

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

DATE: MONDAY, August 21, 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: 860 1958 1899 / Passcode: 019785 Phone (312)626-6799

Zoom Link: <https://us02web.zoom.us/j/86019581899?pwd=b0kycVpYYkZxdzZRMHlnYjNjZm5TUT09>

1. Call Meeting to Order / Pledge of Allegiance.
2. Public Forum
3. Approve Meeting Minutes from July 17, 2023 Plan Commission Meeting
4. Input/Discussion/Action:
 - a. Resolution 2023-18 – Certified Survey Map, Adella Beach Rd
Applicant: Lindalee MacDonald
Agent: Davel Engineering
Location of Premises Affected: 176 Adella Beach Rd, Neenah, WI 54956
Tax Parcel No: 010-074701 and 010-0744
 - b. Resolution 2023-19 – Certified Survey Map, Fury Lane
Applicant: Tom and Tory Maves
Agent: Martenson & Eisele, Inc
Location of Premises Affected: 210 Fury Ln, Neenah, WI 54956
Tax Parcel No: 010-008011 and 010-008021
5. New Business
6. Old Business
7. Future Meetings / Agenda Items
 - a. Next Plan Commission Meeting, pending agenda items, Monday, September 18, 2023.
8. Adjourn

Closed Session Contemplated: **NO**

Respectfully Submitted,



Ellen Skerke
Administrator-Clerk-Treasurer
August 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 August 16, 2023 at www.townofneenah.com and Town of Neenah Municipal Building, 1600 Breezewood Lane,

TOWN OF NEENAH PLAN COMMISSION MEETING

Monday, July 17, 2023

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

Present for Plan Commission: Commissioner Jody Andres, Commissioner Russ Meerdink, and Commissioner Don Nussbaum.**Present Via Zoom:** Commissioner Brett Armstrong, Commissioner Joshua Lautenschlager**Excused:** Plan Commission Chair Pete Weyenberg.**Also Present:** Ellen St. Pierre, Town Board Supervisor James Weiss, Carrie Sturn (via Zoom), Deputy Clerk-Treasurer Vicki Boushele and Administrator-Clerk-Treasurer Ellen Skerke.

In the absence of Plan Commission Chair Pete Weyenberg, E. Skerke called the meeting to order at 7:00 p.m. and asked for a motion to appoint a Chair for this meeting.

Motion: D. Nussbaum / R. Meerdink to appoint Jody Andres as Plan Commission Chair for the meeting.

Motion carried.

Jody Andres took over as Chair. Pledge of Allegiance was recited.

Public Forum

- None

Approve June 19, 2023 Plan Commission Meeting Minutes**Motion:** D. Nussbaum / J. Lautenschlager to approve with minor correction.

Motion carried by voice vote. R. Meerdink abstained.

Input/Discussion/Action**Certified Survey Map***Resolution 2023-16 – Certified Survey Map, Vassar Lane**Applicant: St Pierre, Ellen**Location of Premises Affected: 507 Vassar Ln, Neenah, WI 54956**Tax Parcel No: 010-010031502*

- Ellen St. Pierre, 507 Vassar Lane spoke about the Certified Survey Map for her property. She owns 5+ acres and wants to break off a 1-acre parcel to sell to a family member for a home.
- R. Meerdink inquired if the parcel was outside of the City growth area, E. Skerke confirmed, yews, the property is in Town growth.
- J. Andres noted that there may be a requirement to rezone the property from agriculture to residential because each new parcel will fall below 5 acres in size. E. St Pierre will follow up with County Zoning on this question.

Motion: D. Nussbaum / R. Meerdink to approve.

Motion carried by voice vote.

Old Business

- E. Skerke gave a brief update on the Hothead Properties Zoning Amendment issue. Winnebago County Board of Supervisors sent the item back to County Planning and Zoning. The Town is waiting for County Planning and Zoning to send it back to the Town for further action.

New Business

- None

Next regularly scheduled Plan Commission Meeting, pending agenda items, Monday August 21, 2023 at 7:00 p.m., pending agenda items. Currently there are no Agenda items for August,

Adjourn

Motion: R. Meerdink / D. Nussbaum to adjourn
Motion carried. Meeting Adjourned at 7:08 pm

Respectfully submitted,



Ellen Skerke
Administrator-Clerk-Treasurer

Approved: DRAFT – Pending Approval

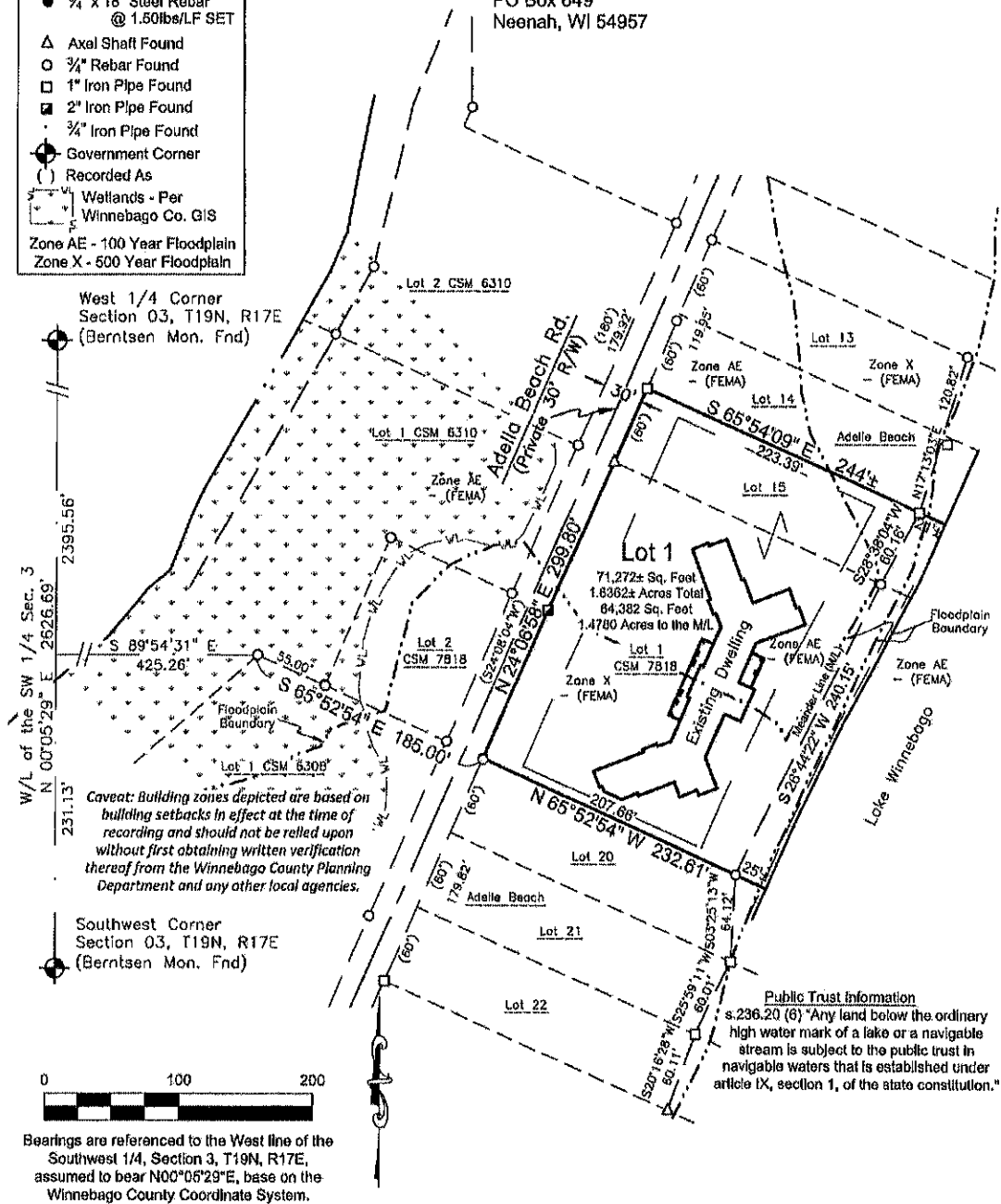
Certified Survey Map No. _____

All of Lot 1 of Certified Survey Map No. 7818 and Lot 15 of Adelle Beach Plat, Being Located in Government Lot 4 of Section 3, Township 19 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.

Survey for:
Lindalee MacDonald
PO Box 649
Neenah, WI 54957

LEGEND

- 3/4" x 18" Steel Rebar @ 1.50lbs/LF SET
- △ Axial Shaft Found
- 3/4" Rebar Found
- 1" Iron Pipe Found
- 2" Iron Pipe Found
- ◻ 3/4" Iron Pipe Found
- ⊙ Government Corner Recorded As
- Wetlands - Per Winnebago Co. GIS
- Zone AE - 100 Year Floodplain
- Zone X - 500 Year Floodplain



West 1/4 Corner Section 03, T19N, R17E (Berntsen Mon. Fnd)

Caveat: Building zones depicted are based on building setbacks in effect at the time of recording and should not be relied upon without first obtaining written verification thereof from the Winnebago County Planning Department and any other local agencies.

Southwest Corner Section 03, T19N, R17E (Berntsen Mon. Fnd)

Public Trust information
s.236.20 (6) "Any land below the ordinary high water mark of a lake or a navigable stream is subject to the public trust in navigable waters that is established under article IX, section 1, of the state constitution."

Bearings are referenced to the West line of the Southwest 1/4, Section 3, T19N, R17E, assumed to bear N00°05'29"E, base on the Winnebago County Coordinate System.



DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors
1184 Province Terrace, Menasha, WI 54952
Ph: 920-891-1898 Fax: 920-441-0804
www.davel.pro

Drafted by: scott
Sheet : 1 of 3

Certified Survey Map No. _____

All of Lot 1 of Certified Survey Map No. 7818 and Lot 15 of Adelle Beach Plat, Being Located in Government Lot 4 of Section 3, Township 19 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.

Surveyor's Certificate

I, Scott R. Andersen, Professional Land Surveyor, hereby certify: That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the Town of Neenah and Winnebago County, and under the direction of Lindalee MacDonald, the property owner of said land, I have surveyed, combined, divided and mapped this Certified Survey Map; that such map correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this land is All of Lot 1 of Certified Survey Map No. 7818 (Doc. 1862626) and Lot 15 of Adelle Beach Plat, Being Located in Government Lot 4 of Section 3, Township 19 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin. Described parcel includes all lands between mapped meander line and the ordinary high water mark of Lake Winnebago. Described Parcel is subject riparian rights and subject to all easements, and restrictions of record.

Owners' Certificate

As the property owners, we hereby certify that we caused the land described on this certified survey map to be surveyed, combined, and mapped all as shown and represented on this map.

We do further certify this Certified Survey Map is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

Town of Neenah
City of Neenah (Extraterritorial Review)
Winnebago County

Dated this _____ day of _____, 20_____

Lindalee MacDonald, Owner

State of Wisconsin)
)SS
_____ County)

Personally came before me on the _____ day of _____, 20_____, the above the property owner(s) to me known to be the persons who executed the foregoing instrument and acknowledge the same.

_____ My Commission Expires _____
Notary Public, Wisconsin

Certified Survey Map No. _____

All of Lot 1 of Certified Survey Map No. 7818 and Lot 15 of Adelle Beach Plat, Being Located in Government Lot 4 of Section 3, Township 19 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.

Town Board Approval Certificate

Resolved, that this certified survey map in the Town of Neenah, Winnebago County, Lindalee MacDonald, the property owner, is hereby approved by the Town Board of the Town of Neenah.

Chairman

Date

I hereby certify that the foregoing is a copy of a resolution adopted by the Town Board of the Town of Neenah.

Clerk

Date

Treasurers' Certificate

We, being the duly elected, qualified and acting Treasurers' of the Town of Neenah and Winnebago County, do hereby certify that in accordance with the records in our office, there are no unredeemed tax sales and unpaid taxes, or special assessments on and of the land included in this certified survey map.

Town Treasurer

Date

County Treasurer

Date

County Planning & Zoning Committee Approval

Resolved, that this certified survey map in the Town of Neenah, Winnebago County, Lindalee MacDonald, the property owner, is hereby approved by Winnebago County.

Chairman, Planning and Zoning Committee

Date

City of Neenah Approval Certificate

Resolved, that this certified survey map in the Town of Neenah, Winnebago County, Lindalee MacDonald, the property owner, is hereby approved by the City of Neenah.

Community Development Department

Date

This Certified Survey Map is contained wholly within the property described in the following recorded instruments:

the property owners of record:
Lindalee MacDonald

Recording Information:
Doc. 1767714
Doc. 1767716

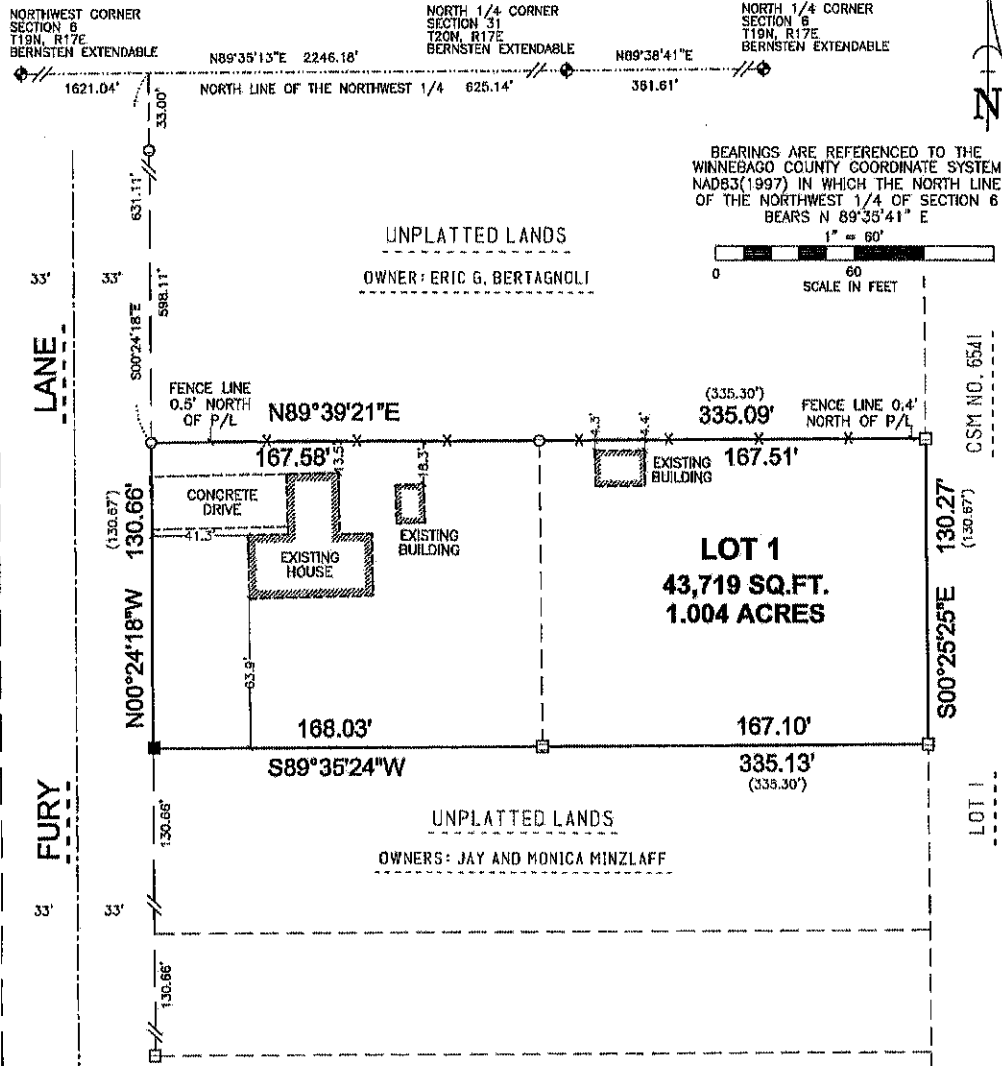
Doc. 1899289

Parcel Number(s):

010-0747-01

010-0744

CERTIFIED SURVEY MAP NO. _____
PART OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4
OF SECTION SIX (6), TOWNSHIP NINETEEN (19) NORTH,
RANGE SEVENTEEN (17) EAST, TOWN OF NEENAH,
WINNEBAGO COUNTY, WISCONSIN.



- LEGEND**
- 1" O.D. IRON PIPE SET, 18" LONG, WEIGHING 1.130 LBS. PER LIN. FOOT
 - 3/4" IRON ROD FOUND
 - 1" O.D. IRON PIPE FOUND
 - ◆ GOVERNMENT MONUMENT
 - () 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:
 TOM AND TORY WAVES
 210 FURY LANE
 NEENAH, WI 54956

PROJECT NO. 1-1818-001
 FILE 1-1818-001CSM SHEET 1 OF 3
 THIS INSTRUMENT WAS DRAFTED BY: G.SMITH

CERTIFIED SURVEY MAP NO. _____

PART OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION SIX (6), TOWNSHIP NINETEEN (19) NORTH, RANGE SEVENTEEN (17) EAST, TOWN OF NEENAH, WINNEBAGO COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE:

I, MICHAEL L. ROUBAL, LAND SURVEYOR, DO HEREBY CERTIFY:

THAT I HAVE SURVEYED, MAPPED, AND COMBINED AT THE DIRECTION OF THOMAS AND TORY MAVES, PART OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION SIX (6), TOWNSHIP NINETEEN (19) NORTH, RANGE SEVENTEEN (17) EAST, TOWN OF NEENAH, WINNEBAGO COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 6; THENCE NORTH 89 DEGREES 35 MINUTES 13 SECONDS EAST ALONG THE NORTH LINE OF SAID SECTION, A DISTANCE OF 1621.04 FEET; THENCE SOUTH 00 DEGREES 24 MINUTES 18 SECONDS EAST ALONG THE EAST RIGHT-OF-WAY OF FURY LANE, A DISTANCE OF 631.11 FEET, TO THE POINT OF BEGINNING; THENCE NORTH 89 DEGREES 39 MINUTES 21 SECONDS EAST TO A POINT ON THE WEST LINE OF LOT ONE OF CERTIFIED SURVEY MAP NO. 6541, A DISTANCE OF 335.09 FEET, THENCE SOUTH 00 DEGREES 25 MINUTES.25 SECONDS EAST ALONG THE WEST LINE OF LOT ONE OF CERTIFIED SURVEY MAP NO. 6541, A DISTANCE OF 130.27 FEET, THENCE SOUTH 89 DEGREES 35 MINUTES 24 SECONDS WEST TO A POINT ON THE EAST RIGHT-OF-WAY OF FURY LANE, A DISTANCE OF 335.13 FEET, THENCE NORTH 00 DEGREES 24 MINUTES 18 SECONDS WEST ALONG THE EAST RIGHT-OF-WAY OF FURY LANE, A DISTANCE OF 130.66 FEET TO THE POINT OF BEGINNING. CONTAINING 43,719 SQUARE FEET [1.004 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 WINNEBAGO COUNTY SUBDIVISION ORDINANCE IN SURVEYING, MAPPING AND COMBINING THE SAME.

THAT THIS MAP IS A CORRECT REPRESENTATION OF ALL THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE COMBINATION THEREOF.

GIVEN UNDER MY HAND THIS 1ST DAY OF AUGUST, 2023.

MICHAEL L. ROUBAL, REG. WI LAND SURVEYOR S-2442

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

OWNERS OF RECORD:	RECORDING INFORMATION:	PARCEL NUMBERS:
THOMAS AND TORY MAVES	DOCUMENT NO. 778862	010008011
THOMAS AND TORY MAVES	DOCUMENT NO. 778862	010008021

CITY OF NEENAH EXTRA TERRITORIAL APPROVAL:

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

DATED THIS _____ DAY OF _____, 2023.

CITY CLERK

CERTIFIED SURVEY MAP NO. _____

PART OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION SIX (6), TOWNSHIP NINETEEN (19) NORTH, RANGE SEVENTEEN (17) EAST, TOWN OF NEENAH, WINNEBAGO COUNTY, WISCONSIN.

OWNERS CERTIFICATE:

AS OWNERS WE, THE UNDERSIGNED, HEREBY CERTIFY THAT WE CAUSED THE LAND ABOVE DESCRIBED TO BE SURVEYED, MAPPED AND COMBINED AS SHOWN AND REPRESENTED ON THIS MAP.

DATED THIS _____ DAY OF _____, 2023.

THOMAS J MAVES

TORY J MAVES

STATE OF WISCONSIN)
) SS
WINNEBAGO COUNTY)

PERSONALLY CAME BEFORE ME ON THE _____ DAY OF _____, 2023, THE ABOVE OWNER 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: _____)

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

TOWN BOARD APPROVAL:

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

DATED THIS _____ DAY OF _____, 2023.

TOWN CHAIRPERSON

TOWN CLERK

CERTIFICATE OF PLANNING AND ZONING COMMITTEE:

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 _____, 2023.

CHAIRMAN, PLANNING AND ZONING COMMITTEE