

MINUTES OF THE NEENAH PLAN COMMISSION
Tuesday, February 10, 2026
4:00 p.m.

Present:

Mayor Jane Lang, Chairperson	ABSENT	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	ABSENT		

Also Present:

Brad Schmidt, Deputy Director of Community Development	Kayla Kubat, Administrative Assistant of Community Development	Jack Amormino- American Medical Buildings LLC
Alderman William Pollnow	Alderman Cari Lendrum	

Minutes: MSC, Andrews/Cuthbert, the Plan Commission, to approve the December 30, 2025 meeting minutes. All voting aye. Motion passed.

Public Appearances: Vice Chairperson Alderman Steiner opened public appearances to topics not related to the agenda.

No one in attendance spoke. Vice Chairperson Alderman Steiner closed public appearances.

Public Hearings: None

Action Items:

- a. **Project Plan Approval #1-26 – Medical Facility Building Addition – 1540 Lyon Drive (Ord. No. 2026-01)**

Deputy Director Schmidt went over the request for 1540 Lyon Drive. Since this property is in the Mahler Park plan development district, it follows a different process than a typical site plan review. The building is a medical facility, and the request is to build out one of the tenant spaces as well as a 405 square foot building addition. The addition would support the utility rooms for the new tenant space. The parking standard is exceeded, and the building addition will match the current exterior of the building.

MSC, Cuthbert/Andrews, the Plan Commission, to recommend Common Council approve Ordinance number 2026-01 for the project plan for surgery Center of the Fox Valley, located at 1540 Lyon Drive, subject to the conditions of the project plan approval letter. All voting aye. Motion passed.

- b. **Excess Public Property – Enterprise Drive (east of 590 Enterprise Drive)**

Deputy Director Schmidt went over working with Horseshoe Beverage Company and how they continue to grow. Horseshoe Beverage brought up the need for additional wastewater pretreatment structures they must add as part of their growth. They are looking at adding these on the southeast side of the building. There are two existing structures that serve their pre-treatment purposes now. With the addition of these structures, it eliminates their access road around the building. Due to this, they had inquired about purchasing the land the city owns

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directly to the east of the property. This land was purchased by the city in the 1980s to create the Industrial Park, and was planned as a railroad lead line. A portion of the land includes railroad tracks, and the southern portion is currently undeveloped. Horseshoe Beverage asked to purchase the site, the purchase price was reviewed at the Finance Committee and this commissions process is declaring this excess city property.

MSC, Hancock-Cooke/Genett, the Plan Commission, to declare the city-owned land as excess public property and recommend Common Council approve the sale of the property located along Enterprise Drive to Horseshoe Beverage Company. All voting aye. Motion passed.

Discussion Items:

a. **Zoning and Sign Code Re-Write RFP**

Deputy Director Schmidt gave an update on the Zoning and Sign Code re-write RFP process. He gave the history of the code and how it has been revised and updated over the years but not truly re-written to be up to modern standards. This will also be a re-write of the sign code. Like the zoning code, it has been revised and updated but not a modern re-write. This is also important after the recent court cases.

Discussion around the logistics of the RFPs, such as selecting a consultant, how the public gets input.

Announcements and Future Agenda Items: Next meeting is scheduled for February 24, 2026

Adjournment: The Commission adjourned its meeting at 4:18 p.m. MSC Kaiser/Cuthbert. All voting Aye. Motion passed.

Respectfully Submitted,



Kayla Kubat
Administrative Assistant, Department of Community Development