

MINUTES OF THE NEENAH PLAN COMMISSION
Tuesday, May 12, 2020
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	Betsy Ellenberger	PRESENT
Gerry Andrews	PRESENT	Ald. Jane Lang	PRESENT		

Also present:

Brad Schmidt, Deputy Director of Community Development	Cassandra Kohls, Administrative Assistant Community Development	Scott Smith - Smith Automotive Inc. 2513 Bishops Ln
Ald. Cari Lendrum		

Minutes: MSC Ellenberger/Kaiser to approve the April 28, 2020 meeting minutes. All Aye. Motion passed.

Public Appearances: None.

Public Hearings: Mayor Kaufert opened the Public Hearing for the Special Use Permit for 521 S. Commercial Street – Truck and Trailer Rental and Special Use Permit for 112 Langley Boulevard. No one spoke on either items. The applicant, Scott Smith (Smith Automotive, Inc.) may have been experiencing technical issues. Mayor Kaufert recited the telephone call-in number for the applicant and encouraged him to call to connect to the meeting.

Action Items:

1. Special Use Permit – 521 S. Commercial Street – Truck and Trailer Rental

Deputy Director Schmidt displayed a site plan of the subject site. He explained the owner began renting U-Haul trucks and trailers in 2019, without obtaining appropriate approvals. Since 2018, City Zoning Code requires truck and trailer rental uses to obtain a special use permit in the C-1, General Commercial District.

The applicant is proposing to store and display 3 rental trucks on the north end of the site and 2 trailers along the south end of the site.

Deputy Director Schmidt explained U-Haul rental places have popped up at several locations around the city. The city would like control over where they are located. Plan Commission should consider the following findings when deciding on a special use: off street parking met on the site, storage won't cause on site traffic issues, and buffer the use from on street visibility. As the current landscaping on the site is not in conformance with the Zoning Code, Staff recommends installation of a 6-foot tall, sight-tight fence along the west property line and a 10-foot wide landscaping strip along S. Commercial Street.

Member Piergrossi raised concern about the truck and trailers taking up the parking on the site. Deputy Director Schmidt indicated if the applicant adheres to the location on the site plan, there will be more than enough parking on the site and minimal off street parking.

Member Andrews raised concern about the 6-foot fence as the residences would overlook the fence. He questioned whether the paved area on the site extended to the property line.

Deputy Director Schmidt indicated there is already a barrier (metal rope) in place which provides some buffer for residents. He explained that surrounding residents within 200-feet of the site were mailed a letter and no one responded.

Member Andrews expressed his desire for trees in the currently paved area.

Director Kaiser inquired about the number of units on the site plan. Is that number fixed or can it be adjusted?

Deputy Director responded that he will not measure the trucks that they proposed. U-Haul submitted the site plan. He wishes to be somewhat flexible. He advised that the Plan Commission can impose a limit on the number of trucks allowed on the site.

Ald. Lang expressed concern. She indicated the site does not appear to have space for more than three trucks.

Member Piergrossi inquired about the enforcement mechanism. Deputy Director Schmidt indicated staff would enforce based on the conditions of the Special Use Permit.

Member Hancock-Cooke inquired whether Plan Commission needed to limit the trucks at this point. Deputy Director Schmidt responded that limitations could be given for the number of trucks and trailers, as well as location, based on the submitted site plan.

Ald. Lang explained her concerns about the business model. She inquired whether three trucks were their optimal amount.

REPORT

Deputy Director Schmidt indicated he has not heard that they needed more than three trucks. He suggested citing a specific number and location.

MSC Lang/Piergrossi, Plan Commission finds that the proposed use meets the findings of fact for a Special Use Permit (Sec. 26-48) and recommends Common Council approve a Special Use Permit for a truck and trailer rental sales business located at 521 S. Commercial Street subject to the conditions of the Approval Letter and based on the submitted site plan. The use shall have no more than 4 rental trucks on the north end of the site and 3 trailers along the south end of the site. All Aye. Motion passed.

2. Special Use Permit – 112 Langley Boulevard – Wholesale Vehicle Sales

Deputy Director Schmidt explained the subject site was most recently used for overflow storage for Smith Automotive which is located at 1115 S. Commercial Street. The applicant still holds a retail license. The applicant is proposing to use the subject site primarily for wholesale used vehicle sales and service/detail of those vehicles. Retail vehicle sales use would be secondary to wholesale use. Auto repair would be specific to wholesale vehicles. The subject site was previously used for manufacturing. The applicant is proposing frontage landscaping. Two existing gravel driveways would be converted to asphalt.

Deputy Director Schmidt displayed the proposed site plan. Vehicles would park on the east property line and customers would park along the building. Landscape buffering would be on the east and north property lines. A fence would be on the remainder of the perimeter. The applicant will plant arborvitae on the southeast and northwest corners of the site.

Member Piergrossi asked about lighting and signage. Deputy Director Schmidt indicated the sign face would be replaced on the existing freestanding sign. The wall sign from their existing building will be relocated to the building on the subject site. Lighting for the site would remain the same.

Ald. Kaiser inquired about how the vehicles would be delivered to the site.

Applicant, Scott Smith (Smith Automotive Inc.) indicated a single car trailer would deliver vehicles to the site. In addition, drivers from the auto auction would drive vehicles to the site. No large car haulers would be used.

Mayor Kaufert indicated currently Smith Automotive is leasing to another car dealer. Mayor Kaufert expressed that he would like to see the subject site maintained. He complimented Mr. Smith on the appearance of his current property.

Scott Smith (Smith Automotive, Inc.) expressed that he would include a contingency in the lease agreement requiring property maintenance.

REPORT

MSC Ellenberger/Andrews, Plan Commission finds that the proposed use meets the findings of fact for a Special Use Permit (Sec. 26-48) and recommends Common Council approve a Special Use Permit for a wholesale and retail used vehicle sales business located at 112 Langley Boulevard subject to the conditions of the Approval Letter. All Aye. Motion passed.

Discussion Items: None.

Announcements and Future Agenda Items:

Next Plan Commission meeting is scheduled for May 26, 2020.

Adjournment: The Commission adjourned its meeting at 4:45 P.M. MSC Piergrossi/Ellenberger. All Aye. Motion passed.

Respectfully Submitted,



Cassandra Kohls
Administrative Assistant, Community Development