

MINUTES OF THE NEENAH PLAN COMMISSION
Tuesday, April 9, 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	Ald. Christopher Kunz	PRESENT	Karen Genett	PRESENT
Gerry Andrews	PRESENT	Ald. Jane Lang	PRESENT		

Also present:

Brad Schmidt, Deputy Director of Community Development	Cassandra Kohls, Administrative Assistant Community Development	Chris Haese, Director of Community Development
Paul and Bernice Meyer – 116 Armstrong Street (Town of Neenah)	Dave Schmalz – McMahan Associates	

Minutes:

MSC Genett/Andrews to approve the March 26, 2019 meeting minutes. All Aye. Piergrossi and Hancock-Cooke abstained. Motion passed.

Public Appearances: None

Public Hearings: Mayor Kaufert opened the Public Hearing for the rezoning of 2405 Schultz Drive and adjoining railroad right-of-way – I-1, Planned Business Center. No one presented. Mayor Kaufert closed the Public Hearing.

Action Items:

1. Rezoning – 2405 Schultz Drive and adjoining railroad right-of-way – I-1, Planned Business District (Ord. # 2019-12)

Deputy Director Schmidt requested a zoning designation of I-1, Planned Business Center District for the subject property on behalf of Loren’s Salvage Yard. This site was annexed into the city in March 2019. At that time a temporary designation of I-1 was placed on the property. At this time a full designation as I-1, Planned Business District is being requested. In addition, the subject area has been included in an amendment to Tax Incremental District 9.

Ald. Kunz asked if the annexation was completed without contingencies. Deputy Director Schmidt confirmed.

MSC Kaiser/Andrews, Plan Commission recommends Common Council approve Ordinance No. 2019-12, rezoning 2405 Schultz Drive and adjoining railroad right-of-way to the I-1, Planned Business Center District.

All Aye.

2. Final Plat – Cardinal Plat

Deputy Director Schmidt explained that several items have been modified since the preliminary plat. The final plat conforms to the preliminary plat and the review comments from the city have been addressed. A Development Agreement outlining the required fees and responsibilities of the developer and city will be finalized in early April. Items that have not yet been addressed such as location of sidewalks, dedication of outlot one as public open space, water line oversizing and wetland remediation will be incorporated into the Development Agreement.

Member Hancock-Cooke inquired which party would be responsible for the maintenance of the land dedicated for public open space. Deputy Director Schmidt advised the Parks and Recreation Department has advised that this area will become incorporated within the trail system and make a full loop around the platted area. In the meantime it will remain as is.

Ald. Kunz asked for clarification of the dashed lines noted on outlot 1. Director Kaiser clarified that the area running north and south shown on outlot one was the setback for the stream.

Mrs. Bernice Meyer (116 Armstrong Street – Town of Neenah) expressed concern about the maintenance of the public open space. Deputy Director Schmidt indicated the Parks and Recreation Department will not perform regular maintenance such as grass cutting.

Mr. and Mrs. Bernice Meyer expressed concern about clearing the ditch and removal of noxious weeds.

Director Kaiser indicated we do not describe this area as a park. It is described as general open land. He asked who will take care of it at this point.

Mrs. Bernice Meyer indicated when the land was enrolled in a government program, she maintained it.

Mayor Kaufert indicated the city maintains Carpenter Preserve. He doesn’t want to see backup. Mayor Kaufert will partner with Staff and bring back a solution. Mayor Kaufert inquired about the location of storm water drainage.

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Director Kaiser indicated some stormwater drainage goes to Eagle Crest subdivision and a detention pond at the end of Pond View.

MSC Piergrossi/Genett, Plan Commission recommends Common Council approve the Final Plat for the Cardinal Plat subdivision subject to the comments on the Plat Review Letter.

All Aye.

3. Final Plat – 1st Addition to Southfield Plat

Deputy Director Schmidt indicated the proposed plat, 3.0 acres in size, includes 5 single-family residential lots and one outlet located east of Bruce Street along the extension of Southfield Court. The outlet is currently a stormwater pond for the church to the south and will be maintained by the city. The final plat is consistent with the preliminary plat which was approved June 2018. The east-west connection street reservation has been eliminated. Staff will work with the property owner and developer to form a Development Agreement.

Member Piergrossi asked if there will be two ponds on the outlet. Deputy Director Schmidt confirmed.

Director Kaiser provided a history of the stormwater ponds. He indicated the pond on outlet one was created during the initial phase of Southfield and was dedicated to the public. The pond on outlet two was constructed when the church expanded. The second pond was relined several times. When the second pond was developed it met the construction standards therefore he didn't feel there was a basis not to accept it.

Member Piergrossi inquired if there were still issues. Director Kaiser indicated there were still issues to address with pond two. They may convert the leaky portion to a dry pond. The original pond is working properly (west pond).

Ald. Kunz expressed his concern that the road cannot go through. He is not in favor of courts. Deputy Director Schmidt indicated with the road going through the lots on either side would lack depth to be viable lots. These lots could remain undeveloped lots and the city would have to acquire the land. An existing property owner also raised their concern.

Mayor Kaufert expressed there would be a traffic conflict with a road going through.

Member Hancock-Cooke inquired about cul-de-sac values. Member Genett did not feel a cul-de-sac location would increase the property value.

MSC Andrews/Lang, Plan Commission recommends Common Council approve the Final Plat for the 1st Addition to Southfield subdivision subject to the comments on the Plat Review Letter.

All Aye.

Member Piergrossi inquired about the completion of Bruce Street after this development is complete. Director Kaiser was in agreement with this idea.

REPORT

Announcements and future agenda items:

Next Plan Commission meeting is scheduled for April 23, 2019.

Future agenda items to include annexation of lands west of Integrity Acres.

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

Respectfully Submitted,



Cassandra Kohls
Administrative Assistant, Community Development