



NEENAH PLAN COMMISSION

**March 30, 2021
4:15 P.M.**

Due to the Public Health Emergency caused by the COVID-19 Pandemic, this meeting will occur at a virtual location accessed by computer or conference call. Committee members and the public should use the following web link/call-in information:

Web Link: <https://global.gotomeeting.com/join/977038373>

Conference Telephone Number: [+1 \(571\) 317-3122](tel:+15713173122)

Access Code: 977-038-373 #

1. Approval of Minutes: **March 9, 2021**
2. Public Appearances (Ten minutes divided among those wishing to speak on topics pertinent to the Plan Commission)
3. Public Hearings: None
4. Action Items:
 - a. **Annexation #221** - County Highway G / Woodenshoe Road - 29.75 Acres
5. Announcements and future agenda items:
 - a. Next Meeting: April 13, 2021

Neenah City Hall is accessible to the physically disadvantaged.
If special accommodations are needed please contact the
Department of Community Development Office
at 886-6125 at least 24 hours in advance of the meeting.

MINUTES OF THE NEENAH PLAN COMMISSION
Tuesday, March 9, 2021
4:15 p.m.

Due to the Public Health Emergency caused by the COVID-19 Pandemic, this meeting occurred at a virtual location accessed by conference call on www.gotomeeting.com

Present:

Mayor Dean Kaufert, Chairman	ABSENT	Gerry Kaiser, Director of Public Works	PRESENT	Nick Piergrossi, Vice Chairman	ABSENT
Kate Hancock-Cooke	PRESENT	Karen Genett	PRESENT	Betsy Ellenberger	ABSENT
Gerry Andrews	PRESENT	Ald. Jane Lang	PRESENT		

Also present:

Brad Schmidt, Deputy Director of Community Development	Chris Haese, Director of Community Development	John Skyrms, 1171/2 W. Wisconsin Ave
Jason Tadych, 201 W. Wisconsin		Brian Safford, Fava Tea Company

Minutes: MSC Andrews/Genett, the Plan Commission to approve the January 26, 2021 meeting minutes. Motion passed.

Public Appearances: John Skyrms thanked Jason Tadych for his proposed development in downtown Neenah and the Community Development Department for their help in bringing this to fruition.

Public Hearings: None.

Action Items:

A. Site Plan Review #4-21 – 330 Stonecrest Court – Change of Use

Fava Tea has applied to use the buildings located at 330 Stonecrest Court as a tea blending and distribution business. The facility will also use the buildings as the company's IT and marketing operations. The subject property is zoned I-1, Planned Business District and this use is a permitted use. The applicant is not planning any site work except parts of the interior of the building.

Staff has reviewed the proposal and site. A handicap accessible stall will need to be added to the parking lot and outdoor storage of material should only occur for a maximum of 24 hours unless the area is screened with a six-foot tall sight tight fence.

MSC Genett/Kaiser, the Plan Commission approves the site plan for a change of use to establish a tea blending and distribution business at 330 Stonecrest Court subject to the conditions of the site plan review letter. All aye. Motion passed.

B. Project Plan Approval #1-21 – 201 W. Wisconsin Avenue – Mixed-Use Development

A request was received from Jason Tadych (201 W. Wisconsin, LLC) to allow the construction of a new 6-story mixed use development that will be located at the corner of W. Wisconsin Avenue and Church Street (Site 1 of the Glatfelter Mill Redevelopment Plan). The proposal includes about 4,000 square feet of business/retail space and 39 apartments with parking completely contained within the interior of the building utilizing a vehicle stacking system. Mr. Tadych explained the specifics of the parking system.

The proposed development conforms to guidelines as set forth in the Master Plan for the Glatfelter Mill Redevelopment Site. The architecture of the building will complement the Plexus Headquarters building, the historic downtown properties and The Plaza at Gateway Park. Construction of the building is scheduled to commence in spring 2021 and occupancy will be planned for summer 2022.

Member Hancock-Cooke asked why the access to parking is not in the back of the property. Mr. Tadych said that there is not room for the access in the back of the building as there is private property to the rear of the building.

Member Kaiser asked about the refuse collection area and how that refuse will be collected. Mr. Tadych explained that there is a trash chute that follows the north stairwell down into the parking structure. There will be a recycling and trash chute. There will be a small overhead door facing the Plexus building. The bins that will collect the trash from the chutes will be rolled through the overhead door and collected there.

Member Genett asked if there will be staff inside the building. Mr. Tadych does not envision a full-time staff person in the building. A property manager will be available for tenants to call with issues.

Member Kaiser asked where the employees of the commercial space will park. Mr. Tadych expects that the employees will park in the general downtown parking system.

Plan Commission Minutes

March 9, 2021

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MSC Hancock-Cooke/Andrews, the Plan Commission recommends Common Council approve Ordinance #2021-04, approving Project Plan Approval #1-21 for the Glatfelter Mill Planned Development District, allowing the construction of a mixed-use development for 201 W. Wisconsin, LLC. All aye. Motion passed.

Announcements and Future Agenda Items:

Next meeting: March 30, 2021.

Adjournment: The Commission adjourned its meeting at 4:40 P.M. MSC Genett/Kaiser. All Aye. Motion passed.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Samantha Jefferson".

Samantha Jefferson
Office Manager, Community Development



MEMORANDUM

DATE: March 30, 2021
TO: Mayor Kaufert, and Members of Plan Commission
FROM: Brad Schmidt, AICP, Deputy Director
RE: Annexation #221 (County Highway G / Woodenshoe Road) – 29.75 Acres

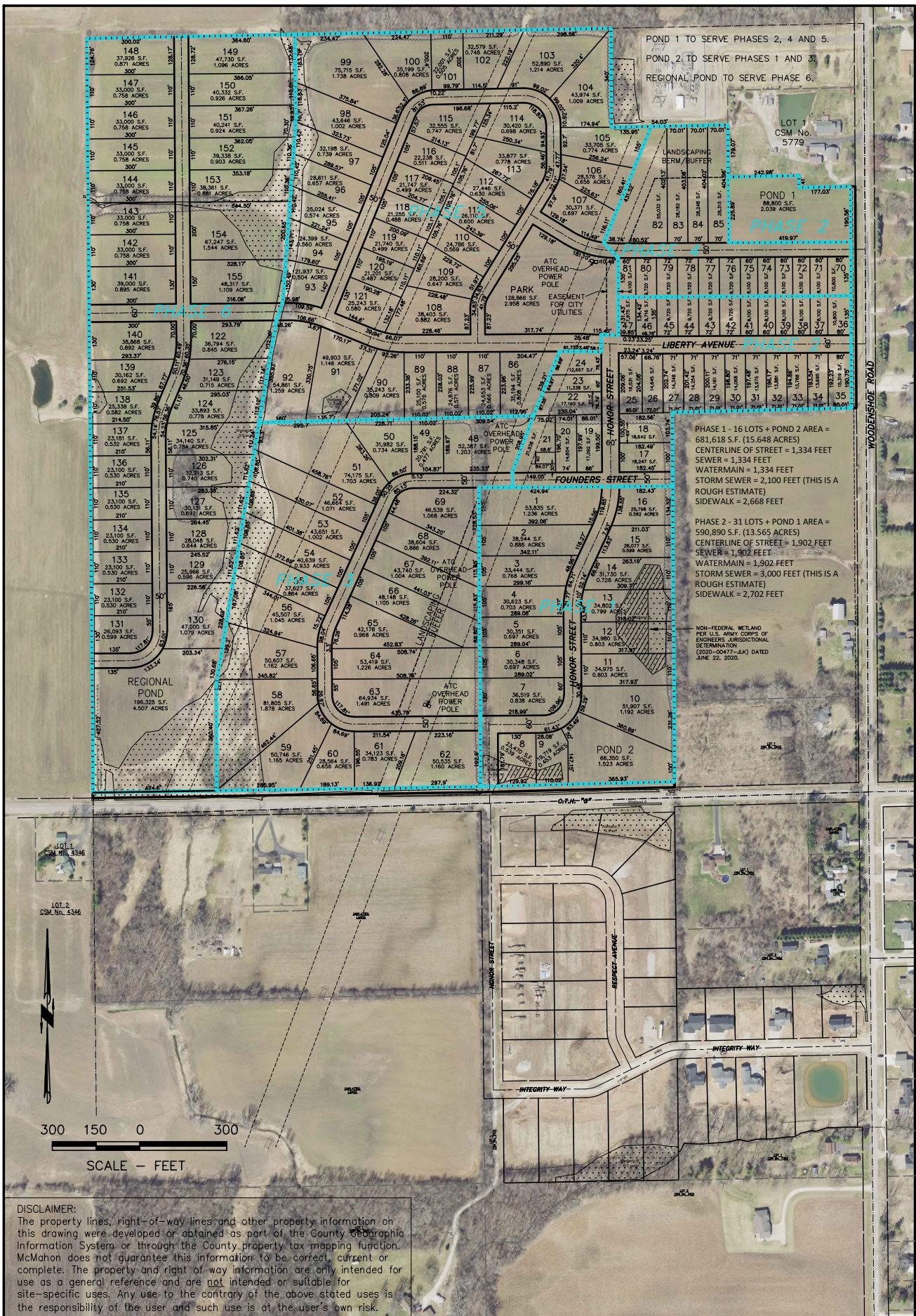
The City of Neenah, under Wisconsin State Statute Sec. 66.0223, is proposing to annex land partially contiguous and partially not contiguous to the City for the purpose developing the first two phases of the County Highway G / Woodenshoe Road concept plan. Since the land is owned by the City, the land does not have to be contiguous to City boundaries. The small 2.7 acre piece of land within the proposed annexation will be a storm water pond which serves part of the development. The 29.75 acres of land is currently undeveloped farmland in the Town of Vinland. The City purchased the subject land and an additional 100 acres adjacent to the subject land to partner in a residential development.

Upon annexation the subject land will become part of the R-1, Single-Family Residence District. The City's Comprehensive Plan Future Land Use Map (2017) currently identifies the annexation area as Residential Neighborhood Investment Area. The proposed use is consistent with the City's Comprehensive Plan.

The Plan Commission's role in reviewing annexation requests is to determine whether the proposed annexation is consistent with established City Plans. Future action items will include review of a certified survey map creating two lots that will be sold to Eternity Construction, LLC and review of a preliminary and final plat for the first two phases of the subdivision. The first two phases of the development will include approximately 47 single-family lots.

Recommendation

Appropriate action at this time is for Plan Commission to recommend Common Council approve Annexation #221 (Ordinance #2021-05) and the property also receive an R-1, Single-Family Residence District zoning classification.

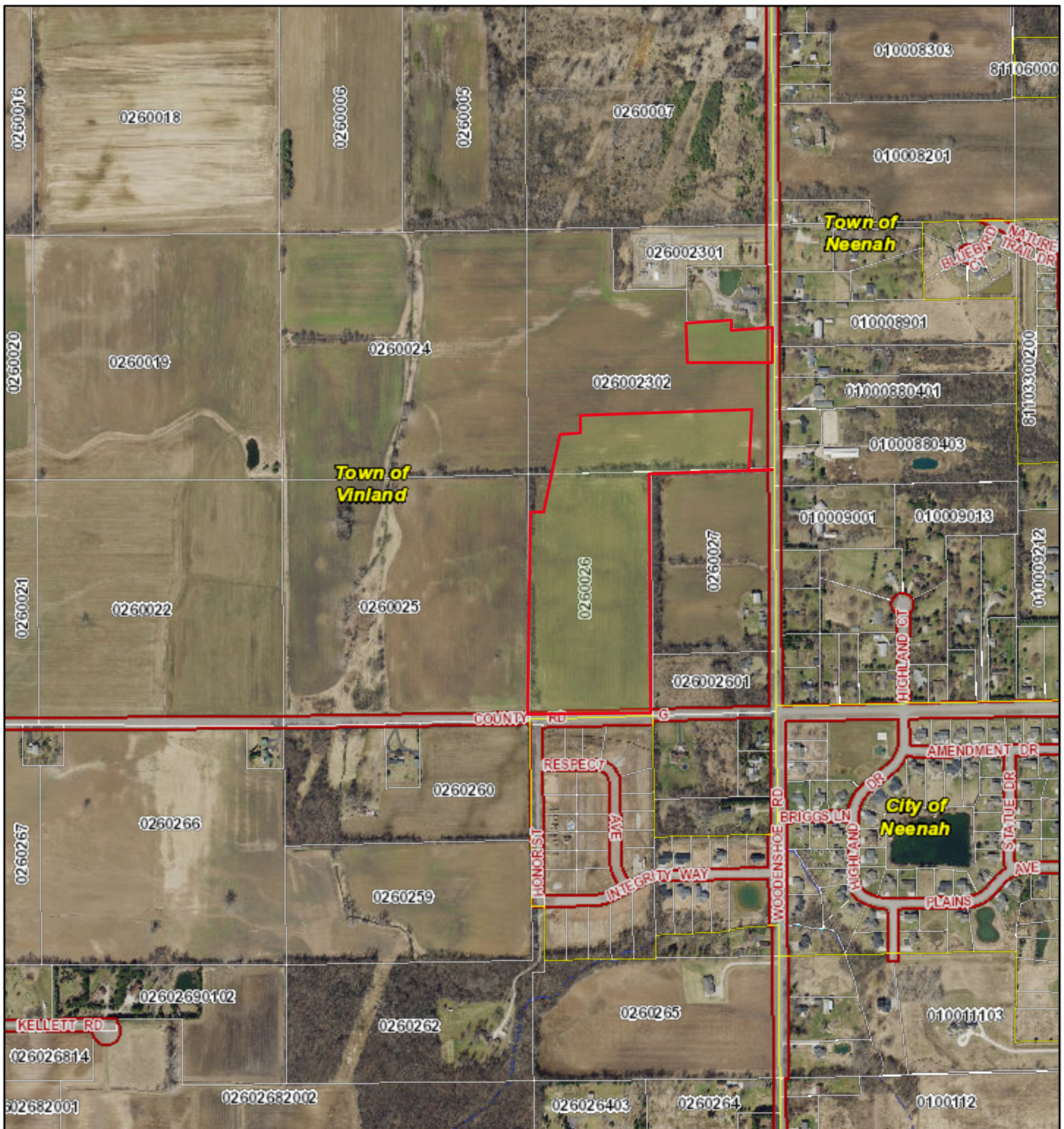


CONCEPTUAL LAYOUT
ETERNITY HOMES LLC PROPERTY
C. OF NEENAH, WINNEBAGO COUNTY, WI

DESIGNED CMK	DRAWN CMK
PROJECT NO. E0408 91800075.00	
DATE JAN. 2021	
SHEET NO. 1	

McMAHON
McMAHON ASSOCIATES, INC.
1445 McMAHON DRIVE NEENAH, WI 54956
Mailing: P.O. BOX 1025 NEENAH, WI 54957-1025
PH 920.751.4200 FX 920.751.4284 MCMGRP.COM

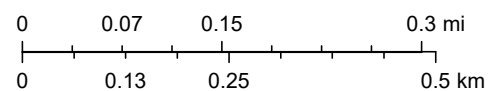
Annexation Map



3/22/2021, 8:40:11 AM

1:9,145

- | | |
|--------------------------------------|------------------------------------|
| Adjacent Counties | Navigable - Permanent (checked) |
| Lakes, Ponds and Rivers | Navigable - Intermittent (checked) |
| Navigable Waterways | |
| Navigable - Permanent (unchecked) | Navigable - Stream (checked) |
| Navigable - Intermittent (unchecked) | Tax Parcel Boundary |
| Navigable - Stream (unchecked) | Road ROW |
| | Municipal Boundary |



Winnebago County GIS, Imagery Date: April 2020



211 Walnut Street
Neenah, WI 54956

AN ORDINANCE: By the Neenah Plan Commission
Re: Annexing – City of Neenah owned property
located in the Town of Vinland along County
Highway G and Woodenshoe Road to the City
of Neenah.

ORDINANCE NO. 2021-05

Introduced: _____

Committee/Commission Action: _____

AN ORDINANCE

The Common Council of the City of Neenah, Wisconsin, do ordain as follows:

Section 1. Pursuant to Section 66.0223, Wis. Stats., the following described territory partially contiguous to the City of Neenah and partially not contiguous, but said land meets requirements under Section 66.0223(1), Wis. Stats, and presently in the Town of Vinland, be and the same hereby is, annexed to the City of Neenah, and the corporate limits of said City are hereby extended so as to include the following described property and shown on the attached Exhibit A:

Section 2. A part of Lot 2 of Certified Survey Map No. 5779 as recorded in Volume 1 of Certified Survey Maps on Page 5779 as Document No. 1368620, located in the Northeast 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Southeast 1/4 of Section 1 and a part of the Southeast 1/4 of the Southeast 1/4 of Section 1, Township 19 North, Range 16 East, all in the Town of Vinland, Winnebago County, Wisconsin containing 1,296,078 square feet (29.754 acres) of land and being more fully described as follows:

Commencing at the Southeast corner of said Section 1; thence S88°18'14"W, 666.88 feet along the South line of the Southeast 1/4 of said Section 1 to the Southeast corner of the West 1/2 of the Southeast 1/4 of the Southeast 1/4 of said Section 1 and the Point of Beginning; thence continue S88°18'14"W, 666.87 feet along said South line to the Southwest corner of the Southeast 1/4 of the Southeast 1/4 of said Section 1; thence N00°24'51"W, 1135.77 feet along the West line of the Southeast 1/4 of the Southeast 1/4 of said Section 1; thence N89°35'51"E, 115.90 feet; thence N20°21'13"E, 208.94 feet; thence N22°09'06"E, 304.16 feet; thence N89°39'18"E, 36.88 feet to the start of a 530.00 radius curve to the right; thence 26.48 feet along the arc of said curve with a chord distance of 26.48 feet which bears S88°54'50"E; thence S87°28'58"E, 115.42 feet; thence N00°20'42"W, 131.43 feet; thence N89°39'18"E, 720.00 feet to Point "A"; thence S00°20'42"E, 387.21 feet parallel with and 130.00 feet Westerly of the East line of the Southeast 1/4 of said Section 1 to the South line of Lot 2 of said Certified Survey Map No. 5779; thence S88°35'37"W, 537.57 feet along said South line to the Northeast corner of the West 1/2 of the Southeast 1/4 of the Southeast 1/4 of said Section 1; thence S00°22'45"E, 1324.46 feet along the East line of the West 1/2 of the Southeast 1/4 of the Southeast 1/4 of said Section 1 to the Point of Beginning.

AND

Commencing at the above described Point "A"; thence N00°20'42"W, 185.00 feet to the Point of Beginning; thence S89°39'18"W, 339.96 feet; thence N00°20'42"W, 225.88 feet to the Southwest corner of Lot 1 of said Certified Survey Map No. 5779; thence N88°52'53"E, 242.98 feet along the South line of said Lot 1; thence S00°20'42"E, 41.00 feet along the South line of said Lot 1; thence N88°52'53"E, 194.02 feet along the South line of said Lot 1 to the Southeast corner thereof and the West right-of-way line of Woodenshoe Road; thence S00°20'42"E, 190.78 feet along the East line of Lot 2 of said Certified Survey Map No. 5779 and said West right-of-way line; thence S89°39'18"W, 97.00 feet to the Point of Beginning.

Section 3. Annexation area is proposed to be zoned R-1, Single-Family Residence District upon annexation.

Section 4. That the limits of the Third Aldermanic District in the City of Neenah are hereby extended in such manner as to include said territory.

Section 5. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 5. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Adopted: _____

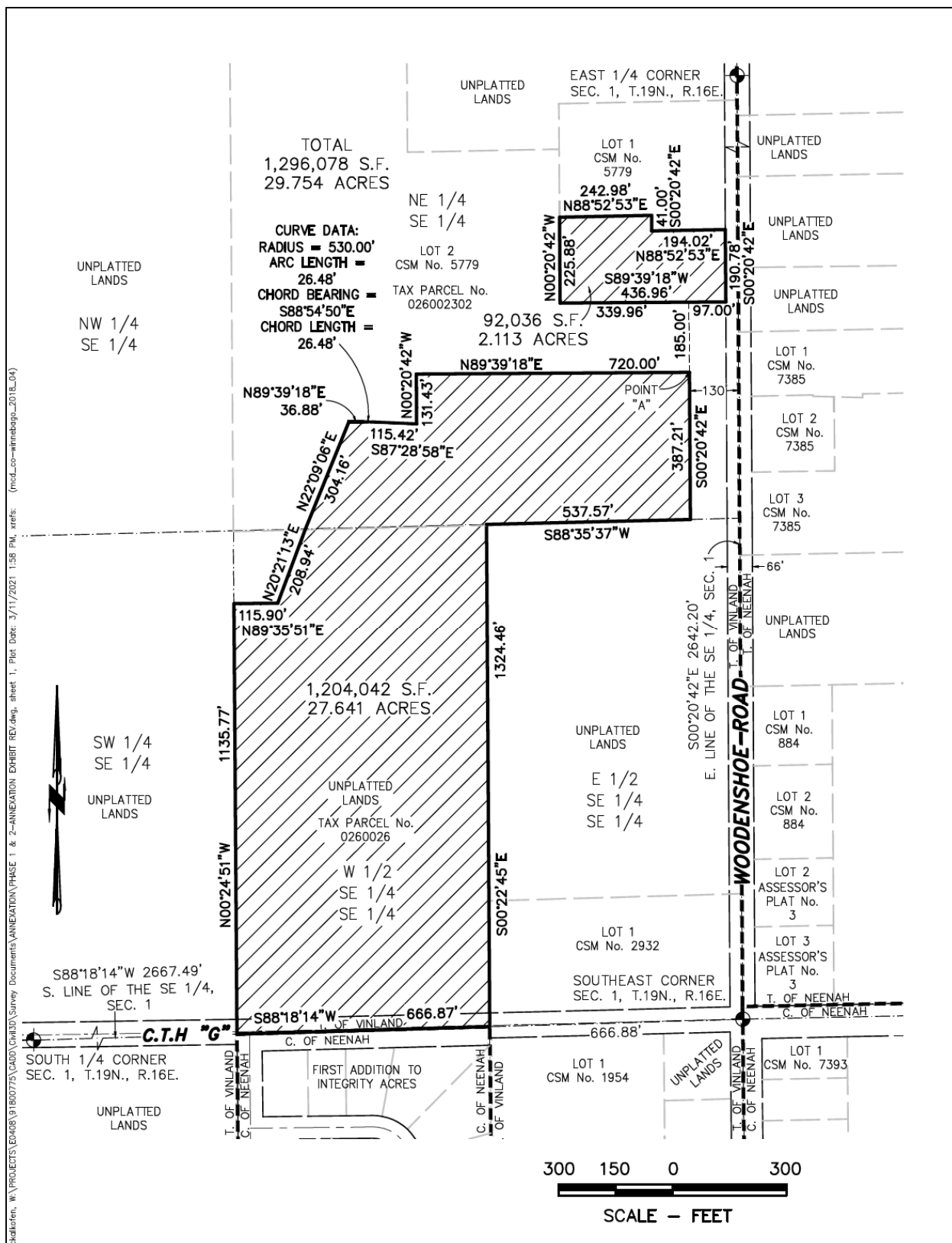
Published: _____

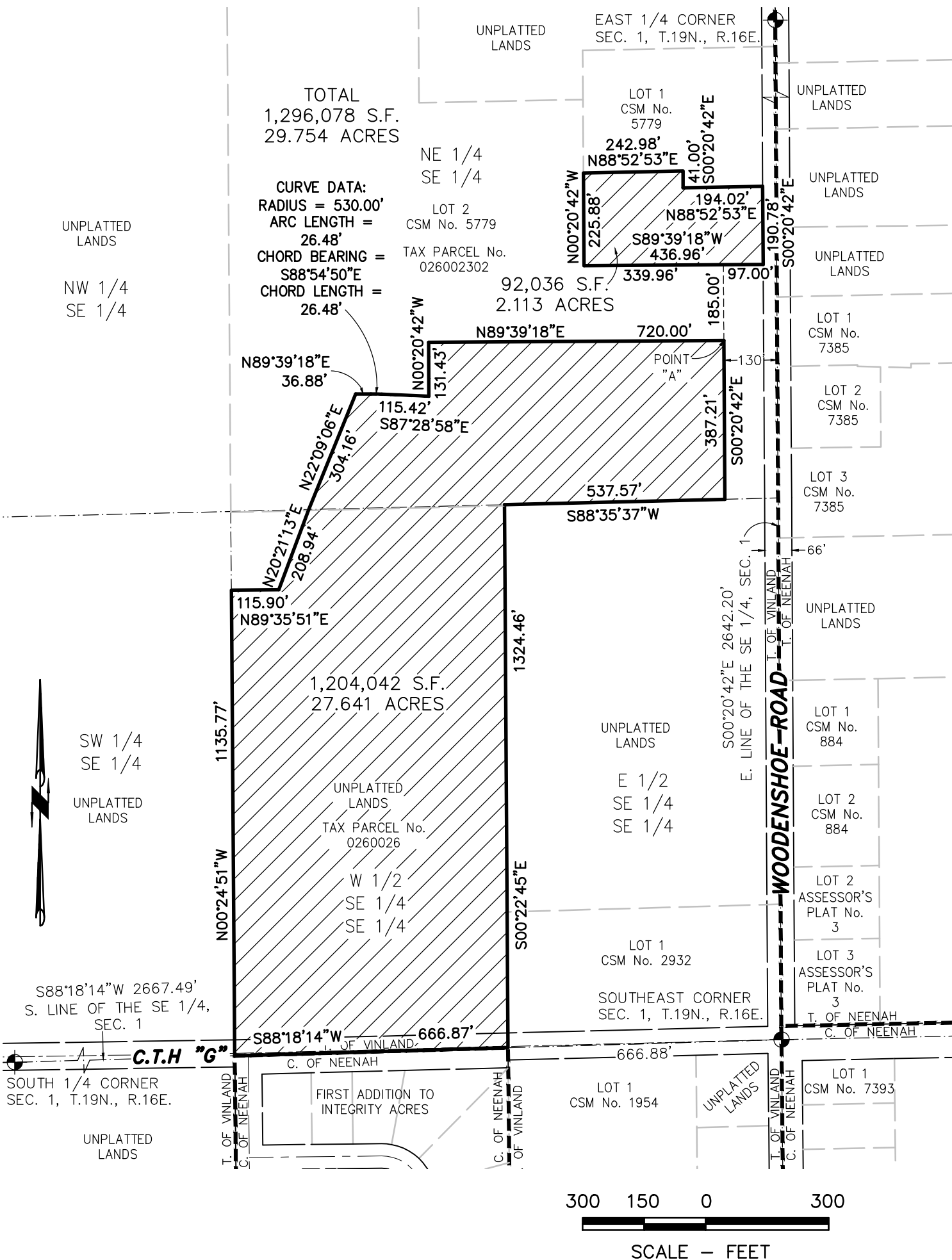
Approved:

Dean R. Kaufert, Mayor

Attest:

Stephanie Cheslock, Deputy City Clerk





DESCRIPTION OF LANDS TO BE ANNEXED TO THE CITY OF NEENAH

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