

MINUTES OF THE NEENAH PLAN COMMISSION
Tuesday, October 28, 2025
4:00 p.m.

Present:

Mayor Jane Lang, Chairperson	PRESENT	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	PRESENT		

Also Present:

Brad Schmidt, Deputy Director of Community Development	Kayla Kubat, Administrative Assistant of Community Development	Alderman Cari Lendrum
Alderman William Pollnow	Scott Beacher- 1061 Green Acres Ln	Bethanie Gengler
Doug Gunderson- Gunderson Uniform and Linen	Sara Gunderson- Gunderson Uniform and Linen	John Davel- Davel Engineering

Minutes: MSC, Kaiser/Hancock-Cooke, the Plan Commission, to approve the September 23, 2025 meeting minutes. All voting aye. Motion passed. Members Genett and Clark abstain.

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

Scott Becher 1061 Green Acres Ln- He wanted to know when the Gunderson facility will be breaking ground and wants to know about the traffic impact in that area with this new development.

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

Public Hearings: None

Action Items:

a. Site Plan 20-25 – 1712 Dixie Road – Gunderson Uniform and Linen

Deputy Director Schmidt went over the request for the site plan at 1712 Dixie Rd. The request is to construct a 64,000 square foot industrial laundry facility. This property is located along Dixie Road and County Highway G and the city currently owns the property. The city has a development agreement with Gunderson to purchase and develop the property. The property is currently zoned I1 Planned Business District, which this use is a permitted use in that district. The site is about 13.85 acres. There are some wetlands, mostly on the south and east side that impact some of the development and location of where the building will be developed. Site preparation will begin winter 2025 and construction starting in spring 2026. All the minimum setbacks and development standards are being met in the proposal.

Deputy Director Schmidt went over the site plan review comments. There is a slope on the adjacent to trail that needs to be addressed. Also, with any development plan, there needs to be a landscape plan and outdoor lighting plan. There were also fire department comments regarding whether the building will be sprinkled and if there is a need for an additional hydrant.

Member Cuthbert asked roughly how many employees will be expected at this site. Applicant Doug Gunderson stated about 70-100 employees ranging throughout the different working shifts.

Member Cuthbert asked about the stormwater pond. Deputy Director Schmidt stated this pond will hold water, but it is not treating storm water.

Member Cuthbert asked how the company plans to contain the cleaning products used. Applicant Doug Gunderson stated this is a 100% wet wash facility, no dry cleaning would be performed. The products are all environmentally friendly.

Member Cuthbert asked if there are any requirements that this company will have to fulfill beyond the normal industrial requirements for wastewater. Director Kaiser stated there have been additional discussions regarding the waste and it may require more monitoring and that does include a fee.

Member Genett asked if the stormwater pond will have a fountain to keep the algae down. Director Kaiser stated it is not a city pond but from his experience, more chemical treatment keeps the algae down than a fountain.

Member Hancock-Cooke asked about the landscape plan and wanted to suggest a screening be provided for the residents around the facility. Deputy Director Schmidt stated the buffer yard standard wouldn't apply since there are no residents surrounding the facility and requiring anything more than the code is difficult.

Member Andrews stated our requirements do require street trees. Deputy Director Schmidt stated yes.

Director Kaiser stated there was a traffic analysis done a few years ago in this area. From that analysis, there is a plan for signaling Dixie Rd and County Road G and add some turn lanes.

MSC, Hancock-Cooke/Genett, the Plan Commission, to approve the site plan for a new industrial linen cleaning facility located at 1712 Dixie Road subject to the Site Plan Review letter comments. All voting aye. Motion passed.

Discussion Items:

a. Neenah Housing Study and Needs Assessment

Deputy Director Schmidt gave a general update about legislature that is happening regarding housing. He also gave an update on the ADU ordinance. This has been put on pause to see what happens in the legislature.

Member Genett stated she is hoping the city will have some type of an input on the ADUs in terms of parking. Deputy Director Schmidt stated there will be some city control even if what is moving through the legislature is passed.

Deputy Director Schmidt stated there will be a budget item for 2026 for a zoning code update.

He also went over two sites where we sent our Request for Proposals. One site is located on S Commercial St., and the other is on Millview and Main St.

Announcements and Future Agenda Items: Next meeting is scheduled for November 11, 2025

Adjournment: The Commission adjourned its meeting at 4:30 p.m. MSC Cuthbert/Kaiser. All voting Aye. Motion passed.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Kayla Kubat".

Kayla Kubat

Administrative Assistant, Department of Community Development