

TOWN OF NEENAH
Plan Commission
Regular Meeting Agenda

DATE: MONDAY, June 19, 2023

TIME: 7:00 p.m.

LOCATION: 1600 Breezewood Lane, Neenah WI 54956

The meeting will be held in person with an option to join virtually

Meeting ID: 881 7030 5943 / Passcode: 315511 Phone (312)626-6799

Zoom Link: <https://us02web.zoom.us/j/88170305943?pwd=K1VPYXVmRlNaWnhYakRBVzFYV0x5dz09>

1. Call Meeting to Order / Pledge of Allegiance.
2. Public Forum
3. Approve Meeting Minutes from May 15, 2023 Plan Commission Meeting
4. Input/Discussion/Action:
 - a. Discussion regarding potential use and a possible conditional use permit request for parcel 010-0149, 1475 Green Valley Rd.
 - b. Update on status of Resolution 2023-07 – Zoning Map Amendment for Hot Head Properties LLC located at 1577 Deerwood Drive, Parcel Id: 010-0203-03 requesting a Zoning Map Amendment to rezone from B-3 (Regional Business) to I-1 (light Industrial).
5. New Business
6. Old Business
7. Future Meetings / Agenda Items
 - a. Next Plan Commission Meeting, pending agenda items, Monday, July 17, 2023.
8. Adjourn

Closed Session Contemplated: **NO**

Respectfully Submitted,



Ellen Skerke
Administrator-Clerk-Treasurer
June 16, 2023

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 June 16, 2023 at www.townofneenah.com and Town of Neenah Municipal Building, 1600 Breezewood Lane,

TOWN OF NEENAH PLAN COMMISSION MEETING

Monday, May 15, 2023

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

Present for Plan Commission: Plan Commission Chair Pete Weyenberg, Commissioner Jody Andres, Commissioner Russ Meerdink, and Commissioner Don Nussbaum.

Present for Plan Commission via Zoom: Commissioner Brett Armstrong and Commissioner Joshua Lautenschlager.

Also Present: Steve Fleming, Peggy Fleming, Carrie Sturn (via Zoom) Town Board Supervisor James Weiss and Administrator-Clerk-Treasurer Ellen Skerke.

P. Weyenberg called the Public Hearing to order at 7:00 pm. The Pledge of Allegiance was recited.

Public Hearing for Zoning Map Amendment

<i>Applicant:</i>	<i>Hot Head Properties LLC</i>
<i>Agent:</i>	<i>None</i>
<i>Location of Premises Affected:</i>	<i>1577 Deerwood Drive, Neenah Wisconsin</i>
<i>Tax Parcel No:</i>	<i>010-0203-03</i>
<i>Current Zoning:</i>	<i>B-3 Regional Business</i>
<i>Proposed Zoning:</i>	<i>I-1 Light Industrial Business District</i>
<i>Explanation:</i>	<i>Applicant is requesting a Zoning Map Amendment to rezone a parcel from B-3 (Regional Business) to I-1 (Light Industrial)</i>

The following comments were made in the Public Hearing:

- Steve Fleming, 1577 Deerwood Drive spoke on behalf of the zoning map amendment request. Shared an updated drawing with a concept of the plan for the property. Adding additional buildings for storage to be rented out to trade businesses. The existing landscape bins will be removed. Unfortunately the oak tree on the property will have to be removed.
- Plan Commission members asked several questions resulting in the following information:
 - New buildings will be located on the north side of the lot. The existing building is approximately 100' long, the new buildings will be 250' in total.
 - The aesthetics will remain as is, similar materials for siding and roofing. New buildings should look very similar to the existing building.
 - Buildings will be heated and have plumbing.
 - 2,000 sq feet for each unit.
 - No outside storage of materials
- Carrie Sturn, 1570 Deerwood Drive spoke, she lives across the street from 1577 Deerwood Drive. She is happy with the current owner and has no complaints. Her question was if the property is rezoned, what could it become in the future. Pete Weyenberg explained the land use matrix and gave some examples of what was permissible in I-1 Zoning.
- C. Sturn stated her concerns are the potential of increased traffic in the future should someone else come in after the current owner and change the use.

Having no one else interested in speaking, Chair Pete Weyenberg closed the Public Hearing at 7:15 p.m.

Plan Commission Meeting

Plan Commission Meeting was called to order at 7:15 p.m.

Approve November 21, 2022 Plan Commission Meeting Minutes

- R. Meerdink made a correction tot eh verbiage on page 3.
- J. Andres made a spelling correction on the last page.

Motion: D. Nussbaum / J. Andres to approve with noted corrections.
Motion carried by voice vote.

Public Forum

None

Input/Discussion/Action

Zoning Map Amendment

Resolution 2023-07 – Zoning Map Amendment

Applicant: Hot Head Properties LLC

Agent: None

Location of Premises Affected: 1577 Deerwood Drive, Neenah Wisconsin

Tax Parcel No: 010-0203-03

Current Zoning: B-3 Regional Business

Proposed Zoning: I-1 Light Industrial Business District

Explanation: Applicant is requesting a Zoning Map Amendment to rezone a parcel from B-3 (Regional Business) to I-1 (Light Industrial)

- P. Weyenberg reviewed County Zoning Chapter 23 Land Use Matrix and stated that this situation falls under line item 15.06 Contractor Yard.
- The commission reviewed the County GIS Zoning map to look at zoning of the surrounding properties.
- P. Weyenberg stated this proposed use is consistent with other properties in the area, it is an improvement to the area and there is a growing need for this purpose.
- J. Andres advised that the owner be mindful of the required setbacks and parking requirements as he plans his project.
- B. Armstrong stated it would be an improvement to the area.
- J. Lautenschlager agreed, and that the proposed aesthetics will fit well.

Motion: J. Andres / B. Armstrong to approve this zoning map amendment request.
Motion Carried by voice vote.

- E. Skerke requested additional input for Resolution 2023-07, she will check the boxes; The Town has an adopted land use plan, and the action agrees with town land use plan. Are there any "Other Comments" to add to the Resolution?
P. Weyenberg suggested - This is an improvement to the site in the immediate neighborhood, consistent with other activity in the immediate neighborhood, does not appear to have any traffic concerns.
- J. Andres recommended that E. Skerke share the drawing provided by S. Fleming with the Town Board for their discussion.

Old Business

- None

New Business

- R. Meerdink stated that the Plan Commission has not had many meetings, the Plan Commission can initiate things on their own. The Plan Commission may want to come up with a strategy to grow the Town, perhaps a brain storming meeting to get public input. can initiate things on their own. We need to engage the community for their input.
- R. Meerdink stated the strategy can consider land in the entire community, not just the land that the Town owns. He also suggested that the Town reach out to East Central Wisconsin Regional Plan Commission for ideas.

Next regularly scheduled Plan Commission Meeting, pending agenda items, Monday June 19, 2023 at 7:00 p.m.

Adjourn

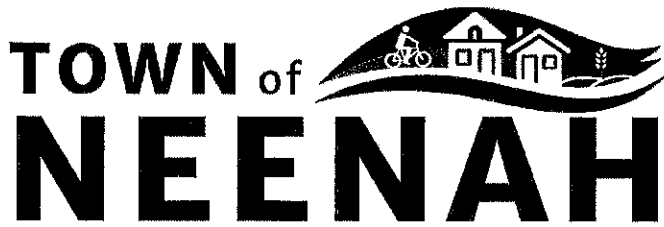
Motion: D. Nussbaum / R. Meerdink to adjourn
Motion carried. Meeting Adjourned at 7:45 pm

Respectfully submitted,



Ellen Skerke
Administrator-Clerk-Treasurer

Approved: DRAFT – Pending Approval



Robert Schmeichel, Chairman 920-729-5995
David Bluma, Supervisor 920-636-8340
Brooke Cardoza, Supervisor 920-727-1750
James Weiss, Supervisor 920-727-1952
Thomas Wilde, Supervisor 920-427-9912
Ellen Skerke, Administrator-Clerk-Treasurer 920-725-0916

1600 Breezewood Lane Neenah, WI 54956

June 16, 2023

Winnebago County Board of Supervisors
via email

RE: County Board Meeting Consent Calendar Item 5 Zoning Reports & Ordinances ances,
Report No 002 – Hot Head Properties LLC, Town of Neenah

To the Winnebago County Board Supervisors

In regards to Report No: 002 related to Hot Head Properties request to rezone to I-1 Light Industrial. The Property Information includes a statement that County Planning and Zoning “received notification from the Town of NEENAH recommending APPROVAL” What was not included in that statement is that the Town of Neenah is recommending approval if and only if the owner self imposes a deed restriction on the property that is enforceable by the Town of Neenah to prohibit outside storage if personal property, extend the landscape screening in front of the new structures and maintain existing screening along Deerwood Drive.

The Town of Neenah Plan Commission held a Public Hearing and the Town Board took action on this property in May 2023, sending the attached Town of Neenah Resolution 2023-07 to Winnebago County Planning and Zoning on May 25, 2023.

Town of Neenah legal counsel advises that this is a common practice to ensure that the intent of the property does not change at a later point in time allowing the scope of permissible I-1 zoning uses that may be inappropriate for that particular property.

Parcel 010-0203-03, 1577 Deerwood Dr is across the street from residential properties, the proposed use of the applicant requesting the amended zoning to I-1 Light Industrial zoning is acceptable to the Town of Neenah. However I-1 Light Industrial Zoning has a broad scope of allowable uses, some of which would not be acceptable in such close proximity to residential neighbors. The Town’s request is to protect the integrity of this neighborhood, including business, industrial and residential uses, in the long term.

Town of Neenah legal counsel communicated with Planning and Zoning staff via email, and I personally spoke with Winnebago County Zoning Staff regarding the Town of Neenah’s

Resolution. If this additional language is not incorporated with the zoning amendment, the agenda items should be referred back to Town of Neenah for review, and additional interpretation from legal counsel of both the Town of Neenah and Winnebago County Counsels.

Should you have any questions, I can be contacted at 920-725-0916.

Respectfully,

A handwritten signature in black ink that reads "Robert E. Schmeichel". The signature is written in a cursive style with a large, stylized 'R' and 'S'.

Robert E. Schmeichel
Town Chairman

Enc: 1

cc: Town of Neenah Board
Town of Neenah Plan Commission
Winnebago County Planning and Zoning
Attorney Matt Parmentier, Dempsey Law

Resolution 2023-07

FOR TOWN USE ONLY

TOWN ACTION FOR ZONING MAP AMENDMENT
TOWN OF NEENAH
WINNEBAGO COUNTY, WISCONSIN

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

Owner(s): HOT HEAD PROPERTIES LLC

Agent: NONE

Parcel No.: 010-0203-03

Location of Premises Affected: 1577 DEERWOOD DR

Legal Description: Being part of the NE 1/4 of the NW 1/4 of Section 20, Township 20 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.

Current Zoning: B-3 Regional Business

Proposed Zoning: I-1 Light Industrial

Explanation: Applicant is requesting a zoning change from B-3 (Regional Business District) to I-1 (Light Industrial District) for expansion of an existing business.

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:

Town has an adopted land use plan

Town does not have an adopted land use plan

Action agrees with town land use plan

Action does not agree with town land use plan

Other: Recommend approval if and only if the owner self imposes a deed restriction on the property that is enforceable by the Town of Neenah to prohibit outside storage of personal property, extend the landscape screening in front of the new structures and maintain existing screening along Deerwood Drive.

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 24th DAY OF May, 2023

SIGNED: Ellen Skerke