

MINUTES OF THE NEENAH PLAN COMMISSION
Tuesday, June 11, 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	NJSD Representative	ABSENT	Karen Genett	PRESENT
Gerry Andrews	ABSENT	Ald. Jane Lang	PRESENT		

Also present:

Brad Schmidt, Deputy Director of Community Development	Cassandra Kohls, Administrative Assistant Community Development	James Godlewski, City Attorney
Chris Haese, Director of Community Development	Members of the Pubic (refer to attached Meeting Attendance Record)	James Merten, Traffic Engineer

Minutes:

MSC Piergrossi/Lang to approve the April 9, 2019 meeting minutes. All Aye. Motion passed.

Mayor Kaufert called the meeting to order at 4:20 p.m.

Public Appearances: Mayor Kaufert opened for Public Appearances. No one commented. Mayor Kaufert closed Public Appearances.

Public Hearings:

- 1. Special Use Permit - 2680 Marathon Avenue - Religious Institution (Mosque).** Mayor Kaufert opened the Public Hearing.

Deputy Director Schmidt provided an overview of the applicant's (Fox Valley Islamic Society) request for a Special Use Permit to construct a place of worship (Mosque) on property located at 2680 Marathon Avenue. The proposed building will replace the applicant's existing facility located in the Town of Neenah. The applicant has owned the proposed site since 2008. The site was described as 7 acres, undeveloped land zoned R-1, Single-family Residential. The proposed development would be located along the west 3 acres of the property with the remaining acreage remaining undeveloped at this time.

Land north and west of the subject property includes single-family residences, while land to the south includes the Castle Oak Park and a city-owned stormwater facility. Agricultural and to the east is located in the Town of Neenah. Deputy Director Schmidt presented a map of the subject property footprint.

The majority of religious institutions in the city are located in R-1 districts. Deputy Director Schmidt indicated landscaping standards apply. He provided an overview of the frontage landscaping, interior landscaping and bufferyard landscaping to protect the residential uses from glare from lights, visual encroachment and transmission of noise and screening requirements.

The proposed building is 7,760 square feet in area and has a 25-foot wall height and 45-foot peak height. The maximum height of the two minarets is 55 feet. The Church of Jesus Christ of Latter-Day Saints (115 Castle Oak Drive) has a similar height to the proposed building. The site plan includes future additions, however, these additions are not being approved as part of this special use permit request.

The proposed site plan adheres to the required developments standards. The setbacks were described as front yard of 193-feet, side yard setbacks of 87-foot north and 180 foot-south, and 476-foot rear yard setback. The maximum worship occupancy is 360 people, therefore a maximum of 90 off-street parking stalls were required. The proposed plan includes 90 parking stalls and 4 handicap accessible stalls (94 total stalls). Parking lot lighting was not proposed at this time but would require Plan Commission approval prior to installation.

Stormwater will be managed via the stormwater pond that was designed to accommodate the stormwater from this property. The parking lot will include catch basins to collect and direct stormwater to the stormwater facility. Water and sewer utilities are sufficiently sized to serve this use.

Deputy Director Schmidt indicated he researched the impact of the proposed use on the surrounding property values over the past 5 years and did not find a negative impact on property values nor did he see a decrease in development potential. The Church of Jesus Christ of Latter-Day Saints was constructed in 2003. All adjacent lots have been built upon and sold at assessment ratios typical to market.

Deputy Director Schmidt discussed the potential traffic impact. He felt the use will have a minimal impact on traffic within the neighborhood. At the current location, the maximum number of cars that visit the site range between 10-35 during typical hours and 30-50 during Ramadan. Deputy Director Schmidt displayed a traffic chart showing the estimated trips per day.

Mayor Kaufert clarified that this is not a rezoning of the property. The proposed use is an allowable use within the R-1, single family district. There are multiple churches within the R-1 District in the city.

Plan Commission Minutes

June 11, 2019

Page 2

Member Piergrossi inquired about the lighting plan. Deputy Director Schmidt clarified that there is no exterior lighting in the plan. The applicant would be need to obtain Plan Commission approval before installing any exterior lighting.

Ryan Christensen (1035 Sande St) indicated the physical concerns have been met and there is no reason not to approve the special use permit.

Joel Schlachtenhaufen (1368 Wedgewood Lane) expressed his gratitude to the Fox Valley Islamic Society for their involvement in interfaith gatherings and presented a letter dated June 11, 2019 to Plan Commission. (Exhibit II)

Craig Luczak (2442 Maple Grove Drive) presented a packet of information for the Plan Commission expressing his concerns. (Exhibit I)

Cindy Huxtable (2533 Bishops Lane) spoke in favor of the Mormon Church in her neighborhood and indicated their presence brought value to her neighborhood.

Don DeCristofaro (324 Castle Oak Drive) expressed his concerns with traffic due to the Park on the corner of Marathon and County G.

Jim Dehne (2668 Cavalry Lane) Stated the applicant will be able to build the mosque. His concerns are with the location of the proposed building being on a site that could be used for tax-bearing homes. He felt this would be a buffer between the park and residential areas.

Conrad Pusse (708 Treyburn Ct, Village of Fox Crossing) stated his home abuts property occupied by a Lutheran church and school. He described the church as a blessing and indicated there were no impacts to his property value.

Stephanie Heise (256 Fort Drive) expressed her concerns regarding proximity of the future addition area to her home. She expressed concern about the wetland area between her home and the proposed building. She expressed concern regarding the height of the building.

Erich Lisser (2533 Marathon Avenue) questioned the impact this development would have on home values as he indicated many home values have gone up in the past 5 years. He expressed traffic and noise concerns.

Piersen Bowwan (2685 Cavalry Lane) expressed traffic speed concerns. He asked to see the future state of the traffic. He questioned if an outdoor speaker system would be part of the plan.

Mohammad Rashid (1410 S. Midpark Dr., Appleton) indicated he has been a member over the past 40 years. He has not experienced any neighbor complaints at the facility's current location. Most people will continue to use County G to access the proposed building. The building is being built for long term use and he has no indication of large growth. There were will be no street parking.

Steve Albertson (2660 Marathon Avenue) inquired about the time fame of construction.

Rebecca Skowronski (260 Fort Drive) expressed her concern for the existing trees on the subject site.

Andrew Soderberg (2427 Bruce St) indicated his home faces the Church of Jesus Christ of Latter-Day Saints. He is in favor of living without close neighbors and described his neighborhood as quieter due to less homes.

Spencer Parulski (264 Fort Drive) questioned the statistical inferences provided by Deputy Director Schmidt and felt there are many market factors, construction code changes, etc. that may impact the statistics.

Rev. Tabitha Gallatin (1355 Green Acres Lane) indicated her church (Gloria Dei) is situated with wonderful neighbors. She spoke in favor of the planned development.

Kevin Foat (2638 Marathon Ave) expressed drainage concerns and indicated the drainage pond is too small. He indicated the ditch on County G is not large enough to accept the current amount of water and the system backs up. He has a storm drain on this property. At times water will come out of the storm drain and flood his yard.

Mayor Kaufert closed the Public Hearing for the Special Use Permit – 2680 Marathon Avenue at 5:35 p.m.

2. Street Name Change – Oak Street and Peckham Road – E. Peckham Street. Mayor Kaufert opened the Public Hearing.

Milred Wolter (573 Peckham Road) spoke in support of the street name change as the current address created difficulty and

Plan Commission Minutes

June 11, 2019

Page 3

confusion when paying her utility bill.

Mayor Kaufert closed the Public Hearing for the Street Name Change – Oak Street and Peckham Road – E. Peckham Street.

Action Items:

1. Special Use Permit – 2680 Marathon Avenue – Religious Institution (Mosque)

Mayor Kaufert indicated the traffic expectation would be 1-round trip per day. If this site included 25 residential lots, the trip generation for a single family home would be 10 trips per day per lot. For 30 residential lots, this would mean 300 trips per day.

Deputy Director indicated an engineering manual was used to determine the estimated trips per day. The total trips generated by this use at peak hour would not be significantly different than if the land was developed as single-family houses. In addition, Marathon Avenue was designed to handle much higher traffic levels than it does today. Due to the proximity to County Highway G, most of the traffic would enter the site from County Highway G to Marathon Avenue on the south.

Mayor Kaufert inquired about an outdoor speaker system. Deputy Director Schmidt indicated there was not an outdoor speaker system in the proposal.

Akhtar Sultan (W5434 White Clover Circle, Appleton) introduced himself as the Vice President of the Fox Valley Islamic Society. He indicated there will be no external speaker system.

Mayor Kaufert inquired about the existing wetland. Deputy Director Schmidt indicated there is an old drainage district on the east side of the site. There is no intent to level or grade. The intent is to leave this area "as-is".

Deputy Director Schmidt addressed the building height concerns. As the building is 87 feet from the property lines it will not cast a shadow on to the neighboring properties. The height is similar to other religious and school buildings in the R-1 District.

Mayor Kaufert inquired about the time frame for construction. Deputy Director Schmidt indicated the applicant intends to begin fundraising. The applicant has one year to obtain building permits before the special use permit would become null and void.

Bill Aubrey (Bayland Builders – 3323 Bay Ridge Rd, Oneida) introduced himself as the architect for the proposed project. He indicated they plan to begin construction in September 2019 and complete the project in 9-12 months. They plan to remove trees in the footprint of the proposed building/parking lot. They do not plan to remove trees to the east of the building site.

Mayor Kaufert inquired about property values. Deputy Director Schmidt indicated he reviewed sales over the past 5 years and did not see a lower assessment to sale ratio which would call for future review. He consulted with the City Assessor as well.

Deputy Director indicated he followed the statutory and municipal guidelines. Notices were mailed to the surrounding property owners and a notice was printed in the Post Crescent.

Mayor Kaufert inquired about storage for the site. Deputy Director Schmidt indicated a shed up to 200 square feet would be allowed on the site, anything larger than that would be reviewed by staff and determination made whether Plan Commission review is needed..

Deputy Director Schmidt indicated he worked closely with the Traffic Engineer to determine a single driveway was better for safety. Based on their findings, there are no concerns that the future use would be unable to handle the capacity. The city continues to address traffic speed in this area. He would like to explore options to increase the safety and efficient use of the park.

Mayor Kaufert indicated he would explore the safety of the park in the future. He indicated he has allocated dollars in the CIP to allow for safe access to parks.

Mayor Kaufert inquired about the stormwater pond. Director Kaiser explained the stormwater plan was developed in Castle Oak Phase 2 to include the area north of Fort Drive, industrial park, Cavalry Lane, Marathon Avenue to Fort to Grassy Lane. The stormwater plan did not assume the subject site would remain a meadow. The stormwater sizing is adequate. He will keep an eye on the maintenance. Director Kaiser explained drainage from the stormwater pond flows through a ditch line to County G. There is an emergency overflow above the outflow which can dam up and overflow due to how this is plowed. They may need to adjust how the pond drains into County G. To address drainage along County G the City will work with Winnebago County. To address the culvert sizing they can rerun calculations to make sure the driveways are not creating any dams or choke points.

Member Hancock-Cooke inquired about restrictive covenants that may prohibit a storage shed on the site. Attorney Godlewski

Plan Commission Minutes

June 11, 2019

Page 4

indicated any covenants would have been included in the recorded Plat of the Subdivision. The City does not enforce covenants.

Angela Smith (2684 Cavalry Lane) indicated she received the notice regarding this meeting on Friday which did not leave her much time to prepare. She expressed her concerns for children's safety due to heavy equipment maneuvering on and off the site during the 9-12 month construction phase of the project. She raised concern that she was not notified that a mosque would be built here when she purchased her home in 2017.

Mayor Kaufert indicated the city could request that the construction equipment come into the site off of County G. Message board signage could also be utilized during the construction phase. Mayor Kaufert explained realtors can request real property information from the city.

Member Genett indicated realtors are required to warn their clients of adverse conditions. Just because a religious organization owns a piece of land does not mean they will build on it. She cautioned that defining a mosque as an 'adverse condition' would look like bigotry.

MSC Genett/Hancock-Cooke, 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 religious institution located at 2680 Marathon Avenue subject to the following conditions:

- 1. Any and all future additions/expansions, changes/additions of other uses, or an expansion of the existing use must be approved through an amendment to the Special Use Permit.**
- 2. If building permits are not obtained within one year, the Special Use Permit shall be considered null and void.**
- 3. All site plan review comments shall be addressed prior to the issuance of building permits.**

All Aye. Motion passed.

Mayor Kaufert indicated the applicant is willing to make changes/improvements. If a use is an allowable use, it is an allowable use. He hears the traffic concerns. He would like to make sure the parks are safe to get to. He wants this use to make the least amount of impact to the neighborhood.

2. Street Name Change – Oak Street and Peckham Road – E. Peckham Street

Traffic Engineer, James Merten, provided an overview of the background and reasons for the street name change. He displayed a map of the affected corridor which includes Whitenack Plat, Heller Plat, and Pheasant Run Plat.

MSC Kaiser/Lang, Plan Commission recommends Common Council approve Resolution No. 2019-13 amending the name of Peckham Street, Oak Street Road, and Peckham Road located in the Whitenack Plat, Heller Plat, and Pheasant Run Plat, respectively, to East Peckham Street.

All Aye. Motion passed.

Announcements and future agenda items:

Next Plan Commission meeting is scheduled for June 25, 2019.

Adjournment: The Commission adjourned its meeting at 6:20 P.M. MSC Piergrossi/Kaiser. All Aye.

Respectfully Submitted,



Cassandra Kohls
Administrative Assistant, Community Development

REPORT

RES. NO. 2019-13

EXHIBIT I

6/10/2019

My name is Craig and I am here to express my concerns regarding the proposed construction on the site of 2680 Marathon Avenue. I am speaking on behalf of my family and the countless families that share this neighborhood. This is where we live, work, and our children play. I have read the city zoning by-laws, the site owner's proposal and have found discrepancies and concerns. Has full disclosure been provided for this facility? Are these plans being rammed through the process without due diligence being completed and all issues being addressed, including all of the citizens South of Parkwood Dr., East of Industrial Dr. and West of Commercial Street?

1. Reference Exhibit "A" and "B", the memo from Brad Schmidt dated June 6th, 2019 – **Insufficient Parking** - From the FVIS website this phase, calls for "a capacity of 360-person men's and 150-person women's prayer spaces, as well as a children's area..."
 - Is the children's area a prayer space as well? If so, those seats need to be added.
 - Excluding the children's area/seats?, there are 510 "seats" combined for men and women. Per the memo parking needs to have 1 stall per 4 seats. $510 \div 4 = 127.5$ rounded to 128. $128 - \text{proposed } 94 \text{ stalls} = 34 \text{ stalls short (at a minimum)}$
 - What about overflow parking? Where? City streets?
 - What is the future estimate growth of FVIS?
 - The initial proposal of 7,760 sq. ft. is only the first phase of this project. What is phase 2, 3, 4, etc.? What additional "seats" are there? What are the impacts on the local subdivisions, facility parking, traffic, etc?

2. Reference Exhibit "A" and "C" – **Traffic** – The yellow highlighted area has yet to be developed by finishing the road from Calvary Lane, connecting to Fort Dr., and finishing at Stout Lane. This stretch will add approximately 40 additional single family residences plus the 10 vacant lots still off of Wallace Ave and Stout Ln. With limited access into the subdivision from both directions on Marathon Ave. and the additional residences traffic flow will be increased as compared to its current state.
 - Programs offered by FVIS include Madrasa (Monday through Wednesday), Sunday School, Monthly and Annual gatherings, 30 day Ramadan, "Under the tent", and other programs.
 - Curb to curb on Marathon Street is 38.1 feet as compared to 40.1 feet at the Church of Jesus Christ of Latter-day Saints on Castle Oak, which has zero residential driveways by the multiple entrances.
 - How does a facility at this location with one drive way in/out not cause any traffic hazards or congestion with all of the programs listed above? This includes County G both directions and Marathon at the southern end.
 - From reference.com,
 - a. the width of an average SUV ranges from 69 to 79.4 inches
 - b. the width of an average sedan is just under 73 inches
 - c. Side-view mirrors add up to 10 inches to the overall width.From autotrader.com - A car's width is defined as its widest point without its mirrors.
 $222 \text{ in (18.5 feet)} - 79 \text{ in (car width)} - 79 \text{ in (car width)} = 64 \text{ in (no mirrors)}$
 $\text{Qty } 4 \text{ mirrors} \times 9 \text{ inches wide} = 36 \text{ inches}$
 $64 \text{ in (width remaining)} - 36 \text{ inches (mirrors)} = 28 \text{ in}$
 $28 \text{ in} / 3 \text{ gaps in between the 4 cars with all mirrors in line} = 9.33 \text{ inches for spacing.}$
These measurements do not include any people pulling trailers up to 101 inches in width.

Scenario – two parked cars across the street from one another, two moving cars approaching from opposite directions at 25MPH (50MPH closure rate), this leaves 9.33 inches, if equidistant, between the two parked cars and the two moving cars with the alignment of all side mirrors. My question is what do you think is going to happen? One if not both cars are going to slow down in order to safely

6/10/2019

maneuver through the parked cars. Let's add to this scenario, what if there is inadequate parking at the facility, now everyone will park on the city streets. What happens in the picture below if both sides of the streets are lined with cars from County G all the way to the roundabout at Fort Dr.? In either case this will cause traffic hazards and/or congestion.



- - What is the future estimate growth of FVIS?
 - Reference <https://fox11online.com/news/local/neenah-mosque-wants-to-move-to-new-location>: "Coulibaly tells FOX 11 the busiest days would be Fridays around 1 p.m. and traffic would be smaller than an average church that holds service on a Sunday."
Reference Exhibit A - What about all of the other programs that Coulibaly has failed to mention? It is not just Friday around 1 p.m., but Sunday through Wednesday as well, excluding events.
3. Reference Exhibit "D" – **Safety for local children** – The red highlighted area is a blind spot for children/pedestrians on the sidewalk with the potential of cars not being able to see them.
- Not only for myself, but deeply concerned with the safety of all the neighborhood children that frequent the city park on the corner due to increased traffic.
 - Reference <https://fox11online.com/news/local/neenah-mosque-wants-to-move-to-new-location>: "...would be in between a busy playground and homes."
 - In the above scenario with Marathon Ave lined with cars on both sides of the streets, a numerous children playing on the sidewalk / driveway, what if a child suddenly comes flying out of the driveway on a bicycle and a car is coming along. This creates a situation of not being able to properly identify and avoid the child. The line of sight along with the blind spots is an accident waiting to happen.
4. Reference Exhibit "A" and "D" – **Noise Abatement** – Western Edge of property well addressed
- Is there enough noise abatement for the houses on Fort Dr. (North edge of property) and the adjacent house (2660 Marathon)?
 - What is the Wudu' Station Speaker System? Is that Indoor or Outdoor or Indoor/Outdoor?
 - The fence and trees appear to end somewhere along the property of 256 Fort Dr. What about the screening and noise abatement for the houses to the East (232 to 252 Fort Dr.)?
5. Reference Exhibit "B", "C", and "E" – **Storm Water** – Per the memo, the City-owned stormwater pond is to accommodate the stormwater from this facility.
- Revisit storm water runoff. Was the addition from Calvary Lane to Stout Lane taken into consideration?
 - Current photographs of property show cattails growing to water thigh-high deep. This leads to the stormwater retention pond does not have sufficient holding capacity along with enough drainage out of the pond.
 - Has the WI DNR conducted an inspection of the property? To determine what is/isn't wetlands?
 - The following soil survey classifies this land as somewhat poorly drained to poorly drained.

6/10/2019

6/10/2019

EXHIBIT "E"

Soil Survey Information			Interactive Map	
Symbol	Name	Drainage Class	Permeability Class	Hydrologic Group
MaA	Manawa silty clay loam, 0 to 3 percent slopes	Somewhat poorly drained	II	D
Pu	Poygan silty clay loam, 0 to 2 percent slopes, occasionally ponded, drained	Poorly drained	II	C/D

Soil survey information courtesy of Winnebago County GIS – Parcel Profile Report for 80216870000

6. Reference Exhibit "D" – **Accessory Use** – Current plan doesn't show any storage type area
 - What is the plan for storage of ladders, yard equipment, etc.?
 - The following picture is from their current facility.



One final thought before I close, since the facility is designed for 3 acres, what if this facility is built on the corner of Commercial St. and Castle Oak. This location would provide multiple entrances to the east and south. It would significantly decrease traffic on the bottleneck on County G and the length of Marathon. It would mitigate the safety risk of all the children and parents that frequent the city park. There would be minimal impact on the number of residences. It also would alleviate the majority of the potential drainage issues down by Fort Dr. and Marathon.

For the reasons of safety, traffic, and infrastructure issues, I recommend that the facility not be issued a special use permit to build on the Marathon site. I wish them well in finding a property better suited for their expansion. Thank you everyone for your time.

6/10/2019

FVIS New Masjid

📍 7201 J22 7th St contact@foxvalleyislamic-society.org

Quick Links



Exhibit A

Search...

Menu

Home FVIS New Masjid Services About Us

FVIS New Masjid



Donate

Donate via PayPal or Credit Card

Donate

More Ways to Donate

Please write CHECKS payable to F
Valley Islamic Society and mail to:

103 Kappell Drive, Neenah, WI 5

Tax ID: 391267341

History of Current Mosque:

Fox Valley Islamic Society (FVIS) was founded in the early 1970s, which was the first community of Muslims in Northeast Wisconsin. It has grown from about ten (10) families to around 100 families today. In recent years, our community has grown as Muslim refugees from Syria, Iraq, Afghanistan, India, Pakistan and the Democratic Republic of Congo have settled in the region, particularly in the city of Oshkosh. The current mosque, built to serve the needs of the original community of the 1970s, was designed and sized like a modest house—and it has been expanded once to accommodate the growth of our community. It can now host about 100 people for Jumu'ah prayer. On occasion, especially during Ramadan and at special events, attendance exceeds capacity. At these times, men fill the prayer space ordinarily reserved for women, and women must sometimes pray outside the musalla.

The current building is located in a rural area (Town of Neenah). Thus, there is no municipal water and sewer. The building is often overcrowded during Ramadan Iftar and we have always rented outside facilities to host Eid prayers. In addition, as the building continues to age, repair and maintenance concerns increase each year. While our community size has outgrown our facility, Alhamdulillah, we continue to make the best possible use of our building to serve Muslims and non-Muslims in the area.

In addition to offering Salat five times daily and providing for the needs of the community members and the recent influx of our Muslim refugee brothers and sisters, we also host Sunday school/ Madrasa on Monday, Tuesdays and Wednesdays; and monthly community gatherings, during which we occasionally host speakers. FVIS is also deeply involved in the Fox Valley community at large, endearing us to our neighbors and, Alhamdulillah, building strong community connections and a positive reputation for Muslims among our neighbors. For example, FVIS is an active member of ESTHER, a respected local interfaith social justice nonprofit. Also, for nearly twenty years, FVIS has organized the largest annual interfaith gathering of the Fox Cities. Our annual not-to-be-missed event has come to be called "Under the Tent," since we host it in a large, rented tent—as participation exceeds the capacity of our current mosque by hundreds of people. Our community is well known in the area. We are appreciated as "good neighbors," and we intend to do more to serve our brothers and sisters, as well as our neighbors. We believe that a new mosque will be instrumental toward our goal.

Current Plan:

The long-term plan is to construct a mosque that can host all of our functions, an Islamic charter school, and a dedicated space to host youth meetings and activities inshallah. Toward that goal, our initial objective is to complete a first-phase construction.

foxvalleyislamicsociety.org/fvis-new-mosque/

1/2

YA YB YC YD YE YF YG

YI YJ YK

YM YN YO

1912
 11/11

ABOUT FOX VALLEY ISLAMIC SOCIETY

FVIS was the first community of Muslims in Northeast Wisconsin. We have grown from about ten families in 1970 to more than 100 families today. In recent years, refugees from Syria, Iraq, India, Pakistan, Afghanistan and the Congo have settled and joined our community. The current mosque, built to serve the needs of the early community, was designed and sized like a modest house. It has been expanded once to accommodate community growth, and can now host about 100 people for Jum'ah prayer. However, during Ramadan and special events, attendance exceeds capacity, men fill the prayer space ordinarily reserved for women, and some worshippers overflow from the musallah. Our current building is located in a rural area without municipal water or sewer. As the building ages, repair and maintenance grow more difficult and costly. While our community size has outgrown our facility, Alhamdulillah, we continue to make the best possible use of our building to serve our community.



FVIS location and primary population served

FUTURE MASJID

Goals

- Accommodate growing population
- Increase education and outreach activities



Features

- **First floor:** 360-person men's prayer space, office, library, elevator
- **Mezzanine:** 150-person women's prayer space, children's area
- **Basement:** Kitchen, school space, activity room



PROGRAMS

- Madrasa
- Sunday school
- Youth group
- Annual interfaith gathering
- Monthly community gatherings
- Regional speakers and scholars
- Educational visits by worship and civic communities
- Funeral prayers & burials
- Marriages
- Assistance for reverted Muslims

Site

The building site, less than half a mile from the current mosque, is on 7 acres already owned by FVIS. The plot has access to city water and sewer. It is centrally located within the Fox Valley, within a reasonable drive for most of the area's Muslims.





Exhibit
B

Department of Community Development & Assessment
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426
Phone 920-886-6126 • e-mail: bschmidt@ci.neenah.wi.us
BRAD SCHMIDT, AICP
DEPUTY DIRECTOR

DATE: June 6, 2019
TO: Mayor Kaufert and Plan Commission
FROM: Brad Schmidt, AICP, Deputy Director
RE: Special Use Permit – 2680 Marathon Avenue – Religious Institution

Request

The Fox Valley Islamic Society is requesting a Special Use Permit to construct a place of worship (Mosque) on property located at 2680 Marathon Avenue.

Consideration

The subject site is approximately 7.0 acres in size and is currently undeveloped. The applicant has owned the property since 2008 with the intention of constructing a new Mosque. Their current facility is located at 103 Kappell Street (Town of Neenah). The subject site is located within the R-1, Single-Family Residence District. The proposed development would be located along the front (west) 3.0 acres of the property. The remaining 4.0 acres would remain undeveloped until such time a development plan is proposed. Land north and west of the subject property includes single-family residences, while land south includes the Castle Oak Park and a City-owned regional stormwater facility. Land to the east is used for agricultural purposes and is located in the Town of Neenah.

The R-1 zoning district identifies Religious Institutions as Special Uses. The majority of religious institutions in the City are located in the R-1 District. Each zoning district includes a list of Permitted Uses or uses allowed by right and Special Uses or uses that possess special characteristics or uniqueness which require thorough review of their location and configuration relative to the surrounding neighborhood. Specifically, the City's Zoning Code requires that the Plan Commission consider the following findings when deciding on a Special Use:

1. The use shall be compatible with the adjacent land uses so that the existing uses will not be depreciated in value and there will be no deterrents to development of vacant land.
2. The use shall have an appearance that will not have an adverse effect upon adjacent properties.
3. The use shall be reasonably related to the overall needs of the City and to existing land use patterns.
4. The use will not cause traffic hazards or congestion.
5. The use shall have adequate utilities, access roads, drainage, and other necessary facilities.

Development Standards (Required/Actual)

- Front Yard Setback – 25 feet (**193 Feet**)
- Side Yard Setback – 6 feet with an aggregate of 16 feet on both sides (**87 Feet – north, 180 Feet– south**)
- Rear Yard Setback – 30 feet (**476 Feet**)

The proposed building is 7,760 square feet in area and has a wall height of 25 feet and peak height of approximately 45 feet. The maximum height of the two spires is approximately 55 feet. The exterior of the building will be constructed of E.F.I.S and decorative colored block. The site plan includes future additions, however, these additions are not being approved as part of this special use permit request.

An off-street parking lot is proposed along Marathon Avenue with a single driveway opening. The zoning code requires a minimum of 1 stall for each 4 seats within a religious institution. In this facility, the maximum worship occupancy is 360 people, therefore a minimum of 90 off-street parking stalls are required. The proposed plan includes 90 parking stalls and 4 handicap accessible stalls for a total of 94 stalls. The parking lot is setback about 85 feet from north property line and 23 feet from the front property line. At this time parking lot lighting is not being proposed. All parking lot lighting must be approved by Plan Commission prior to installation.

As with any new commercial development, all the landscaping standards apply. Below is an overview of the landscaping requirements and the proposed landscaping shown on the landscaping plan:

- **Frontage Landscaping:** A minimum 10-foot wide strip extending along the lot adjacent to the road right-of-way shall be landscaped with 1 shade tree and 6 shrubs per 40 linear feet of frontage, excluding driveway openings. **The frontage (excluding driveway opening) is 338 feet. Therefore a minimum of 9 shade trees and 26 shrubs is required. The landscape plan includes the minimum shade trees and shrubs. In addition, two berms will be located between the parking lot and front property line to further restrict view and absorb noise.**
- **Interior Landscaping:** Curbed planting islands or peninsulas shall be provided in off-street parking areas to separate parking rows of over 12 consecutive parking spaces. **The landscape plan includes 4 landscape peninsulas with one shade tree in each peninsula as required per code.**
- **Bufferyard Landscaping:** Any institutional use that shares a common side or rear lot line with a residentially zoned or used property shall provide a landscaped bufferyard to afford protection to the residential uses from the glare of lights, from visual encroachment, and from the transmission of noise. A minimum 10 foot-wide bufferyard shall be planted with a minimum of 2 shade trees and 5 evergreen trees per 100 linear feet and include a 6-foot tall sight-tight fence. **A bufferyard is required along the north and south property line. Both areas are**

Exhibit B

approximately 350 linear feet. A minimum of 7 shade trees and 18 evergreen trees are proposed within both bufferyards meeting the minimum requirements. In addition a 6-foot tall solid cedar fence is proposed along the north and south property lines. Staff has proposed to remove the south fence as the use south of the subject property is a public park.

- **Screening: Provide a visual screen around trash collection areas including a 6-foot tall sight-tight fence or an evergreen tree screen. The proposed landscape plan shows a trash enclosure area on the southeastern portion of the property. The area is enclosed and screened with a 6-foot tall sight-tight cedar fence and is surrounded by 11 evergreen trees.**

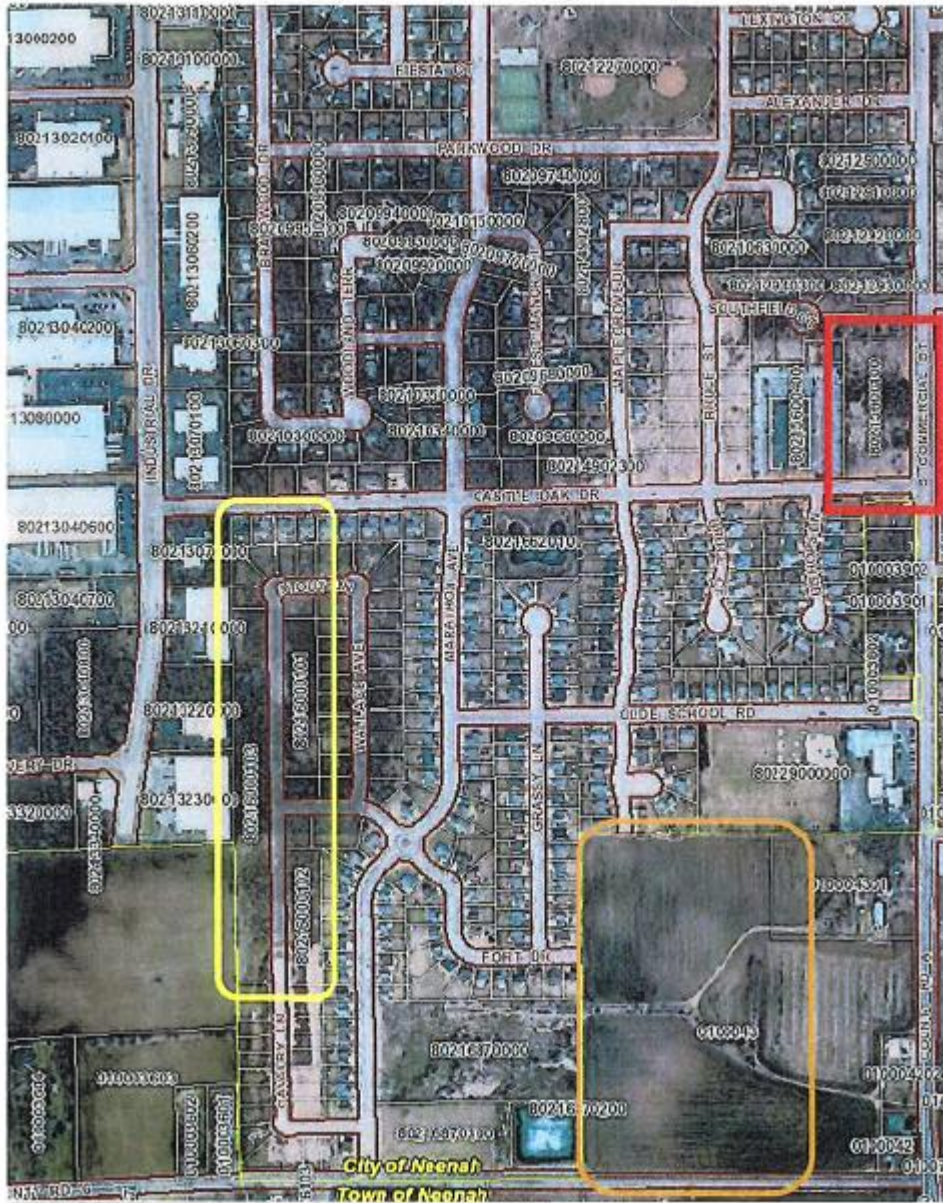
In addition to the minimum required landscape plantings, the proposed landscape plan includes additional parking lot and building landscape plantings. Staff is looking for confirmation that areas around the parking lot and building will be seeded and maintained as grass.

The proposed use will have a minimal impact on traffic within the neighborhood. At their current location (103 Kappell Drive, Neenah, WI), the maximum cars that visit the site range between 10-35 during typical hours and 30-50 during Ramadan.

Stormwater will be managed via the City-owned stormwater pond that was designed to accommodate the stormwater from this property. The parking lot will include catch basins to collect and direct stormwater to the stormwater facility. The water and sewer utilities are sufficiently sized to serve this use. The Fire Department has requested the private hydrant be relocated from the north island in the parking lot to one of the two center islands.

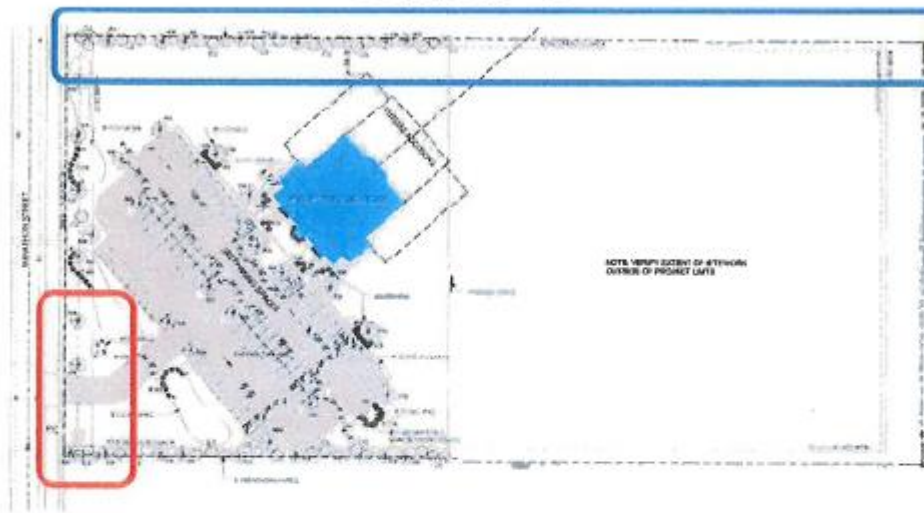
1. Any and all future additions/expansions, changes/addition of other uses, or an expansion of the existing use must be approved through an amendment to the Special Use Permit.
2. If building permits are not obtained within one year, the Special Use Permit shall be considered null and void.
3. All site plan review comments shall be addressed prior to the issuance of building permits.

EXHIBIT "C"



6/10/2019

EXHIBIT "D"



Reference:

ISSUED FOR	CHANGED DATE
<input checked="" type="checkbox"/> All	BY:
<input type="checkbox"/> All	
<input type="checkbox"/> Public Health	
<input type="checkbox"/> Code	
<input type="checkbox"/> Community Dev	

Civil Plans

C1.1

6/10/2019

EXHIBIT "E"

The area has plenty of standing water along with growths of cattails and gets thigh high deep.



Houses on
Fort



Houses on
Fort

EXHIBIT II

June 11, 2019

To Neenah's City Council members,

Though I am not able to be at the hearing on Tuesday evening, I would like to offer a few words of support for the building of the new Mosque.

The Fox Valley Islamic Society have been and no doubt will continue to be good neighbors to our community. They have been great partners in interfaith dialogue and in civic activities throughout the Fox Valley. Over the years I have appreciated their hospitality as witnessed in their yearly Interfaith Picnic in August.

Therefore, it is my hope that you will support their plans for a new Mosque building.

Sincerely,

The Rev. Catherine Mode
ELCA Lutheran Pastor, retired
Neenah, Wisconsin

June 11, 2019

Dear Neenah Officials,

Thanks for this opportunity to share with you my gratitude for the presence and strong leadership of the Fox Valley Islamic Society in Neenah and the Fox Cities. The efforts of the FVIS to build and sustain positive relationships between people of faith have been numerous and include participating in Interfaith Habitat Builds and hosting the annual Interfaith Gatherings over the past 19 years. It is a good and hopeful sign that members of the FVIS are investing in a new Mosque in the City of Neenah, a center for worship and service.

It has been my pleasure to have been a Neenah resident for 25 years. I served as pastor of St. Mark's Lutheran Church until my retirement 11 years ago. I am one of thousands blessed by a friendship with our FVIS neighbors.

Sincerely,


Joel T. Schlachtenhaufen
jschlach@gmail.com
920 722-9152

Meeting Attendance Record	
Meeting Date: <u>6/11/2019</u>	
Name	Address
RASAB ALI VOHRA	2124 HENRY ST. #12 NEENAH WI 54956
Julie Reade	2529 BISHOPS LN. Neenah.
Cindy Huxtable	2533 Bishops Ln. Neenah
JOSEPH MATTERN	CASA ESTHER CATHOLIC WORKER 320 N. WEBSTER, OMAHA, WI 54183
Mohammad Rashid	1410 S. Midway Dr. Appleton WI 54915
Kazeem Akinyele	1604 Maricopa Dr, Oshkosh, WI 54904
Tom Simon	1900 N. Douglas St, Appleton, WI 54914
Paul Huxtable	2533 Bishops Lane Neenah WI
Kathryn Babbitz	607 E. Peckham Rd/st Nee
Andrew and Michelle Soderberg	2427 Bruce St Neenah WI
AKHTAR SULTAN	W5434 WHITE CLOVER CIRCLE APPLETON, WI 54915
Bill Auble	W8716 SPRAWN ROAD, Hartsville

Meeting Attendance Record	
Meeting Date: <u>June 11, 2019</u>	
Name	Address
Joel Schlaechtenhaufen	1368 Wedgwood Lane Neenah
James DeLine	2668 Cavalry La Neenah
Steve + Lisa Albertson	2660 Marathon Dr Neenah
GAIL MINKS	1582 PENDLETON RD. NEENAH
Michael Dornier	233 E Bell Neenah
Nathan Munson	W2670 Harvest Moon Lane Kaukaunoi WI 54130
Linda J Bacon	1348 Pinehurst Ln. Neenah, WI 54956
Tom Willatson	1032 Bowen St. Oshkosh, WI 54901
Alex Walsh	245 Castle Oak Dr Neenah,
JEFF BOERNICE	NPD
Don DeCristofaro	324 CASTLE OAK DR NEENAH.
Stephanie Heise	256 FORA Drive Neenah WI 54956
Penny Robinson	1708 S. Weimer St Appleton, WI 54915
Gary Crevier	37 Ramble Ct Appleton, WI 54915

Meeting Attendance Record	
Meeting Date: <u>6-11-19</u>	
Name	Address
Delwar Mian	1170 Locust St, Oshkosh, WI 54902
Adam Trejo	232 Fort Dr. Neenah WI 54956
Mark Tinkham	2651 Marathon Ave Neenah WI 54956
CATIA LUCZAK	2442 MAPLE GROVE DR NEENAH WI 54956
Kevin Foat	2638 Marathon Ave Neenah, WI 54956
Dyane Foat	2650 Marathon Ave Neenah, WI 54956
Patrick FitzSimons	2508 Cavalry Ln, Neenah, WI 54956
Erich Lisser	2533 Marathon Ave Neenah WI 54956
Jamie Lisser	2533 Marathon Ave Neenah WI 54956
Judy Coonen	2651 Grassy Ln. Neenah 54956
Amber Adams	2650 Grassy Ln Neenah
Bill Van Lopik	PO Box 784 Neenah, WI 54957
Jean Haas-Pike	2116 Henry St #11 Neenah 54956
Rev. Tabitha Callahan	1355 Green Acres Ave, Neenah Gloria De Lorraine Church, 1140 Tuller Road, Neenah

Meeting Attendance Record	
Meeting Date: <u>6-11-19</u>	
Name	Address
Rick Bubolz	2634 MARATHON AVE. NEENAH
Jeremy Aschenbrenner	215 Olde School Rd Neenah
Angela Smith	2684 CAVALRY LN
Pierson Bowman	2685 Cavalry Ln.
Elle Ray	2693 Cavalry Ln
Zachariah Monasmith	1541 W 4TH ST Kimberly WI
Sarah Zimmmond	W2546 Fontana way Appleton WI 54915
Kayleen Trinkner	1800 N APPLETON ST APT 2, APPLETON WI 54911
Aaron Olson	Police Dept
Wendy Lembcke	2522 Grassy Ln Neenah
Heather Wasmer	2679 Marathon Ave
Dan Kunst	2652 MARATHON AVE
Dave Hager	552 RIFORD ROAD Neenah
Bill Watt	1542 W HIRETAIL NEENAH

Meeting Attendance Record	
Meeting Date: <u>6-11-19</u>	
Name	Address
Conrad Prusie	708 Greydon Dr Neenah WI
Mildred Torvik Wotta	573 Peckham Rd. Neenah
Andrea McKenna	240 Fort Dr
Kathleen Seymour	543 E Peckham Rd.
Joan Roth	538 E. Peckham Rd.
Erika Leichnetam	304 Fort Dr.
Jacob Leichnetam	304 Fort Dr.
AMIR QURESHI	1090 Dogwood.
Cari Lendrum	419 11 th St. Neenah
John Bellmore	210 Carriage Dr.
Mary Bellmore	210 Carriage Dr. Neenah
Rebecca Skowronski	260 Fort Dr.
Spencer & Stacey Pasukski	264 Fort Dr.
Tom & Jill Bouden	2691 Marathon Ave

