

AGENDA

NEENAH BOARD OF APPEALS

Monday, February 3, 2025

3:00 P.M.

**Administrative Building, 211 Walnut Street
Hauser Room**

1. Approve meeting minutes of December 2, 2024.
2. Variance Request – 815 Edward Street – Section 26-178(2) – Side Yard Setback
3. Announcements and future agenda items.

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

MINUTES OF THE NEENAH BOARD OF APPEALS
Monday, December 2, 2024
3:00 p.m.

Members:

Denise Burkett, Chairperson	PRESENT	Gail Dolan, Vice Chairperson	PRESENT	Robert Wedge	PRESENT
Ken Bonkoski,	ABSENT	Peter Allen	ABSENT	Jim Hemes	PRESENT

Also Present:

Brad Schmidt, Deputy Director of Community Development	Samantha Jefferson, Community Development Specialist	Mae Hiub Yang, 218 Royal Ct. Apt. 1, Appleton, WI 54915
Mitch Nordahl, 8701 Cty Rd M, Larsen, WI, 54947	Flo Bruno, 1002 E. Forest Ave. Neenah, WI	

Roll Call and Declaration of Quorum: Chairperson Burkett called the meeting to order at 3:00 p.m. and indicated a quorum of the Board was in attendance. Chairperson Burkett proceeded to read the Announcement of Proceedings for the Boards of Appeals meeting and swore in the applicant.

Minutes: MSC Hermes/Dolan, the Board, to approve the October 12, 2023 meeting minutes. All voting aye. Motion passed.

1. **Election of Officers**

Member Burkett accepted the nomination of Chairperson and Member Dolan accepted the nomination of Vice Chairperson.

MSC Hemes/Wedge, the Board of Appeals, to elect Member Burkett as Chairperson. Motion passed unanimously.

MSC Hemes/Wedge, the Board of Appeals, to elect Member Dolan as Vice Chairperson. Motion passed unanimously.

2. **Variance Request – 216 4th Street – Section 26-178(2) – Side Yard Setback**

Wildflower Development Group, LLC, is requesting a variance from Section 26-178(2) of the Zoning Code to construct a new single-family residence on property located at 216 4th Street. Deputy Director Schmidt and the applicant discussed the property in question. Located along the west side of 4th Street and north of Lincoln Street, the subject parcel is currently undeveloped. The subject property is 46 feet wide by 150 feet long. The parcels along 4th Street were originally platted as 50-foot-wide lots. However, at some point in the early part of the 1900s, four feet of this property was deeded over to the property adjacent, therefore creating this 46-foot wide lot.

Mitch Nordahl, owner of the property, explained that he is proposing to construct a new single-family residence. If the lot was 50 feet wide, a variance would not be required. The Zoning Code requires a minimum 6-foot side yard setback, with an aggregate of 16 feet for both side yards. The applicant is requesting a reduction in the side yard setback aggregate from 16 feet to 12 feet. Neither side yard setback will be less than the minimum 6 feet, and the other setbacks (front yard and backyard) can be met.

Board of Appeals Minutes

December 2, 2024

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Without a variance, the applicant would be limited on their ability to place a single-family residence on the subject property. The small lot width is unique in this neighborhood, as most of the lots are at or above 50 feet in width. The Zoning Code requirements create an unnecessary hardship as the lack of lot width and the side yard setback requirement limits the types of structures that can be reasonably built on this lot. In fact, several of the houses along 4th Street are non-conforming to the current side yard setback requirements. Staff suggests that granting a variance would not have a negative impact on the surrounding neighborhood nor the interests of the public. The purpose of the side yard setback requirement is to provide adequate space between structures. In this case, the applicant can still meet the minimum side yard setback of 6 feet. Deputy Director Schmidt discussed previous cases when the Zoning Board of Appeals has approved similar variance requests on other substandard lots in the City.

Member Wedge asked about the previous residence that was on the property. A two-family residence (built in 1937) was located on the property before being demolished in 2017.

Chairperson Burkett asked if there were any other neighborhood restrictions on this property. There are no known neighborhood covenants.

Member Hemes asked what this property is zoned. It is zoned R2. He also asked if this zoning would allow rental properties. It does.

Member Wedge asked the applicant if he has developed projects like this in the past. He has, mostly in the Oshkosh area. The base price for this property would be \$274,900. He has not yet built in the City of Neenah.

Member Wedge asked if the city or applicant has heard from any of the neighbors. Neither have heard from neighbors.

MSC Hemes/Wedge, on the basis of the findings of fact, conclusions of law and the record this matter, the Board orders, the request for a variance for 216 4th Street to reduce the side yard setback aggregate from 16 feet to 12 feet to construct a single-family residence.

All voting aye (Burkett, Hemes, Wedge, and Dolan). Motion passed unanimously.

Announcements and Future Agenda Items: None

Adjournment: The Board adjourned its meeting at 3:35 p.m. MSC Dolan/Wedge. All voting Aye. Motion passed.

Respectfully Submitted,



Samantha Jefferson

Community Development Specialist, Department of Community Development



M E M O R A N D U M

DATE: February 3, 2025
TO: Board of Appeals
FROM: Brad Schmidt, AICP, Deputy Director
RE: Variance – 815 Edward Street – Sec. 26-178(2)

Request

Wildflower Development Group, LLC (applicant), on behalf of Eric and Heidi Hunter (owners), are requesting a variance from Section 26-178(2) of the Zoning Code to construct a new single-family residence on property located at 815 Edward Street.

Consideration

Located along the north side of Edward Street, between S. Western Avenue and S. John Street, the subject parcel is currently undeveloped. The parcel was created in 2024, via a certified survey map (CSM) which split an existing, non-conforming parcel into two parcels. The previous parcel was non-conforming due to its lot width and is a double frontage lot which fronted Main Street and Edward Street. The parcel north of the subject lot contains a single-family residence. The primary land use surrounding the subject property is single-family residential.

The owner of the property is proposing to construct a new single-family residence. The Zoning Code requires a minimum 6-foot side yard setback, with an aggregate of 16 feet for both side yards. The applicant is requesting a reduction in the side yard setback aggregate from 16 feet to 13.5 feet or a 2.5-foot setback reduction. Neither side yard setback will be less than the minimum 6 feet, and the other setbacks (front yard and backyard) can be met.

The parcels along Edward Street range in width from 46 feet to 75 feet. There is one parcel that is 42 feet wide, but the parcel fronts Main Street. The average parcel width on Edward Street is about 58 feet, or 12 feet less than the subject parcel. The Edward Street subdivision (Christoph's Replat) was developed in the 1950's.

Without a variance, the applicant would be limited on their ability to place a single-family residence on the subject property. The small lot width is unique in this neighborhood, as most of the lots are at or above 57 feet in width. The Zoning Code requirements create an unnecessary hardship as the lack of lot width and the side yard setback requirement limits the types of structures that can be reasonably built on this lot. Most new homes are built with attached garages versus detached garages. Granting a variance would not have a negative impact on the surrounding neighborhood and the interests of the public. The purpose of the side yard setback requirement is to provide adequate space between structures. In this case, the applicant can still meet the minimum side yard setback of 6 feet. The Zoning Board of Appeals has approved similar variance requests on other substandard lots in the City. Most recently, a property on 4th Street was granted a side yard setback reduction due to the

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substandard lot width. In 2021, 903 Henry Street was granted a variance for a reduced side yard setback. In 2020, 500 Lincoln Street was granted a variance for reduced front yard setbacks. Finally, in 2017, 503 Congress Street was granted a variance for reduced front yard setbacks. In all these cases, the property (parcel) had substandard dimensions which limited reasonable use of the property without a variance to the Zoning setback standards.

Recommendation

Appropriate action at this time is for the Board of Appeals to approve the variance for 815 Edward Street to reduce the side yard setback aggregate requirement from 16 feet to 13.5 feet to construct a new single-family residence.

City of Neenah
Notice of Hearing - Variance Request

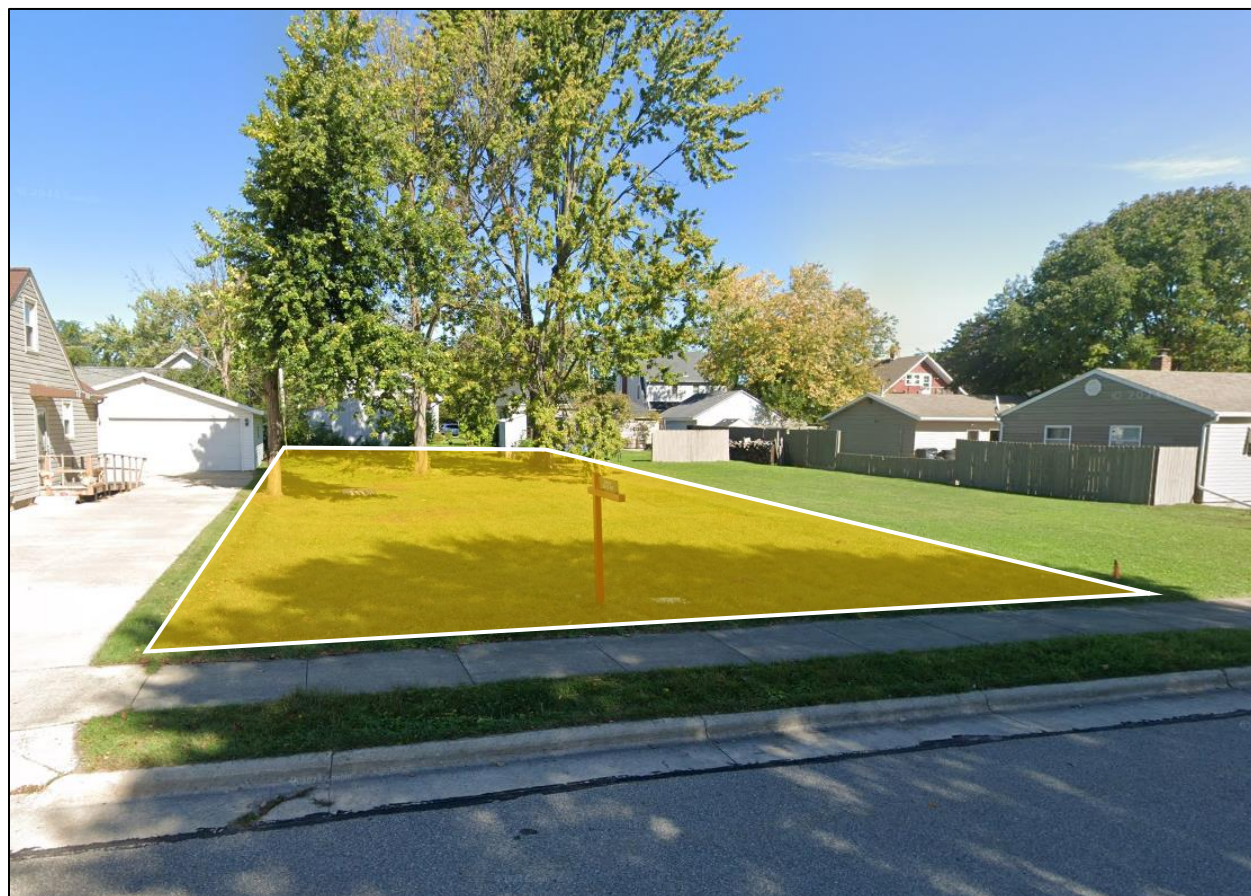
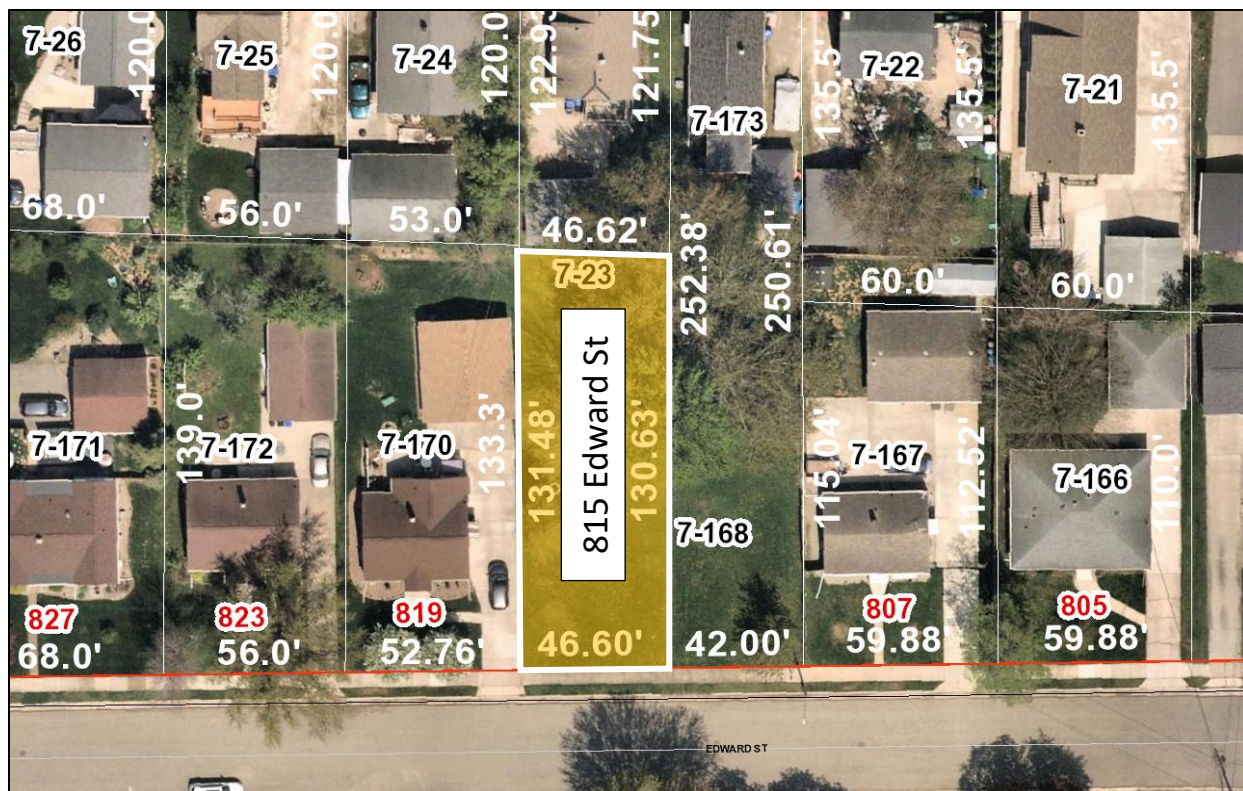
NOTICE IS HEREBY GIVEN that a meeting of the Board of Appeals of the City of Neenah will be held at 3:00 PM on Monday, February 3, 2025, in the Hauser Room of the City Administration building (211 Walnut Street, Neenah, WI).

The Board of Appeals will consider and take action on the following variance request:

A request by Wildflower Development Group, LLC, applicant, on behalf of Eric and Heidi Hunter, owner of 815 Edward Street, for a variance from Section 26-178(2) to reduce the aggregate minimum side lot line setback from 16 feet to 13.5 feet for the construction of a new single-family residence.

NOTICE IS FURTHER GIVEN that the applicant and interested persons may appear at said meeting of the Board of Appeals and be heard for or against the granting of said variance.

BOARD OF APPEALS
Brad R. Schmidt, AICP
(920) 886-6125
Department of Community
Development and Assessment



PLANNING SERVICES APPLICATION

Department of Community Development
211 Walnut St. P.O. Box 426
Neenah, WI 54957-0426
Phone (920) 886-6125 | Fax (920) 886-6129



PROPERTY OWNER	APPLICANT
Name: Eric and Heidi Hunter	Name: Wildflower Development Group, LLC
Mailing Address: 3200 D Elk Ridge Dr.	Mailing Address: 8701 County Rd M, Larsen, WI 54947
Email: heidianderic@hotmail.com	Email: myang@wildflowerlandscapers.com
Phone: 9202033697	Phone: 920-843-1021

PROPERTY	
Site Address: 815 Edward St. Neenah, WI 54956	Parcel Number (PIN): 80700230100
Current Use: Residential	Proposed Use: Residential
Current Zoning: R-2	Proposed Zoning: R-2

SITE PLAN	ZONING
Description of Proposed Project / Request: 1-story, 2-car garage, residential home. The total minimum width setback of 16' does not allow a 33' wide house to be built on this parcel with a total width of 46.6'. This limits the design to build. Other lots in the neighborhood are consistent with larger lot widths. The Common Council granted a variance to create this parcel with the knowledge that it is less than the minimum standard. This created an anticipated hardship that the now owner of the property must rectify. We kindly request a total minimum width setback of 13.6' for this site with the required 6' side yard on the East and a 7.6' side yard on the West.	
<input type="checkbox"/> Minor Site Plan ¹	<input type="checkbox"/> Rezoning
<input type="checkbox"/> Major Site Plan ²	<input type="checkbox"/> Special Use Permit
<input type="checkbox"/> Telecommunications Tower	<input checked="" type="checkbox"/> Appeal or Variance
<input type="checkbox"/> Parking Lot ³	<input type="checkbox"/> PDD Project Approval
<input type="checkbox"/> Change of Use ⁴	<input type="checkbox"/> TND Project Approval
	<input type="checkbox"/> CH Project Approval
	<input type="checkbox"/> Future Land Use Map Amendment

CERTIFIED SURVEY MAP / PLAT REVIEW	ANNEXATION
Property Identification / Legal Description: N/A	
Number of Lots / Outlots:	Temporary Zoning Requested: <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> City CSM	If yes, Describe Request:
<input type="checkbox"/> Extraterritorial CSM	
<input type="checkbox"/> Preliminary Plat	
<input type="checkbox"/> Final Plat	

1/8/2025	
Date	Owner / Agent Signature (Agent acknowledges they can sign on property owner's behalf)

- 1: Minor Site Plan: Building addition less than or equal to 5,000 SqFt or less than 50% of existing building, parking lot addition greater than 10 parking stalls, construction of accessory structure.
2: Major Site Plan: New construction, building addition greater than or equal to 5,000 SqFt or more than 50% of existing building.
3: Parking Lot: Parking lot construction / addition of 10 stalls or more.
4: Change of Use: No new construction or additions; Property use changing from one land use to another.

PLANNING SERVICES

Department of Community Development
211 Walnut St. P.O. Box 426
Neenah, WI 54957-0426
Phone (920) 886-6125 | Fax (920) 886-6129



Applications can also be Emailed to:

BSchmidt@NeenahWI.gov

See the Development Manual for detailed processes of provided services.

[Neenah Plan Commission Schedule](#)

[City of Neenah Zoning Code](#)

FOR OFFICE USE ONLY

Date Received:

Case / Plan Number:

Fee:

Check Number:

Receipt Number:

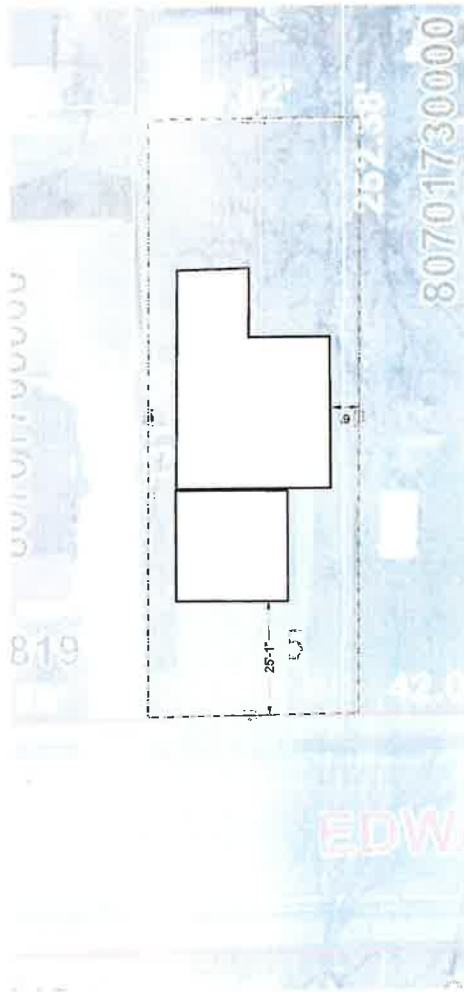
Developments may incur more fees than listed. Please see the [Schedule of Fees](#) for a complete list.

SITE PLAN	ZONING	CSM / PLAT REV.	ANNEXATION
Site Plan (Minor) \$200 / Application	Rezoning \$500 / Application	City CSM \$150 / Map	Non-R1 Annexation \$400 / Review
Site Plan (Major) \$400 / Application	Special Use Permit \$500 / Application	Extraterritorial CSM \$150 / Review	
Site Plan (Parking Lot) \$100 / Application	Appeal or Variance \$350 / Application	Preliminary Plat Review \$150 + (\$35/lot) / Review	
Site Plan (Change of Use) \$150 / Application	Land Use Map Amdt. \$500 / Letter	Final Plat Review \$100 + (\$10/lot) / Map	
Site Plan (Telecom Tower) \$3,000 / Application	P.D.D. / T.N.D. Review \$500 / Approval		
	Master Plan Approval \$500 / Approval		
	Project Plan Approval \$400 / Approval		

FOR OFFICE USE ONLY

Staff Review:	Approved	Denied	Date:
Neenah Plan Commission:	Approved	Denied	Date:
Board of Appeals:	Approved	Denied	Date:
Common Council:	Approved	Denied	Date:
Conditions for Approval (If Any):			
Informal Hearing:	Notice Mailed:		
Formal Hearing:	Notice Mailed:		
Notice Published:			

Symbol	Qty	Comment	Balance



Wildflower Landscapers LLC
 8701 County Road M
 Larsen, WI 54947
 920-383-1560
 Contact@wildflowerlandscapers.com

DESIGN RIGHTS, INTELLECTUAL PROPERTY AND COPYRIGHTS ARE
 SOLE OWNERSHIP OF WILDFLOWER LANDSCAPERS
 DO NOT QUOTE OR USE THIS DESIGN UNLESS SPECIFICALLY AUTHORIZED
 BY DESIGNER LISTED ON THIS SHEET. PENALTY TO NOT FOLLOW THIS
 WILL BE PROSECUTED BY FULL EXTENT OF THE LAW

815 Edwards Custom
 Heidi and Eric
 815 Edwards Ave
 Neenah, WI 54947

Date _____ Job Number _____ Sheet # _____

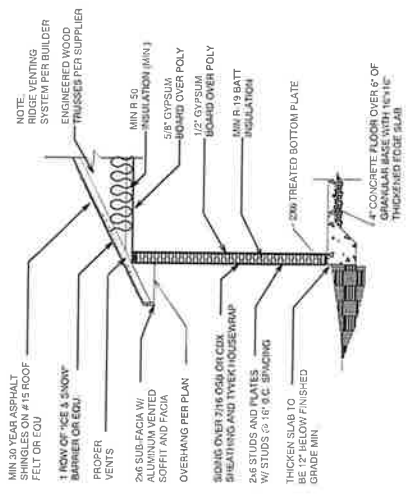
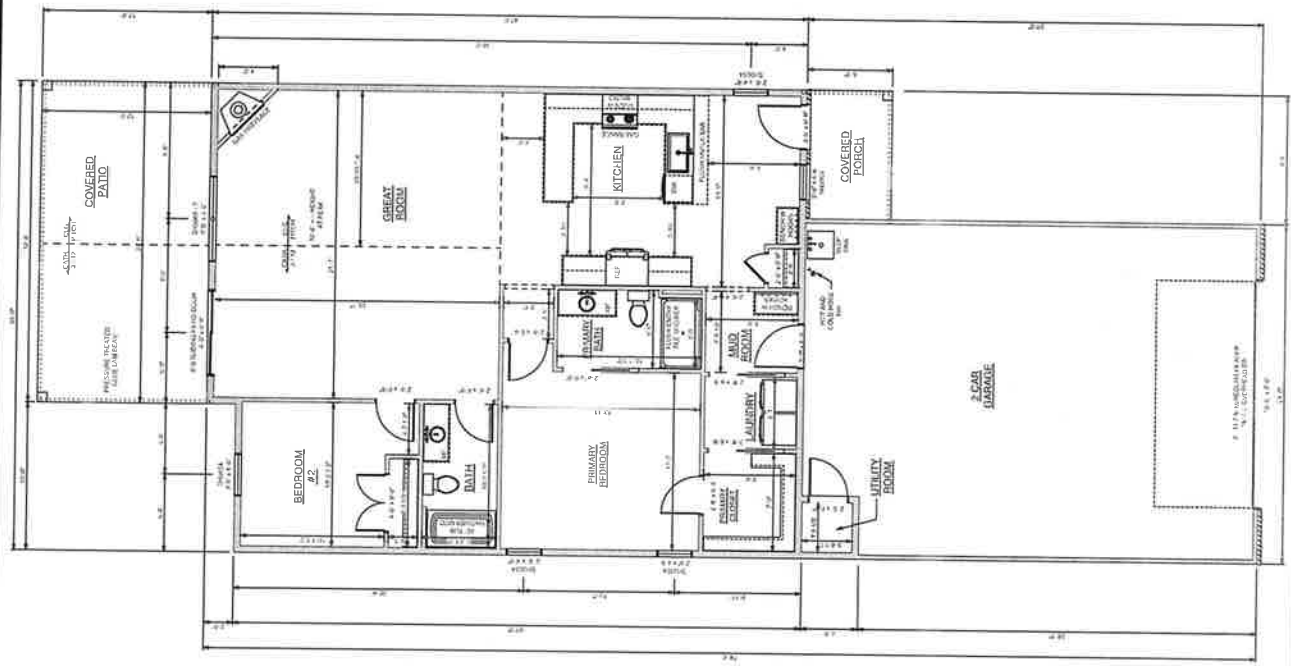
SITE PLAN SHEET

Designed by _____ Checked by _____
 Name _____ Name _____

Graphic Scale
 0 5 10 20
 (IN FEET)
 (1" = 10')



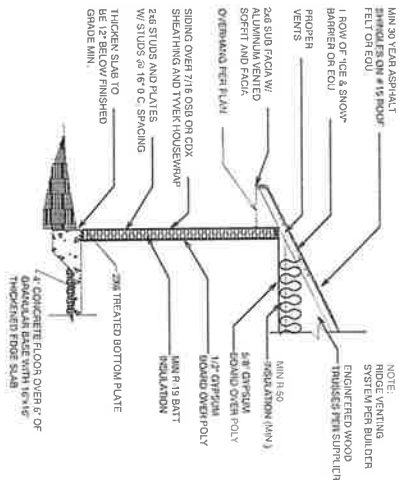
MAIN FLOOR
SCALE: 1/4" = 1'-0"



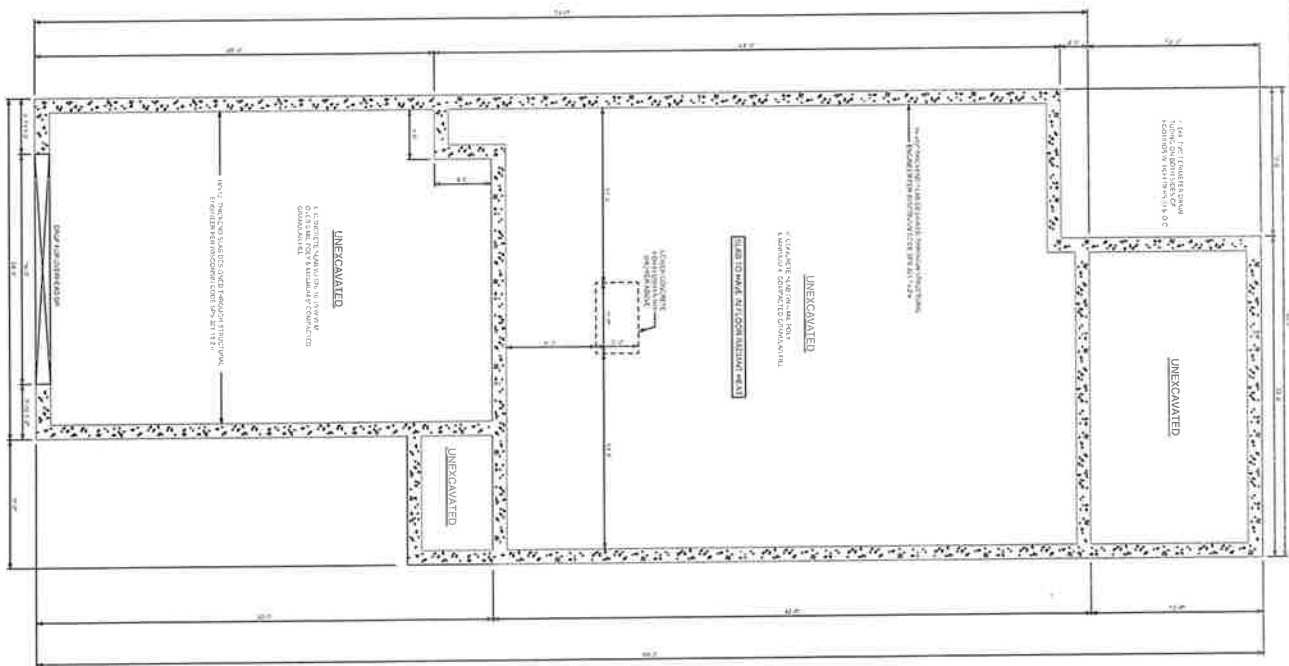
TYPICAL WALL SECTION
SCALE 3/8" = 1'-0"

BRONCO 10-HOLE		
PRODUCT CODE	SIZE	COUNT
10-1000	10 x 10 x 10"	5
10-1001	10 x 10 x 12"	3
10-1002	10 x 10 x 15"	1

[illegible]



TYPICAL WALL SECTION
SCALE: 3/8\"/>



SQUARE FOOTAGE:
COVERED PATIO 270
GARAGE 780

PLAN SPECIFICATIONS:

FOUNDATION SPECIFICATIONS:

1. ALL FOUNDATION WALLS SHALL BE CONSTRUCTED WITH 16\"/>

ROOF SYSTEM:

1. ROOF SHALL BE 15\"/>

FLOOR SYSTEMS:

1. FLOOR SHALL BE 12\"/>

WINDOWS:

1. ALL WINDOWS SHALL BE 16\"/>

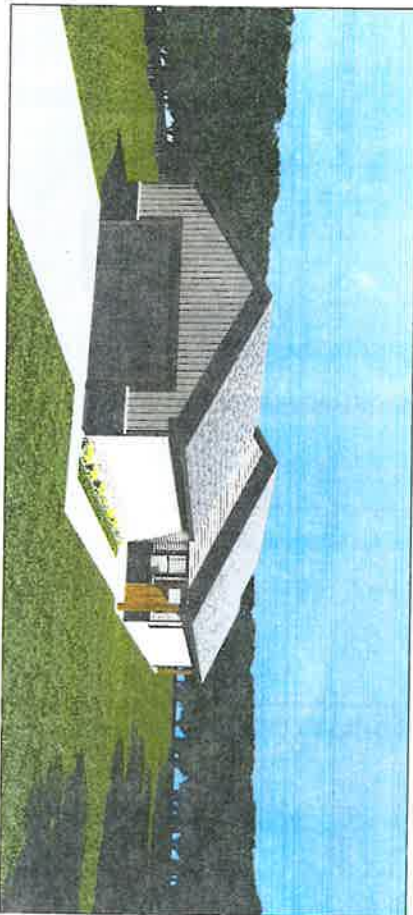
GENERAL INFORMATION:

1. ALL FOUNDATION WALLS SHALL BE CONSTRUCTED WITH 16\"/>

FOUNDATION PLAN
SCALE: 1/4\"/>



3D RENDERED PICTURES ARE FOR REFERENCE ONLY,
NOT FOR CONSTRUCTION.
FINAL FINISHES TO BE PICKED OUT WITH BUILDER.



24-234 - WILDFLOWER - 815 EDWARD ST.
PHONE: (920) 365-1080



EMAIL

711 Custom Home Designs

711
CUSTOM HOME DESIGNS

711 Custom Home Designs

1047 N. LYNDALE DR.
SUITE 10
APPLETON, WI 54914
PHONE: (920) 365-7170
JOSHUA@711CHD.COM

SCALE: As Noted

DRAWN BY: JOSH VANSTRATEN

DATE: Tuesday, January 7, 2025

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RESIDERS