



NEENAH PLAN COMMISSION

**Tuesday, November 25, 2025**

**4:00 P.M.**

**Hauser Room, City Administration Building**

**Virtual Meeting Option:** This meeting is available virtually. To access the virtual meeting (Requires Microsoft Teams), please click on the link below:

[Join the meeting now](#)

Meeting ID: 277 423 469 868 0

Passcode: st22oy7L

- 
1. Approval of Minutes: **October 28, 2025**
  2. Public Appearances (Ten minutes divided among those wishing to speak on topics pertinent to the Plan Commission)
  3. Public Hearings: None
  4. Action Items:
    - a. **Site Plan #21-25** - 314 S. Commercial Street - Change of Use
    - b. **CSM #10-25** - 2025 Marathon Avenue - 2 Lot CSM
  5. Discussion Items:
    - a. Neenah Housing Study and Needs Assessment
    - b. Zoning Code and Sign Code Update
  6. Announcements and future agenda items:
    - a. Next Meeting: December 9, 2025

**NOTICE IS HEREBY GIVEN**, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah Common Council may be present at this meeting. Common Council members may be present to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the Neenah Common Council and must be noticed as such. The Council will follow the same agenda as the committee but will not take any formal action at this meeting.

*In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call the Community Development Department Administrative Assistant at 920-886-6125 or the City's ADA Coordinator at (920) 886-6106 or e-mail [attorney@NeenahWI.gov](mailto:attorney@NeenahWI.gov) at least 48 hours prior to the scheduled meeting or event to request an accommodation.*

**MINUTES OF THE NEENAH PLAN COMMISSION**  
**Tuesday, October 28, 2025**  
**4:00 p.m.**

**Present:**

Mayor Jane Lang, Chairperson	PRESENT	Gerry Kaiser, Director of Public Works	PRESENT	Alderman Dan Steiner Vice Chairperson	PRESENT
Kate Hancock-Cooke	PRESENT	Karen Genett	PRESENT	Frank Cuthbert	PRESENT
Gerry Andrews	PRESENT	Lindsay Clark	PRESENT		

**Also Present:**

Brad Schmidt, Deputy Director of Community Development	Kayla Kubat, Administrative Assistant of Community Development	Alderman Cari Lendrum
Alderman William Pollnow	Scott Becher- 1061 Green Acres Ln	Bethanie Gengler
Doug Gunderson- Gunderson Uniform and Linen	Sara Gunderson- Gunderson Uniform and Linen	John Davel- Davel Engineering

**Minutes:** MSC, Kaiser/Hancock-Cooke, the Plan Commission, to approve the September 23, 2025 meeting minutes. All voting aye. Motion passed. Members Genett and Clark abstain.

**Public Appearances:** Chairperson Mayor Lang opened public appearances to topics not related to the agenda.

Scott Becher 1061 Green Acres Ln- He wanted to know when the Gunderson facility will be breaking ground and wants to know about the traffic impact in that area with this new development.

No one else in attendance spoke. Chairperson Mayor Lang closed public appearances.

**Public Hearings:** None

**Action Items:**

**a. Site Plan 20-25 – 1712 Dixie Road – Gunderson Uniform and Linen**

Deputy Director Schmidt went over the request for the site plan at 1712 Dixie Rd. The request is to construct a 64,000 square foot industrial laundry facility. This property is located along Dixie Road and County Highway G and the city currently owns the property. The city has a development agreement with Gunderson to purchase and develop the property. The property is currently zoned I1 Planned Business District, which this use is a permitted use in that district. The site is about 13.85 acres. There are some wetlands, mostly on the south and east side that impact some of the development and location of where the building will be developed. Site preparation will begin winter 2025 and construction starting in spring 2026. All the minimum setbacks and development standards are being met in the proposal.

Deputy Director Schmidt went over the site plan review comments. There is a slope on the adjacent to trail that needs to be addressed. Also, with any development plan, there needs to be a landscape plan and outdoor lighting plan. There were also fire department comments regarding whether the building will be sprinkled and if there is a need for an additional hydrant.

Member Cuthbert asked roughly how many employees will be expected at this site. Applicant Doug Gunderson stated about 70-100 employees ranging throughout the different working shifts.

Member Cuthbert asked about the stormwater pond. Deputy Director Schmidt stated this pond will hold water, but it is not treating storm water.

Member Cuthbert asked how the company plans to contain the cleaning products used. Applicant Doug Gunderson stated this is a 100% wet wash facility, no dry cleaning would be performed. The products are all environmentally friendly.

Member Cuthbert asked if there are any requirements that this company will have to fulfill beyond the normal industrial requirements for wastewater. Director Kaiser stated there have been additional discussions regarding the waste and it may require more monitoring and that does include a fee.

Member Genett asked if the stormwater pond will have a fountain to keep the algae down. Director Kaiser stated it is not a city pond but from his experience, more chemical treatment keeps the algae down than a fountain.

Member Hancock-Cooke asked about the landscape plan and wanted to suggest a screening be provided for the residents around the facility. Deputy Director Schmidt stated the buffer yard standard wouldn't apply since there are no residents surrounding the facility and requiring anything more than the code is difficult.

Member Andrews stated our requirements do require street trees. Deputy Director Schmidt stated yes.

Director Kaiser stated there was a traffic analysis done a few years ago in this area. From that analysis, there is a plan for signaling Dixie Rd and County Road G and add some turn lanes.

**MSC, Hancock-Cooke/Genett, the Plan Commission, to approve the site plan for a new industrial linen cleaning facility located at 1712 Dixie Road subject to the Site Plan Review letter comments. All voting aye. Motion passed.**

**Discussion Items:**

**a. Neenah Housing Study and Needs Assessment**

Deputy Director Schmidt gave a general update about legislature that is happening regarding housing. He also gave an update on the ADU ordinance. This has been put on pause to see what happens in the legislature.

Member Genett stated she is hoping the city will have some type of an input on the ADUs in terms of parking. Deputy Director Schmidt stated there will be some city control even if what is moving through the legislature is passed.

Deputy Director Schmidt stated there will be a budget item for 2026 for a zoning code update.

He also went over two sites where we sent our Request for Proposals. One site is located on S Commercial St., and the other is on Millview and Main St.

**Announcements and Future Agenda Items:** Next meeting is scheduled for November 11, 2025

**Adjournment:** The Commission adjourned its meeting at 4:30 p.m. MSC Cuthbert/Kaiser. All voting Aye. Motion passed.

Respectfully Submitted,

A handwritten signature in black ink that reads "Kayla Kubat". The signature is written in a cursive, flowing style.

Kayla Kubat

Administrative Assistant, Department of Community Development



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## M E M O R A N D U M

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**DATE:** November 25, 2025  
**TO:** Mayor Lang and Plan Commission  
**FROM:** Brad Schmidt, AICP, Deputy Director  
**RE:** Site Plan Review – 314 S. Commercial Street – Change of Use

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### **Request**

Patrick Fahrenkrug, on behalf of Fahrenkrug Investments, LLC, has submitted a site plan to change the use of property located at 314 S. Commercial Street from office use to a human cremation services business. No physical improvements to the site or exterior of the building are proposed.

### **Background**

The purpose of reviewing a site plan for the change of use of a property is to ensure the use is permitted, the off-street parking requirements are met and reviewing other non-conforming site issues that may be brought into compliance.

The subject property was recently combined with a larger parcel to the north (304 S. Commercial Street) to create one parcel. The main building at 304 S. Commercial Street is used as a funeral home (Kessler Fahrenkrug Funeral Home).

The property is located within the C-1, General Commercial District. The C-1 district does not specifically list human cremation uses as permitted use; however, these businesses are typically associated with funeral homes which are permitted in the C-1 district. Now that the two parcels are combined into one, the cremation services use is serving as an accessory use to the funeral home principle use. Typically, an accessory cannot be located on a property without a principle use.

The property was originally built in 1949 as a gasoline station and has changed uses several times, most recently it was used as a chiropractor office.

### **Consideration**

When a property changes use, the Zoning Code includes several provisions for bringing different site elements into conformance. First, off-street parking requirements may differ based on the use of the property. The combined property includes approximately 60 off-street parking stalls. Funeral homes require a minimum of 1 parking stall per 100 square feet of public floor area and one additional space for each funeral vehicle maintained on the premises. Human cremation uses are not specified in the minimum parking requirements. Since the main use of the property is a funeral home, only the funeral home parking requirements are analyzed since the cremation services use

doesn't generate traffic or parking demand to necessitate any additional parking on the site. The funeral home portion of the property exceeds the minimum stalls required per the Zoning Code.

A change of use also requires the bufferyard and screening requirements of the landscape requirements to be brought into compliance. The bufferyard standards don't apply since the cremation services use does not abut a single-family or two-family residential property. The screening requirements would apply if there were any refuse collection areas (or proposed areas) on the property. A minimum of a 6-foot-tall fence/wall is required to surround the refuse collection area.

Any changes to the proposed use or any modifications to the site or the exterior of any building may require additional site plan review. State building plan review is required for any modifications within the proposed building. Upon state plan approval, building permits for interior construction or modification and signage are required.

### **Recommendation**

**Appropriate action at this time is to approve the site plan for a change of use of a building located at 314 S. Commercial subject to the Site Plan Review letter comments.**



City of Neenah Community Development  
211 Walnut Street  
Neenah WI 54956  
Ph 920.886.6130

November 19, 2025

PATRICK FAHRENKRUG  
GENERATIONS CELEBRATION OF LIFE & CREMATION SERVICES  
304 S. COMMERCIAL ST.  
NEENAH, WI 54956

**RE: Site Plan #21-25 - 314 S Commercial St - Change of Use Site Plan - Minor Review () Status Approved**

Dear PATRICK FAHRENKRUG:

We have completed our review of the plan identified above. The plan was approved per attached comments, if any. This letter is not to be construed as a zoning compliance, grading, building permit, certificate of occupancy, or a substitute for any permit or certificate required by any state or federal government entity.

Sincerely,

Brad Schmidt  
Deputy Director of Community Development and Assessment  
bschmidt@neenahwi.gov  
920-886-6126

## Plan Review Comments

**Planning - Brad Schmidt -  
bschmidt@neenahwi.gov**

**Approved**

**Review Comments:**

1. Any refuse collection areas, either existing or proposed shall be screened with a minimum 6-foot tall sight-tight fence.
2. Prior to occupancy, a building permit is required. Please contact Kyle Pederson at (920) 886-6131.
3. Any new exterior signs may require a sign permit. Please contact Ted Dominowski at (920) 886-6132.
4. Changes to the site plan including building additions, parking lot layout, or any similar modifications may require additional site plan review.

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**Inspections - Building Commercial - Kyle Pederson - 920-886-6131  
kpederson@neenahwi.gov**

**Approved**

**Review Comments:**

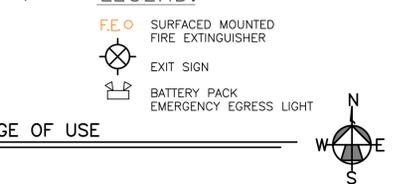
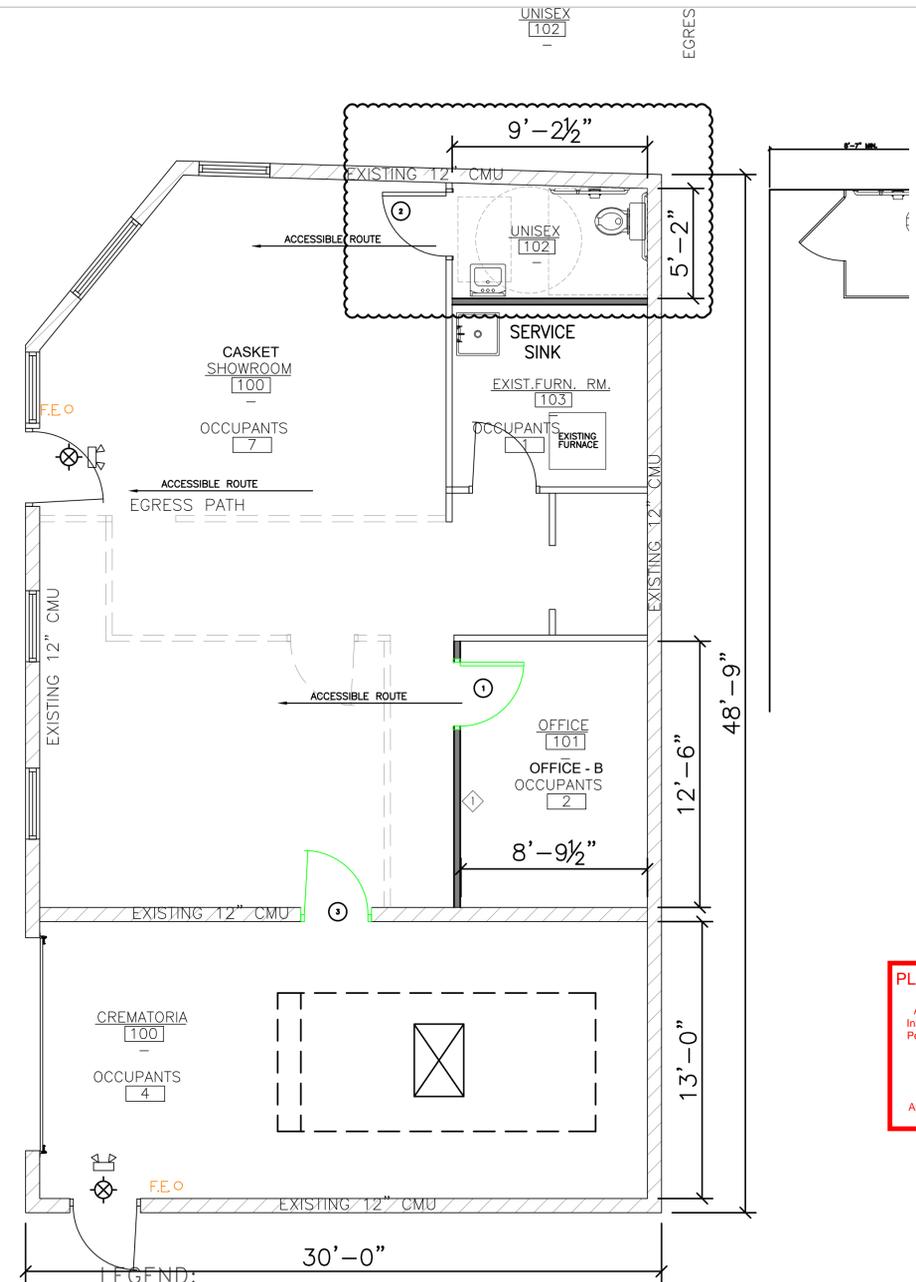
Permits and inspections required for alterations. Condition of approval item #2 on E-Plan Exam conditional approval letter to be completed prior to rough in inspections.

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**GENERAL PROJECT NOTES:**  
 -CONSTRUCTION IS TO BE IN COMPLIANCE WITH ALL GOVERNING CODES, ORDINANCES, & STANDARDS. THE CONTRACTOR(S) SHALL BE RESPONSIBLE FOR INITIATING, MAINTAINING & SUPERVISING ALL SAFETY PRECAUTIONS & PROGRAMS IN CONNECTION WITH THE PERFORMANCE OF THIS CONTRACT.  
 -HVAC, ELECTRICAL AND PLUMBING ARE TO BE DESIGN BUILD, COMPLYING WITH ALL LOCAL, STATE, & NATIONAL CODES, AND TO BE THE FULL RESPONSIBILITY OF THE CONTRACTOR. THE DESIGNER ASSUMES NO LIABILITY.  
 -ALL HEATING EQUIPMENT TO BE SEALED COMBUSTION TYPE & DIRECT VENTING  
 -ALL MECHANICAL, HVAC, ELECTRICAL AND PLUMBING SYSTEMS & ALL EQUIPMENT TO BE MAINTAINED ACCORDING TO MANUFACTURER'S STANDARDS. BUILDING OWNER AND/OR BUILDING OCCUPANTS ASSUME FULL RESPONSIBILITY FOR MAINTENANCE AND OPERATION  
 -ALL MATERIALS, DETAILS, & INSTALLATION, SHALL BE IN ACCORDANCE WITH THE MANUFACTURER'S STANDARDS AND SPECIFICATIONS.  
 -ALL SUBCONTRACTORS SHALL BE RESPONSIBLE FOR LIMITING THE ACCUMULATION OF WASTE MATERIALS AND RUBBISH. WASTE MATERIALS SHALL BE REMOVED FROM THE PREMISES DAILY.  
 -DIMENSIONS ARE TO BE FIELD VERIFIED & ADJUSTED ACCORDINGLY. THE DESIGNER SHALL BE NOTIFIED OF ANY VARIANCES BEFORE CONTRACTOR BEGINS OR PROCEEDS WITH WORK.  
 -ALL DIMENSIONS ARE FROM ACTUAL FINISHED SURFACES, UNLESS NOTED OTHERWISE. ALLOWANCES SHALL BE MADE FOR FLOOR & WALL FINISHES.

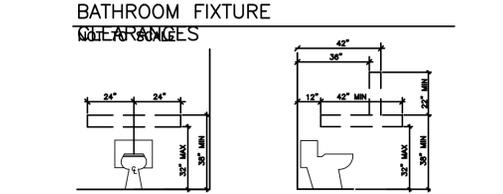
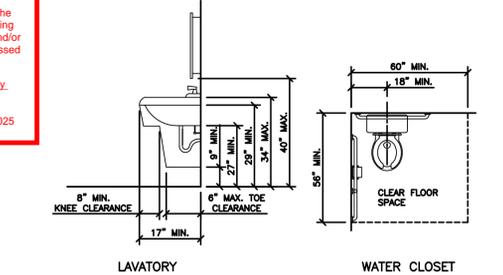
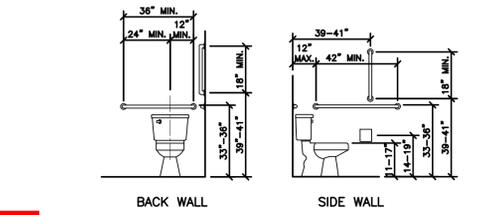
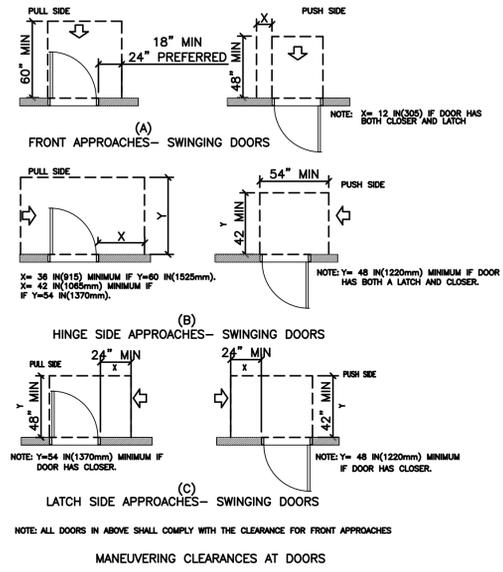
WALL TYPE	DESIGN	DESCRIPTION
1		TYPICAL INTERIOR PARTITION WALL 2x4 @ 16" O.C. WITH BATT INSULATION TO CEILING. INSTALL 1/2" GYP. BD. FULL HGT. EACH SIDE.
3		TYPICAL INTERIOR PARTITION WALL 2x4 STUDS @ 16" O.C. WITH BATT INSULATION TO CEILING. INSTALL 1/2" GYP. BOARD FULL HGT. EA. SIDE TYP. MRGB ON INT. SIDE OF BATHS.



FLOOR PLAN - CHANGE OF USE  
SCALE: 1/4" = 1'-0"

PREVIOUS OCCUPANCY - B

FLOOR PLAN NOTES:  
DIMENSIONS TO INTERIOR PARTITIONS ARE TO FACE OF STUD UNLESS NOTED OTHERWISE.



**PLAN CONDITIONALLY APPROVED**  
 No Variation of this Plan is Permitted without the Approval of E-Plan Exam and the Municipal Building Inspection Department. See Plan Review Letter and/or Permit for additional conditions that must be addressed during construction prior to inspection.  
 Review Type: Building & Structure Review Only  
 Approved By: [Signature] Date: 10/17/2025

**ROOM FINISH NOTES:**  
 RESTROOM - CEILING TO BE ACCOUSTICAL AT 8'-0" A.F.F. WALLS TO BE TAPED & PAINTED FLOOR COVERING FINISHED CONC. OR TILE WITH 4" BASE

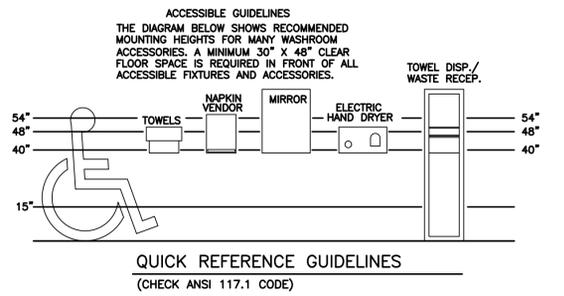
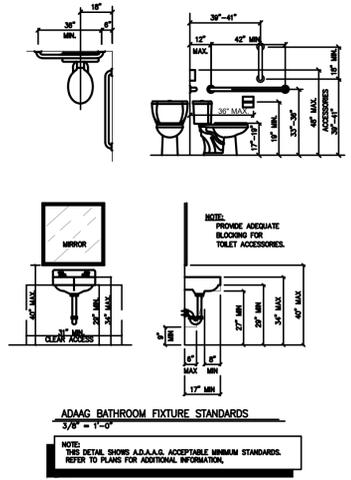
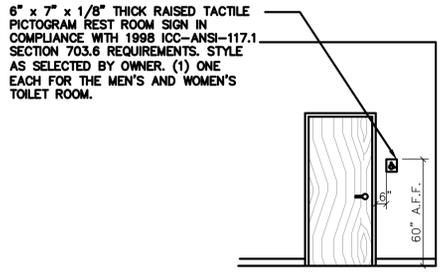
DOOR AND FRAME SCHEDULE														
NO.	LOCATION	DOOR DESCRIPTION				FRAME				HARDWARE			REMARKS	
		SIZE (WxH)	RATING	MATERIAL	FINISH	RATING	MATERIAL	DETAIL	FINISH	DEPTH	HDWR SET	PANIC		CLOSER
1	OFFICE	3'-0"x7'-0"		WOOD	STAIN	HM	-	PAINTED						1 1/2" SINGLE SWING FLUSH PANEL
2	UNISEX	3'-0"x7'-0"		WOOD	STAIN	HM	-	PAINTED						1 1/2" SINGLE SWING FLUSH PANEL
3	STORAGE	3'-0"x7'-0"		HM	STAIN	HM	-	PAINTED						1 1/2" SINGLE SWING FLUSH PANEL
4														
5														

**DOOR INSTALLATION NOTES:**

- EXTERIOR H.M. DOOR FRAMES SHALL BE LOCATED 1" FROM THE EXTERIOR FACE OF BUILDING, TYPICAL UNLESS NOTED.
- FRAMES SHALL BE RIGIDLY ATTACHED TO WALL STUDS, MASONRY, OR METAL BUILDING FRAMES WITH ANCHORS OF MANUFACTURER'S DESIGN.
- PROVIDE SEALANT ALL AROUND, BOTH SIDES, OF ALL HOLLOW METAL AND ALUMINUM DOOR FRAMES.
- FILL HOLLOW METAL DOOR FRAMES SOLID WITH GROUT AT MASONRY AND FIRE RATED CONSTRUCTION AND AS NOTED.
- SEE FLOOR PLAN FOR WALL TYPES AND CONSTRUCTION.

**MATERIAL KEY:**

WOOD = SOLID CORE WOOD  
 H.M. = HOLLOW METAL (UNINSULATED)  
 H.M.-I = HOLLOW METAL (INSULATED)  
 ALUM = ALUMINUM  
 STEEL = INSULATED STEEL PANELS



NOTE: ALTHOUGH EVERY EFFORT HAS BEEN MADE TO PREPARE ACCURATE PLANS AND CHECKING THEM FOR ACCURACY, THE CONTRACTOR MUST CHECK ALL DETAILS & DIMENSIONS AND BE RESPONSIBLE FOR THE SAME.

REVISION	DATE	REVISION NO.

PHONE: 920-337-9400

ALTERATION FOR:  
 KESSLER FAHRENKRUG FUNERAL HOME  
 NEENAH, WISCONSIN  
 BAY ARCHITECTS, L.L.C.  
 3049 RAMADA WAY STE. 125  
 GREEN BAY, WI 54304

DATE: 8.15.25  
 FILE: 9  
 JOB NO. 256369

**A-100**

DOC# 1956332

SUSAN SNYDER

REGISTER OF DEEDS  
WINNEBAGO COUNTY, WI

RECORDED ON:

11/12/2025 11:04 AM

RECORDING FEE: 30.00

PAGES: 3

CERTIFIED SURVEY MAP NO. 8319

ALL OF LOT 1 OF CERTIFIED SURVEY MAP NO. 7249 AND  
PART OF LOT 7, BLOCK 20, PALMER'S MAP, TENTH WARD,  
LOCATED IN THE NORTHWEST 1/4 OF THE NORTHWEST 1/4  
OF SECTION 27, TOWNSHIP 20 NORTH, RANGE 17 EAST,  
CITY OF NEENAH, WINNEBAGO COUNTY, WISCONSIN.

LEGEND

- ⊗ CHISELED "X" FOUND
- △ P.K. NAIL FOUND
- 1" O.D. IRON PIPE FOUND
- 3/4" O.D. REBAR FOUND
- ⊕ GOVERNMENT CORNER

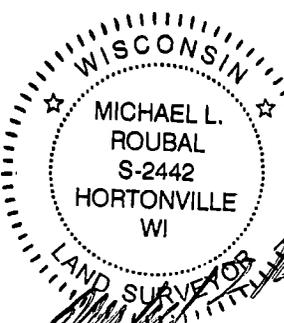
NORTHWEST CORNER  
SECTION 27  
T20N, R17E

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437.91'

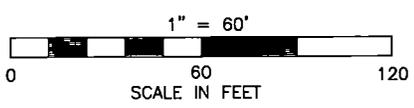
S00°19'52"E  
2206.51'

N89°40'08"E  
425.70'

WEST 1/4 CORNER  
SECTION 27  
T20N, R17E



BEARINGS ARE REFERENCED TO THE WINNEBAGO  
COUNTY COORDINATE SYSTEM IN WHICH THE WEST  
LINE OF THE NORTHWEST 1/4 OF SECTION 27,  
ASSUMED TO BEAR S 00°19'52" E



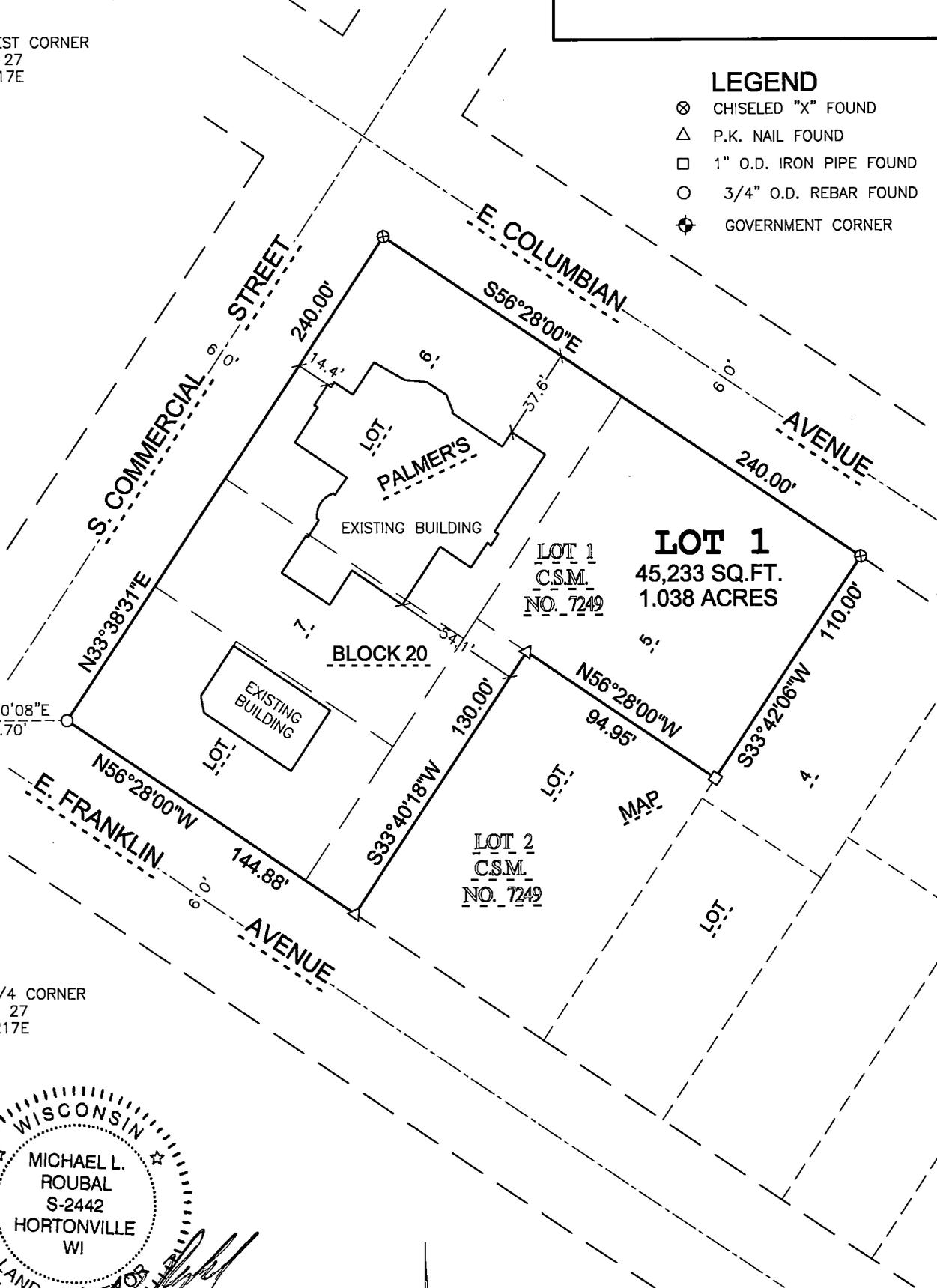
**Martenson & Eisele, Inc.**

1377 Midway Road  
Menasha, WI 54952  
www.martenson-eisele.com  
info@martenson-eisele.com  
920.731.0381 1.800.236.0381

Planning  
Environmental  
Surveying  
Engineering  
Architecture

SURVEY FOR  
FAHRENKRUG INVESTMENTS, LLC  
304 S COMMERCIAL ST  
NEENAH WI 54956

PROJECT NO. 1-0983-002  
FILE 1-0983-002CSM.dwg SHEET 1 OF 3  
THIS INSTRUMENT WAS DRAFTED BY: L.Lucht



CERTIFIED SURVEY MAP NO. 8319

ALL OF LOT 1 OF CERTIFIED SURVEY MAP NO. 7249 AND PART OF LOT 7, BLOCK 20, PALMER'S MAP, TENTH WARD, LOCATED IN THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 27, TOWNSHIP 20 NORTH, RANGE 17 EAST, CITY OF NEENAH, WINNEBAGO COUNTY, WISCONSIN.

**SURVEYOR'S CERTIFICATE:**

I, MICHAEL L. ROUBAL, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY: THAT I HAVE SURVEYED, MAPPED AND COMBINED AT THE DIRECTION OF FAHRENKRUG INVESTMENTS, LLC,

ALL OF LOT 1 OF CERTIFIED SURVEY MAP NO. 7249 AND PART OF LOT 7, BLOCK 20, PALMER'S MAP, TENTH WARD, LOCATED IN THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 27, TOWNSHIP 20 NORTH, RANGE 17 EAST, CITY OF NEENAH, WINNEBAGO COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 27; THENCE SOUTH 00 DEGREES 19 MINUTES 52 SECONDS EAST, ALONG THE WEST LINE OF THE NORTHWEST 1/4 OF SAID SECTION, A DISTANCE OF 437.91 FEET; THENCE NORTH 89 DEGREES 40 MINUTES 08 SECONDS EAST, 425.70 FEET TO THE POINT OF BEGINNING; THENCE NORTH 33 DEGREES 38 MINUTES 31 SECONDS EAST, ALONG THE SOUTHEASTERLY RIGHT-OF-WAY LINE OF S. COMMERCIAL STREET, A DISTANCE OF 240.00 FEET; THENCE SOUTH 56 DEGREES 28 MINUTES 00 SECONDS EAST, ALONG THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF E. COLUMBIAN AVENUE, A DISTANCE OF 240.00 FEET; THENCE SOUTH 33 DEGREES 42 MINUTES 06 SECONDS WEST, ALONG THE SOUTHEASTERLY LINE OF SAID LOT 1 OF CERTIFIED SURVEY MAP NO. 7249, A DISTANCE OF 110.00 FEET; THENCE NORTH 56 DEGREES 28 MINUTES 00 SECONDS WEST, ALONG THE SOUTHWESTERLY LINE OF SAID LOT 1 OF CERTIFIED SURVEY MAP NO. 7249, A DISTANCE OF 94.95 FEET; THENCE SOUTH 33 DEGREES 40 MINUTES 18 SECONDS WEST, ALONG THE SOUTHEASTERLY LINE OF SAID LOT 1 OF CERTIFIED SURVEY MAP NO. 7249, A DISTANCE OF 130.00 FEET THENCE NORTH 56 DEGREES 28 MINUTES 00 SECONDS WEST, ALONG THE NORTHEASTERLY RIGHT-OF-WAY LINE OF E. FRANKLIN AVENUE, A DISTANCE OF 144.88 FEET TO THE POINT OF BEGINNING. CONTAINING 45,233 SQUARE FEET (1.038 ACRES).

THAT I HAVE FULLY COMPLIED WITH CHAPTER 236.34 OF THE WISCONSIN STATUTES IN SURVEYING, MAPPING AND DIVIDING THE SAME AND THE CITY OF NEENAH AND WINNEBAGO COUNTY SUBDIVISION ORDINANCES.

THIS MAP IS A CORRECT REPRESENTATION OF ALL OF THE EXTERIOR BOUNDARIES OF LAND SURVEYED AND THE COMBINATION THEREOF.

GIVEN UNDER MY HAND THIS 3RD DAY OF NOVEMBER, 2025.

*Michael L. Roubal*

MICHAEL L. ROUBAL, PROFESSIONAL LAND SURVEYOR S-2442



**THIS CERTIFIED SURVEY MAP IS CONTAINED WHOLLY WITHIN THE PROPERTY DESCRIBED IN THE FOLLOWING RECORDED INSTRUMENTS:**

OWNERS OF RECORD	RECORDING INFORMATION	PARCEL NUMBERS
FAHRENKRUG INVESTMENTS, LLC	DOCUMENT NO. 1873819	81005450000
	DOCUMENT NO. 1934289	81005460000

**TREASURER'S CERTIFICATE**

I HEREBY CERTIFY THAT THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS ON ANY OF THE LANDS SHOWN HEREON.

*[Signature]*  
CITY DIRECTOR OF FINANCE  
*Deputy*  
DATE 11-12-25

*[Signature]*  
COUNTY TREASURER, *Deputy*  
DATE 11-12-25

**CITY OF NEENAH APPROVAL:**

THIS CERTIFIED SURVEY MAP WAS APPROVED AND ACCEPTED BY THE CITY OF NEENAH DEPARTMENT OF COMMUNITY DEVELOPMENT ON THIS THE 5<sup>th</sup> DAY OF November, 2025.

*[Signature]*  
AUTHORIZED REPRESENTATIVE

CERTIFIED SURVEY MAP NO. 8319

ALL OF LOT 1 OF CERTIFIED SURVEY MAP NO. 7249 AND PART OF LOT 7, BLOCK 20,  
PALMER'S MAP, TENTH WARD, LOCATED IN THE NORTHWEST 1/4 OF THE NORTHWEST  
1/4 OF SECTION 27, TOWNSHIP 20 NORTH, RANGE 17 EAST,  
CITY OF NEENAH, WINNEBAGO COUNTY, WISCONSIN.

**CORPORATE OWNER'S CERTIFICATE:**

FAHRENKRUG INVESTMENTS, LLC DULY ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE  
STATE OF WISCONSIN, AS OWNER, DOES HEREBY CERTIFY THAT SAID FAHRENKRUG INVESTMENTS, LLC CAUSED THE  
LAND ABOVE DESCRIBED TO BE SURVEYED, MAPPED AND COMBINED AS SHOWN AND REPRESENTED ON THIS MAP.

FAHRENKRUG INVESTMENTS, LLC FURTHER CERTIFY THAT THIS CERTIFIED SURVEY MAP IS REQUIRED BY S.236.10  
OR S.236.12 TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION: CITY OF NEENAH

DATED THIS 5 DAY OF November, 2025.

*Patrick L. Fahrenkrug*  
SIGNATURE

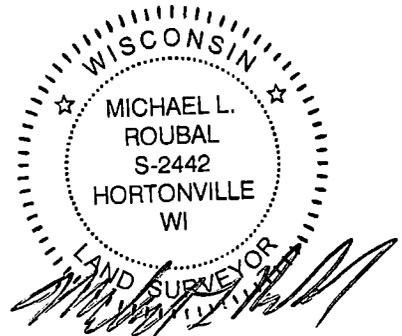
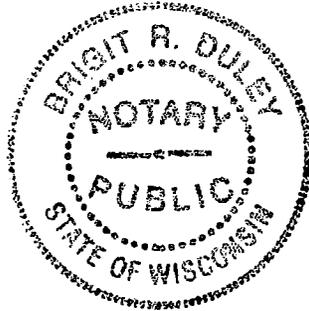
PATRICK L. FAHRENKRUG  
PRINT NAME AND TITLE

STATE OF WISCONSIN) )SS  
WINNEBAGO COUNTY )

PERSONALLY CAME BEFORE ME ON THE 5 DAY  
OF November, 2025, THE ABOVE OWNER(S) TO ME  
KNOWN TO BE THE PERSON(S) WHO EXECUTED THE FOREGOING  
INSTRUMENT AND ACKNOWLEDGE THE SAME.

*Brigit R. Duley*  
NOTARY PUBLIC,

STATE OF WISCONSIN  
MY COMMISSION (IS PERMANENT)  
(EXPIRES: 4-25-29)





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## M E M O R A N D U M

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**DATE:** November 25, 2025  
**TO:** Mayor Lang and Plan Commission  
**FROM:** Brad Schmidt, AICP, Deputy Director  
**RE:** 2 Lot CSM – 2025 Marathon Avenue

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The owner of 2025 Marathon Avenue, Park Place Holdings-Marathon Street, LLC, has submitted a CSM to subdivide the subject property into two lots. The existing lot was created in 2024, when 2001 Marathon Avenue (which includes Marathon Flats Apartments) was subdivided to separate the apartment building from two additional lots. One of those lots was sold and became the Boys and Girls Club.

The subject property is partially vacant on the south end and includes a driveway and off-street parking lot on in the center of the lot. An additional access easement is located on the north side of the lot which provides access to a parking lot on the north side. The center driveway is shared and includes an easement which provides access to the apartment building and could possibly serve the two new lots being created. Both lots have frontage along Marathon Avenue and meet the minimum lot sizes and frontage requirements.

Both lots are zoned C-1, General Commercial District. The C-1 District permits commercial, office and apartment use. There are no plans currently to develop the properties. Should a development proposal be submitted, the Plan Commission will review a site plan.

### **Recommendations**

**An appropriate action at this time is for the Plan Commission to approve the 2 lot CSM for the property located at 2025 Marathon Avenue.**



City of Neenah Community Development  
211 Walnut Street  
Neenah WI 54956  
Ph 920.886.6130

November 19, 2025

JUSTIN SMITH-HERTER  
MACH IV  
2260 SALSCHIEDER COURT  
GREEN BAY, WI 54313

**RE: CSM #10-25 - 2025 Marathon Ave - 2 Lot CSM Certified Survey Map Review () Status Approved**

Dear JUSTIN SMITH-HERTER:

We have completed our review of the plan identified above. The plan was approved per attached comments, if any. This letter is not to be construed as a zoning compliance, grading, building permit, certificate of occupancy, or a substitute for any permit or certificate required by any state or federal government entity.

Sincerely,

Brad Schmidt  
Deputy Director of Community Development and Assessment  
bschmidt@neenahwi.gov  
920-886-6126

## Plan Review Comments

Planning - Brad Schmidt -  
bschmidt@neenahwi.gov

Approved

**Review Comments:**

1. Add a certificate on the CSM for the City Treasurer. The Clerk's Certificate can be removed since the CSM is not being reviewed by Council.
  2. Any future development of the proposed lots will require site plan review. Please contact the Community Development Department prior to construction.
  3. Water and sanitary sewer laterals are not located adjacent to either of the two proposed lots. Please contact the Public Works Department for information on installing laterals.
-

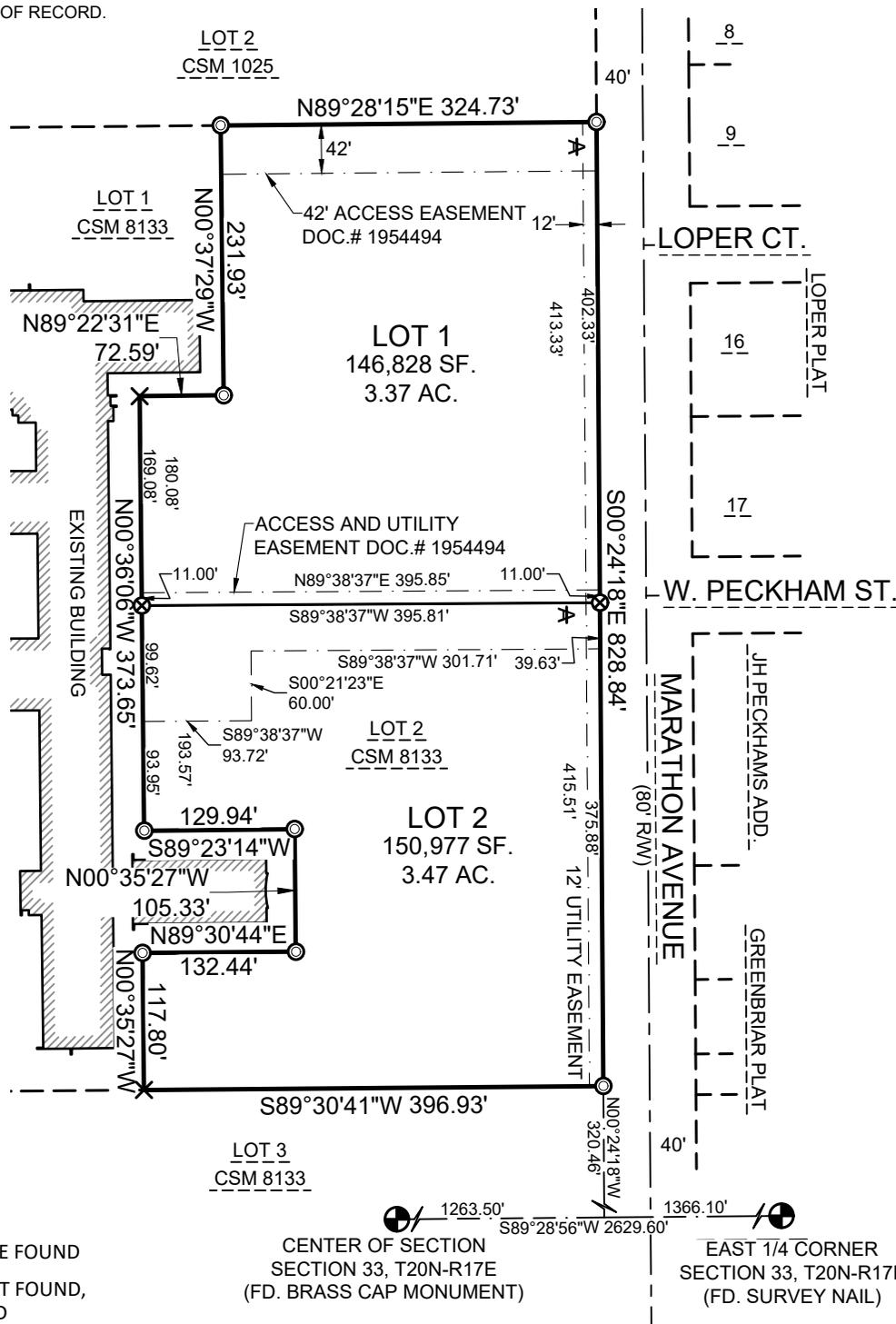
# CERTIFIED SURVEY MAP

ALL OF LOT 2 OF CERTIFIED SURVEY MAP #8133, DOCUMENT #1921636, WINNEBAGO COUNTY RECORDS, LOCATED IN THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4, SECTION 33, TOWNSHIP 20 NORTH, RANGE 17 EAST, CITY OF NEENAH, WINNEBAGO COUNTY, WISCONSIN.



NORTH IS REFERENCED TO THE SOUTH LINE OF THE NORTHEAST 1/4 OF SECTION 33, T20N-R17E, RECORDED TO BEAR S89°28'56"W.

BEARINGS ARE REFERENCED TO THE COUNTY COORDINATE SYSTEM OF RECORD.



## LEGEND

- ⊙ 1" IRON PIPE FOUND
- ⊕ MONUMENT FOUND, TYPE NOTED
- ✕ SAW CROSS FOUND
- ⊗ SAW CROSS SET
- ★ ACCESS



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2260 Salscheider Court Green Bay, WI  
54313 PH: 920-569-5765; Fax: 920-569-5767  
www.mach-iv.com

CLIENT: PARK PLACE HOLDINGS - MARATHON STREET, LLC

DRAFTED BY: JSH  
TAX PARCEL NO.: 80205801000

SCALE:

1" = 150'

SHEET: 1 OF 3

PROJECT NO. 1939-15-25

DRAWING NO. 1946

# CERTIFIED SURVEY MAP

ALL OF LOT 2 OF CERTIFIED SURVEY MAP #8133, DOCUMENT #1921636, WINNEBAGO COUNTY RECORDS, LOCATED IN THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4, SECTION 33, TOWNSHIP 20 NORTH, RANGE 17 EAST, CITY OF NEENAH, WINNEBAGO COUNTY, WISCONSIN.

## SURVEYOR'S CERTIFICATE

I, ANDREW S. CLEVELAND, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT I HAVE SURVEYED, MAPPED, AND DIVIDED ALL OF LOT 2 OF CERTIFIED SURVEY MAP #8133, DOCUMENT #1921636, WINNEBAGO COUNTY RECORDS, LOCATED IN THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4, SECTION 33, TOWNSHIP 20 NORTH, RANGE 17 EAST, CITY OF NEENAH, WINNEBAGO COUNTY, WISCONSIN.

TOTAL BOUNDARY CONTAINS 297,805 SQ. FT. \ 6.84 ACRES OF LAND, MORE OR LESS.  
SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

THAT THIS PLAT IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARY LINES OF THE LAND SURVEY AND THE DIVISION OF THAT LAND. THAT I HAVE MADE SUCH A SURVEY AND PLAT BY THE DIRECTION OF THE OWNERS LISTED HEREON. THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236.34 OF THE WISCONSIN STATUTES, THE VILLAGE OF SUAMICO, AND THE BROWN COUNTY PLANNING COMMISSION IN SURVEYING, MAPPING AND DIVIDING THE LAND.

ANDREW S. CLEVELAND PLS-2787  
OCTOBER 20, 2025

## NOTES:

- 1) THIS CSM IS ALL OF TAX PARCEL NO(S):. 80205801000.
- 2) THE PROPERTY OWNER(S) OF RECORD ARE: PARK PLACE HOLDINGS-MARATHON STREET, LLC.
- 3) THE CSM IS WHOLLY CONTAINED WITHIN THE PROPERTY DESCRIBED IN THE FOLLOWING RECORDED INSTRUMENT(S): DOCUMENT #1888173.

## CITY RESOLUTION:

RESOLVED THAT THIS CERTIFIED SURVEY MAP, ATTACHED HERETO, AND FILED WITH THE CITY OF NEENAH, IS HEREBY APPROVED.

APPROVED BY:  
PLANNING COMMISSION - CITY OF NEENAH

\_\_\_\_\_  
PLANNING COMMISSION REPRESENTATIVE

I HEREBY CERTIFY THAT THE FORGOING RESOLUTION WAS ADOPTED BY THE PLANNING COMMISSION OF THE CITY OF NEENAH, WISCONSIN, ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
CLERK



2260 Salscheider Court Green Bay, WI  
54313 PH: 920-569-5765; Fax: 920-569-5767  
www.mach-iv.com

CLIENT: PARK PLACE HOLDINGS - MARATHON  
STREET, LLC

DRAFTED BY: JSH  
TAX PARCEL NO.: 80205801000

SCALE:

SHEET: 2 OF 3  
PROJECT NO. 1939-15-25  
DRAWING NO. 1946

# CERTIFIED SURVEY MAP

ALL OF LOT 2 OF CERTIFIED SURVEY MAP #8133, DOCUMENT #1921636, WINNEBAGO COUNTY RECORDS, LOCATED IN THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4, SECTION 33, TOWNSHIP 20 NORTH, RANGE 17 EAST, CITY OF NEENAH, WINNEBAGO COUNTY, WISCONSIN.

## LIMITED LIABILITY COMPANY OWNER'S CERTIFICATE

PARK PLACE HOLDINGS-MARATHON STREET, LLC, A LIMITED LIABILITY COMPANY DULY ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN, DOES HEREBY CERTIFY THAT SAID LIMITED LIABILITY COMPANY CAUSED THE LAND ON THIS CERTIFIED SURVEY MAP TO BE SURVEYED, DIVIDED, AND MAPPED AS REPRESENTED HEREON. PARK PLACE HOLDINGS-MARATHON STREET, LLC DOES FURTHER CERTIFY THAT THIS CERTIFIED SURVEY MAP IS REQUIRED TO BE SUBMITTED TO THE FOLLOWING AGENCIES FOR APPROVAL OR OBJECTION IN ACCORDANCE WITH CURRENT LAND SUBDIVISION ORDINANCES.

CITY OF NEENAH

IN WITNESS WHEREOF, THE SAID PARK PLACE HOLDINGS-MARATHON STREET, LLC HAS CAUSED THESE PRESENTS TO BE SIGNED BY

CALEB HAYES, ITS MEMBER, ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
CALEB HAYES  
MEMBER

PERSONALLY CAME BEFORE ME THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_, THE ABOVE NAMED MEMBER OF SAID LIMITED LIABILITY COMPANY AND ACKNOWLEDGED THAT HE EXECUTED THE FOREGOING INSTRUMENT AS SUCH MEMBER AS THE DEED OF SAID LIMITED LIABILITY COMPANY, BY ITS AUTHORITY.

\_\_\_\_\_  
NOTARY PUBLIC

MY COMMISSION EXPIRES \_\_\_\_\_

STATE OF WISCONSIN ]

] SS

COUNTY OF \_\_\_\_\_ ]

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CLIENT: PARK PLACE HOLDINGS - MARATHON  
STREET, LLC

DRAFTED BY: JSH  
TAX PARCEL NO.: 80205801000

SCALE:

SHEET: 3 OF 3  
PROJECT NO. 1939-15-25  
DRAWING NO. 1946