

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

**DATE:** Monday, February 16, 2026  
**TIME:** 7:00 PM  
**LOCATION:** 1600 Breezewood Lane, Neenah, WI 54956

The meeting will also be offered virtually via ZOOM.

Meeting ID: 827 5144 0086      Passcode: 540366      Phone (312) 626-6799  
Zoom Link: <https://us02web.zoom.us/j/82751440086?pwd=POLarIxcIGftzxKrtZRadBJFP0bty.1>

1. Call Meeting to Order
2. Pledge of Allegiance
3. Introduction of New Plan Commission Member – Andrea Madsen
4. Public Forum
5. Approve Meeting Minutes from December 15, 2025 and January 19, 2026 meetings
6. Input/Discussion/Action:
  - a. Resolution 2026-04 – Zoning Map Amendment - Town of Utica  
Resolution 2026-05 – Zoning Map Amendment - Town of Winneconne  
Resolution 2026-06 – Zoning Map Amendment - Town of Black Wolf  
Resolution 2026-07 – Zoning Map Amendment - Town of Vinland  
Applicant: Winnebago County Planning & Zoning  
Location of Premises Affected: Town Wide, Town of Utica  
Town Wide, Town of Winneconne  
Town Wide, Town of Black Wolf  
Town Wide, Town of Vinland  
Description: Petition for the above referenced towns to remain in Winnebago County General Zoning for shoreland zoning purposes.
  - b. Resolution 2026-08 - Special Exception Request  
Applicant: Chad H. Chartre  
Agent: None  
Location of Premises Affected: 637 Harvard Drive  
Tax Parcel No: 010-1511 & 010-1513
  - c. Comprehensive Plan Update – Working Session review of the following:  
Chapter 1 - Issues and Opportunities  
Chapter 2 - Housing  
Chapter 3 - Economic Development
7. New Business
8. Old Business
  - Update on Homestead Acres Development
9. Future Meetings / Agenda Items
  - a. Next scheduled Plan Commission working meeting, March 16, 2025.
10. Adjourn

Closed Session Contemplated: **NO**

Respectfully Submitted,  
Ellen Skerke, Administrator-Clerk-Treasurer  
February 12, 2026

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 920-725-0916

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

Notice was posted on February 12, 2026 at [www.townofneenah.com](http://www.townofneenah.com) and the Town of Neenah Municipal Building, 1600 Breezewood Lane,

**TOWN OF NEENAH JOINT PLAN COMMISSION and PARKS and TRAILS COMMITTEE MEETING**

Monday, October 20, 2025

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

**Present for Plan Commission:** Plan Commission Chair Jody Andres, Commissioner Chirs Anderson, Commissioner Jeremy Kwiatkowski, Commissioner Russell Meerdink, Commissioner Pete Weyenberg.

**Present via Zoom:** None

**Excused:** Commissioner Brandon Nielsen

**Present for Parks and Trails Committee:** Parks and Trails Committee Chair Thomas Jankowski, Committee Member Cory Smith; Town Supervisor Brooke Cardoza.

**Present via Zoom:** Committee Member Jason VanderVelden.

**Excused:** Committee Member Jeff Buchta and Committee Member Mark Meyer.

**Also Present:** Town Board Supervisor David Bluma, Town Board Supervisor James Weiss, Town Board Supervisor Thomas Wilde, Eric Fowle Cedar Corporation, and Administrator-Clerk-Treasurer Ellen Skerke.

**Also Present Via Zoom:** Carrie Sturn

Call the meeting to order

J. Andres called the Plan Commission meeting to order at 7:00 p.m.

T. Jankowski called the Parks and Trails Committee meeting to order at 7:00 p.m.

Pledge of Allegiance was recited.

**Public Forum**

None

**Approve October 20, 2025 Plan Commission Meeting Minutes**

**Motion:** BC. Anderson / R. Meerdink to approve.

Motion carried by voice vote. P. Weyenberg abstained.

**Input/Discussion/Action**

The following items were reviewed as part of the Comprehensive Plan Update and Comprehensive Outdoor Recreation Plan Update

*November 18, 2025, Resident Visioning Workshop Summary*

*Draft Park & Recreation Users Survey*

*Base Plan Demographics*

*Review and Comments on Winnebago County Multi-Jurisdictional Comprehensive Plan Policy Document from 2016.*

- E. Fowle reviewed the information obtained during the November 18, 2025 Resident Visioning Workshop
  - We are in the fact gathering stage of the update process.

- He shared a usage report with the committees, as of the meeting date there have been 503 views.
- In summary 49 individuals attended the meeting.
- Page 22 of the summary provided is the take aways from the visioning meeting. Generally – the comments are keep rural, natural areas with focus on single-family residential areas.
  - Some comments regarding “junk” properties.
  - Comments regarding Michels Quarries, an eye sore in the Town, opportunity for future development at end of life for quarry.
  - Trails – keep them and add more
  - Overall, successful turnout, number of comments and quality oof comments was good.
- J. Andres commented that we might want to identify the location of the Harness property, perhaps labeled on the maps.
- T. Jankowski noted that there were informal conversations about Harness property. He is not in favor of hunting in the Town Parks.
- R. Meerdink noted that Parks have been well maintained and improved over the past several years. Need to promote Mahler Park sledding hill.
- General discussion regarding the future use of the Harness property. The property is in a land trust. Details of what the future use is between the property owners and the Land Trust. Discussion of Keating Park and the additional 10 acres donated to the Town.
- General Discussion regarding future use of quarry land once the quarry is finished. E. Fowle stated that N-35 requires the quarry to define end land use.
- P. Weyenberg discussed that he is taking calls from people looking for transitional housing as they downsize, specifically condominium units. General discussion regarding housing.
- R. Meerdink spoke about the Boundary Agreement. We are talking about Town Growth; however we cannot stop looking at the City Growth areas. He suggests that a secondary document be put together to easily explain the boundary agreement. It is important for Town Board, Plan Commission and residents to understand the details of the boundary agreement. General discussion regarding the boundary agreement, how annexations occur and what happens when the Boundary Agreement expires.
- E. Fowle would like to share the visioning workshop information with Town neighbors, Town of Clayton, Town of Vinland, City of Neenah.

#### *Draft Park & Recreation Users Survey*

- E Fowle reviewed the draft survey questions. The Commission and Committee offered suggestions for modifications to the survey questions.
- Revised draft will be available for review prior to making the survey public
- The survey will be available for responses from January 1, 2026 – February 13 2026.
- Discussed Park funding

#### *Base Plan Demographics*

- E. Fowle reviewed the report of the basic summary of the base demographics. These are items that will come up as we go through the Comprehensive Plan Update.
- Projected growth shows a decrease in growth. This is a projection. Does not have to be that way, one development or industry coming to the area could change that. Basically, will not be planning for large growth or large decrease
- Aging population, and smaller family's might mean smaller homes.

*Review and Comments on Winnebago County Multi-Jurisdictional Comprehensive Plan Policy Document from 2016.*

- E. Skerke noted this is from Winnebago County related to their Comprehensive Plan Update. They are looking for input from the Town regarding the information. There is confusion regarding what the County is looking for so more feedback and direction from the County is necessary.

**New Business**

- None

**Old Business**

- No updates on Homestead Acres.

Next regularly scheduled Plan Commission Meeting, Monday January 19, 2026 at 7:00 p.m.  
Next scheduled Parks and Trails Committee Meeting is Monday March 2, 2026 at 6:00 p.m.

**Adjourn:**

**Motion:** B. Cardoza / C. Smith to adjourn Parks and Trails Committee Meeting. Motion carried.  
Adjourned at 8:50 pm

**Motion:** P. Weyenberg / C. Anderson to adjourn Plan Commission Meeting. Motion carried.  
Adjourned at 8:50 pm

Respectfully submitted,

Ellen Skerke  
Administrator-Clerk-Treasurer

Approved: Draft Pending Approval by Plan Commission

Approved: Draft Pending Approval by Parks and Trails Committee

**TOWN OF NEENAH PLAN COMMISSION MEETING**

Monday, January 19, 2026

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

**Present for Plan Commission:** Plan Commission Chair Jody Andres, Commissioner Jeremy Kwiatkowski, Commissioner Russell Meerdink, Commissioner Brandon Nielsen, Commissioner Pere Weyenberg,

**Present via Zoom:** Commissioner Chris Anderson

**Also Present:** Town Board Supervisor James Weiss, Town Board Supervisor David Bluma, Town Board Supervisor Tom Wilde, Deputy Clerk-Treasurer Cyndi Pleshek, and Administrator-Clerk-Treasurer Ellen Skerke.

**Also Present Via Zoom:** Carrie Sturn, Brad Lamers, Jill Dujardin

J. Andres called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

**Public Forum**

None

**Approve December 15, 2025 Plan Commission Meeting Minutes**

Action postponed until next meeting

**Input/Discussion/Action**

**Motion** B. Nielsen / P. Weyenberg to move agenda item 5b to the top, Resolution 2026-03 CSM for We Energies

Motion carried by voice vote

*Resolution 2026-03 CSM*

*Applicant:* Wisconsin Electric Power Company DBA We Energies

*Agent:* Davel Engineering

*Location of Premises Affected:* Woodside Lane

*Tax Parcel No:* 010-03300402

- Brad Lamers, Lamers Realty reviewed the Certified Survey Map, this pulls a piece of land from the existing parcel owned by We Energies, to allow for road right-of-way for connection to Woodside Lane for the Homestead Acres development. Yes, this accomplishes what they need to allow adequate access for police and fire.

**Motion** P. Weyenberg / J. Kwiatkowski to approve

Motion carried by voice vote

*Resolution 2026-02 CSM*

*Applicant:* DJW Investments LLC , Andrew & Amy Pankow

*Agent:* Carow Land Surveying

*Location of Premises Affected:* 1417 County Road JJ

*Tax Parcel No:* 010-0339 and 010-0333

- J. Andres reported that there will be no need for action at the Plan Commission. The parcels described in the CSM are in process to annex to the City of Neenah. The annexation will be the first step, once annexation is approved, the City of Neenah will manage the CSM. Any concerns with the remnant piece and the property lines, that will be reviewed by Winnebago County Property Lister

*Comprehensive Plan Update – review of Current Plan Statements*

- J. Andres noted that several documents were provided by Eric Fowle from Cedar Corporation in advance of the February 16, 2026 Plan Commission Meeting. Please review and come prepared to discuss at the next Plan Commission Meeting.

**New Business**

- None

**Old Business**

- Update on Homestead Acres. E. Skerke reported that other than the action taken in this meeting, no updates.

Next regularly scheduled Plan Commission Meeting, Monday, February 16, 2026 at 7:00 p.m.

**Adjourn:**

**Motion:** P. Weyenberg / B. Nielsen to adjourn. Motion carried. Adjourned at 7:20 pm

Respectfully submitted,

Ellen Skerke  
Administrator-Clerk-Treasurer

Draft Pending Approval

MEMORANDUM

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To: Plan Commission and Town Board  
From: Ellen Skerke, Administrator-Clerk-Treasurer  
Date: February 12, 2026  
Memo: Zoning Map Amendments Resolutions 2026-04 through 2026-07

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In November 2025, Winnebago County adopted significant revisions to Chapter 27 (Shoreland Zoning Code). These changes effectively removed Shoreland Overlay Zoning from General Zoning.

- **The Default:** Towns with their own general zoning must now administer those rules (land use, setbacks, etc.) even within shoreland areas.
- **The Exception:** Towns may opt to have Winnebago County continue to administer General Zoning (Chapter 23) within these shoreland areas. To do this, a Zoning Map Amendment is required for each town to officially designate those areas as remaining under County jurisdiction.

Because the Town of Neenah currently operates under Winnebago County General Zoning (Chapter 23), it is considered an "affected town" so we have the right to express approval or disapproval.

The four resolutions (2026-04 through 2026-07) represent the formal requests from the Towns of Utica, Winneconne, Black Wolf, and Vinland to maintain the "status quo" of County-led general zoning in their respective shoreland zones.

The Plan Commission and Town Board are asked to consider these four resolutions. As these resolutions are identical in intent the Commission/Board may choose to act on them as a single agenda item, or choose to vote on one or more of the resolutions individually.

**Note:** Approval of these resolutions does not change the Town of Neenah's own zoning; it merely signifies the Town's consent for the County to continue providing zoning services to the four petitioning towns.

RESOLUTION 2026-04

FOR TOWN USE ONLY

TOWN ACTION FOR ZONING MAP AMENDMENT  
TOWN OF UTICA  
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 UTICA.

**Owner(s):** WINN CTY PLANNING & ZONING

**Agent:** ROWE, CARY WINNEBAGO COUNTY PLANNING & ZONING DEPT

**Parcel No.:** 024--

**Location of Premises Affected:** TOWN WIDE, TOWN OF UTICA

**Legal Description:**

**Current Zoning:** Various Zoning Districts

**Proposed Zoning:** Various Zoning Districts

**Explanation:** Applicant is requesting to re-establish existing zoning districts of Chapter 23 within the shoreland area.

Resolved, by the Town Board of the Town of \_\_\_\_\_, 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: \_\_\_\_\_  
\_\_\_\_\_

I, 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 \_\_\_\_\_.

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

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

INITIAL STAFF REPORT

**Sanitation:** n/a

**Overlays:** Shoreland, floodplain, wetlands

**Current Zoning:** Various Zoning Districts

**Proposed Zoning:** Various Zoning Districts

**Surrounding Zoning:** **North:** Town of Omro; **South:** Fond du lac County; **East:** Town of Nekimi; **West:** Town of Nepeuskun;

THE FOLLOWING INFORMATION HAS BEEN PROVIDED BY THE OWNER/APPLICANT

**Describe present use(s):** Existing in Winnebago County General Zoning

**Describe proposed use(s):** To continue in Winnebago County General Zoning

**Describe the essential services for present and future use(s):** NA

**Describe why the proposed use would be the highest and best use for the property:** NA

**Describe the proposed use(s) compatibility with surrounding land use(s):** NA

SECTION REFERENCE AND BASIS OF DECISION

**23.7-5 Basis of Decision**

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.

**Note:** State statute 59.69(5)(g) requires you to acknowledge receipt of this electronic transmission by sending your office a NOTICE OF RECEIPT *within 2 business days* of receiving this e-mail.

NOTICE OF RECEIPT FOR: 2026-ZC-7320 - WINN CTY PLANNING & ZONING

I acknowledge receipt of an electronic transmission from the Winnebago County Zoning Department regarding the February 25, 2026 public hearing.

TOWN CLERK: \_\_\_\_\_  
Signature

TOWN OF: NEENAH

DATE: \_\_\_\_\_

MEMORANDUM

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To: Plan Commission and Town Board  
From: Ellen Skerke, Administrator-Clerk-Treasurer  
Date: February 12, 2026  
Memo: Special Exception – Resolution 2026-08

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Attached is a special exception request.

For your reference, Code Reference 23.8-45(b)

**23.8-45 Establishment of an accessory land use prior to establishment of a principal use**

(a) **Generally.** Unless specifically permitted in this section or in other sections of this chapter, an accessory use as allowed in the zoning district shall only be established when a principal use is present or is being established on the same lot.

(b) **Exemption for a vacant lot adjoining another lot in same ownership.** Pursuant to the procedures and requirements in article 7 of this chapter, the Planning and Zoning Committee may approve a special exception to allow the establishment of an accessory use on a vacant lot provided the accessory use is allowed in the zoning district and such lot adjoins a lot in the same ownership that supports a principal use. A lot adjoins another when they share a common lot line. The total maximum accessory area for both lots shall be calculated by combining the lot size of both properties and utilizing the standards of the zoning district of the lot with the principal use. If the committee approves the special exception, the property owner shall record an agreement and deed restriction, as approved by the committee, with the register of deeds for Winnebago County that describes the authorized use and any conditions of approval. Such conditions of approval may relate to the use of the accessory use and the need to reestablish a principal use on the subject property within a specified time period.

(c) **Exemption for a utility cabinet.** For the purpose of this chapter, a utility cabinet may be established on a vacant lot prior to the establishment of a principal use.

(d) **Exemption for residential garage in A-2 district.** In an A-2 zoning district, a residential garage may be constructed prior to the establishment of a principal use provided the parcel is 5.0 acres or more. As a condition of approval, the property owner shall record an agreement and deed restriction, as approved by the zoning administrator, with the register of deeds for Winnebago County that describes the nature of the authorized use. This exemption shall allow only one residential garage on the subject property.

RESOLUTION 2026-08

FOR TOWN USE ONLY

TOWN ACTION FOR SPECIAL EXCEPTION  
TOWN OF NEENAH  
WINNEBAGO COUNTY, WISCONSIN

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

**Owner(s):** CHARTRE', CHAD H

**Agent:** NONE

**Parcel No.:** 010-1513

**Location of Premises Affected:** VACANT LOT WEST OF 637 HARVARD DR, NEENAH

**Legal Description:** Being Lots 14 and 16 Blk 2 Rolling Heights located in part of the SE1/4 of the NW1/4 and part of the NE1/4 of the SW1/4 of Section 30, Township 20 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.

**Explanation:** The owner/applicant is requesting a special exception to: Construct a garage on a vacant lot adjoining a lot with a principal structure.

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:

- TOWN FINDINGS:       Approved                       Disapproved
- 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: \_\_\_\_\_  
\_\_\_\_\_

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: \_\_\_\_\_

**WINNEBAGO COUNTY PLANNING & ZONING DEPARTMENT**

FILE NO. 2026-SE-1

NOTICE OF MEETING PLANNING & ZONING COMMITTEE

03/09/2026

**TO WHOM IT MAY CONCERN:**

The property owner/applicant listed below has requested a SPECIAL EXCEPTION which is regulated by the Town/County Zoning Code, Chapter 23. You are receiving this notice because this application or petition for action affects area within the Town of NEENAH. The full application can be viewed at the Winnebago County Planning and Zoning Department.

The Winnebago County Planning & Zoning Committee will be holding a deliberative meeting in which the application will be decided upon on Monday, March 9, 2026 at 7:30 AM in the 3<sup>rd</sup> Floor Conference Room of the David A. Albrecht Administration Building located at 112 Otter Ave, Oshkosh WI.

All interested persons wishing to view the decision of the Committee for this request may appear in person or via Microsoft Teams using the meeting information below (Testimony will not be allowed at this meeting). A direct link to the Microsoft Teams Meeting is available on the Winnebago County Meetings and Agenda calendar on the above indicated date.

**Microsoft Teams Meeting Information Link:** <https://winnebagocowwi.portal.civicclerk.com/>  
**Select the Agenda PDF on the meeting date and Click "Join Meeting Now"**

For further detailed information concerning this notice, contact the Town Clerk or the Winnebago County Zoning office, where the application is available for viewing.

**INFORMATION ON SPECIAL EXCEPTION REQUEST**

Owner(s) of Property: CHARTRE', CHAD H

Location of Premises Affected: VACANT LOT WEST OF 637 HARVARD DR, NEENAH

Tax Parcel Number: 010-1513

Legal Description: Being Lots 14 and 16 Blk 2 Rolling Heights located in part of the SE1/4 of the NW1/4 and part of the NE1/4 of the SW1/4 of Section 30, Township 20 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.

Explanation: The owner/application is requesting a special exception to CONSTRUCT A GARAGE ON A VACANT LOT ADJOINING A LOT WITH A PRINCIPAL STRUCTURE.

DESCRIPTION	CODE REFERENCE
BUILD A 26X38' GARAGE ON VACANT LOT	CHAP 23, ARTICLE 8, SECTION 23.8-45(B) "EXEMPTION FOR A VACANT LOT ADJOINING ANOTHER LOT IN THE SAME OWNERSHIP" OF THE WINNEBAGO COUNTY TOWN/COUNTY ZONING CODE.

INITIAL STAFF REPORT

FILE NAME: CHARTRE', CHAD H

FILE NO. 2026-SE-1

OVERLAYS:

SHORELAND:  YES  NO

FLOODPLAIN  YES  NO

SWDD  YES  NO

WETLANDS:  YES  NO

MICROWAVE  YES  NO

AIRPORT  YES  NO

COUNTY HIGHWAY ACCESS:  YES  NO

SURROUNDING ZONING:

North	R-2
South	R-2
East	R-2
West	R-2

SECTION REFERENCE OF REGULATION:

Chapter 23, Article 8, Section 23.8-45(b) "Exemption for a vacant lot adjoining another lot in the same ownership" of the Winnebago County Town/County Zoning Code

Chapter 23, Article 8, Section 23.8-459 "Garage, shed, off-site residential"

ORDINANCE PROVISION:

The Zoning Code allows the establishment of accessory use on a vacant lot; which adjoins a lot under the same ownership; supporting a principal use.

EXPLANATION: Applicant is requesting a special exception to establish an accessory land use prior to establishment of principal use

BASIS OF DECISION:

The Planning and Zoning Committee in making its decision shall consider the following factors:

- 1) the size of the property in comparison to other properties in the area;
- 2) the extent to which the issuance of the special exception permit would be in keeping with the overall intent of the this chapter;
- 3) whether there are any unique circumstances and the nature of those circumstances that warrant the issuance of the special exception permit;
- 4) the nature and extent of anticipated impacts to the natural environment that could potentially occur if the special exception permit was granted;
- 5) the nature and extent of anticipated positive and negative effects on properties in the area;
- 6) actions the applicant will undertake to mitigate the negative effects, if any, of the proposed special exception;
- 7) a factor specifically listed under a section of this chapter authorizing the issuance of a special exception permit; and
- 8) any other factor that relates to the purposes of this chapter as set forth in s. 23.1-5 and other sections as may apply.



**Winnebago County Zoning Department**

P.O. Box 2808  
112 Otter Ave, 3<sup>rd</sup> Floor  
Oshkosh, WI 54903-2808  
(920) 232-3344  
(920) 232-3347 (fax)

For office use only

Receipt # \_\_\_\_\_  
Application #: 2010-SE-1

**SPECIAL EXCEPTION APPLICATION**

(Please print or type. Please use black ink for duplicating purposes.)

Fee: \$0.00  
Payable to: Winnebago County

**A. PROPERTY OWNER:**

A-1 NAME: Chad H. Chartre

Mailing Address: 637 Harvard Dr.  
Neenah, WI 54956

Phone: 920-202-4207 E-mail: chartre80@yahoo.com

Permission is hereby granted for appropriate County Staff to enter upon the property for the purpose of conducting inspections. Said permission is to remain in effect until the conclusion of the application and is binding upon all heirs and assigns.

Property Owner's Signature Chad H Chartre Date 1/28/26

**I HEREBY APPOINT THE FOLLOWING AS MY AGENT FOR PURPOSES OF THIS APPLICATION:**

A-2 AGENT (NAME): \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Agent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**B. PROPERTY INFORMATION:**

B-1 Tax Key/Parcel #: 010 1511 / 010 1513

B-2 Location of affected property: 637 Harvard Dr. Neenah, WI 54956

B-3 Current Zoning: R-2 Proposed Zoning (if applicable): \_\_\_\_\_

Zoning Code Legend	
A-1 Agribusiness district	B-1 Local Service Business district
A-2 General Agriculture district	B-2 Community Business district
R-1 Rural Residential district	B-3 General Business district
R-2 Suburban Residential district	I-1 Light Industrial district
R-3 Two-family Residential district	I-2 Heavy Industrial district
R-4 Multifamily Residential district	M-1 Mixed-Use district
R-8 Manufactured/Mobile Home Community district	PDD Planned Development district

B-4 Current Use: Suburban Residential

Use (Proposed): Suburban Residential

Applicant, please fill out of all the questions in your own words.  
Responses may be typed on a separate sheet and attached to this form.

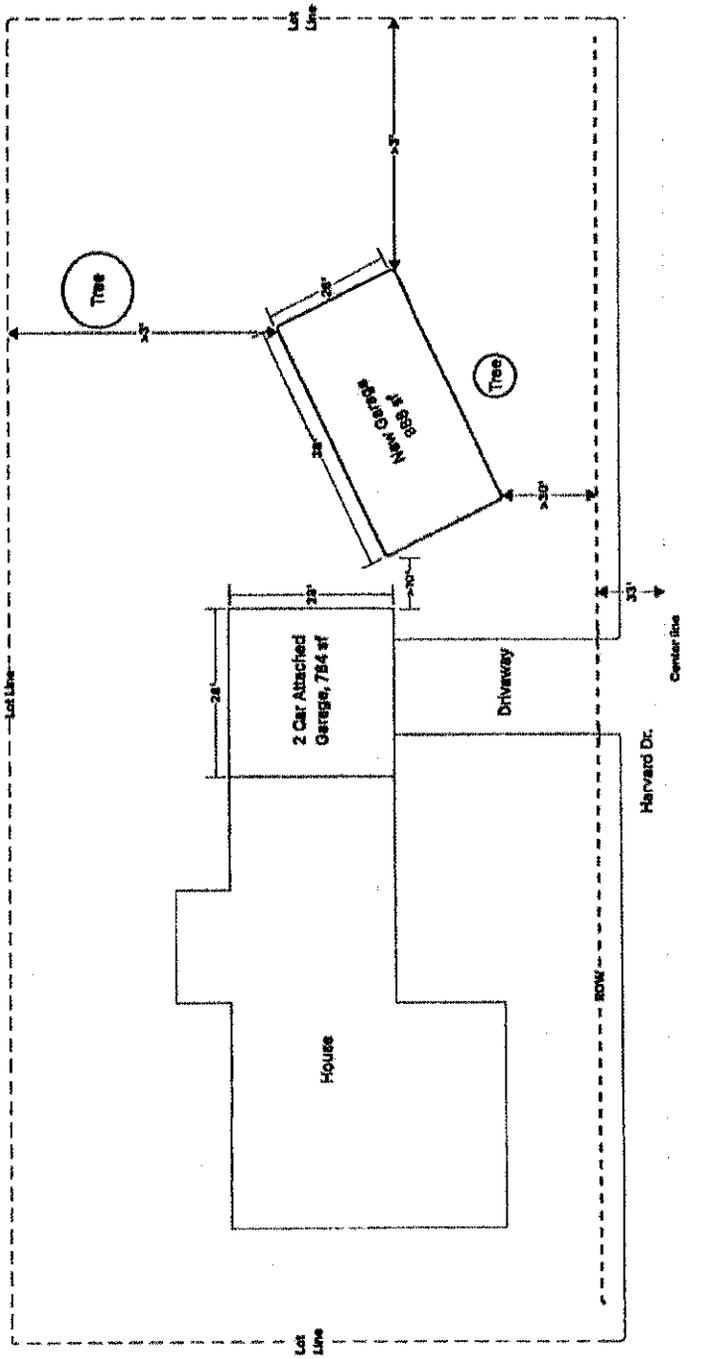
**C-1 Describe the proposed project/request:**

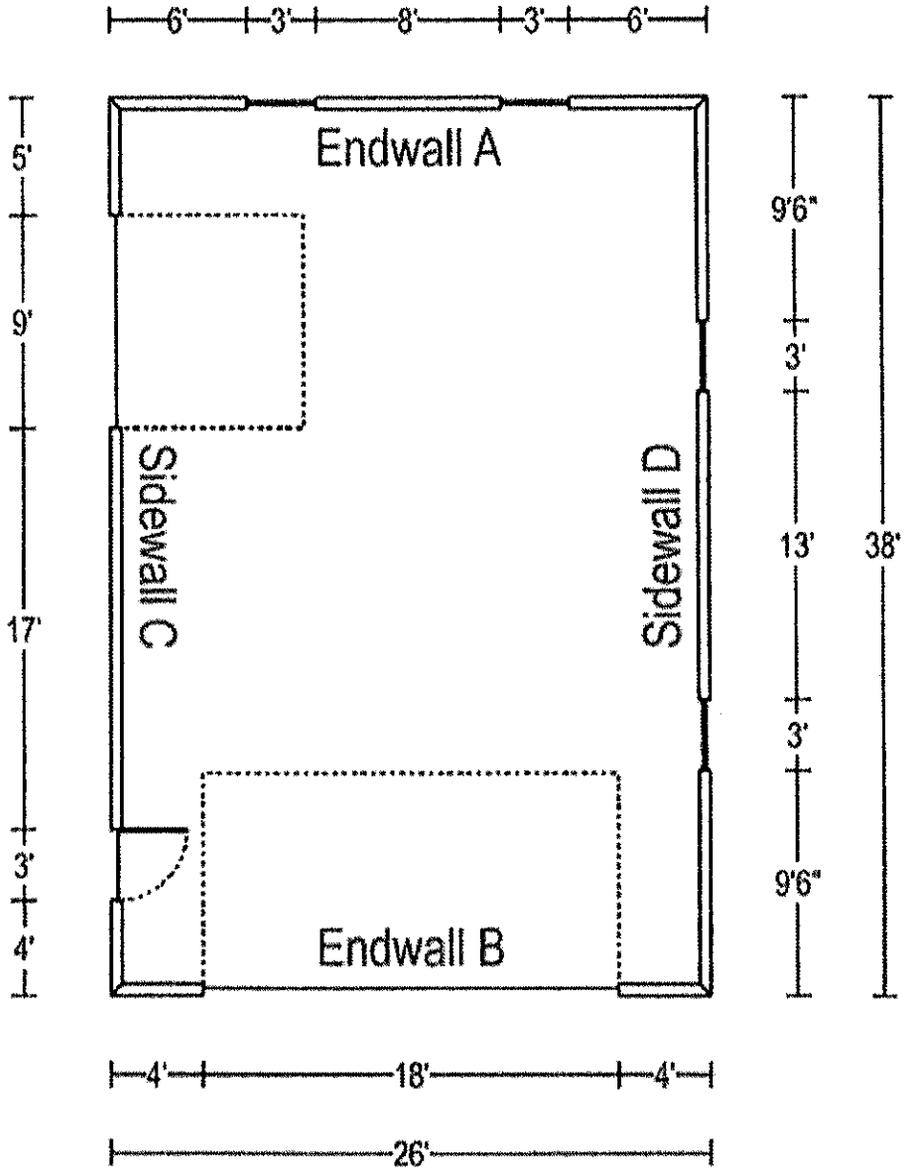
Addition of a detached garage to my adjacent lot (0101513) for extra storage and use.

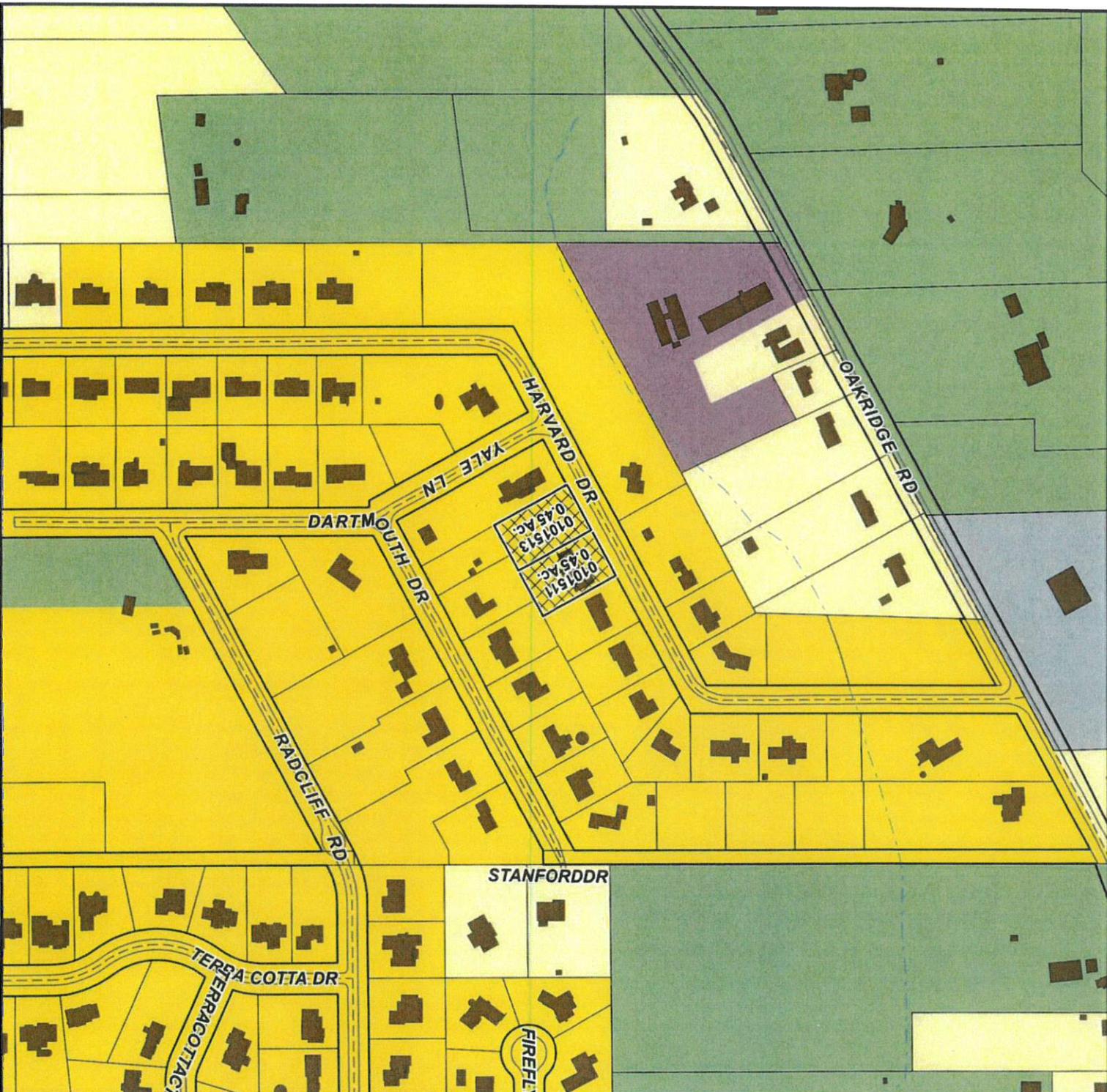
**C-2 Provide any information you feel is relevant to your application, including reasons you feel the application should be granted, based upon the following factors that will be considered by the Planning and Zoning Committee:**

- (1) the size of the property in comparison to other properties in the area;
- (2) the extent to which the issuance of the special exception would be in keeping with the overall intent of the Zoning Code;
- (3) whether there are any unique circumstances and the nature of those circumstances that warrant the issuance of the special exception;
- (4) the nature and extent of anticipated impacts to the natural environment that could potentially occur if the special exception was granted;
- (5) the nature and extent of anticipated positive and negative effects on properties in the area;
- (6) actions the applicant will undertake to mitigate the negative effects, if any, of the proposed special exception;
- (7) a factor specifically listed under a section the code authorizing the issuance of a special exception; and
- (8) any other factor that relates to the purposes of the Zoning Code as set forth in s. 23.1-5 and other sections as may apply.

The new garage would be in accordance with the total maximum allowed accessory area of 1797 square feet, and would be constructed within the minimum setback requirements of Winnebago County.





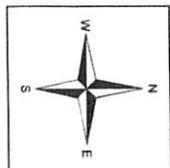


**Application #26-SE-01**

Date of Hearing:  
March 9, 2026

Owner(s):  
CHARTRE, CHAD H

Subject Parcel(s):  
0101511 & 0101513



Winnebago County  
WINGS Project

**Scale**

1 inch : 300 feet

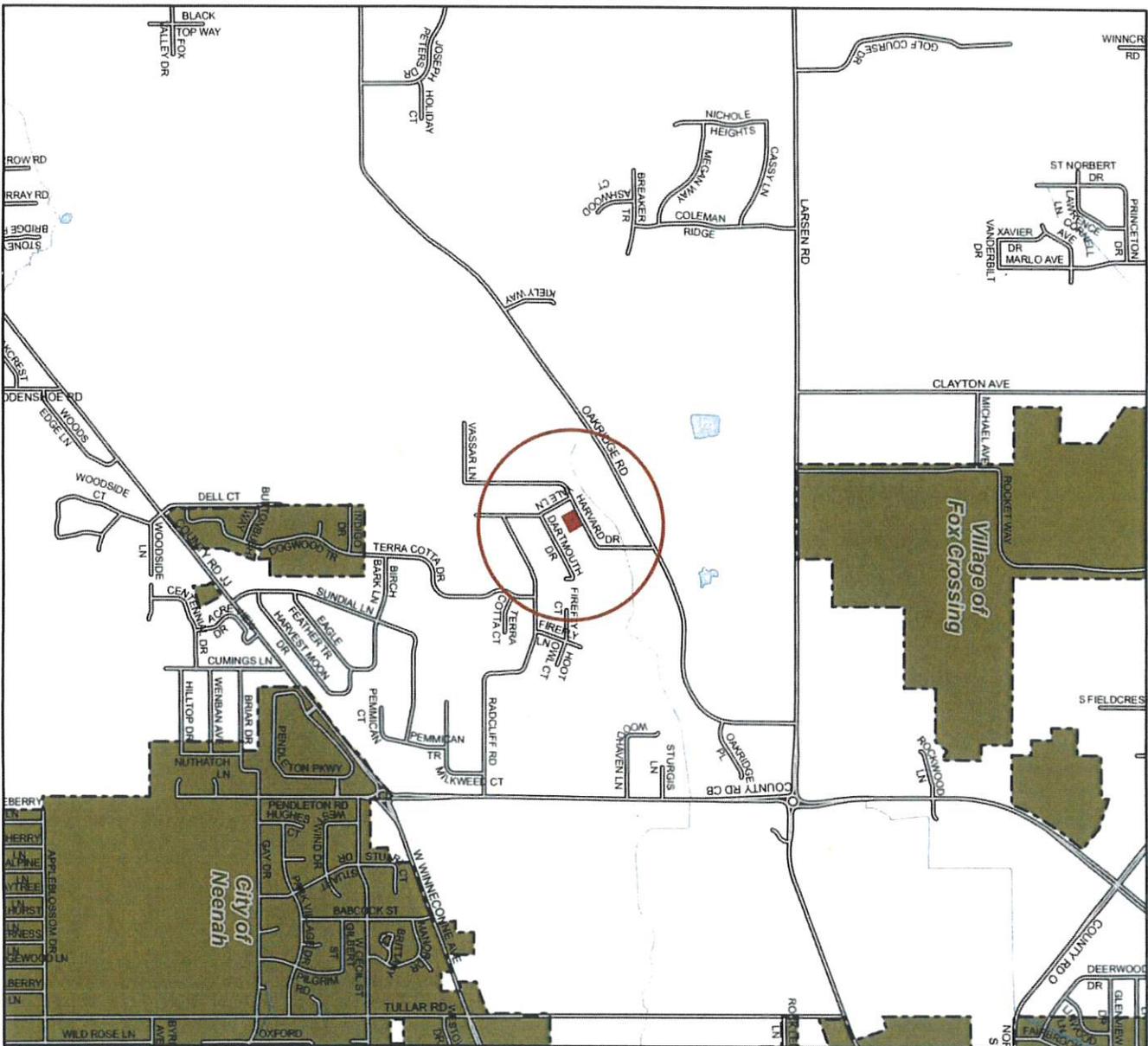
**County Zoning Districts**

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 #26-SE-01**

Date of Hearing:

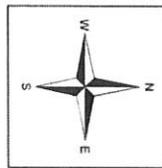
March 9, 2026

Owner(s):

CHARTRE, CHAD H

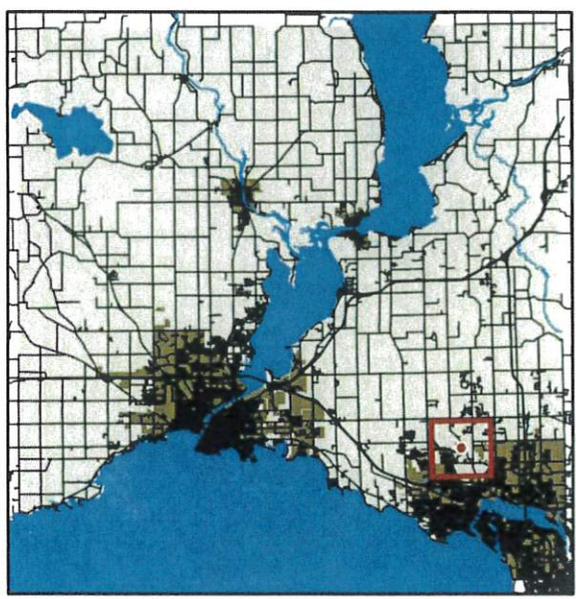
Subject Parcel(s):

0101511 & 0101513



*Winnepago County  
WINGS Project*

● = SITE



WINNEBAGO COUNTY