

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

**DATE:** MONDAY, October 18, 2021

**TIME:** 7:00 pm

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

The meeting will be offered in-person and virtually

Meeting ID = 882 8098 6627 / Password = 888505 Phone Number: (312) 626-6799

Zoom Link: <https://us02web.zoom.us/j/88280986627?pwd=azRtOE8xSWtTekdnN2NGOTZ1MTNPZz09>

1. Call meeting to order / Pledge of Allegiance.
2. Public Forum
3. Approve Meeting Minutes from July 19, 2021 Plan Commission Meeting
4. Input/Discussion/Action:
  - a. Certified Survey Map:  
Property Owner : Salvage Scrap Industries, INC.  
Property Address: 134 S. Fieldcrest Dr.  
Parcel ID's: 010-0186-0601 and 010-0186-03
5. New Business
6. Old Business
7. Future Meetings / Agenda Items
  - a. Next Plan Commission Meeting, Monday November 15, 2021.
8. Adjourn

Closed Session Contemplated: **NO**

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 October 13, 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, July 19, 2021

Held at Town of Neenah Municipal Building, 1600 Breezewood Lane and offered virtually via Zoom

**Present for Plan Commission:** Pete Weyenberg, Jody Andres, Brett Armstrong, Joshua Lautenschlager, Brandon Nielsen, Don Nussbaum, Brett and Russell Meerdink.**Also Present:** Gloria Marsh, Michael Marsh, Terry Krejcarek, Scott Anderson, Tom Kehl, Darlean Kehl, Curt Kuester, Troy Dederling, Kaitlyn Marsh, Glenn Armstrong and Administrator-Clerk-Treasurer Ellen Skerke.**Also Present via Zoom:** Katie Brucks and Carrie Sturn.

P. Weyenberg called the meeting to order at 7:25 pm. The Pledge of Allegiance was recited.

**Approve April 19, 2021 and June 21, 2021 Plan Commission Meeting Minutes**

D. Nussbaum and R. Meerdink offered a few typo corrections.

**Motion:** D. Nussbaum / B. Nielsen to approve.

Motion carried by voice vote.

**Public Forum**

None

**Input/Discussion/Action****Certified Survey Map (CSM)***Certified Survey Map:**Property Owner : MacDonald, Lindalee**Property Address: 176 Adella Beach Rd**Parcel ID's: 010-0747 and 010-0745*

- Scott Anderson of Davel Engineering spoke on behalf of the property owner and described the certified survey map. Two existing lots on the lake side (east side) of Adella Beach road will be combined into one parcel, LOT 1. The remaining portion of the original parcel with the house that is on the west side of Adella Beach Road is created into a separate parcel LOT 2
- S. Anderson stated the intent was to remodel the existing home, but there is too much damage and rot to the structure, they decided to raze the existing structure and build a new home centralized on the newly created LOT 1.

**Motion: B. Nielsen / J. Lautenschlager** motion to recommend approval of the Certified Survey Map.

Motion carried by voice vote.

Pete Weyenberg excused himself from the meeting for the Conditional Use Permit discussion. Jody Andres took over as Chairman of the meeting.

### **Conditional Use Permit Request**

#### *Conditional Use Permit Request*

*Recommendation on Resolution 2021-11 for Conditional Use Permit Request:*

*Applicant:* Katie and Luke Brucks

*Agent:* None

*Location of Premises Affected:* 6976 Woodenshoe Rd , Neenah WI 54956

*Tax Parcel No:* 010-0088-04-03

*Explanation:* Applicant is requesting a Conditional Use Permit to expand an existing commercial stable.

- R. Meerdink questioned the applicant on the building materials. K. Brucks responded steel frame with poly plastic replaceable cover
- R. Meerdink questioned why the horses are taken on the road. K. Brucks responded that although they have trails on the property, they are sometimes wet and muddy, and full of bugs. She also uses the walk along the road as a reward to get out of the arena area. The horses are always walked on the road
- R. Meerdink questioned how many horses and the space they are kept in. K. Brucks responded she has 14 horses, the horses are primarily kept outside, she has 5 indoor stable. There is shelter outside for all the horses, a 35' overhang along the existing indoor arena.
- K. Brucks estimates the horses are kept in a 2-acre fenced in area. Her total acreage is 13 acres and manure is stored somewhere on the property and she has a resident in the Town that takes the manure.
- B. Armstrong questioned how it would impact her business if she were not approved for this Conditional Use Permit and did not add this new structure. K. Brucks responded that people would go on a waitlist. She needs to add the quiet space for special needs students, and she will lose 30% of her customers if she cannot accommodate them without putting them on a waitlist.
- D. Nussbaum questioned if she would increase the number of horses. K. Brucks responded No.
- J. Andres questioned the application stated they would disturb more than 1,000 sq feet, have you submitted storm water and erosion control permit. K Brucks responded yes, both have been submitted and approved pending the conditional use permit.
- D. Nussbaum questioned if the site plan is accepted by the county? Parking was not included in the site plan. K. Brucks stated that the site plan was accepted by the County and the parking area will not change.
- K. Brucks provided a website [www.britespanbuildings.com](http://www.britespanbuildings.com) for examples of what the structure will look like. K. Brucks also provided a few samples via email to E. Skerke which were shared on the screen for all to view.
- J. Andres questioned if she had any comments regarding the manure management and storage. K. Brucks responded that they changed it several years ago and have improved the process. They do a big clean up in the spring and during the County Fair. Otherwise, they store it on a manure pile somewhere on their property or send it over to the property on Muttart Road.

**Motion: B. Armstrong / D. Nussbaum** motion to recommend approval of the Conditional Use Request.

Motion carried 5:1:0 B. Nielsen voted no, and Pete Weyenberg abstained.

E. Skerke confirmed that there were no conditions placed on the permit by the Plan Commission.

Pete Weyenberg took over as Chairman of the Plan Commission

**New Business**

- None

**Old Business**

- None

**Adjourn**

**Motion:** B. Nielsen / J. Andres to adjourn

Motion carried by consensus. Meeting Adjourned at 8:06 pm

Respectfully submitted,



Ellen Skerke  
Administrator-Clerk-Treasurer

Approved: DRAFT – Pending Approval

**Town of Neenah Plan Commission Public Hearing  
Conditional Use Permit Request 6976 Woodenshoe Rd.**

Monday July 19, 2021, at 7:00 pm., Held at Town of Neenah Municipal Building at 1600 Breezewood Lane and virtually via Zoom.

**In Attendance:** Gloria Marsh, Michael Marsh, Terry Krejcarek, Scott Anderson, Tom Kehl, Darlean Kehl, Curt Kuester, Troy Dederling, Kaitlyn Marsh, Pete Weyenberg, Jody Andres, Brandon Nielsen, Don Nussbaum, Russell Meerdink, Brett Armstrong, Josh Lautenschlager, Town Supervisor Glenn Armstrong, and Administrator-Clerk-Treasurer Ellen Skerke.

**In Attendance via Zoom:** Katie Brucks and Carrie Sturn.

Plan Commissioner Jody Andres Opened the Public Hearing at 7:02 pm.

**PUBLIC HEARING REGARDING A CONDITIONAL USE PERMIT REQUEST**

**Conditional Use Request**

Applicant:	Katie and Luke Brucks
Agent:	None
Location of Premises Affected:	6976 Woodenshoe Rd
Tax Parcel No:	010-0088-04-03
Explanation:	Applicant is requesting a conditional use permit to expand existing commercial stable.

**People who spoke:**

- Applicant Katie Brucks explained her request:
  - She currently offers riding lessons to children and adults and would like to expand to allow for more space
  - She wants the ability to offer a separate quiet space with more privacy for autistic and special needs students.
  - She plans to build a 160' x 100' arena.
  - With the cost of lumber skyrocketing, she has shifted to a fabric building.
  - She will not change the hours of operation.
  - She will not have more horses and will not have more traffic; this addition will facilitate a new demographic of students with a separate quieter space.
- Tom Kehl, 7016 Woodenshoe Road spoke in opposition to the style of building proposed. When he built, he needed to build a similar type of building. He does not believe that this building material will offer a quieter space and he does not want to have a tent such as this in the neighborhood
- Gloria Marsh, 6966 Woodenshoe Rd spoke about her concerns regarding the permit request and brought up the following points:
  - She has lived at 6966 Woodenshoe Rd since 1983 and has worked with or owned horses for 50 years.
  - Concerned with compliance with the previous Conditional Use Permit (CUP) that was issued in 2016 including the site plan which indicated a green pasture, that is largely misrepresented , the 1/2 acre of trail riding is not in use, there is no green space and no trail riding space.
  - She stated typically you would have one acre of pasture per horse.

- The condition the horses are kept in is concerning, there is little green space and a lack of shade.
- The CUP from 2016 stated there would be no business parking on Woodenshoe Rd and they have a gravel space for vehicles to park, but it has not eliminated the foot traffic on Woodenshoe Rd.
- Horseback riders trespass on neighboring properties.
- The business has grown, there are many horses and many kids walking horses down Woodenshoe Rd. Woodenshoe Rd is 45 – 55 mph with no sidewalks or bike lanes.
- The internet says the business hours are "Open 24 Hours".
- One horse will produce about 50 pounds of manure per day.
- The improvements made in 2016 have raised the grade of the property, increasing stormwater the runoff onto her property.
- The Town granted a CUP to the stable on Muttart Road and there are conditions that the manure is kept in a containment area and is removed every 6 weeks.
- G. Marsh requested that rather than granting this CUP and allowing the business to enlarge, the existing CUP should be enforced.
- G. Marsh that if this CUP moves forward , that conditions be placed on the permit including a containment area to hold the manure and a time frame required to remove the manure.
- G. Marsh requested that a condition include managing storm water runoff so that it is not running onto her property.
- G. Marsh stated that it would be reasonable to limit the number of horses on the property.
- G. Marsh provided photos to the Plan Commission to view. The photos are not on file at the Town.
- Terry Krejcarek, 6996 Woodenshoe Rd spoke in opposition of the proposed building, It is too large and will back up against his property. He does not want to look out his window at a tent. He also would like to see the number of horses limited based on the available area for the horses.
- Mike Marsh, 6966 Woodenshoe Rd, and owner of a parcel to the south of this address. M. Marsh questioned what the repercussions are if the CUP is not followed and who enforces the conditions? If this CUP produces different hours of operation, will it supersede the original CUP?
- Kaitlyn Marsh, 116 Highland Court, the back lot line of her property butts up against the southeast lot line of the Brucks property. K. Marsh had the following comments:
  - Horses/riders trespass on her property. Teenagers are allowed to go off on their own with the horses, they do not always know where they are going.
  - Her property gets stormwater runoff form the Brucks property
  - There are too many horses in a small space, horses are not allowed to graze.
  - Online it talks about doubling the size of her business,
  - She does not want to see a tent like that in her backyard.
  - The business owners should take care of the horses and the business they have now.
- Kurt Kuester, 231 Fury Lane spoke in support of the CUP. This business is bettering the Town of Neenah, a small business trying to grow, we should encourage this growth.
- G. Marsh stated the success of the business is great, but it can get too large and is infringing on her privacy. The number of horses on this size lot and the runoff are issues.

- Katie Brucks stated she has a 4-year degree in equine industry management, she knows how to take care of the horses. The horses work hard and are fed premium hay, they do not need grass.
- G. Marsh stated the horses look fit and healthy, her concern is the conditions and small space the horses live in and there needs to be manure management put in place.
- K. Kuester stated we are here to discuss the CUP and the arena that the owners want to build, the Plan Commission needs to consider what is allowed within the boundaries of the code.
- T. Kehl stated when he wanted to build a new building, he was required by the County to make it similar in style to what was already there.
- T. Krejcarek questioned if the plan was always to build the tent? K. Brucks responded no, however the price of lumber has forced her to look at alternatives.

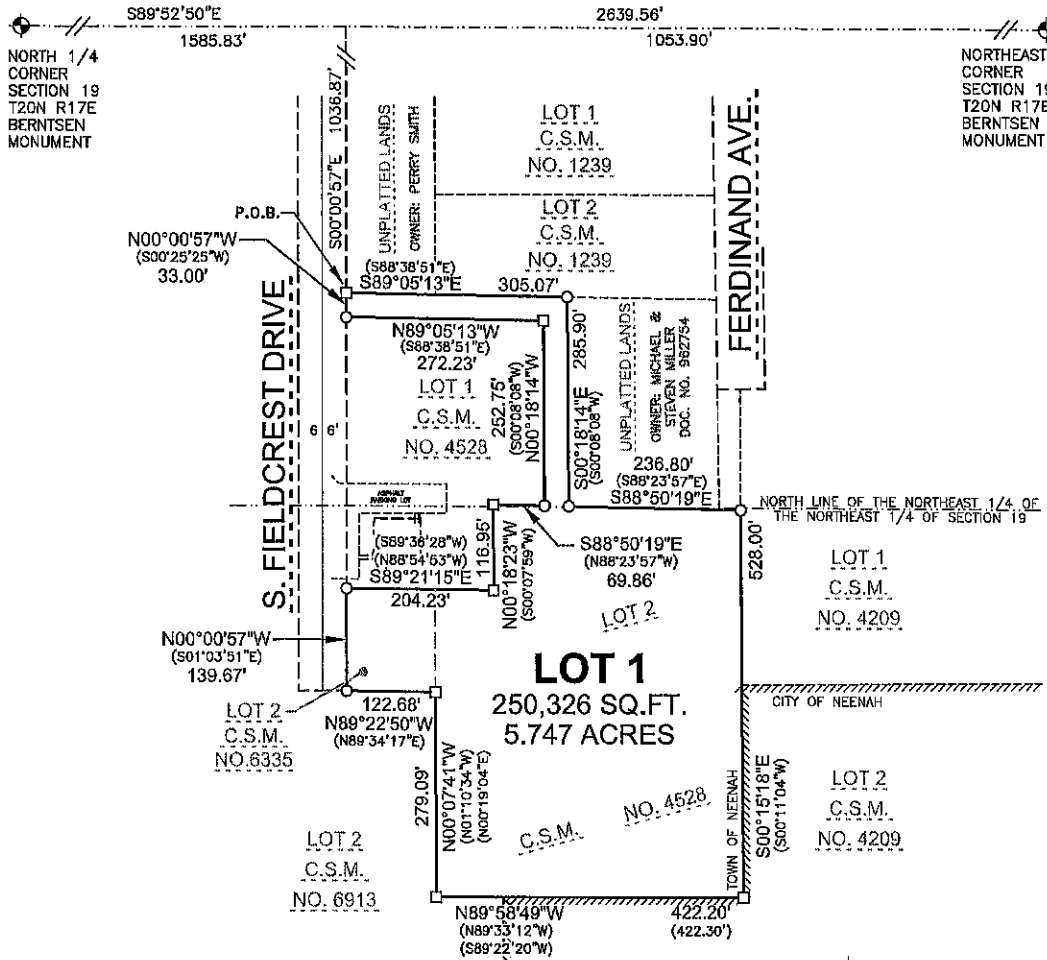
J. Andres closed the Public Hearing at 7:25 pm.

Respectfully submitted,

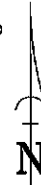
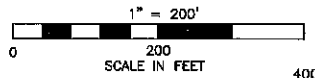
Ellen Skerke  
Administrator-Clerk-Treasurer

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

LOT 2 OF CERTIFIED SURVEY MAP NO. 4528, REFERENCING AFFIDAVIT RECORDED AS DOCUMENT NO. 1480225; AND LOT 2 OF CERTIFIED SURVEY MAP NO. 6335; BEING PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 AND THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4, SECTION 19, TOWNSHIP 20 NORTH, RANGE 17 EAST, TOWN OF NEENAH, WINNEBAGO COUNTY, WISCONSIN.



BEARINGS ARE REFERENCED TO THE WINNEBAGO COUNTY COORDINATE SYSTEM IN WHICH THE NORTH LINE OF THE NORTHEAST 1/4 OF SECTION 19 BEARS S89°52'50"E



LEGEND

- 1" O.D. IRON PIPE FOUND
- △ 1-1/2" O.D. IRON PIPE FOUND
- 3/4" REBAR FOUND
- ⊕ GOVERNMENT MONUMENT
- P.O.B. POINT OF BEGINNING
- ( ) PREVIOUSLY RECORDED AS

Martenson & Eisele, Inc.



1377 Midway Road  
Menasha, WI 54952  
www.martenson-eisele.com  
info@martenson-eisele.com  
920.731.0381 1.800.236.0381

Planning  
Environmental  
Surveying  
Engineering  
Architecture

SURVEY FOR:  
SALVAGE SCRAP INDUSTRIES INC.  
3446 WITZEL AVE  
OSHKOSH WI 54904

PROJECT NO. 1-1561-001

FILE 1-1561-001.csm SHEET 1 OF 3  
THIS INSTRUMENT WAS DRAFTED  
BY: J.MAZARIEGOS



CERTIFIED SURVEY MAP NO. \_\_\_\_\_

LOT 2 OF CERTIFIED SURVEY MAP NO. 4528, REFERENCING AFFIDAVIT RECORDED AS DOCUMENT NO. 1480225; AND LOT 2 OF CERTIFIED SURVEY MAP NO. 6335; BEING PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 AND THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4, SECTION 19, TOWNSHIP 20 NORTH, RANGE 17 EAST, TOWN OF NEENAH, WINNEBAGO COUNTY, WISCONSIN.

**SURVEYOR'S CERTIFICATE**

I, GARY A. ZHRINGER, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY:  
THAT I HAVE SURVEYED, COMBINED AND MAPPED AT THE DIRECTION OF SALVAGE SCRAP INDUSTRIES INC.,

LOT 2 OF CERTIFIED SURVEY MAP NO. 4528, AS RECORDED IN VOLUME 1 OF CERTIFIED SURVEY MAPS ON PAGE 4528 AS DOCUMENT NO. 1093909, REFERENCING AFFIDAVIT RECORDED AS DOCUMENT NO. 1480225; AND LOT 2 OF CERTIFIED SURVEY MAP NO. 6335, AS RECORDED IN VOLUME 1 OF CERTIFIED SURVEY MAPS ON PAGE 6335 AS DOCUMENT NO. 1491384; BEING PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 AND THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4, SECTION 19, TOWNSHIP 20 NORTH, RANGE 17 EAST, TOWN OF NEENAH, WINNEBAGO COUNTY, WISCONSIN.  
CONTAINING 250,326 SQUARE FEET (5.747 ACRES). SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

THAT I HAVE FULLY COMPLIED WITH CHAPTER 236.34 OF THE WISCONSIN STATUTES AND WITH THE TOWN OF NEENAH AND CITY OF NEENAH AND WINNEBAGO COUNTY SUBDIVISION ORDINANCE IN SURVEYING, COMBINING AND MAPPING THE SAME.  
THAT THIS MAP IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE COMBINATION THEREOF.

GIVEN UNDER MY HAND THIS THE 11TH DAY OF AUGUST, 2021.

\_\_\_\_\_  
GARY A. ZHRINGER, PROFESSIONAL LAND SURVEYOR S-2098

**THIS CERTIFIED SURVEY MAP IS CONTAINED WHOLLY WITHIN THE PROPERTY DESCRIBED IN THE FOLLOWING RECORDED INSTRUMENTS**

OWNERS OF RECORD: SALVAGE SCRAP INDUSTRIES, INC.	RECORDING INFORMATION: DOCUMENT NO. 1839282 AND DOCUMENT NO. 1673657	PARCEL NUMBER: 010-0186-06-01 010-0186-03
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**TOWN APPROVAL:**

THIS CERTIFIED SURVEY MAP IN THE TOWN OF NEENAH, IS HEREBY APPROVED AS SURVEYED AND MAPPED BY THE TOWN OF NEENAH, WINNEBAGO COUNTY, WISCONSIN.

DATED THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021.

\_\_\_\_\_  
TOWN CHAIRPERSON

\_\_\_\_\_  
TOWN CLERK

**TREASURER'S CERTIFICATE:**

I HEREBY CERTIFY THAT THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS ON ANY OF THE LANDS SHOWN HEREON.

\_\_\_\_\_  
TOWN TREASURER

\_\_\_\_\_  
DATE

\_\_\_\_\_  
COUNTY TREASURER

\_\_\_\_\_  
DATE

**CITY OF NEENAH EXTRA TERRITORIAL APPROVAL:**

THIS CERTIFIED SURVEY MAP WAS APPROVED BY THE CITY OF NEENAH.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021.

\_\_\_\_\_

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

LOT 2 OF CERTIFIED SURVEY MAP NO. 4528, REFERENCING AFFIDAVIT RECORDED AS DOCUMENT NO. 1480225; AND LOT 2 OF CERTIFIED SURVEY MAP NO. 6335; BEING PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 AND THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4, SECTION 19, TOWNSHIP 20 NORTH, RANGE 17 EAST, TOWN OF NEENAH, WINNEBAGO COUNTY, WISCONSIN.

**WINNEBAGO COUNTY PLANNING AND ZONING COMMITTEE APPROVAL:**

PURSUANT TO THE LAND SUBDIVISION REGULATIONS OF THE COUNTY OF WINNEBAGO, WISCONSIN, ALL THE REQUIREMENTS FOR APPROVAL HAVE BEEN FULFILLED. THIS MINOR SUBDIVISION WAS APPROVED BY THE WINNEBAGO COUNTY PLANNING AND ZONING COMMITTEE

ON \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021.

\_\_\_\_\_  
CHAIRMAN, PLANNING AND ZONING COMMITTEE

**CORPORATE OWNER'S CERTIFICATE:**

SALVAGE SCRAP INDUSTRIES, INC., DULY ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN, AS OWNER, DOES HEREBY CERTIFY THAT SAID CORPORATION CAUSED THE LAND DESCRIBED ON CERTIFIED SURVEY MAP TO BE SURVEYED, COMBINED AND MAPPED AS REPRESENTED ON THIS MAP.

SALVAGE SCRAP INDUSTRIES, INC., DOES FURTHER CERTIFY THAT THIS CERTIFIED SURVEY MAP IS REQUIRED BY S.236.10 OR 236.12 TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION: TOWN OF NEENAH, CITY OF NEENAH, WINNEBAGO COUNTY.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PRINT NAME AND TITLE

STATE OF WISCONSIN)  
                                        )SS  
WINNEBAGO COUNTY)

PERSONALLY CAME BEFORE ME ON THE \_\_\_\_\_ DAY  
OF \_\_\_\_\_, 2021, THE ABOVE NAMED TO  
ME KNOWN TO BE THE PERSON WHO EXECUTED THE FOREGOING  
INSTRUMENT AND ACKNOWLEDGE THE SAME.

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF WISCONSIN  
MY COMMISSION (IS PERMANENT)  
(EXPIRES: \_\_\_\_\_)