

**MINUTES OF THE NEENAH PLAN COMMISSION**  
**Tuesday, January 9, 2024**  
**4:15 p.m.**

**Present:**

Mayor Jane Lang, Chairperson	PRESENT	Alderman Dan Steiner, Vice Chairperson	ABSENT	Gerry Kaiser, Director of Public Works	PRESENT
Kate Hancock-Cooke	PRESENT	Karen Genett	PRESENT	Betsy Ellenberger	PRESENT
Gerry Andrews	PRESENT	Sarah Moore-Nokes	PRESENT		

**Also Present:**

Brad Schmidt, Deputy Director of Community Development	Chris Haese, Director of Community Development	
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**Minutes:** MSC Kaiser/Moore-Nokes, the Plan Commission, to approve the December 12, 2023 meeting minutes. All voting aye. Motion passed. Member Ellenberger abstained.

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

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

**Action Items:**

a. **Annexation #231 – Liberty Avenue (Town of Vinland)**

Deputy Director Schmidt stated this annexation is in the Freedom Meadows subdivision and is roughly 10 acres in size, located west of the 2<sup>nd</sup> Addition to the Homes at Freedom Meadows. This land is owned by the city. The land will have a R-1, Single-Family zoning as this is the use of the property and would be consistent with the comprehensive plan.

Member Hancock-Cooke questioned when the city bought this land. Deputy Director Schmidt stated in 2020 the city bought 130 acres of land from the developer and there is a development agreement to sell it to the developer as phases are ready.

**MSC Andrews/Ellenberger, the Plan Commission, recommend Common Council approve Annexation #231 (Ordinance #2024-01) and the property also receive an R-1, Single-Family Residence District zoning classification. All voting aye. Motion passed.**

b. **Preliminary Plat - 3<sup>rd</sup> Addition to the Homes at Freedom Meadows**

Deputy Director Schmidt went over the preliminary plat. This is a 10-acre site and it is proposed to be subdivided into 27 Single-Family lots. The average lot size would be roughly 13,500 square feet, which exceeds the current lot size in the city and is consistent with the size of the lots in the Freedom Meadows subdivision. There are two planned streets through this subdivision, the extension of Valor Place from the east to the west and Founders Street extending north. The developer and the city will negotiate a development agreement regarding the cost and responsibility of the developer for installing infrastructure. This plat does have a wetland located

Ordinance  
#2024-01

on the west side of the land. This will not be disturbed and lots #89-101 are deeper due to this wetland.

MSC Ellenberger/Genett, the Plan Commission, recommend Common Council approve the Preliminary Plat for the Third Addition to the Homes at Freedom Meadows subdivision subject to the conditions on the preliminary plat review letter. All voting aye. Motion passed.

**Comprehensive Plan 2040 – 5 Year Review:**

**a. Chapter 7 – Utilities and Community Facilities**

Deputy Director Schmidt went over the next chapter for review of the comprehensive plan. The updates to this portion include the lift station on Cummings Lane, the automation of curbside collection, school district changes, and a water booster station on the west side of the city.

Member Andrews stated part of the plan was the implementation of Arrowhead Park. Now that there is a masterplan for Carpenter's Preserve, has there been discussion on trails. Deputy Director Schmidt stated there has been a discussion on adding the trails taskforce back together.

Member Hancock-Cooke asked who is responsible for the recycling at public events or how that is coordinated. Deputy Director Schmidt responded it depends on the event. Director Kaiser stated it is event driven, especially with the special event permitting.

Member Hancock-Cooke brought up household composting and how much it would cost. Director Kaiser stated there are pilot projects in other municipalities regarding household composting, but the city has not investigated it as far as the equipment needs.

Member Genett asked about the city allowing gardens on terraces as she is concerned about rodents and cleanliness of these gardens. Deputy Director Schmidt stated gardens are addressed in the next comprehensive plan chapter. However, there is nothing specific about terrace gardens. Director Kaiser said over the years there have been requests for plants besides grass in the terrace. We need to make sure the residents requesting these items know about the height restrictions.

Chairperson Mayor Lang stated she can check with the special event permitting group if they have any thoughts about recycling events.

**Announcements and Future Agenda Items:** Next meeting is scheduled for January 30, 2024.

**Adjournment:** The Commission adjourned its meeting at 4:34 p.m. MSC Genett/Hancock-Cooke. All voting Aye. Motion passed.

Respectfully Submitted,



Kayla Kubat

Administrative Assistant, Department of Community Development