

MINUTES OF THE NEENAH PLAN COMMISSION
Tuesday, November 12, 2019
4:15 p.m.

Present:

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

Also present:

Chris Haese, Director of Community Development	Cassandra Kohls, Administrative Assistant Community Development	Sue & Jim Waid – 232 Prairie View Ct., Waupaca
Bob Rossi – NAI Pfefferle – Appleton	Lynn & Mark Rudie – 103 Lexington Ct	

Mayor Kaufert opened the meeting. As a quorum was not present, no actions could be taken by Plan Commission.

Minutes: Moved approval of October 8, 2019 to the next Plan Commission meeting.

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

Public Hearings: Mayor Kaufert opened the Public Hearing for the Rezoning – 708 Monroe Street from R-2 to R-1 District. Director Haese summarized Deputy Director Schmidt’s memo dated November 4, 2019 to Plan Commission. Director Haese indicated 704 Monroe Street removed the home. The subject is surrounded by R-2 District to the north and R-1 District to the south. The applicant wishes to consolidate the subject site with the existing property which is zoned R-1. As the city does not allow dual zoning, once the rezoning is approved, a consolidation CSM will be recorded. Mayor Kaufert closed the Public Hearing for the rezoning of 708 Monroe St.

Mayor Kaufert opened the Public Hearing for the rezoning of 1515 S. Commercial Street from R-1 to C-1 District. Director Haese provided a summary of the Applicant’s request to rezone 1.5 acres along Commercial St (across from Pick ‘n Save) from R-1 to C-1. The subject property has an existing home. The Applicant acquired the property with the intent to raze the home on the property. The rezoning from R-1 to C-1 is consistent with the City’s Comprehensive Plan 2040 Future land use. At this time the applicant did not have a planned use for the property. The owner will be exploring options. If the owner has a project they will come back to Plan Commission for site plan review. Commercial zoning requires a bufferyard between Commercial districts and Residential Districts (10-foot landscape strip). Sometimes a fence will be installed to reduce the landscaping requirements. Exterior lighting and trash enclosure requirements would be made to ensure these things would be kept away from the residential properties.

Lynn Rudie (103 Lexington Ct) addressed the Plan Commission. She indicated her property abuts the subject property. She voiced concern regarding privacy. She inquired whether the privacy fence will be enclosed to keep the occupants of the apartment complex out.

Mark Rudie (103 Lexington Ct) further explained that children kicked out fence boards to cut across the property to go to the store. He expressed concern about the traffic flow at the lot line.

Mayor Kaufert explained that the time to discuss questions raised by Lynn and Mark Rudie would be during the site plan review.

Bob Rossi (NAI Pfefferle, Appleton) inquired about the fence location. Director Haese explained the apartment complex has an existing fence and Director Kaiser referenced the location on the map. Director Haese explained that to address concerns with the condition of the fence, Staff could issue an order to fix the fence. The owner can reduce the landscaping in exchange for a fence. The owner can make the fences close to prevent anyone from passing through the in the fence.

Mayor Kaufert inquired about a condition to require a fence. Chris indicated no.

Lynn Rudie (103 Lexington Ct.) stated as they are responsible for snow removal along Commercial Street, she obtains access through an opening in the fence. She raised question if someone could pass through on the north property line.

Mark Rudie (103 Lexington Ct.) raised his concerns regarding snow removal. He stated he performs the snow removal for the whole block.

Mayor Kaufert explained there could be protections in place to make sure the fences are put together and take care of the maintenance of the fence. Mayor Kaufert closed the Public Hearing.

Announcements and future agenda items:

Mayor Kaufert explained the three Action Items on this agenda will be rescheduled for when there is a quorum. He asked for clarification on the zoning boundary. Director Haese explained the commercial zoning ends where the property line ends. Mayor Kaufert expressed concern regarding the type of commercial use for the subject site.

Director Haese summarized how the action items would be handled due to the lack of quorum. Common Council will have a hearing next Wednesday on this topic.

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Lynn Rudie (103 Lexington Ct.) asked if the rezoning to Commercial would exclude apartments. Director Haese explained that apartments are an allowable use and could be the use of the site.

Mayor Kaufert questioned if a use is an allowable use, is Plan Commission obligated to approve it. Director Haese confirmed and went on to explain if apartments were the intended use, a site plan would be required.

Director Haese briefly summarized the Preliminary Plat – Castle Oak VI. He explained the Preliminary Plat for the final Phase of Castle Oak Subdivision conforms to the original plat for the Castle Oak Subdivision. This plat will align the existing streets to remove three dead ends. He assumes construction will begin in spring.

Mayor Kaufert provided an update indicating the Neenah School Board is working to assign someone else to represent them on Plan Commission.

Next Plan Commission meeting is scheduled for November 26, 2019.

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

Respectfully Submitted,



Cassandra Kohls
Administrative Assistant, Community Development