

TOWN OF NEENAH TOWN BOARD
Meeting Agenda REVISED 2-19-2026

DATE: Monday, February 23, 2026

TIME: 7:00 pm

LOCATION: 1600 Breezewood Lane

The meeting will also be offered virtually via ZOOM.

Meeting ID : 894 6226 5226 Passcode: 383811 Phone (312) 626-6799

TOWN BOARD MEETING

1. CALL TO ORDER TOWN BOARD
2. APPROVE MINUTES
February 9, 2026 Town Board Meeting
3. PUBLIC FORUM
4. PUBLIC FORUM FOR RECOGNIZED MUNICIPAL AND COUNTY OFFICIALS
5. CORRESPONDENCES
a. None
6. DISCUSSION / ACTION
 - a. Approve Vouchers, Payroll and Bank Transactions February 23, 2026
 - b. 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, Towns of Utica, Winneconne, Black Wolf and Vinland
Explanation: Petition for the above referenced towns to remain in Winnebago County General Zoning for shoreland zoning purposes.
 - c. 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
Explanation: Owner is requesting a special exception to construct a garage on a vacant lot adjoining a lot with a principal structure.
7. CONVENE INTO CLOSED SESSION
The Town Board will convene into closed session pursuant to Wis. Stats §19.85 (1) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.
ROLL CALL VOTE
 - a. Claim from Christine and David Zilisch
8. ADJOURN CLOSED SESSION
9. RECONVENE IN OPEN SESSION
10. DISCUSSION/ACTION
 - a. Resolution 2026-09 – Disallow Claim from Christine and David Zilisch
11. FUTURE AGENDA TOPICS AND MEETINGS
 - a. Parks and Trails Committee Meeting, Monday March 2, 2026 at 6:00 p.m.
 - b. Fire Department Business Meeting, Wednesday March 4, 2026 at 6:00 p.m.
 - c. Next Town Board Meeting, Monday, March 9, 2026 at 7:00 p.m.
12. OLD BUSINESS
13. NEW BUSINESS
14. ADJOURN OPEN MEETING
15. CONVENE INTO CLOSED SESSION
The Town Board will convene into closed session pursuant to Wis. Stats §19.85 (1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and Wis. Stats §19.85 (1) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.
ROLL CALL VOTE
 - b. Nuisance Properties
 - c. Potential purchase of property within the Town of Neenah.
16. ADJOURN CLOSED SESSION

Closed Session Contemplated: YES

TOWN OF NEENAH TOWN BOARD MEETING

February 9, 2026

Regular Meeting held at Town Hall, 1600 Breezewood Lane, Neenah, WI 54956 and offered via Zoom.

Present: Chairman Robert Schmeichel, Supervisor David Bluma, Supervisor Brooke Cardoza, Supervisor James Weiss, and Supervisor Thomas Wilde

Also in Attendance: Jeremy Kwiatkowski, Fire Chief Dan Osero, Assistant Fire Chief Chris Plier, Andrea Madsen and her son, Deputy Clerk-Treasurer Cyndi Pleshek and Administrator-Clerk-Treasurer Ellen Skerke.

Also in Attendance via Zoom: Carrie Sturn

R. Schmeichel called the meeting to order at 7:00 p.m., Pledge of Allegiance was recited.

Approval of Minutes

Motion: B. Cardoza / D. Bluma to approve January 26, 2026 Town Board Meeting Minutes
Motion carried by voice vote. R. Schmeichel and J. Weiss abstained

Public Forum

- None.

Public Forum for Recognized Municipal and County Officials

- None

Correspondence

- Building Permit Report – January 2026

Discussion/Action.

Vouchers Payroll and Bank Transactions

Approve Vouchers, Payroll and Bank Transactions February 9, 2026

Motion: T. Wilde / J. Weiss to approve.

E. Skerke requested an amendment to add payment of \$4,419.50 for McMahon Engineering to the vouchers for payment and increase the transfer by \$4,000.

Motion Amended: T. Wilde / J. Weiss amended motion to approve with the addition of \$4,419.50 payment to McMahon and an additional transfer of \$4,000.00

Motion Carried by voice vote.

Appointments

Appoint Andrea Madsen to the Plan Commission for a three-year term, effective February 9, 2026 and expiring on April 30, 2029

R. Schmeichel gave a brief review of the process for applications and review. Plan Commission Chair and 2 Town Supervisors are making recommendation to appoint Andrea Madsen to the Plan Commission.

A. Madsen gave a brief introduction, she has lived in the Town of Neenah for 7 years, has her undergraduate in organizational leadership, master's degree in public administration and is working toward her PhD in Philosophy focusing on land use in comparison to the well-being of all things.

Motion: R. Schmeichel / D. Bluma to appoint

Motion Carried by voice vote.

Appoint Bryce Dux to Parks and Trails Committee for a two-year term, filling the vacancy left in 2025 effective February 9, 2026 , expiring April 30, 2028.

R. Schmeichel stated reviewed the process for recommendation of Bryce Dux to the Parks and Trails Committee. Parks and Trails Chair and Supervisor Brooke Cardoza reviewed his application and make a recommendation to appoint Bryce to the Parks and Trails Committee.

Motion: B. Cardoza / D. Bluma to appoint

Motion Carried by voice vote.

Fire Department Updates

Presentation from Fire Chief Osero regarding dry hydrants

- D. Osero stated that the Ceiling fans were installed in the Apparatus Bay last week
- C. Plier updated the Town Board regarding estimates for the epoxy floor coating. They received quotes from 4 businesses. Betted businesses that have done large industrial applications including fire departments. The quotes range from \$46,000 to \$28,000.
- The 2026 budget is \$22,000. D. Osero asked for direction from the Town Board, continue gathering estimates. Polzin has a 5-year comprehensive warranty and an extended application warranty for 10 years. This does exceed budget by \$6,000, and they could postpone some of the other budgeted items if needed. The flooring is the first thing that needs to get done before other items. The application will take 5 days from start to finish.
- D. Bluma suggested the Fire Chief commit to Polzin to get on their schedule and guarantee that the price won't change. C. Pleshek recommended having a moisture test completed before application.
- D. Osero provided an update regarding a call received for a property on the east side of Town. The call came in as a gas leak, and he wanted to give the Board an update as this was a win based on how the call came in and what they found. The call came in at 11:20 a.m. A crew left the station at 11:36 a.m. and it took 8 minutes to arrive on scene. Arriving at the scene 24 minutes after the page came through. Based on how the call came in, gas leak in the garage. The meters told them it was not a gas leak, it was not carbon monoxide, however there was an odor. After they arrived on scene, they discovered a wall heater that was burning materials inside the wall. The fire was extinguished and the crew left at 12:56 p.m.
- D. Osero provided information about Dry Hydrants. What is a dry hydrant and where might the Town consider placing Dry Hydrants. Dry hydrant would be installed in Lake Winnebago giving the department a location to draft water from. He has identified three potential locations and has some historical costs provided by WI DNR for other dry hydrants that were installed by other communities. The actual materials for the dry hydrant are not that costly; it is the cost of installation. There are many variables that still have to be investigated to determine if this is feasible. He wanted to get direction from the Board if this is something that the Board supports and if the Fire Department should continue to pursue. By general consensus, yes worth continuing the investigation including potential DNR funding opportunities.

Notice of Claim

Notice of Claim: received from Christine and David Zilisch for damage to their vehicle.

- E. Skerke provided notice of claim from Christine and David Zilisch. This will come back to the town Board at the February 23rd meeting for resolution to either allow the claim or disallow the claim. Before that time, she will provide details of when the Town office and Road Superintendent became aware of the issue and how it was managed. Attorney Matt Parmentier will be available to offer legal advice at the February 23rd meeting.

Future Agenda Topics and Meetings

- Town of Neenah Sanitary District #2 Commissioner Meeting, Tuesday February 10, 2026, 7:00 p.m.
- Stormwater Utility District Meeting , Thursday February 12, 2026, 8:00 a.m.
- Plan Commission Meeting , Monday February 16, 2026 7:00 p.m.
- Next Town Board Meeting, Monday, February 23, 2026 at 7:00 p.m.

Old Business

- None

New Business

- E. Skerke referred to the Wisconsin towns Association information regarding the new funding program from the State of Wisconsin, Local Small Structure Improvement Program (LSSIP). Town has 5 culverts that were inventoried in 2024 as small structures, inspected in 2025 per the State guidelines. The criteria for funding requires a rating of 4 or less, none of small structures in the Town of Neenah meet this requirement, thus we will not be applying for LSSIP funding.

Adjourn Meeting

Motion: J. Weiss / T. Wilde to adjourn. Motion carried. Meeting adjourned at 8:12 p.m.

Respectfully submitted,



Ellen Skerke,
Administrator-Clerk-Treasurer

Approved: DRAFT – Pending Approval

Voucher List Authorization February 23, 2026

Bank Transfer (Transaction List)

<u>Date</u>	<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Reason</u>
2/12/2026	Taxes Collected	Checking	\$ 2,689,599.23	February 2026 Tax Settlement Checks written
2/12/2026	Taxes Collected	General MM	\$ 162,890.76	February 2026 Tax Settlement - Town Property Taxes
2/12/2026	Taxes Collected	General MM	\$ 65,060.47	February 2026 Tax Settlement - Town Trash and Recycling
2/12/2026	Taxes Collected	General MM	\$ 354.85	February 2026 Tax Settlement - Town MFL
2/12/2026	Taxes Collected	Stormwater MM	\$ 222,292.58	February 2026 Tax Settlement - Stormwater Management Fee
2/12/2026	Taxes Collected	Stormwater MM	\$ 5,853.00	February 2026 Tax Settlement - Stormwater Drainage Charges
2/24/2026	General MM	Checking	\$ 190,000.00	1-12-2026 Vouchers

Accounts Payable Vouchers	\$ 190,615.05	
Check# 29737-29732	\$ 2,689,599.23	February 2026 Tax Settlement

Notification of New Vendors	Josh & Rebecca Schmidt	Fire Department CPR Class
	1st Choice Pest Solutions	Town Maintenance

Payroll	Payroll	\$ 1,800.00
	Expense Reimburse	\$ -
	Gross Payroll	\$ 1,800.00
	Net Payroll	\$ 1,773.90

Paid via Bank Transfer:	Nationwide:	\$ 135.00
	Federal Tax/Medicare:	\$ 52.20
	State Taxes:	\$ -
	Wisconsin Retirement:	\$ -
	Wisconsin Health Insurance	\$ -

Account Balances as of February 24, 2026 after requested transfers per this Voucher List

	PROSPERA CU	Prospera CD	BNY Mellon - Pershing	Total
Checking	\$ 16,054			
Membership account	\$ 5			
General MM	\$ 1,367,574	\$	649,595	\$ 2,017,169
General MM-NAN Funds	\$ -			
Impact Fee	\$ 9,333			
Taxes Collected	\$ 51,363			
Tullar Rd Fund		\$	45,438	
Storm Water	\$ 438,604	\$ 518,680	\$ 570,761	\$ 1,528,044
CFCU	\$ 530			
TOTAL	\$ 1,883,462	\$ 518,680	\$ 1,265,794	
	GRAND TOTAL		\$ 3,667,935	

_____ Schmeichel _____ Bluma _____ Cardoza _____ Weiss _____ Wilde

Accounts Payable

\$ 190,615.05

12:09 PM

02/19/26

Town of Neenah Check Detail February 24, 2026

Date	Num	Name	Memo	Account	Paid Amount
02/24/2026	29741	1st Choice Pest Solutions		11010-1 · Checking - Prospera (150)	
02/23/2026	85644		Town Hall Pest Control - initial set up an...	51610-1 · Maintenance & Operations	-365.00
02/23/2026	11106		Town Hall Pest Control - monthly charge	51610-1 · Maintenance & Operations	-90.00
TOTAL					-455.00
02/24/2026	29742	Board of Comm. of Public Lands		11010-1 · Checking - Prospera (150)	
02/23/2026	21869		2026 Payment - remining balance = \$66...	58112-0 · Principal Fire Truck	-75,851.71
				58212-0 · Interest Fire Truck	-42,772.94
TOTAL					-118,624.65
02/24/2026	29743	Brazeo Ace Hardware	90012	11010-1 · Checking - Prospera (150)	
02/23/2026	90012			55200-3 · Parks - Supplies & Maintenance	-19.99
				55300-3 · Parks - CPM Dog Stations	-39.98
TOTAL					-59.97
02/24/2026	29744	Cedar Corporation		11010-1 · Checking - Prospera (150)	
02/23/2026	127595			51520-1 · Comp Planning	-6,082.50
TOTAL					-6,082.50
02/24/2026	29745	CliftonLarsonAllen LLP	A239624	11010-1 · Checking - Prospera (150)	
02/23/2026	L261066703		Install #1 Total Contract = \$11,500	51510-0 · Auditor	-7,770.00
TOTAL					-7,770.00
02/24/2026	29746	Cowling Property Management...		11010-1 · Checking - Prospera (150)	
02/23/2026	6697		Town Hall Snow removal	51610-1 · Maintenance & Operations	-1,133.25
			Fix tile floor trim in womens bathroom M...	55300-7 · Mahler Park Expenses	-57.50
			Removed 5 Ash trees	55400-5 · Reforestation Grant-Parks	-4,500.00
			Snow Removal	55200-8 · Conservancy Park Expense	-50.00
			Clean up wood pile and cut down 2 stum...	55400-5 · Reforestation Grant-Parks	-520.00
			CB Trail	55400-0 · Trails	-225.00
			Larsen Rd. Trail	55400-0 · Trails	-225.00
TOTAL					-6,710.75
02/24/2026	29747	Dempsey Law Firm, The		11010-1 · Checking - Prospera (150)	
02/23/2026	21703 500000		Stecker	51300-0 · Legal Services	-234.50
02/23/2026	21703 000000		Town Board Meeting	51300-0 · Legal Services	-87.50
TOTAL					-322.00
02/24/2026	29748	Fast Signs		11010-1 · Checking - Prospera (150)	
02/23/2026	App-205266		Pickelball Court Yard Signs	55200-3 · Parks - Supplies & Maintenance	-91.50
TOTAL					-91.50
02/24/2026	29749	Fortress Floors		11010-1 · Checking - Prospera (150)	
02/23/2026	12644			55300-7 · Mahler Park Expenses	-3,756.60
TOTAL					-3,756.60
02/24/2026	29784	Harters Fox Valley Disposal		11010-1 · Checking - Prospera (150)	
02/23/2026	1689628			53634-0 · Garbage Collection Expenses	-15,648.40
				53635-0 · Recycling	-4,898.88
TOTAL					-20,547.28
02/24/2026	29785	Josh & Rebecca Schmidt		11010-1 · Checking - Prospera (150)	
02/23/2026	2026001		CPR Recert.	52300-1 · First Resp. Training/Supplies	-495.00
TOTAL					-495.00

Town of Neenah
Check Detail
February 24, 2026

Date	Num	Name	Memo	Account	Paid Amount
02/24/2026	29786	Krist Oil Company		11010-1 · Checking - Prospera (150)	
02/23/2026	555597		January 2026	52210-4 · Fire Dept. Fuel	-130.60
TOTAL					-130.60
02/24/2026	29787	Liberty Square Station		11010-1 · Checking - Prospera (150)	
02/23/2026	2/5/26			52210-4 · Fire Dept. Fuel	-44.88
TOTAL					-44.88
02/24/2026	29788	McMahon Associates, Inc		11010-1 · Checking - Prospera (150)	
02/23/2026	802032		Larsen Rod, Clayton Ave to CTH CB	53314-4 · Hwy -Larsen Rd - McMahon	-695.00
02/23/2026	802031		Oakridge Road, CTH CB Roundabout to...	53314-9 · Hwy - Oakridge Rd - McMahon	-180.00
02/23/2026	942184		Oakridge Rd Project - Storm Sewer Outlet	53314-9 · Hwy - Oakridge Rd - McMahon	-3,456.93
TOTAL					-4,331.93
02/24/2026	29789	Oshkosh Fire and Police		11010-1 · Checking - Prospera (150)	
02/23/2026	199260		Fit test SCBA	52210-3 · Fire Dept Supplies and Repairs	-525.00
TOTAL					-525.00
02/24/2026	29790	Prospera- Visa		11010-1 · Checking - Prospera (150)	
02/23/2026	2/3/2026		Tables for conference room	51810-1 · Maintenance & Operations	-186.21
			AED Supplies - per Osero Request	52300-1 · First Resp. Training/Supplies	-433.16
			quickbooks - monthly payroll	51420-4 · Office Expenses	-129.66
			Annual 1099 Filing	51420-4 · Office Expenses	-104.13
			Fire Chief lunch Fox Crossing and Clayton	52210-3 · Fire Dept Supplies and Repairs	-33.07
			Menards	52210-3 · Fire Dept Supplies and Repairs	-50.88
			Firemanship Conference- Henry, Randy,...	52210-1 · Fire Dept Seminar/Training Fees	-588.03
			book-Emergency Medical Responder - F...	52300-1 · First Resp. Training/Supplies	-143.72
TOTAL					-1,668.86
02/24/2026	29791	SAFEbuilt		11010-1 · Checking - Prospera (150)	
02/23/2026	3311728			52400-0 · Building Inspection	-3,199.76
TOTAL					-3,199.76
02/24/2026	29792	Staples Advantage		11010-1 · Checking - Prospera (150)	
02/23/2026	7008594797			51420-4 · Office Expenses	-92.98
TOTAL					-92.98
02/24/2026	29793	WE Energies		11010-1 · Checking - Prospera (150)	
02/23/2026	0719379367-00004		Mahler Park	55200-7 · Parks - WE Energies	-110.24
			Street Lights	53420-0 · Street Lighting - All Electric	-150.97
			Street Lights	53420-0 · Street Lighting - All Electric	-1,670.64
			S Park Fountain pump LED Lights	55200-8 · Conservancy Park Expense	-16.62
			Franzoi Pavilion	55300-8 · Franzoi Park Expenses	-133.29
				51420-8 · MB Utilities	-1,113.70
			Klompn ct restroom	55200-7 · Parks - WE Energies	-38.70
TOTAL					-3,234.16
02/24/2026	29794	Winnebago Cty. Treasurer		11010-1 · Checking - Prospera (150)	
02/23/2026	33249			53311-4 · Hwy Exp- Plowing	-11,115.89
02/23/2026	33182		2 signs repalced , charge back to drive... 2026 EMABAS	53311-2 · Hwy Exp - Maintenance (Winnebag 52210-3 · Fire Dept Supplies and Repairs	-904.74 -266.00
TOTAL					-12,286.63
02/24/2026	29795	Winnebago Liquid Waste	51610-1	11010-1 · Checking - Prospera (150)	
02/23/2026	218412		Febraury 2, 2026 Pump	51610-1 · Maintenance & Operations	-85.00
TOTAL					-85.00
02/24/2026	29796	zz Robert Kuhlow		11010-1 · Checking - Prospera (150)	
02/23/2026			SWUD Fee waived	6-48324 · Storm Water Utility District	-100.00
TOTAL					-100.00

1:47 PM
02/16/26

Town of Neenah
Check Detail
February 26, 2026

Payroll
Gross = \$ 1800.00
Net = \$ 1773.90

Date	Num	Name	Memo	Account	Paid Amount
02/26/2026	DD2053	Simon, Eli J	Direct Deposit	11010-1 · Checking - Prospera (150)	
			Direct Deposit	52200-0 · Fire Protection - Salaries	-1,800.00
			Direct Deposit	66000 · Nationwide Retirement Expense	-135.00
			Direct Deposit	21520-0 · Nationwide Payable	135.00
			Direct Deposit	65000 · Medicare Taxes	-26.10
			Direct Deposit	21514-0 · Medicare Taxes Payable	26.10
			Direct Deposit	21514-0 · Medicare Taxes Payable	26.10
			Direct Deposit	2110 · Direct Deposit Liabilities	1,773.90
TOTAL					0.00

1:27 PM
02/16/26

Town of Neenah
Payroll Liability Balances
February 16 - 26, 2026

Taxes Payable
Federal = \$ 52.20

	<u>BALANCE</u>
Payroll Liabilities	
Federal Withholding	0.00
Medicare Employee	26.10
Medicare Company	26.10
WI - Withholding	0.00
Medicare Employee Addl Tax	0.00
	<hr/>
Total Payroll Liabilities	52.20
	<hr/> <hr/>

1:27 PM

02/16/26

Town of Neenah
Payroll Transaction Detail
February 16 - 26, 2026

Nationwide

\$135.00

<u>Date</u>	<u>Num</u>	<u>Type</u>	<u>Source Name</u>	<u>Payroll Item</u>	<u>Amount</u>
02/26/2026	DD2053	Paycheck	Simon, Eli J	Nationwide Retirement ...	-135.00
					-135.00
TOTAL					-135.00

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

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.

RESOLUTION 2026-05

FOR TOWN USE ONLY

TOWN ACTION FOR ZONING MAP AMENDMENT
TOWN OF WINNECONNE
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 WINNECONNE.

Owner(s): WINN CTY PLANNING & ZONING
Agent: ROWE, CARY WINNEBAGO COUNTY PLANNING & ZONING DEPT
Parcel No.: 030-
Location of Premises Affected: TOWN WIDE, TOWN OF WINNECONNE

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:

- | | |
|--|--|
| <input type="checkbox"/> Town has an adopted land use plan | <input type="checkbox"/> Town does not have an adopted land use plan |
| <input type="checkbox"/> Action agrees with town land use plan | <input type="checkbox"/> 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 Winchester; **South:** Town of Omro; **East:** Town of Vinland/Oshkosh;
West: Town of Poygan;

THE FOLLOWING INFORMATION HAS BEEN PROVIDED BY THE OWNER/APPLICANT

Describe present use(s): The town is currently in Winnebago County General Zoning jurisdiction

Describe proposed use(s): To remain in Winnebago County General Zoning jurisdiction

Describe the essential services for present and future use(s): N/A

Describe why the proposed use would be the highest and best use for the property: N/A

Describe the proposed use(s) compatibility with surrounding land use(s): N/A

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.

RESOLUTION 2026-06

FOR TOWN USE ONLY

TOWN ACTION FOR ZONING MAP AMENDMENT
TOWN OF BLACK WOLF
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 BLACK WOLF.

Owner(s): WINN CTY PLANNING & ZONING

Agent: CARY ROWE WINNEBAGO COUNTY PLANNING & ZONING DEPT

Parcel No.: 004--

Location of Premises Affected: TOWN WIDE, TOWN OF BLACK WOLF, OSHKOSH

Legal Description:

Current Zoning: Various Zoning Districts

Proposed Zoning: Various Zoning Districts

Explanation: Applicant is requesting to re-establish zoning district 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: City of Oshkosh; South: Fond Du Lac County; East: ; West: Nekimi;

THE FOLLOWING INFORMATION HAS BEEN PROVIDED BY THE OWNER/APPLICANT

Describe present use(s): Properties in the Town of Black Wolf are currently in Winnebago County Shoreland zoning jurisdiction under Chapter 27 of the Winnebago County General Code, which cross-references Chapter 23 of the Winnebago County General Code. Effective April 1, 2026, the cross-referenced Chapter 23 has been removed from Chapter 27 of the General Code.

Describe proposed use(s): The Town of Black Wolf wishes to adopt Winnebago County Chapter 23 Zoning for properties located in shoreland areas as defined by Chapter 23 effective April 1, 2026.

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.

RESOLUTION 2026-07

FOR TOWN USE ONLY

TOWN ACTION FOR ZONING MAP AMENDMENT
TOWN OF VINLAND
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 VINLAND.

Owner(s): WINN CTY PLANNING AND ZONING

Agent: CARY ROWE WINNEBAGO COUNTY PLANNING & ZONING DEPT

Parcel No.: 026--

Location of Premises Affected: TOWN WIDE, TOWN OF VINLAND, NEENAH

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 Neenah, City of Neenah, Town of Clayton; **South:** Town of Oshkosh; **East:** Town of Neenah, City of Neenah; **West:** Town of Winneconne;

THE FOLLOWING INFORMATION HAS BEEN PROVIDED BY THE OWNER/APPLICANT

Describe present use(s): Properties in the Town of Vinland are currently in Winnebago County Shoreland zoning jurisdiction under Chapter 27 of the Winnebago County General Code, which cross references Chapter 23 of the Winnebago County General Code. Effective April 1, 2026, the cross-referenced Chapter 23 has been removed from Chapter 27 of the General Code.

Describe proposed use(s): The Town of Vinland wishes to adopt Winnebago County Chapter 23 Zoning for properties located in shoreland areas as defined by Chapter 23 effective April 1, 2026.

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.

MEMORANDUM

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

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: _____

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, 3rd Floor
 Oshkosh, WI 54903-2808
 (920) 232-3344
 (920) 232-3347 (Fax)

For office use only

Receipt # _____

Application # ADAV-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 1/25/26

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.

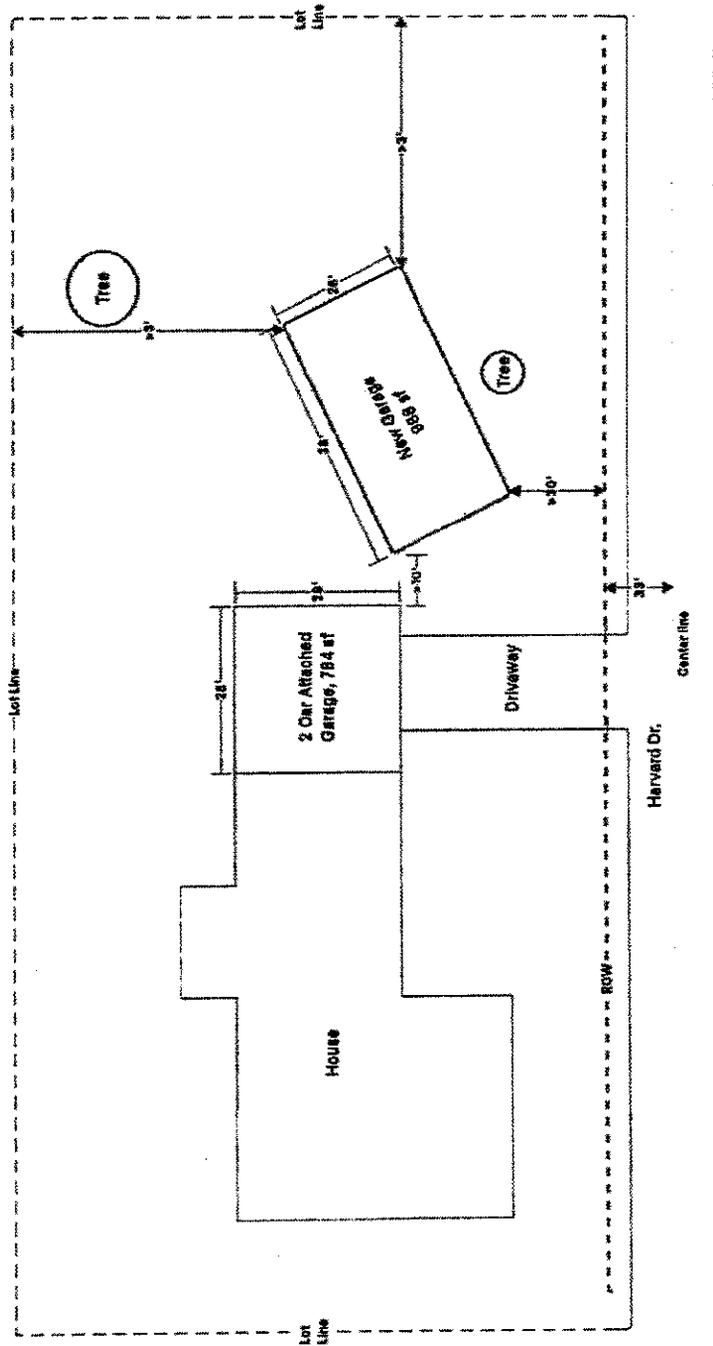
C-1 Describe the proposed project/request:

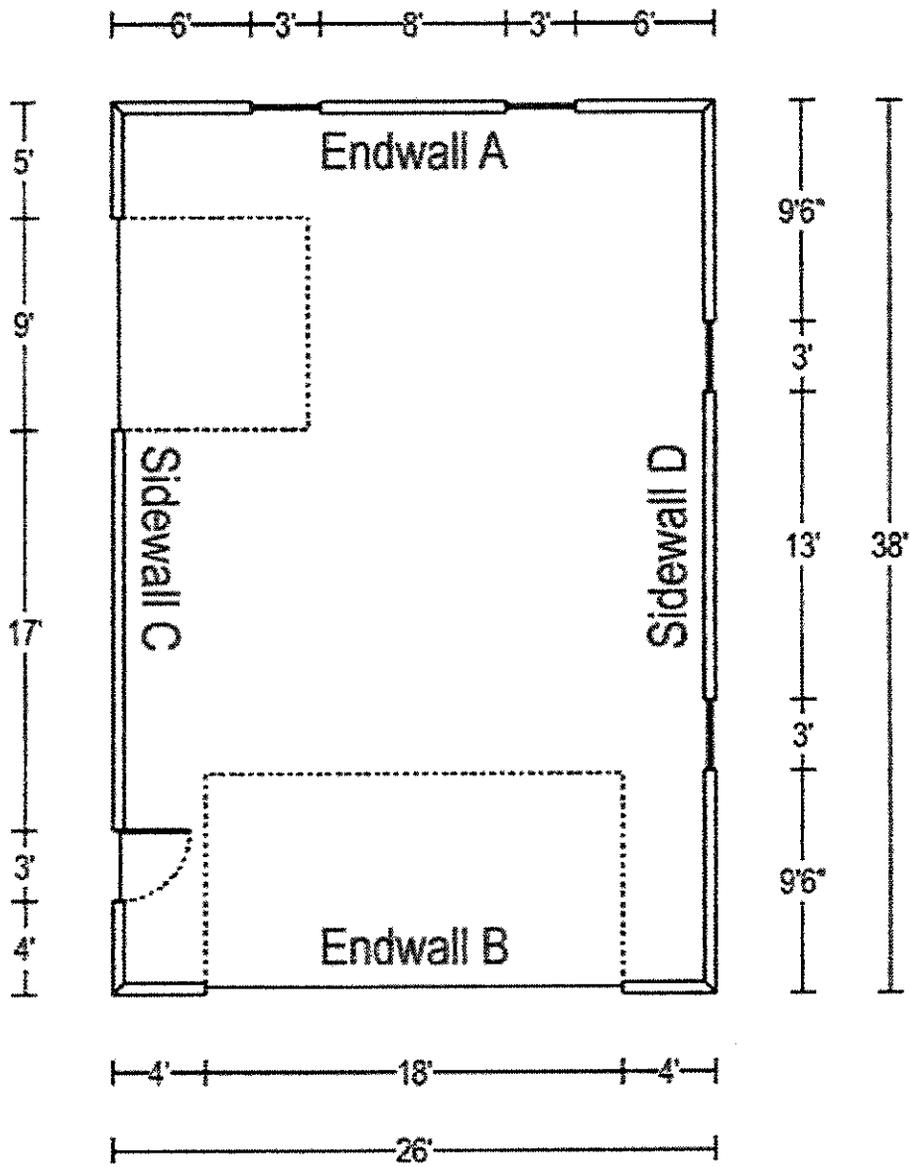
Addition of a detached garage to my adjacent lot (0101513) for extra storage and use.

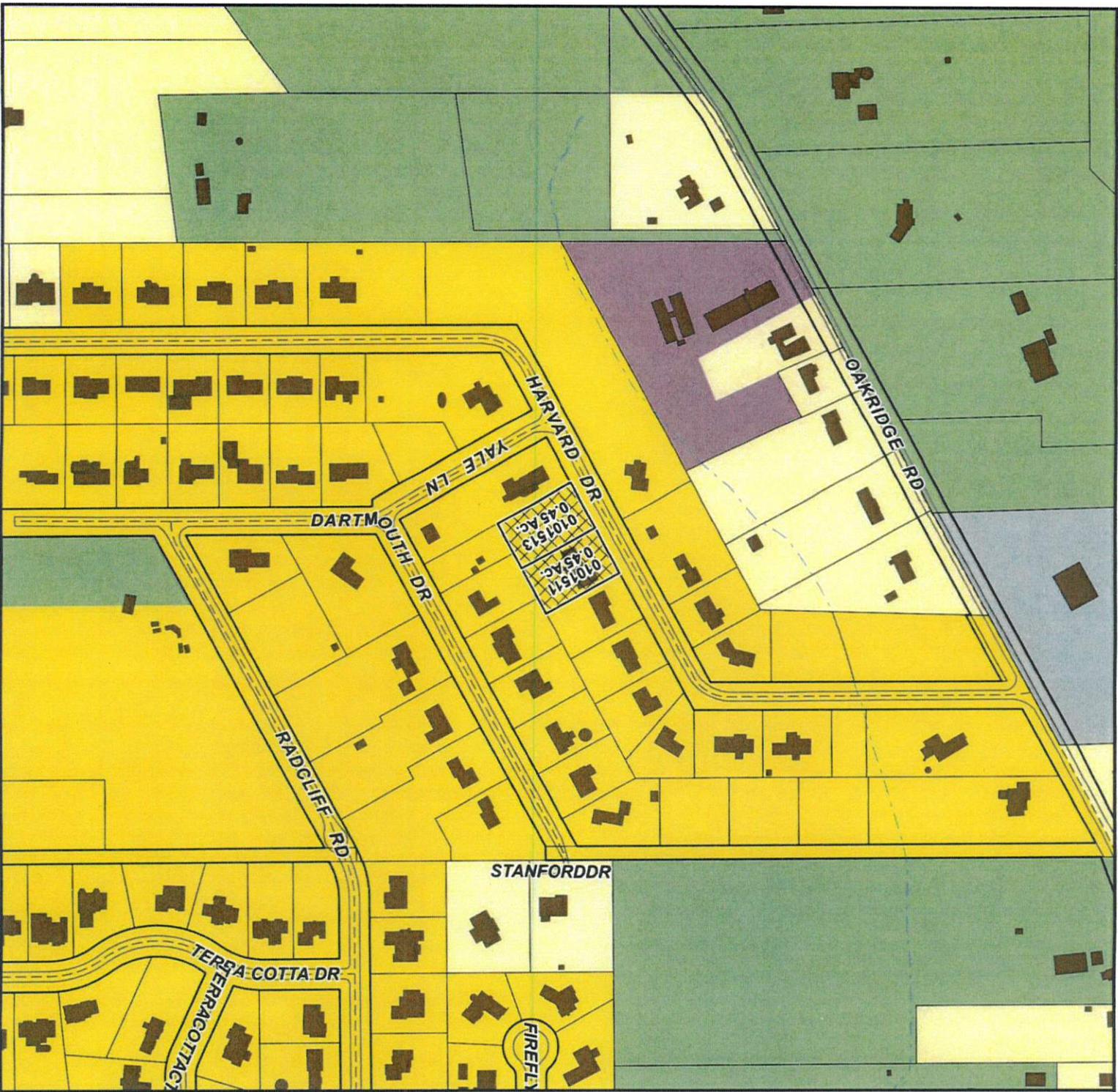
C-2 Provide any information you feel is relevant to your application, including reasons you feel the application should be granted, based upon the following factors that will be considered by the Planning and Zoning Committee:

- (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.





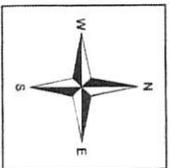


Application #26-SE-01

Date of Hearing:
March 9, 2026

Owner(s):
CHARTRE, CHAD H

Subject Parcel(s):
0101511 & 0101513



Wynnebago County
WINGS Project

Scale

1 inch : 300 feet

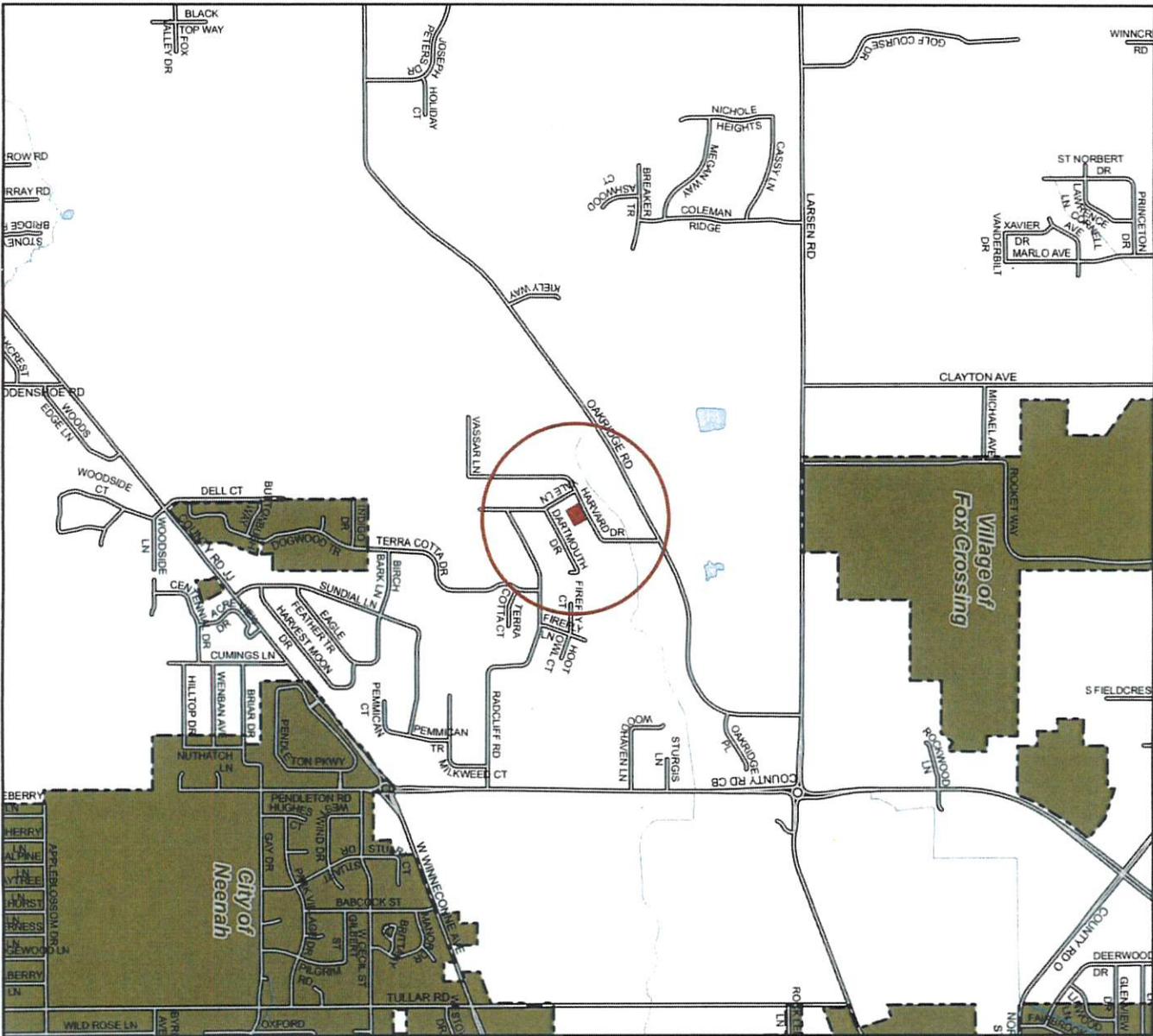
County Zoning Districts

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



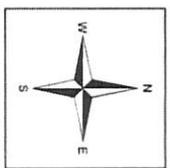
1 inch : 2,000 feet

Application #26-SE-01

Date of Hearing:
March 9, 2026

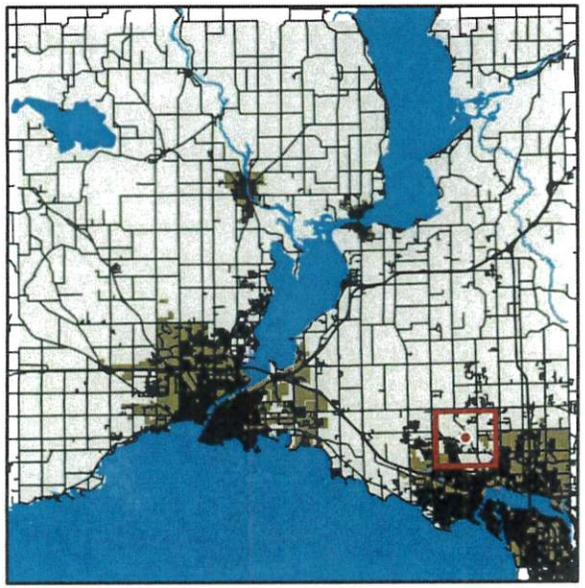
Owner(s):
CHARTRE, CHAD H

Subject Parcel(s):
0101511 & 0101513



Winnebago County
WINGS Project

● = SITE



WINNEBAGO COUNTY

**TOWN OF NEENAH
WINNEBAGO COUNTY, WISCONSIN
RESOLUTION 2026-09**

RESOLUTION: Disallow Claim of Christine and David Zilisch

WHEREAS, a claim was filed by Christine and David Zilisch on February 2, 2026, with the Town of Neenah's Clerks Office; and,

WHEREAS, on the claim alleges vehicle damage due to road conditions, specifically damage the rim on two tires due to potholes on Oakridge Road; and

WHEREAS, the claim was reported to Town of Neenah Board on February 9, 2026 and in consultation with legal counsel and The Horton Group Insurance Company, has determined that there is no legal liability on the part of the Town of Neenah.

NOW THEREFORE BE IT RESOLVED by the Town of Neenah Board of Supervisors that the claim of Christine and David Zilisch, filed on February 2, 2026 is hereby disallowed.

BE IT FURTHER RESOLVED that The Town Clerk is hereby directed to provide notice of this disallowance to the claimant by certified mail, pursuant to Section 893.80 (1g) of the Wisconsin State Statutes.

Dated this 23rd day of February 2026.

TOWN OF NEENAH

By:

Robert Schmeichel,
Town Chairperson

Attest:

Ellen Skerke,
Town Administrator-Clerk-Treasurer