

**MINUTES OF THE NEENAH PLAN COMMISSION**  
**Tuesday, April 28, 2020**  
**4:15 p.m.**

**Present:**

|                                 |         |   |         |                                   |         |
|---------------------------------|---------|---|---------|-----------------------------------|---------|
| Mayor Dean Kaufert,<br>Chairman | PRESENT | Gerry Kaiser, Director of<br>Public Works | PRESENT | Nick Piergrossi, Vice<br>Chairman | PRESENT |
| Kate Hancock-Cooke              | PRESENT | Karen Genett                              | PRESENT | Betsy Ellenberger                 | PRESENT |
| Gerry Andrews                   | PRESENT | Ald. Jane Lang                            | PRESENT |                                   |         |

**Also present:**

|   |  |   |
|---|--|---|
| Brad Schmidt, Deputy Director of<br>Community Development | David Streu – Eggers Industries – 164 N<br>Lake Street | Abby Maslanka – Martenson and Eiesle<br>Engineering |
| Sam Winterfeldt – Keller Inc.                             | Council President Todd Stevenson                       |   |
|   |  |   |

**Minutes:** MSC Hancock-Cooke/Andrews to approve the April 14, 2020 meeting minutes. All Aye. Motion passed.

**Public Appearances:** Mayor Kaufert opened for Public Appearances.

Sam Winterfeldt of Keller Inc. indicated that he is available to answer any questions the Commission may have regarding Eggers' site plan.

**Public Hearings:** None.

**Action Items:**

**1. Site Plan Review – 164 N Lake Street – Building Addition**

Deputy Director Schmidt provided an overview of the request. The property is zoned I-2, General Industrial District. The plan is to construct a new 45,000 square-foot addition on the north end of the existing building. This addition will house warehouse space, trucking docks, and manufacturing space. In addition, a portion of the existing building along the northeast portion of the site will be demolished. Finally, the storm water pond on the southwest portion of the site will be redesigned as a wet pond meaning that the pond will hold water in it. The pond is designed to accommodate the storm water needs of this addition and two future additions.

Commissioner Andrews asked about the fire access on the site.

Deputy Director Schmidt said the fire access is existing and will be asphalt. The Fire Department reviewed the site plan and fire access.

Commissioner Hancock-Cooke asked where the traffic would come from, noting the traffic challenges on Lake Street already. Deputy Director Schmidt indicated that employees will enter the site from Main Street and John Street. Trucks will enter the site from John Street and Lake Street. The flow will be improved based on the proposed plan.

Mayor Kaufert had several questions regarding the proposed wet pond. First, how deep will the new pond be? Abby Maslanka said the pond will hold 5 feet of water on a regular basis but can hold more based on certain rain events. Next, Mayor Kaufert asked if the new pond will have a higher prevalence of mosquitos. Abby Maslanka and Director Kaiser both indicated that they don't believe the pond will attract anymore mosquitos in the pond than what may be there already.

Mayor Kaufert asked how many jobs will be created based on this addition. David Streu indicated that Eggers plans to maintain their workforce with this plan, but indicated that this addition and future additions will increase the facilities capacity by 30% which may result in future job increases.

Commissioner Andrews asked how often the pond needs to be dredged. Abby Maslanka indicated that it really depends, but typically every 15-20 years.

**MSC Andrews/Lang, Plan Commission recommends approval of the site plan for a building addition and storm water management improvements for property located at 164 N Lake Street subject to the conditions of the site plan review letter. All Aye. Motion passed.**

**2. Annexation - #216 – 1480 Breezewood Lane (Town of Neenah)**

Deputy Director Schmidt provided an overview of annexation numbers 216, 217, and 218. All three properties are located along Breezewood Lane, one west and two east of Cheryl Ann Drive. All three properties include a single-family residence and all three signed Service and Annexation Agreements in 2003. The Agreements allowed the property owners to connect to City sanitary sewer in exchange for future annexation. In all three cases, the Agreements required annexation after a 15 year period. Upon annexation all three properties will be zoned R-1, Single-Family Residential District.

Commissioner Genett asked if the other properties along Breezewood Lane had similar agreements. Deputy Director Schmidt said that at least two of the properties along Breezewood Lane signed similar agreements but were annexed earlier because the properties sold to a third party which triggered the annexation per the agreements.

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Council President Stevenson asked if there are any more properties that have signed similar agreements, but haven't annexed yet. Deputy Director Schmidt indicated that he doesn't believe that any more agreements exist.

Ord. 2020-03

MSC Genett /Kaiser, Plan Commission recommends Common Council approve Annexation #216 (Ordinance #2020-03) and the property also receive an R-1, Single-Family Residence District zoning classification. All Aye. Motion passed.

Ord. 2020-04

3. Annexation - #217 – 1490 Breezewood Lane (Town of Neenah)

MSC Genett /Kaiser, Plan Commission recommends Common Council approve Annexation #217 (Ordinance #2020-04) and the property also receive an R-1, Single-Family Residence District zoning classification. All Aye. Motion passed.

Ord. 2020-05

4. Annexation - #218 – 1510 Breezewood Lane (Town of Neenah)

MSC Genett /Kaiser, Plan Commission recommends Common Council approve Annexation #218 (Ordinance #2020-05) and the property also receive an R-1, Single-Family Residence District zoning classification. All Aye. Motion passed.

Ord. 2020-06

5. Annexation - #219 – Armstrong Street (Town of Neenah)

Deputy Director Schmidt provided an overview of the annexation of a City-owned parcel in the Town of Neenah along Armstrong Street. The City intends to extend Shootingstar Drive west to Armstrong Street. The Town of Neenah has contested this annexation and the City and Town are currently working through their concerns.

MSC Kaiser/Andrews, Plan Commission recommends Common Council approve Annexation #219 (Ordinance #2020-06) and the property also receive an R-1, Single-Family Residence District zoning classification. All Aye. Motion passed.

**Discussion Items:** None.

**Announcements and Future Agenda Items:**

Next Plan Commission meeting is scheduled for May 12, 2020.

**Adjournment:** The Commission adjourned its meeting at 4:45 P.M. MSC Ellenberger/Lang. All Aye.

Respectfully Submitted,



Brad Schmidt  
Deputy Director, Community Development