



NEENAH PLAN COMMISSION

March 8, 2022

4:15 P.M.

Hauser Room, City Administration Building

1. Approval of Minutes: **February 8, 2022**
2. Public Appearances (Ten minutes divided among those wishing to speak on topics pertinent to the Plan Commission)
3. Public Hearings:
 - a. **Official Street Map Amendment #1-22 - Paintbrush Road**
 - b. **Rezoning #1-22 - 560 County Road G - Temp I1 to I1 District**
4. Action Items:
 - a. **Official Street Map Amendment #1-22 - Paintbrush Road (Ord. No 2022-05)**
 - b. **Rezoning #1-22 - 560 County Road G - Temp I1 to I1 District (Ord. No 2022-06)**
5. Announcements and future agenda items:
 - a. **Next Meeting: March 29, 2022**

**Neenah City Hall is accessible to the physically disadvantaged.
If special accommodations are needed please contact the
Department of Community Development Office
at 886-6125 at least 24 hours in advance of the meeting.**

MINUTES OF THE NEENAH PLAN COMMISSION
Tuesday, February 8, 2022
4:15 p.m.

Present:

Mayor Dean Kaufert, Chairman	PRESENT	Gerry Kaiser, Director of Public Works	PRESENT	David Williams	ABSENT
Kate Hancock-Cooke	PRESENT	Karen Genett	PRESENT	Betsy Ellenberger	PRESENT
Gerry Andrews	ABSENT	Ald. Jane Lang, Vice Chairperson	PRESENT		

Also present:

Brad Schmidt, Deputy Director of Community Development	Rachael Eiting, Administrative Assistant, Department of Community Development	Chris Haese, Director of Community Development
Emily Bublitz, Representative on behalf of Culver's	Brian Epley, Neenah resident and School board member	Kelly Behrman, Mayoral Candidate

Minutes: MSC the Plan Commission to approve the January 25, 2021 meeting minutes. MSC Ellenberger/Lang. All aye. Motion passed.

Public Appearances:

Mayor Kaufert opened the public appearance section. Mayoral Candidate Kelly Behrman shared with the committee that she is running for mayor.

Public Hearings: None.

Action Items:

A. Westside Business District PPA #1-22 – 1161 Westowne Drive – Culver's Drive-Thru

S&L Properties Neenah, LLC, owner of 1161 Westowne Drive, submitted a project plan to construct an additional drive-thru and modify a parking lot for the Culver's Restaurant.

The Culver's restaurant was constructed in 2005. The subject property is located on the southwest corner of Winneconne Avenue and Westowne place. The 1.4 acre property includes 68 off-street parking stalls and a drive-thru on the west and south portion of the building. The north driveway provides one-way ingress onto the property while the south driveway provides one-way egress off the property.

In 2021, Culver's Restaurants began modifying their existing locations to include two drive-thru lanes to improve the guest experience with faster and smoother flow. The proposed project plan includes an additional drive-thru lane directly west of the existing drive-thru lane. The additional drive-thru lane includes a second order board. Both drive-thru lanes converge back into the existing pick-up lane.

As a result of the additional drive-thru lane, nine parking stalls will be eliminated including one along the north side of the building and eight along the west property line. The north side of the parking lot will also be modified as the parking stalls will be re-stripped to allow one-way access from the west as opposed to the east. As a result to include plantings per the City's landscaping standards. At a minimum one shade tree shall be planted in each endcap.

Member Genett asked if this set up will be similar to the McDonald's Drive-Thru set up.

Deputy Director Schmidt answered yes it will be.

Member Ellenberger asked if the orientation of the parking is the only thing that has changed from the original agenda to this meeting.

Deputy Director Schmidt answered that is correct.

Member Hancock-Cooke asked the reason for that change.

Deputy Director Schmidt answered the change was to address traffic flow issues.

Emily Bublitz, representative on behalf of Culver's, answered that site flow overall uses the lot most efficiently in this layout and causes less customer confusion.

MSC Kaiser/Lang the plan commission recommends Council approve Ordinance No. 2022-05, approving Project Plan Approval #1-22 for the Westside Business District, allowing the construction of an additional drive-thru lane for property located at 1161 Westowne Drive. All Aye. Motion Passed.

B. CSM – 544 Jensen Road – 2 Lots

Bergstrom Properties, LLC, owner of 544 Jensen Road, is proposing to divide the subject parcel into two lots. The parcel is currently 7.7 Acres in size and includes a 16,000 square-foot building on the north portion of the parcel, a parking lot west of the building, and the remainder of the land is undeveloped. The proposed CSM creates a 4.2 acre parcel which includes the existing building and parking lot and another 3.5 acre parcel with access via Progress Court. Both properties will continue to be zoned I-1, Planned Business Center District. The minimum lot size and minimum frontage for the I-1 District is exceeded with both of these proposed lots. In addition, the creation of the north parcel will not create any non-conformities related to district setbacks.

Member Hancock-Cooke inquired about the strange shape of the new parcel.

Deputy Director Schmidt answered the shape allows the parcel to maintain right of way access.

MSC Lang/Ellenberger approves the proposed 2 Lot CSM at 544 Jensen Road. All Aye. Motion Passed.

Discussion Items:

None.

Announcements and Future Agenda Items:

Next meeting: February 22, 2022.

Adjournment: The Commission adjourned its meeting at 04:33 PM MSC Genett/Ellenberger. All Aye. Motion passed.

Respectfully Submitted,



Rachael Eiting
Administrative Assistant, Community Development



M E M O R A N D U M

DATE: March 8, 2022
TO: Mayor Kaufert and Plan Commission Members
FROM: Brad Schmidt, AICP, Deputy Director
RE: Official Map Amendment – Paintbrush Road

The City's Official Street Map identifies existing streets and street right-of-way and future planned street extensions in the City and surrounding unincorporated areas. From time-to-time the Official Street Map is amended to reflect changes in future street layout and changes to existing street right-of-way.

Paintbrush Road within the Eagle Crest Estates Subdivision (between the west boundary line of the subdivision and Kingswood Drive) was platted with a 66-foot right-of-way. Typically, local streets in the City are platted with a 60-foot right-of-way. It's unclear why this section of street was platted with a 66-foot right-of-way and may have been an oversight during the review process. Paintbrush Road extended west to Lone Oak Drive (part of the Cardinal Plat Subdivision) was recently platted with a 60-foot right-of-way. The street was recently constructed with curb and gutter, a 30-foot roadway, and a 5-foot sidewalk along the south side of the street.

Reducing the right-of-way to 60 feet will have no impact on the recently constructed street and sidewalk, nor would any utility (water, sanitary sewer, storm sewer) be located outside of the right-of-way. If approved, each property owner abutting Paintbrush Road would receive an additional 3 feet of real estate which would now go back on the tax rolls.

Recommendation

Appropriate Action at this time is to recommend Council approve Ordinance 2022-05, amending the Official Street Map to narrow Paintbrush Road Right-of-Way from 66 feet to 60 feet between the west line of the SW ¼ of the NE ¼ of Section 6, Township 19, Range 17 East, City of Neenah, Winnebago County, Wisconsin and Kingswood Drive in the City of Neenah.



1 inch = 55 feet

Eaglecrest Estates Lot 79

REMINGTON RD

Eaglecrest Estates Lot 78

Eaglecrest Estates Lot 65

KINGSWOOD DR

Eaglecrest Estates Lot 1

REMINGTON RD

Eaglecrest Estates Lot 53

Eaglecrest Estates Lot 52

KINGSWOOD DR

PAINTBRUSH RD

Proposed Width: 60 feet

PAINTBRUSH RD

Existing Width: 66 feet



AN ORDINANCE: By the Neenah Plan Commission
Re: Amending the Official Street Map established by Code Sec. 26-30 to narrow Paintbrush Road Right-of-Way from 66 feet to 60 feet between the west line of the SW ¼ of the NE ¼ of Section 6, Township 19, Range 17 East, City of Neenah, Winnebago County, Wisconsin and Kingswood Drive in the City of Neenah.

ORDINANCE NO. 2022-05
Introduced: _____
Committee/Commission Action: _____

AN ORDINANCE

The Common Council of the City of Neenah, Wisconsin, do ordain as follows:

Section 1. That the Official Street Map, as established by Section 26-30 of the Neenah Municipal Code, is hereby amended as follows:

All that portion of the Paintbrush Road Right-of-Way located between the west line of the SW ¼ of the NE ¼ of Section 6, Township 19, Range 17 East, City of Neenah, Winnebago County, Wisconsin and Kingswood Drive. It is the intent of this amendment to remove three (3) feet of Right-of-Way from either side of the existing mapped street Right-of-Way to reduce the width from 66 feet to 60 feet.

Section 2. It is the intent of the Common Council that the narrowing of the Paintbrush Road Right-of-Way as described in Section 1 shall cause the abutting lots along Paintbrush Road to have an additional three (3) feet of the Paintbrush Road Right-of-Way adjacent to the respective adjoining lots released from the Paintbrush Road Right-of-Way and revert to the adjoining lots. The abutting lots are described on Exhibit A attached hereto.

Section 3. Severability. In the event any section, subsection, clause, phase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 4. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Adopted: _____

Approved:

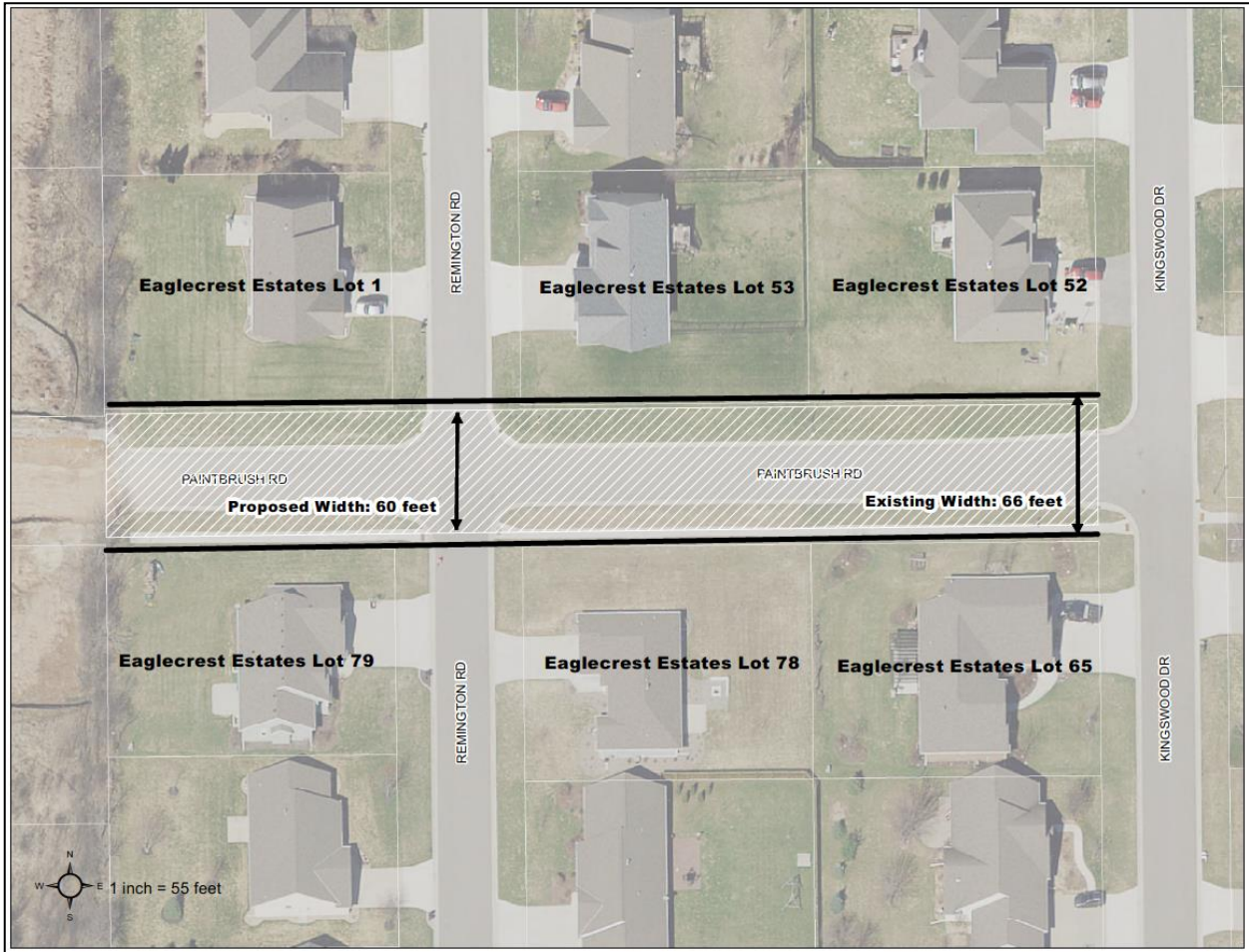
Published: _____

Dean R. Kaufert, Mayor

Attest:

Charlotte Nagel, City Clerk

EXHIBIT A





M E M O R A N D U M

DATE: March 8, 2022
TO: Mayor Kaufert and Plan Commission
FROM: Brad Schmidt, AICP, Deputy Director
RE: Rezoning Temp I-1 to I-1, Planned Business Center – 560 County Road G (**Ord. No 2022-06**)

Request

The Way to Succulents Properties, LLC, is requesting to place a permanent I-1, Planned Business Center zoning designation on property located at 560 County Road G.

Background

The subject property located on along the south side of County Road G just east of Towerview Drive was recently annexed into the City from the Town of Neenah. The property is approximately 13.5 acres in size. The property is currently undeveloped and used for agricultural purposes. The applicant has plans to develop the property with commercial green houses and possibly other light industrial uses, which would be permissible in the I-1, Planned Business Center District.

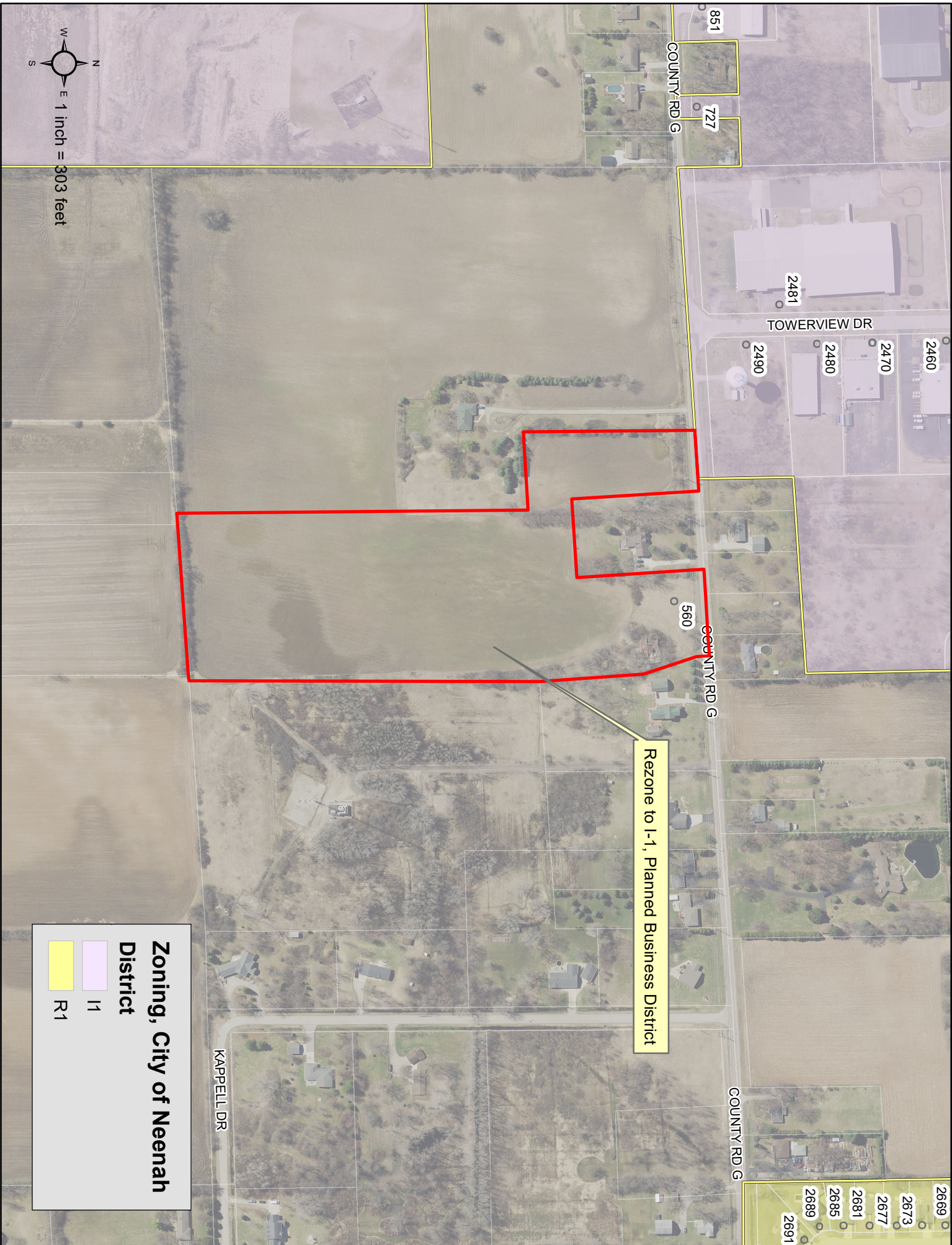
When property is annexed into the City from a surrounding town, the property is given an R-1, Single-Family Residence classification. If the property is to be used for purposes other than residential, a temporary zoning district is placed on the property. A zoning amendment or rezoning is then reviewed after the property is annexed into the City, following all public notice requirements.

Land east, west, south and partially north of the property is located in the Town of Neenah. The land directly south, east and west of the property contains undeveloped agricultural land. Land north includes two single-family residences and a City-owned parcel which is part of the Southpark Industrial Center.

As with all rezoning requests, the proposed zoning classification must be consistent with the City's Comprehensive Plan 2040 Future land use designation. In this case, the future land use map identifies this area as the Neenah Industrial Corridor. This designation is intended to promote for the expansion of business and industry in the City. The I-1, Planned Business Center District is consistent with the City's Comprehensive Plan's Future Land Use designation.



Recommendation

An appropriate action at this time is for the Plan Commission to recommend Common Council approve Ordinance No. 2022-06 placing a permanent zoning designation of I-1, Planned Business Center District for the property located at 560 County Road G.



Zoning, City of Neenah

District

	R1
	I1

Rezoned to I-1, Planned Business District

W
N
S
E 1 inch = 303 feet



AN ORDINANCE: By the Neenah Plan Commission
Re: Rezoning land located at 560 County Road G
from the temporary I-1, Planned Business
Center District to the I-1 Planned Business
Center District.

ORDINANCE NO. 2022-06
Introduced: _____
Committee/Commission Action: _____

AN ORDINANCE

The Common Council of the City of Neenah, Wisconsin, do ordain as follows:

Section 1. Section 26-123 of the Neenah Municipal Code pertaining to zoning districts, and the map therein described, is hereby amended by rezoning approximately 13.48 Acres of land located at 560 County Road G from the temporary I-1, Planned Business Center District to the I-1, Planned Business Center District. The property is more particularly described as follows:

LOT 2 OF CERTIFIED SURVEY MAP NO. 4426 AS RECORDED IN DOCUMENT NO.1081788,
LOCATED IN THE NORTH 1/2 OF THE NORTHWEST 1/4 OF SECTION 9, TOWNSHIP 19
NORTH, RANGE 17 EAST, CITY OF NEENAH, WINNEBAGO COUNTY, WISCONSIN.

Parcel ID: 802-2100-00-00

Section 2. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 3. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Adopted: _____

Published: _____

Approved:

Dean R. Kaufert, Mayor

Attest:

Charlotte Nagel, City Clerk