

**MINUTES OF THE NEENAH PLAN COMMISSION**  
**Tuesday, November 24, 2015**  
**4:15 p.m.**

**Present:** Mayor Dean Kaufert, Chris Kunz, Marge Bates, Karen Genett, Kate Hancock-Cook, and Gerry Kaiser. **Also present:** Deputy Director of Community Development Brad Schmidt and members of the public.

**Minutes:**

**MSC Kaiser/Genett, to approve the October 27, 2015 meeting minutes. All Aye.**

**Public Appearances:** None

**Public Hearings:** None

**Action Items:**

**Consideration and recommendation of Annexation #205 – P&Q Bencarrie Complex, LLC – 0.037 Acres with temporary C-1, General Commercial District zoning designation (Ord. 2015-17)**

Deputy Director Schmidt provided an overview of the request to annex a small portion of property located in the Town of Neenah. The intent is to consolidate the annexed land with the City parcel located on the northwest corner of Tullar Road and Winneconne Avenue to assist with improving access for a future commercial development on the site. Mr. Kaiser asked if the Tullar Road access is already part of the existing parcel in the City. Deputy Director Schmidt indicated that it was, but without adding the small annexed piece to the property, access to the site from Tullar Road would be difficult. Ms. Genett asked if the annexed property would be included in TID No. 7. Deputy Director Schmidt said that it wasn't likely the boundaries of TID No. 7 would be amended to include this small piece of land, however, he would discuss it with the City Attorney. Mr. Kunz asked why this piece has to be annexed. Deputy Director Schmidt said it was for future access to the site from Tullar Road.

**MSC Kaiser/Genett, Plan Commission to recommend Council approve of Annexation #205 (Ordinance #2015-17) and the property also receive a temporary C-1 General Commercial District zoning classification. All Aye.**

**Consideration and recommendation for a 4 Lot CSM along Dogwood Trail.**

Deputy Director Schmidt provided an overview of the request of the 4 Lot CSM proposal for an area north of the Cottages at Woodside Green Subdivision. The proposal is consistent with a concept plan that was approved by Plan Commission in 2014. Ms. Bates asked why the road extension (Dell Court) was need on this CSM. Deputy Director Schmidt said that the City's Official Street Map includes a future extension of Dell Court north. A portion of the extension would be included on the west end of Lot 2 of the proposed CSM and that is the reasoning for the extension of the outlot to reserve the land for future right-of-way. Ms. Bates also asked about the development impact on the two east lots and the easement for American Transmission Company (ATC). Deputy Director Schmidt indicated that most of the easement is located in already non-developable wetland area. Mr. Kaiser asked about the future development north and the timeline for that development. At this time there is no timetable for development to the north, but any future development will require a plat to subdivide the land. Mr. Kunz asked if the Plan Commission already approved the future development north of the proposed CSM. Deputy Director Schmidt said the Plan Commission approved the concept plan for the future subdivision, not the plat.

**MSC Kaiser/Hancock-Cook, Plan Commission to recommend City Council approve the proposed 4 Lot CSM along Dogwood Trail subject to the following conditions:**

- 1. Prior to final City signatures on the CSM, the applicant shall verify ownership of the land within the proposed CSM.**
- 2. Provide an outlot to extend Outlot 2 of CSM 6169 on west side of proposed Lot 2 for the purpose of a future road extension of Dell Court to the north. All Aye.**

**Announcements and future agenda items:**

Deputy Director Schmidt provided an update on the Comprehensive Plan.

Commissioner Hancock-Cook mentioned that she was excited to see the ThedaCare garden proposal and suggested that the City identify other locations within the City (preferably City-owned, vacant land) where residents can set-up community gardens.

Next Plan Commission meeting is scheduled for December 8, 2015

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**Adjournment:** The Commission adjourned its meeting at 4:52 P.M. MSC Kaiser/Hancock-Cook. All Aye

Respectfully Submitted,



Brad Schmidt, AICP  
Deputy Director of Community Development and Assessment