made this survey by the direction of the Owners of said Land.

I further certify that this map is a correct representation of the exterior boundary lines of the land surveyed and the division of that land, and that I have complied with Section 236.34 of the Wisconsin Statutes, Town of Neenah and the Winnebago County Subdivision Ordinance in surveying, dividing and mapping the same

Given under my hand and seal this 17<sup>th</sup> day of September, 2020

  
 Douglas E. Woelz, WI Professional Land Surveyor S-2327



**NOTE**  
 Outlot 1 of Certified Survey Map No. 7472 subject to an Agreement for Storm Water and Fire Protection Water Testing. Said Agreement will be per a separate document between Owner of Lot 3 Certified Survey Map No. 7472 and Outlot 1. Agreement shall be for the benefit of Lot 3 for Storm water discharge and for Fire Protection Equipment testing (retrieval and discharging of clean water).

**NOTES**  
 - THIS CERTIFIED SURVEY MAP IS ALL OF PARCEL ID.S 01002110104 & 010021805 AND PART OF 0100218.  
 - THE PROPERTY OWNER OF RECORD IS THE TOWN OF NEENAH  
 - THIS CERTIFIED SURVEY MAP IS CONTAINED WHOLLY WITHIN PROPERTY DESCRIBED IN DOCUMENT No. 1085753 (010021805 & 0100218) LESS DOCUMENT NO. 1681186 & DOCUMENT No. 1801637 (01002110104)

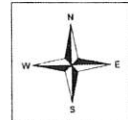


**Application #21-ZC-5630**

Date of Hearing:  
April 27, 2021

Owner(s):  
TOWN OF NEENAH

Subject Parcel(s):  
01002110104



Winnebago County  
WINGS Project

Scale  
1 inch : 300 feet

**County Zoning Districts**

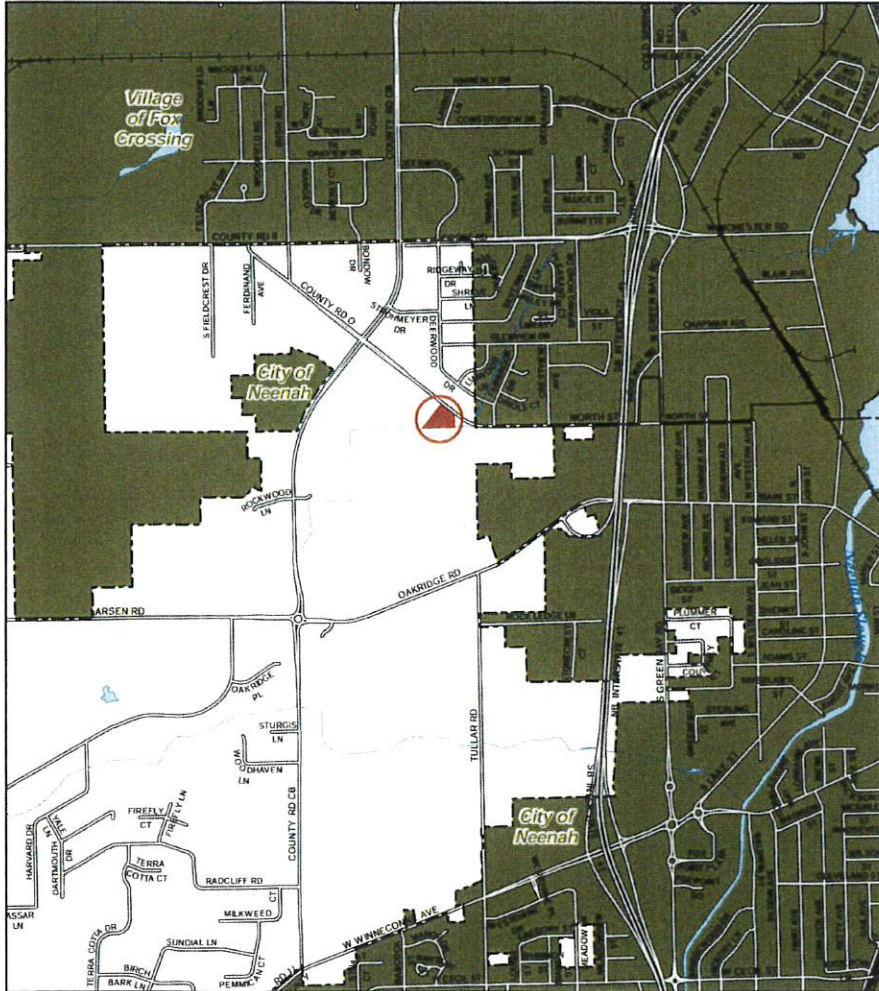
R-1	PDD	B-1
R-2	A-1	B-2
R-3	A-2	B-3
R-4	I-1	M-1
R-8	I-2	Town Zoning

*City of Oshkosh Extraterritorial Zoning Jurisdiction*

*Incorporated Area*



○ = SITE



1 inch : 2,000 feet

**Application #21-ZC-5630**

Date of Hearing:

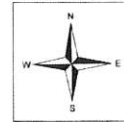
April 27, 2021

Owner(s):

TOWN OF NEENAH

Subject Parcel(s):

01002110104



Winnebago County  
WINGS Project

● = SITE



WINNEBAGO COUNTY

Resolution 2021-08

**RESOLUTION**  
of the  
Town Board of the Town of NEENAH  
Winnebago County, Wisconsin

RE: Petition for the proposed zoning map amendment listed below affecting the Winnebago County Zoning Ordinance and the Official Map of the Town of NEENAH.

**Applicant:** TOWN OF NEENAH

**Agent:** None

**Location of Premises Affected:** SOUTH OF 1497 COUNTY RD O

**Legal Description:**

Being all of Outlot 1 of CSM-7472, located in the SE 1/4 of the NW 1/4, Section 20, Township 20 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.

**Current Zoning:** I-1 Light Industrial; A-2 General Agriculture

**Proposed Zoning:** A-2 General Agriculture

**Explanation:**

Applicant is requesting a Zoning Map Amendment from I-1 (Light Industrial) and A-2 (General Agriculture) to A-2 for the creation of a new parcel.

Resolved, by the Town Board of the Town of NEENAH, Winnebago County, Wisconsin, that the above indicated proposed amendment to the Town/County Zoning Code (Chapter 23) be and the same is hereby

Approved     Disapproved

Town Findings (Reasons):

1. The requested Zoning Map Amendment **DOES/DOES NOT** agree with the adopted plan. (Circle **DOES** or **DOES NOT**)

Other Findings:

I, Ellen Skerke, Town Clerk of the above named town, hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Town Board of the Town of NEENAH.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_

SIGNED: \_\_\_\_\_