

**MINUTES OF THE NEENAH PLAN COMMISSION**  
**Tuesday, June 23, 2026**  
**4:00 p.m.**

**Present:**

Mayor Brian Borchardt, Chairperson	ABSENT	Gerry Kaiser, Director of Public Works	PRESENT	Aldersperson Mark Neuman	PRESENT
Frank Cuthbert, Vice Chairperson	PRESENT	Karen Genett	PRESENT	Kate Hancock- Cooke	ABSENT
Gerry Andrews	ABSENT				

**Also Present:**

Brad Schmidt, Deputy Director of Community Development	Kayla Kubat, Administrative Assistant of Community Development	Alderman William Pollnow Jr
Alderman Brian Defferding	Mitchell Bauer- Davel Engineering	Becky Heidke Kwiatkowski- 1390 Eagle Feather Trail Neenah

**Minutes:** MSC, Kaiser/Genett, the Plan Commission, to approve the May 26, 2026 meeting minutes. All voting aye. Motion passed.

**Public Appearances:** Vice Chairperson Cuthbert opened public appearances to topics not related to the agenda.

No one in attendance spoke. Vice Chairperson Cuthbert closed public appearances.

**Public Hearings:** None

**Action Items:**

**a. Site Plan #04-26 – 150 N Green Bay Road – Building Expansion**

Deputy Director Schmidt went over the request at 150 N Green Bay Rd. Bergstrom Automotive is requesting to expand on the northeast side of their building on the corner of North St and N Green Bay Rd. The expansion is roughly 3,400 square feet and it is intended to be used for their indoor showroom for vehicle sales. He showed where the building expansion would be on the site. There will also be modifications of the parking lot, with some being relocated south of the addition and the parking spaces along Green Bay Road will be changed to 90-degree parking. The landscaping will change to improve circulation around the building, but it will still exceed the minimum standards.

Aldersperson Neuman asked about the parking and what it will be used for. Deputy Director Schmidt stated it is for customer parking. In looking at the parking, it needs to ensure there is enough room for vehicles to maneuver around the site.

Vice Chairperson Cuthbert asked how it is determined how many parking stalls are needed. Deputy Director Schmidt stated the zoning code dictates minimum parking standards. The property has more than enough parking to meet customer and employee parking requirements.

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Member Genett asked if there will still be an exit onto North St. Deputy Director Schmidt stated yes, on the northwest side of the property.

Vice Chairperson Cuthbert asked about the storm drain on the property. Director Kaiser stated the storm drain on the property is okay with the building addition.

**MSC, Neuman/Kaiser, the Plan Commission, to approve the site plan for a building addition located at 150 N Green Bay Rd Drive subject to the Site Plan Review letter comments. All voting aye. Motion passed.**

Discussion Items:

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

Deputy Director Schmidt went over the public workshop that took place on June 15<sup>th</sup>. The public survey is available now through July 15<sup>th</sup>. There will be upcoming plan commission and common council workshops happening in August in a joint meeting. He also went over the zoning code project webpage that is available.

**Announcements and Future Agenda Items:** Next meeting is scheduled for July 7, 2026

**Adjournment:** The Commission adjourned its meeting at 4:12 p.m. MSC Genett/Neuman. All voting Aye. Motion passed.

Respectfully Submitted,



Kayla Kubat  
Administrative Assistant, Department of Community Development