

**MINUTES OF THE NEENAH PLAN COMMISSION**  
**Tuesday, November 26, 2019**  
**4:15 p.m.**

**Present:**

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

**Also present:**

Brad Schmidt, Deputy Director of Community Development	Cassandra Kohls, Administrative Assistant Community Development	Lauri Asbury, 234 Limekiln Dr, Town of Neenah
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**Minutes:**

**MSC Kaiser/Andrews to approve the October 8, 2019 meeting minutes. All Aye. Motion passed.**

**MSC Kaiser/Andrews to approve the November 12, 2019 meeting minutes. All Aye. Member Piergrossi and Member Hancock-Cooke abstained. Motion passed.**

**Public Appearances:** Mayor Kaufert opened for Public Appearances. Lauri Asbury (234 Limekiln Dr., T. Neenah) addressed the Plan Commission. She indicated she was a representative of the Neenah School District and was nominated to fill the open position on Plan Commission. It wasn't clear if she was able to serve on the Commission as she resides in the Town of Neenah. She apologized for not attending prior meetings. She expressed interest in representing the school district.

Mayor Kaufert explained the Neenah School District has an interested representative who resides in the City. This representative was unable to attend this meeting but will be informing the School District President of their acceptance of the open position and will be appointed to the position at the next meeting.

**Public Hearings:** None.

**Action Items:**

**A. Rezoning – 708 Monroe Street – R-2 to R-1 District (Ord. No. 2019-27)**

Deputy Director Schmidt provided an overview explaining the applicant purchased the subject property and razed the home located on it. The applicant intends to consolidate the property into one lot. As code prohibits dual zoning, the applicant is requesting to rezone the property to R-1, Single-Family Residence District.

Member Andrews spoke in favor of the rezoning. He inquired about zoning surrounding the subject. Deputy Director Schmidt indicated the zoning is R-2 to the north. Single family use makes the most sense for this site.

Mayor Kaufert indicated the street is being redone. He inquired about the street assessment.

Director Kaiser indicated R-1 and R-2 zoning are treated the same.

**MSC Piergrossi/Kaiser, Plan Commission recommends to Common Council approve of Ordinance No. 2019-27 rezoning 708 Monroe Street to the R-1, Single-Family Residence District.**

**All Aye. Motion passed.**

**B. Rezoning – 1515 S. Commercial Street – R-1 to C-1 District (Ord. No. 2019-28)**

Deputy Director Schmidt provided an overview. The applicant is proposing a rezoning of this site to C-1, Commercial District. The property contains an existing single family residence. C-1, Commercial District allows for a variety of uses. The zoning request is consistent with the City's Comprehensive Plan 2040 Future land use designation. Deputy Director Schmidt acknowledged the concern for the type of use for this site. He indicated protections could be in place to require a buffer yard to protect the neighborhood.

Mayor Kaufert indicated one neighbor raised concern about a fence issue. He asked if anything could be done to prevent the construction of an apartment building.

Deputy Director Schmidt indicated the limiting could be done in density/size, bufferyard standards and the stormwater pond requirements.

Mayor Kaufert inquired if any use of this site would have stormwater requirements. Deputy Director Schmidt indicated yes. He indicated the potential buyer has no interest in building apartments. He owns an adjacent business and would be exploring options for a retail strip center or other commercial uses.

Member Hancock-Cooke expressed traffic concerns. Deputy Director Schmidt indicated he is aware of those concerns. Staff would work with the applicant to address those concerns in the future.

Ord. No. 2019-27

Plan Commission Minutes

November 26, 2019

Page 2

Ord. No. 2019-28

Mayor Kaufert indicated in his discussion with the owner a car wash was discussed as a possible use. He expressed concern that there are two other car washes in close proximity. The other two car washes may not survive the competition. He is concerned that the city no longer has a say in the use once the property is rezoned. As long as the use is allowable, we cannot restrict it.

Member Piergrossi indicated that this may allow for a redevelopment opportunity.

Deputy Director Schmidt indicated we look at a range of uses. There may be a special use of this property which means Staff would look at that use as it fits with the neighborhood.

Member Hancock-Cooke inquired about other cities that restrict uses. Deputy Director Schmidt could not speak to that. He was aware that some have higher design standards.

Mayor Kaufert indicate affluent communities may have design standards such as masonry facade. He noted the Village of Shorewood as an example.

Member Andrews indicated long range planning identified this site as Commercial. Deputy Director Schmidt indicated that the applicant wants to utilize the site for some commercial use. Residential is not the highest and best use of the land.

**MSC Lang/Kaiser, Plan Commission recommends Common Council approve Ordinance No. 2019-28 rezoning 1515 S. Commercial Street to the C-1, General Commercial District.**

**All Aye. Motion passed.**

**C. Preliminary Plat – Castle Oak VI**

Deputy Director Schmidt provided an overview of the 33 lot Preliminary Plat for Castle Oak VI. The development will connect Cavalry Lane from the north to the south. The first phase was platted in 2004. Stormwater has already been installed. The lots in this plat are smaller than the 5<sup>th</sup> Phase, around 9,700 square feet.

Member Piergrossi inquired about the convention for the street naming. Deputy Director Schmidt explained it was originally one street which was difficult from an addressing perspective.

Mayor Kaufert expressed his concern about the lack of sidewalks in the Plat.

Deputy Director Schmidt explained that sidewalks were not planned however there is an area through the middle of the plat where a sidewalk could be installed running west to east. At the time the development began, we did not require sidewalks.

**MSC Kaiser/Hancock-Cooke, Plan Commission recommends Common Council approve the Preliminary Plat of the Castle Oak VI Subdivision.**

**All Aye. Motion passed.**

REPORT

**Announcements and future agenda items:**

Next Plan Commission meeting is scheduled for December 10, 2019.

**Adjournment: The Commission adjourned its meeting at 4:40 P.M. MSC Lang/Kaiser. All Aye.**

Respectfully Submitted,



Cassandra Kohls  
Administrative Assistant, Community Development