

**MINUTES OF THE NEENAH PLAN COMMISSION**  
**Tuesday, April 13, 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](http://www.gotomeeting.com)**

**Present:**

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

**Also present:**

Brad Schmidt, Deputy Director of Community Development	Chris Haese, Director of Community Development	John S kyrms, 1171/2 W. Wisconsin Ave
Rachael Eiting, Administrative Assistant	Tim Wittmann	Travis Tennesen
Sam Winterfeldt	Tom Lemkuil, Community Living Solutions	

**Minutes:** MSC Piergrossi/Kaiser, the Plan Commission to approve the March 30, 2021 meeting minutes. Motion passed.

**Public Appearances:** None.

**Public Hearings:** None.

**Action Items:**

**A. Site Plan Review - 2461 Progress Court – Building Addition**

XDS Holdings, Inc., has submitted a site plan for a building addition located at 2461 Progress Court.

XDS (Xeric Web Drying Systems) is a company in the Southpark Industrial Center which manufactures drying, curing, plate cleaning, and ink management systems for the printing industry. The business operates at 2461 Progress Court on the northwest corner of Progress Court and Jensen Road. The applicant is proposing to construct a 12,500 square-foot building expansion along the north property line and additional parking along the south portion of the proposed building expansion. The applicant recently consolidated parcel number 02-1344 and 02-1343 into one parcel which is now approximately 3.0 acres in size.

The building addition will be located on the north side of the property and along the west side of the existing building and will be 12,500 square feet in size. The new building will be about 26 feet in height which is slightly taller than the existing building. The building will be constructed with metal paneling which is consistent with the existing building.

**MSC Lang/Kaiser, the Plan Commission recommends the approval of the site plan for 2461 Progress Court subject to the Site Plan Review letter comments. All aye. Motion passed.**

**B. Mahler Farm PDD Project Plan – 1585 Lyon Drive – Building Addition**

Valley VNA Health Systems, Inc., has submitted a request to construct a building addition onto their existing facility located at 1535 Lyon Drive.

The subject property is located south of the Lyon Drive and Bell Street intersection along the east side of Lyon Drive. The property currently consists of four separate parcels. A CSM was recently approved to consolidate the four parcels into two parcels with a combined area of about 7.4 acres. Land east of the subject site is mostly undeveloped land in the Town of Neenah. Land north, south, and west of the subject site include a variety of uses including Morton Pharmacy, medical office buildings, and an assisted living facility. All of this land, including the subject property, is located within the Mahler Farm Planned Development District (PDD).

The Mahler Farm PDD was created as a way to develop the area into high quality residential, retail and office neighborhood. The PDD Master Plan identifies this area as appropriate for Office/Residential uses including health care facilities, independent and assisted living, and office facilities. The Valley VNA provides assisted living, in-home care, and other health services.

The proposed building addition is approximately 13,000 square feet in size and will be located along the northeast portion of the existing building. The building will include new residential living units as well as common resident space as described on the architectural plans. The building will be located 10 feet from the north property line and exceed the rear yard and front yard building setbacks. The exterior materials of the proposed building addition will match the materials on the existing building including vinyl

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siding, brick and glass. Landscape plantings will be placed around the proposed building's exterior to match existing landscaping on the site.

Mayor Kaufert inquired about the driveway in the location where the building addition is proposed. Tom Lemkuil answered that the existing patio and pathway would be removed and this addition would be put in its place.

Commissioner Hancock-Cooke inquired about further building plans for the remainder of the land. Mr. Lemkuil answered there are no additional plans at this time.

Commission Member Genett offered that this business is a non-profit offering an excellent service to the community and it is a great resource for the citizens of Neenah.

**MSC Genett/Lang, the Plan Commission recommend the Council approve the Mahler Farm PDD project plan #1-21 for Valley VNA Health Systems Inc., located 535 Lyon Drive. All aye. Motion passed.**

## C. Site Plan Review - 116 S. Commercial Street – Patio

The Department of Community Development has received a request from Lion's Tail Brewing Company to construct an outdoor patio and extend their liquor license premise area to include said patio.

Lions Tail Brewing Company, located at 116 S. Commercial Street, is proposing to construct a patio connected to the south side of the building with access to the patio via a doorway along the south side of the building. The width of the proposed patio is 8' 1.5" and 65' in length. The patio also extends along the east side (rear) of the building with a length of approximately 23' 6" and width of 5' 2.5". The patio will accommodate 13 tables and 33 seats.

The applicant is also proposing to extend their liquor license premise area to include the outdoor patio area. The applicant has an existing outdoor patio on the east side of the building which was approved in 2017. Under Municipal Code Sec. 4-106 outdoor Service/Beer Gardens, liquor license holders can request to extend their premise area outdoors on private property or within the public right-of-way. Each option has specific requirements. The proposed patio is mostly located on private property, but partially encroaches onto the Doty Avenue right-of-way.

Member Genett inquired about setting a precedent for other businesses wanting to encroach on city property. Deputy Director indicated that due to the unique features of this particular property (exceptionally wide sidewalk allowing for 6' passage beyond the requested patio) the possibility of another such proposal is remarkably low.

Mayor Kaufert asked about the need for liability insurance since the patio would encroach onto City right-of-way. Deputy Director Schmidt indicated that the revocable occupancy permit will require the property owner show proof of liability insurance.

**MSC Piergrossi/Lang, the Plan Commission recommend the Council approve the Site Plan for the Outdoor Patio at 116 S. Commercial Street (Lion's Tail Brewing Company) subject to the approval of a Revocable Occupancy Permit. All aye. Motion passed.**

## Announcements and Future Agenda Items:

Next meeting: April 27, 2021.

**Adjournment: The Commission adjourned its meeting at 5:00 P.M. MSC Kaiser/Lang. All Aye. Motion passed.**

Respectfully Submitted,



Rachael Eiting  
Administrative Assistant, Community Development

Report