



City of Neenah
Plan Commission Agenda
Tuesday, June 23, 2026 at 4:00 PM
Neenah City Hall – 211 Walnut Street
Hauser Room

**Virtual Meeting Option: This meeting is available virtually.
To access the virtual meeting (Requires Microsoft Teams), click on the link
below:**

<https://teams.microsoft.com/meet/21232240738938?p=oZhtvybMB2zV0dw8SL>

Meeting ID: 212 322 407 389 38

Passcode: Vw36Lf73

- I. Call to Order
- II. Public Appearances
(Ten minutes divided among those wishing to speak on topics pertinent to the Plan Commission). Speakers must state their name and residential address and are allowed five minutes to speak on any topic.
- III. Approval of Minutes
 - A. Approval of the of May 26, 2026 meeting.
- IV. Public Hearings
None
- V. Action Items
 - A. Site Plan #4-26 - 150 N Green Bay Road - Building Expansion
- VI. Discussion Only Items
 - A. Zoning and Sign Code Rewrite
- VII. Announcements and Future Agenda Items
 - A. Next Meeting: July 7, 2026
- VIII. Adjournment

Notice: Pursuant to the requirements of Wis. Stats. Sec. 19.84 (Open Meeting Notice Law), a majority of the Neenah Common Council may be present at this meeting. Common Council members may be present to gather information about a subject on which they have decision-making responsibility. This may constitute a meeting of the Neenah Common Council and must be noticed as such. The Council will not take any formal action at this meeting.

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call the Clerk's Office (920) 886-6100 or e-mail clerk@neenahwi.gov at least 48 hours prior to the scheduled meeting or event to request an accommodation.



City of Neenah Community Development
211 Walnut Street
Neenah WI 54956
Ph 920.886.6130

June 18, 2026

MITCHELL BAUER
DAVEL ENGINEERING & ENVIRONMENTAL, INC.
1164 PROVINCE TERRACE
MENASHA, WI 54952

RE: Site Plan #4-26 - 150 N Green Bay Road - Building Addition Site Plan - Minor Review () Status Approved

Dear MITCHELL BAUER:

We have completed our review of the plan identified above. The plan was approved per attached comments, if any. This letter is not to be construed as a zoning compliance, grading, building permit, certificate of occupancy, or a substitute for any permit or certificate required by any state or federal government entity.

Sincerely,

Brad Schmidt
Deputy Director of Community Development and Assessment
bschmidt@neenahwi.gov
920-886-6126

Plan Review Comments

**Planning - Brad Schmidt -
bschmidt@neenahwi.gov**

Approved

Review Comments:

1. Prior to construction, a building permit is required. Please submit an application for a building permit online by visiting the following link: <https://evolvepublic.neenahwi.gov/>
2. Parking of vehicles between the north side of the building and the north property line along North Street is prohibited.
3. Changes to the site plan may require additional review. If you make any changes to the site plan after Plan Commission review, please submit those changes to the Community Development Department.

**Engineering - Heath Kummerow - 920-886-6245
hkummerow@neenahwi.gov**

Approved

Review Comments:

**Fire Department - Jerry Mavroff - 886-6204
GMavroff@nmfire.org**

Approved

Review Comments:

**Inspections - Building Commercial - Kyle Pederson - 920-886-6131
kpederson@neenahwi.gov**

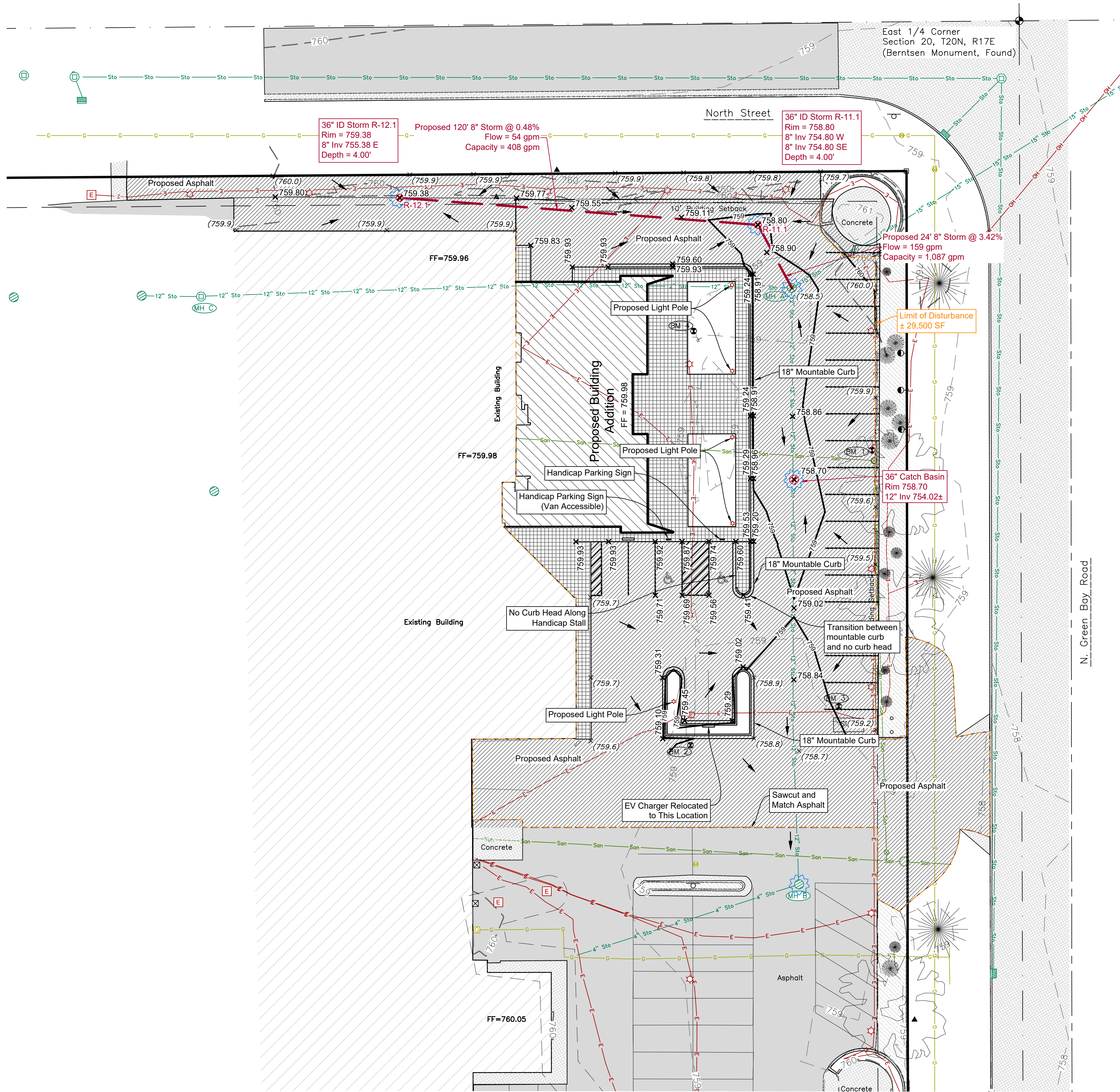
Approved

Review Comments:

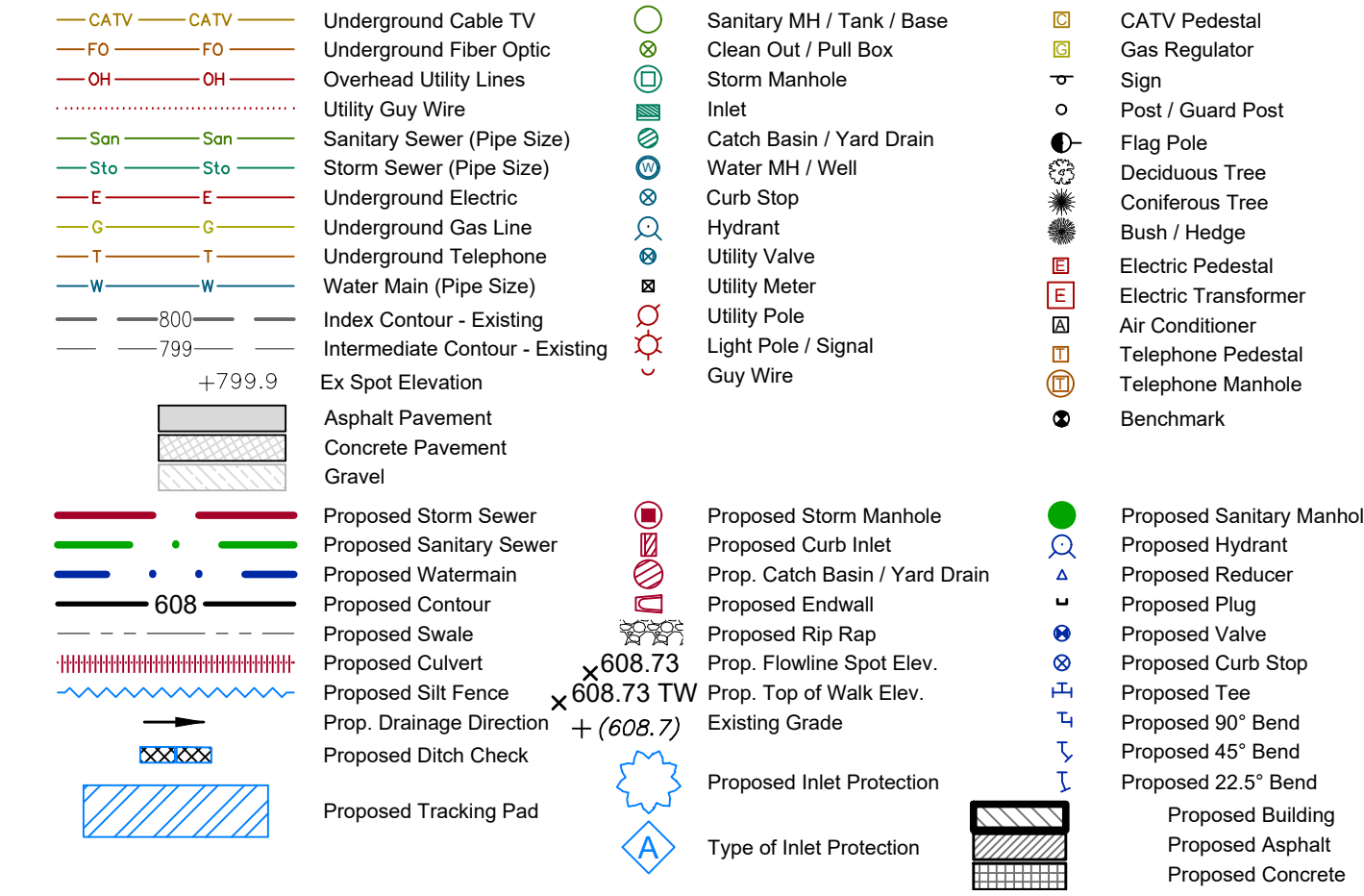
**Water Utility - Anthony Mach - 920-886-6180
amach@neenahwi.gov**

Approved

Review Comments:



LEGEND



LOCATION MAP



NOTES:

- Existing utilities shown are indicated in accordance with available records and field measurements. The contractor shall be responsible for obtaining exact locations & elevations of all utilities, including sewer and water from the owners of the respective utilities. All utility owners shall be notified by the contractor 72 hours prior to excavation. Contact Digger's Hotline (1-800-242-8511) for exact utility locations.
- The Contractor shall verify all staking and field layout against the plan and field conditions prior to constructing the work and immediately notify the Engineer of any discrepancies.
- The contractor shall minimize the area disturbed by construction as soon as final grade is established. Disturbed areas shall be seeded as soon as final grade is established. Contractor shall replace topsoil and then seed, fertilize and mow all lawn areas within 1 week of topsoil placement. Contractor shall remove all excess materials from the site. Earthwork contractors shall verify topsoil depth.
- All sediment and erosion control devices and methods shall be in accordance with the Wisconsin DNR Technical Standards.
- The contractor shall make weekly inspections and inspections within 1 day of any rainfall exceeding 0.5 inches of the sediment and erosion control devices throughout construction. The contractor shall repair or maintain erosion control devices as necessary. The inspection reports shall be made available to the owner at the end of the construction or upon demand during construction.

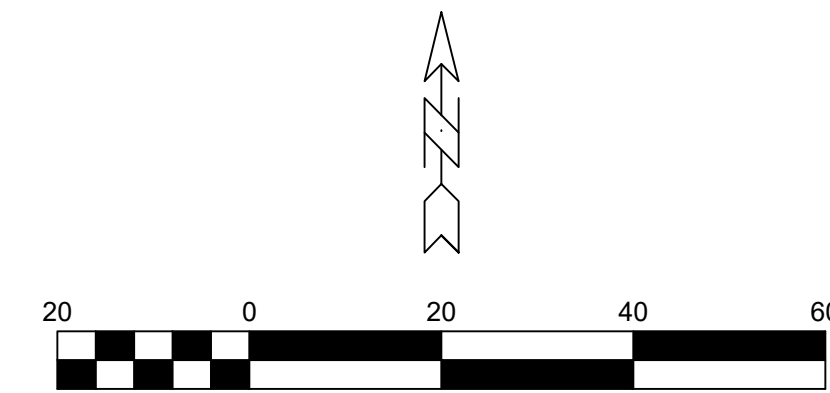
SHEET INDEX:

Sheet	Page
Drainage, Grading & Erosion Control Plan	C1.0
Topographic Survey	C1.1
Demolition Plan	C1.2
Construction Details	C2.1

DRAINAGE, GRADING & EROSION CONTROL PLAN



DAVEL ENGINEERING & ENVIRONMENTAL, INC.
 Civil Engineers and Land Surveyors
 1164 Province Terrace, Menasha, WI 54952
 Ph: 920-991-1866
 www.davel.pro



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 Phone (920) 722-2445 • gries.design

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BUILDING ALTERATIONS FOR:
BERGSTROM GM
 NEENAH, WISCONSIN

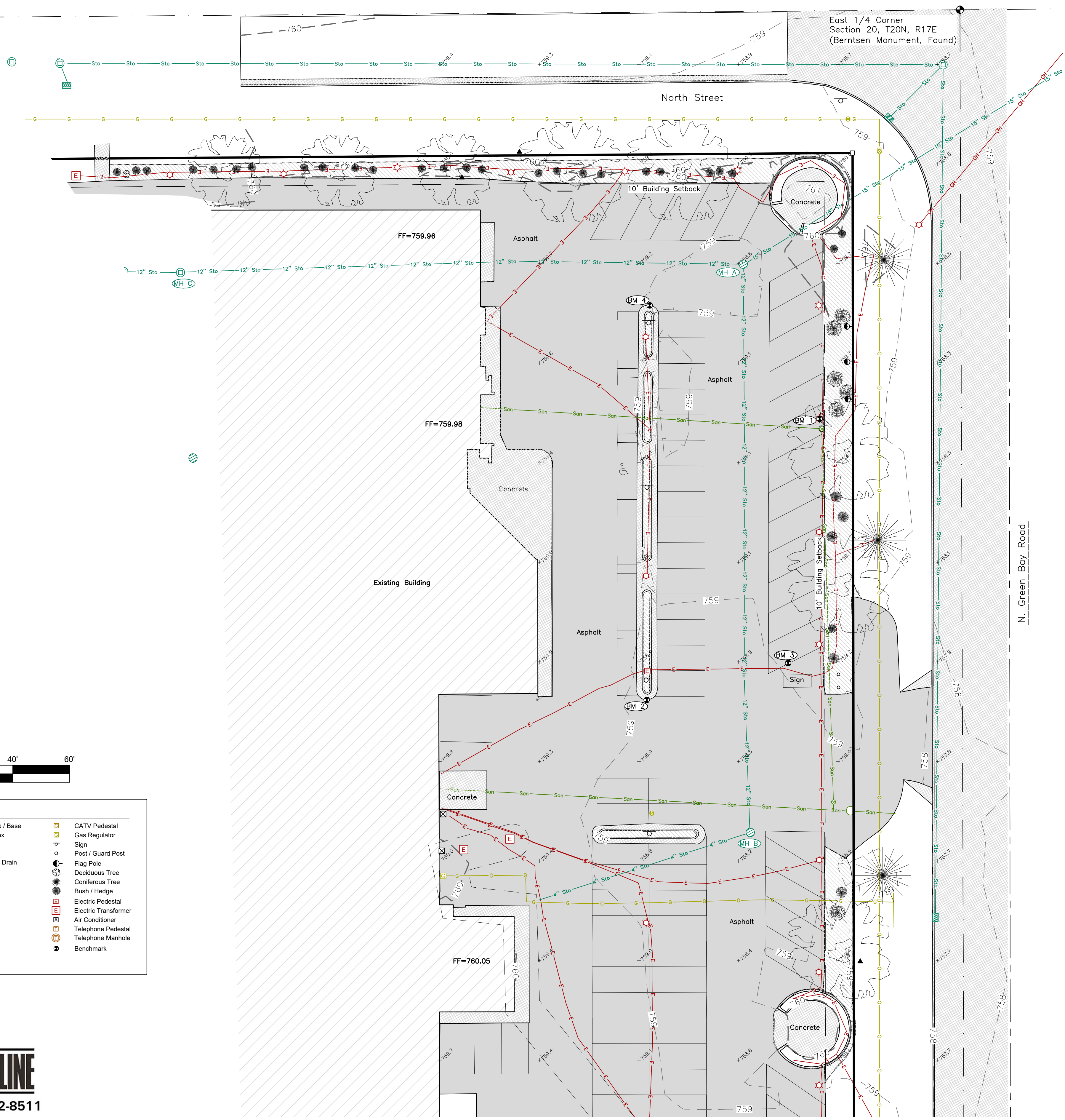
REVISION HISTORY

NO.	DESCRIPTION	DATE

date: 06-09-2026
 job: 25-125
 d. by: MDB

C-1.0

ISSUED FOR CONSTRUCTION (06-09-2026)



BENCHMARKS (NAVD 88)

BM 0	NGS Benchmark DE7569	Elev 760.27'
BM 1	X in Light Pole Foundation (#207) 3rd Light Pole after NE Driveway	Elev 761.45'
BM 2	Mag Nail in Edge of Bit (#215) ±100' W of NE Corner of NE Driveway	Elev 758.84'
BM 3	Mag Nail near Sign (#216) ±5' N of Sign on NE Driveway, near Paint St	Elev 759.14'
BM 4	Mag Nail in Edge of Bit (#217) ±167' NNW of NE Corner of NE Driveway	Elev 758.94'
BM 5	Top of Hydrant ±235' SSE of SE Corner of NE Driveway	Elev 761.89'

Storm Structures

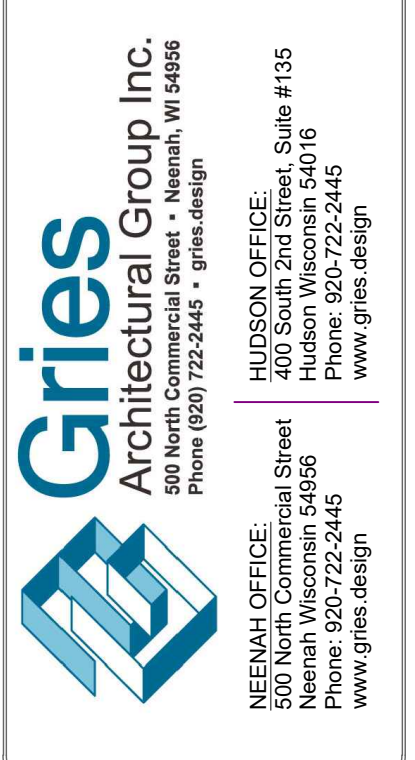
Structure	#	Rim	Inv	Size	Material	Direction
CB A		758.54	753.98	15"	PVC	NE
			753.96	12"	PVC	W
			753.90	12"	PVC	S
CB B		758.04	754.28	12"	PVC	N
			754.76	4"	PVC	SW
CB C		759.76	754.36	12"	PVC	E
			754.80	12"	PVC	W

- General Notes:**
- Zoning Information**
City of Neenah:
I-2 District
Setbacks:
Front Yard: 10 Feet
Side Yard: 0 Feet
Rear Yard: 10 Feet
Height: Principle - 100 Feet

Caveat: Building zones depicted are based on building setbacks in effect at the time of the survey and should not be relied upon without first obtaining written verification thereof from the City of Neenah/Winnebago County and any other local agencies.
 - Existing utilities shown are indicated in accordance with available records and field measurements. However, lacking excavation, the exact location of underground features cannot be accurately, completely, and reliably depicted. In addition, in some jurisdictions, 811 or other similar utility locate requests from surveyors may be ignored or result in an incomplete response. The contractor shall be responsible for obtaining exact locations & elevations of all utilities, including sewer & water from the property owners of the respective utilities. All utility the property owners shall be notified by the contractor 72 hours prior to excavation. Contact Digger's Hotline (1-800-242-8511) for exact utility locations.
 - This is not a boundary survey.

LEGEND

CATV	Underground Cable TV	Sanitary MH / Tank / Base	CATV Pedestal
FO	Underground Fiber Optic	Clean Out / Pull Box	Gas Regulator
OH	Overhead Utility Lines	Storm Manhole	Sign
UW	Utility Guy Wire	Inlet	Post / Guard Post
San	Sanitary Sewer (Pipe Size)	Catch Basin / Yard Drain	Flag Pole
Sto	Storm Sewer (Pipe Size)	Water MH / Well	Deciduous Tree
E	Underground Electric	Curb Stop	Coniferous Tree
G	Underground Gas Line	Hydrant	Bush / Hedge
T	Underground Telephone	Utility Valve	Electric Pedestal
W	Water Main (Pipe Size)	Utility Meter	Electric Transformer
800	Index Contour - Existing	Utility Pole	Air Conditioner
799	Intermediate Contour - Existing	Light Pole / Signal	Telephone Pedestal
+799.9	Ex Spot Elevation	Guy Wire	Telephone Manhole
	Asphalt Pavement		Benchmark
	Concrete Pavement		
	Gravel		



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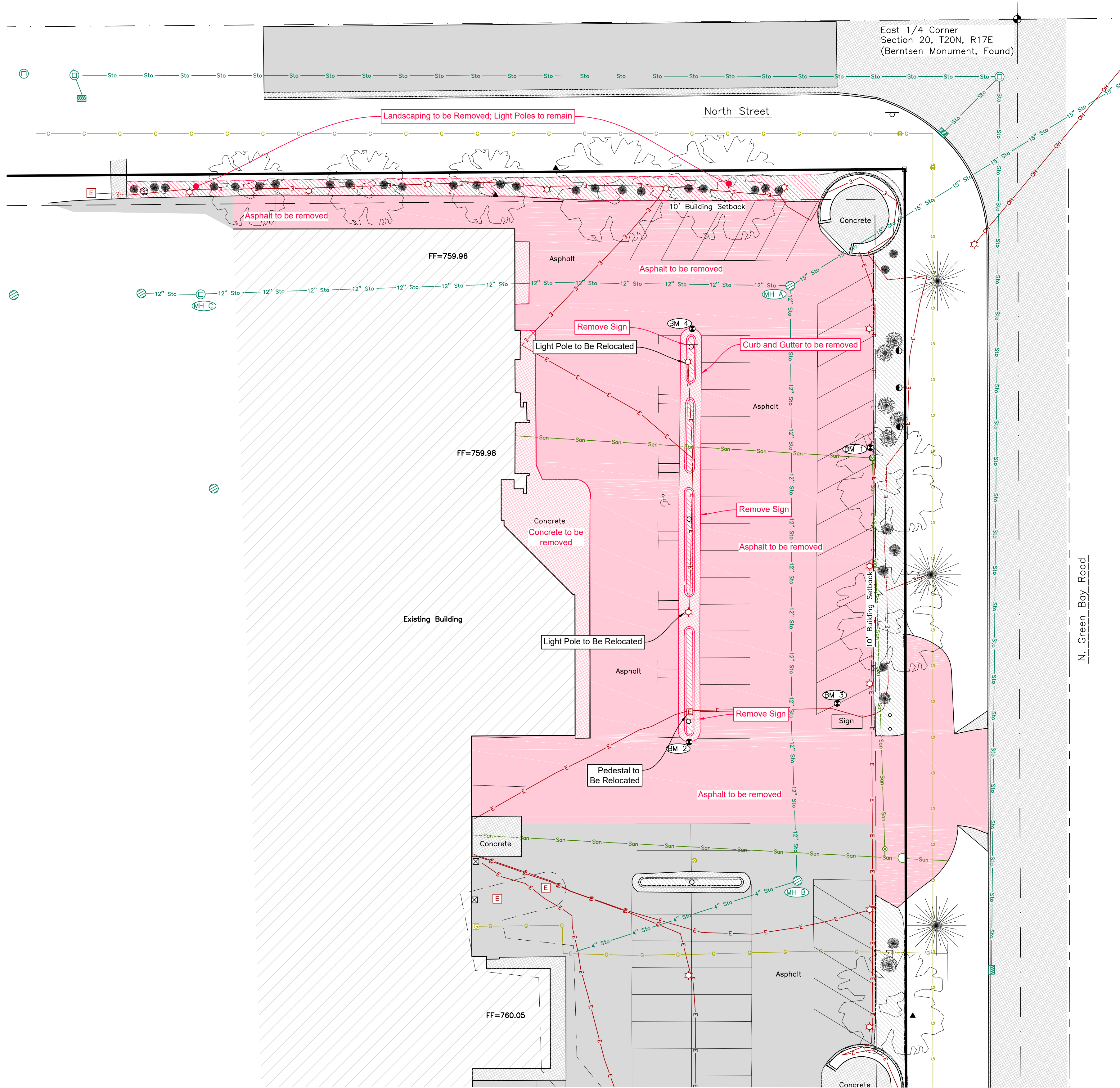
REVISION HISTORY

NO.	DESCRIPTION	DATE

date: 06-09-2026
job: 25-125
d. by: SRA

C-1.1

ISSUED FOR CONSTRUCTION (06-09-2026)



LEGEND

CATV	CATV	Underground Cable TV	Sanitary MH / Tank / Base	CATV Pedestal
FO	FO	Underground Fiber Optic	Clean Out / Pull Box	Gas Regulator
OH	OH	Overhead Utility Lines	Storm Manhole	Sign
		Utility Guy Wire	Inlet	Post / Guard Post
San	San	Sanitary Sewer (Pipe Size)	Catch Basin / Yard Drain	Flag Pole
Sto	Sto	Storm Sewer (Pipe Size)	Water MH / Well	Deciduous Tree
E	E	Underground Electric	Curb Stop	Coniferous Tree
G	G	Underground Gas Line	Hydrant	Bush / Hedge
T	T	Underground Telephone	Utility Valve	Electric Pedestal
W	W	Water Main (Pipe Size)	Utility Meter	Air Conditioner
800		Index Contour - Existing	Light Pole / Signal	Telephone Pedestal
799		Ex Spot Elevation	Guy Wire	Telephone Manhole
		Asphalt Pavement		Benchmark
		Concrete Pavement		
		Gravel		

NOTES:

1. The Contractor shall locate all buried facilities prior to excavating. This plan may not correctly or completely show all buried utilities.
2. The Contractor shall verify all staking and field layout against the plan and field conditions prior to constructing the work and immediately notify the Engineer of any discrepancies.
3. The Contractor shall comply coordinate with the provider for electric, gas, and telecommunication service connections and relocations.

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BUILDING ALTERATIONS FOR:
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REVISION HISTORY

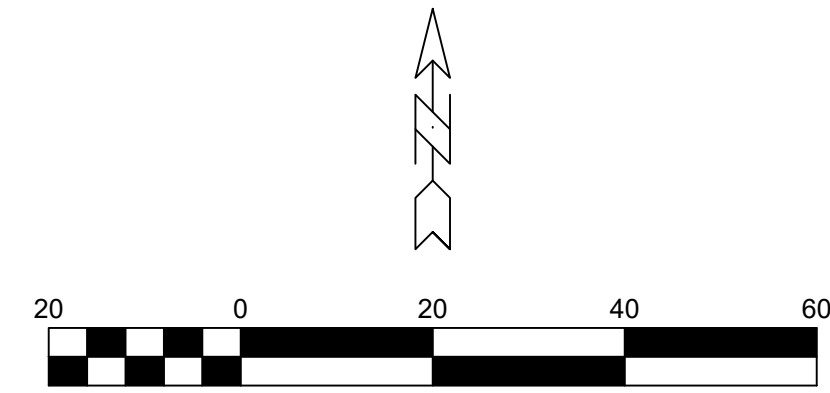
NO.	DESCRIPTION	DATE

date: 06-09-2026
job: 25-125
d. by: MDB

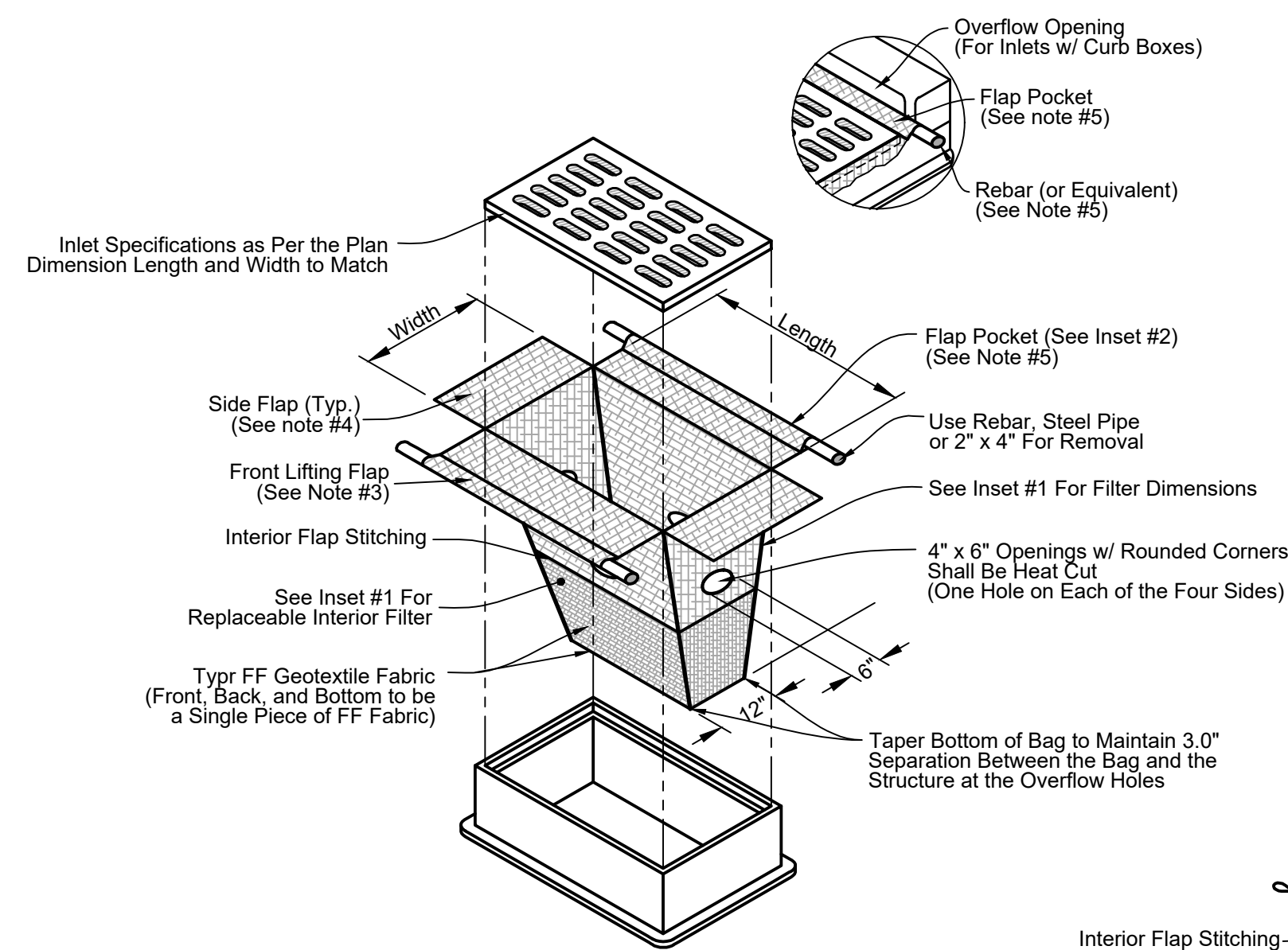
C-1.2

DEMOLITION PLAN

DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors
1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1866
www.davel.pro



ISSUED FOR CONSTRUCTION (06-09-2026)



INLET PROTECTION, TYPE D-M

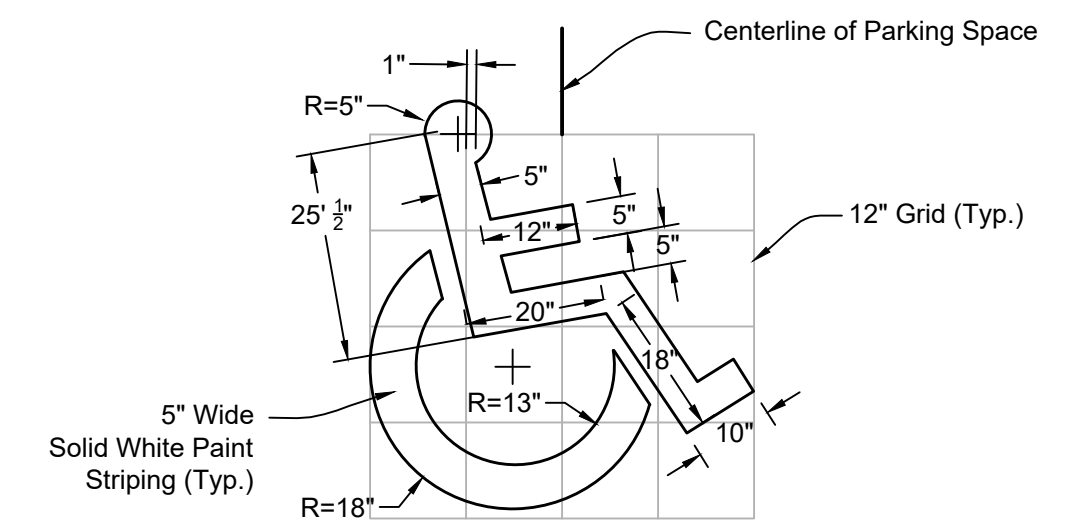
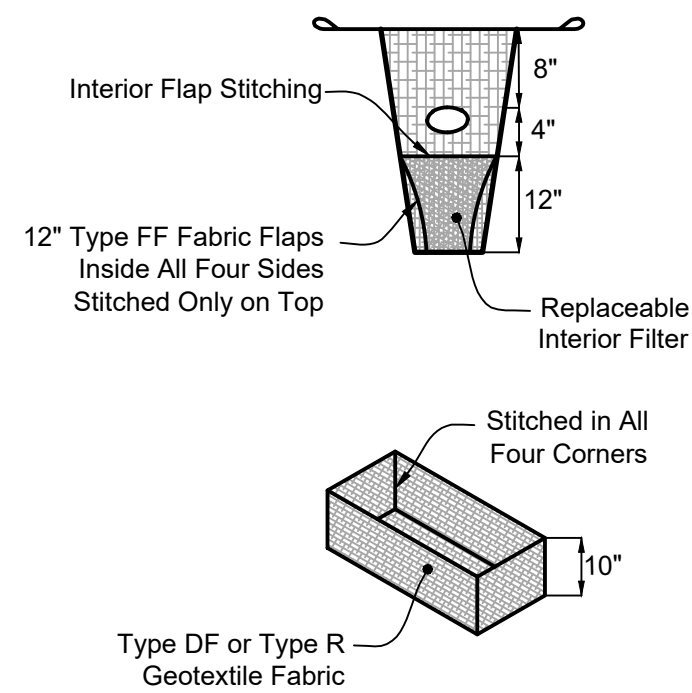
DNR TECHNICAL STANDARD 1060
(CAN BE INSTALLED IN ANY INLET WITH OR WITHOUT A CURB BOX)

NOTES:

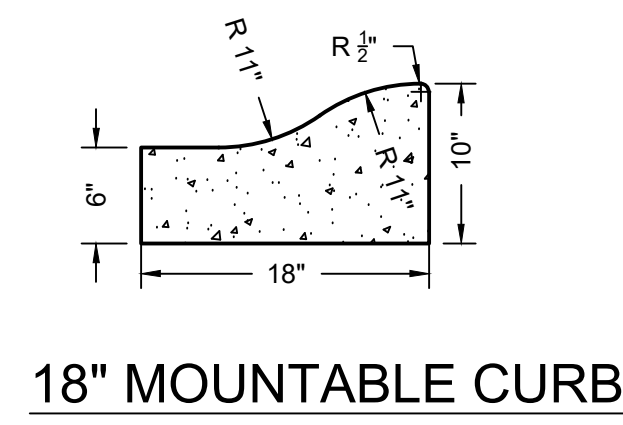
1. Taper bottom of bag to maintain three inches of clearance between the bag and the structure, measured from the bottom of the overflow openings to the structure wall.
2. Geotextile fabric, Type FF for flaps, top and bottom of outside of filter bag. Front, back and bottom of filter bag being one piece.
3. Front lifting flap is to be used when removing and maintaining filter bag.
4. Side flaps shall be a maximum of two inches long. Fold the fabric over and reinforce with multiple stitches.
5. Flap pockets shall be large enough to accept wood 2" x 4". The rebar, steel pipe, or wood shall be installed in the rear flap and shall not block the top half of the curb face opening.

MAINTENANCE NOTES:

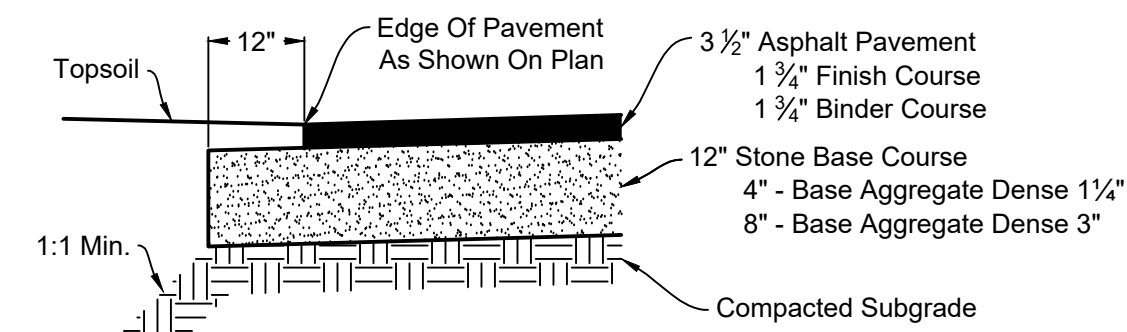
1. When removing or maintaining inlet protection, care shall be taken so that the sediment trapped in the fabric does not fall into the structure. Material that has fallen into the inlet shall be immediately removed.



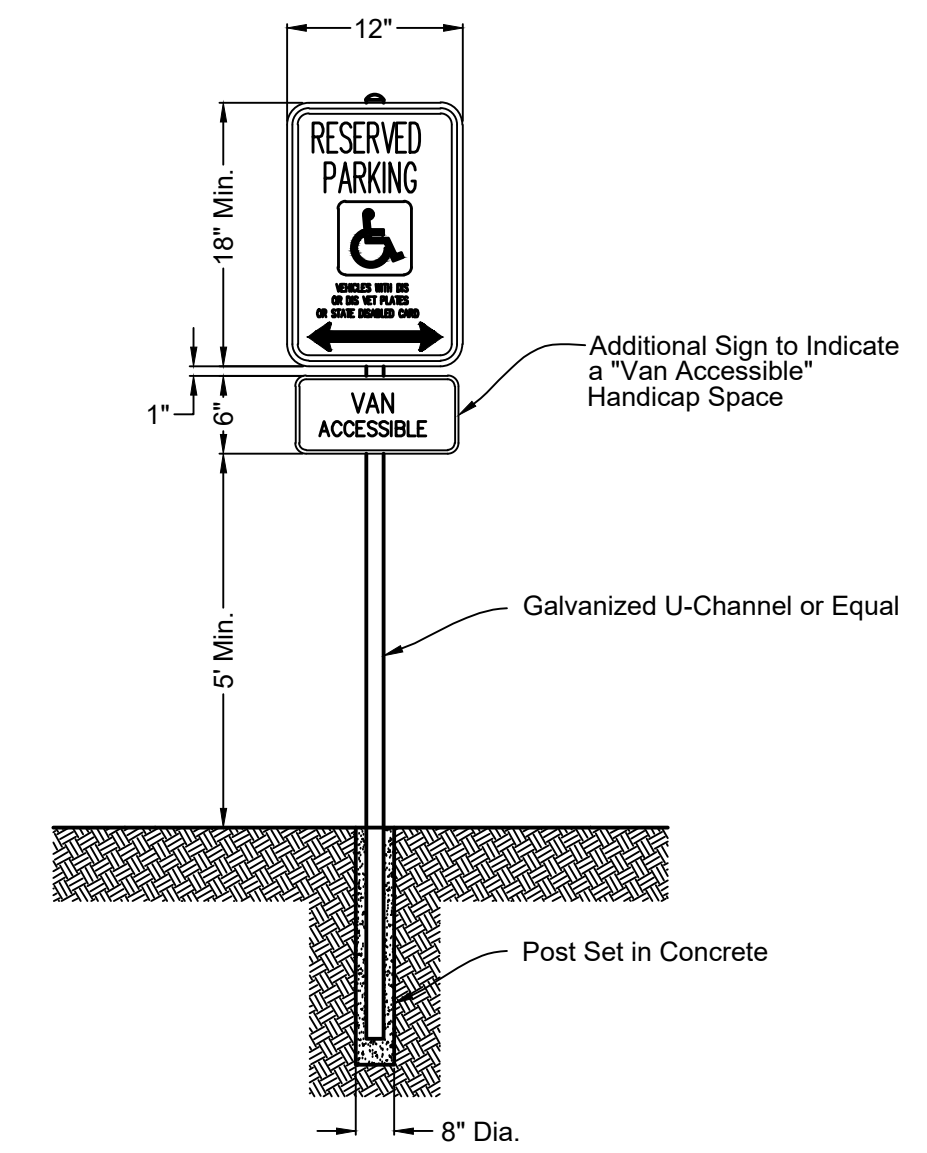
HANDICAP PAVEMENT MARKING DETAIL



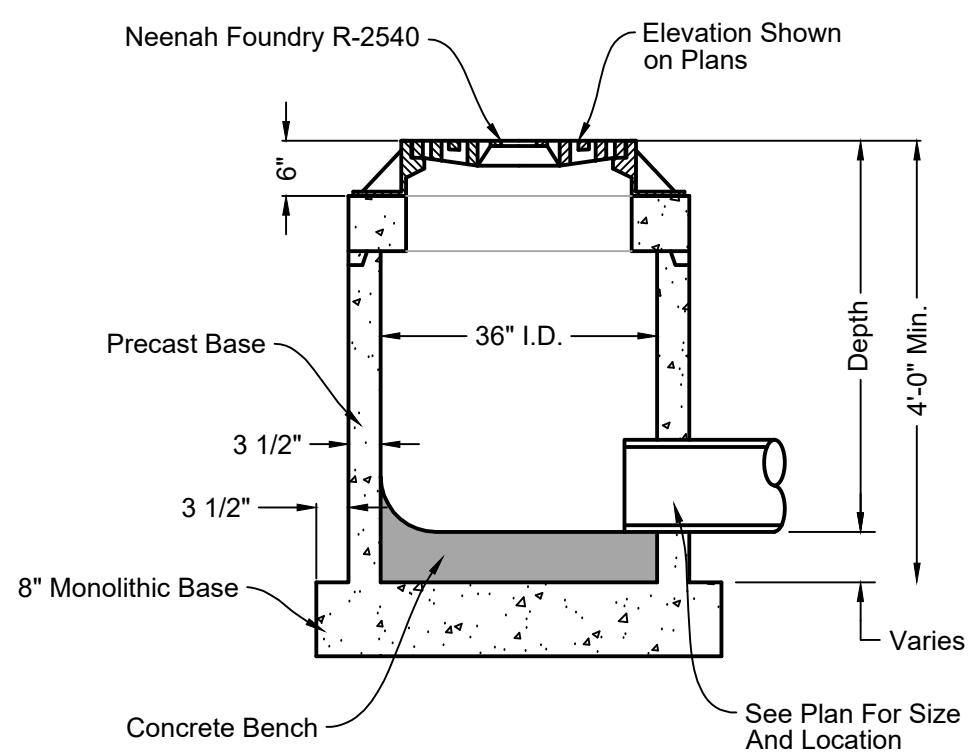
18\"/>



ASPHALT PAVEMENT SECTION



HANDICAP PARKING SIGN DETAIL (TYP.)



STORM CATCH BASIN

CONSTRUCTION DETAILS



DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors
1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1866
www.davel.pro

6/8/2026 9:25 AM J:\Projects\9472gr\dwg\Civil 3D\9472Engr.dwg Printed by: mitch

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BUILDING ALTERATIONS FOR:
BERGSTROM GM
NEENAH, WISCONSIN

REVISION HISTORY		
NO.	DESCRIPTION	DATE

date: 06-09-2026
job: 25-125
d. by: MDB

C-2.1

ISSUED FOR CONSTRUCTION (06-09-2026)

PLANTING SCHEDULE

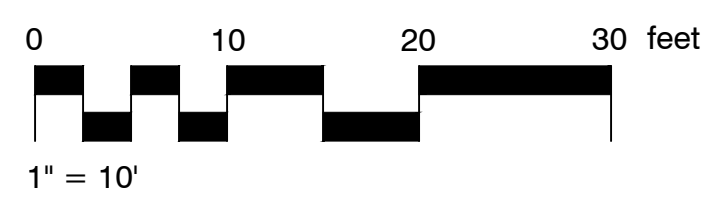
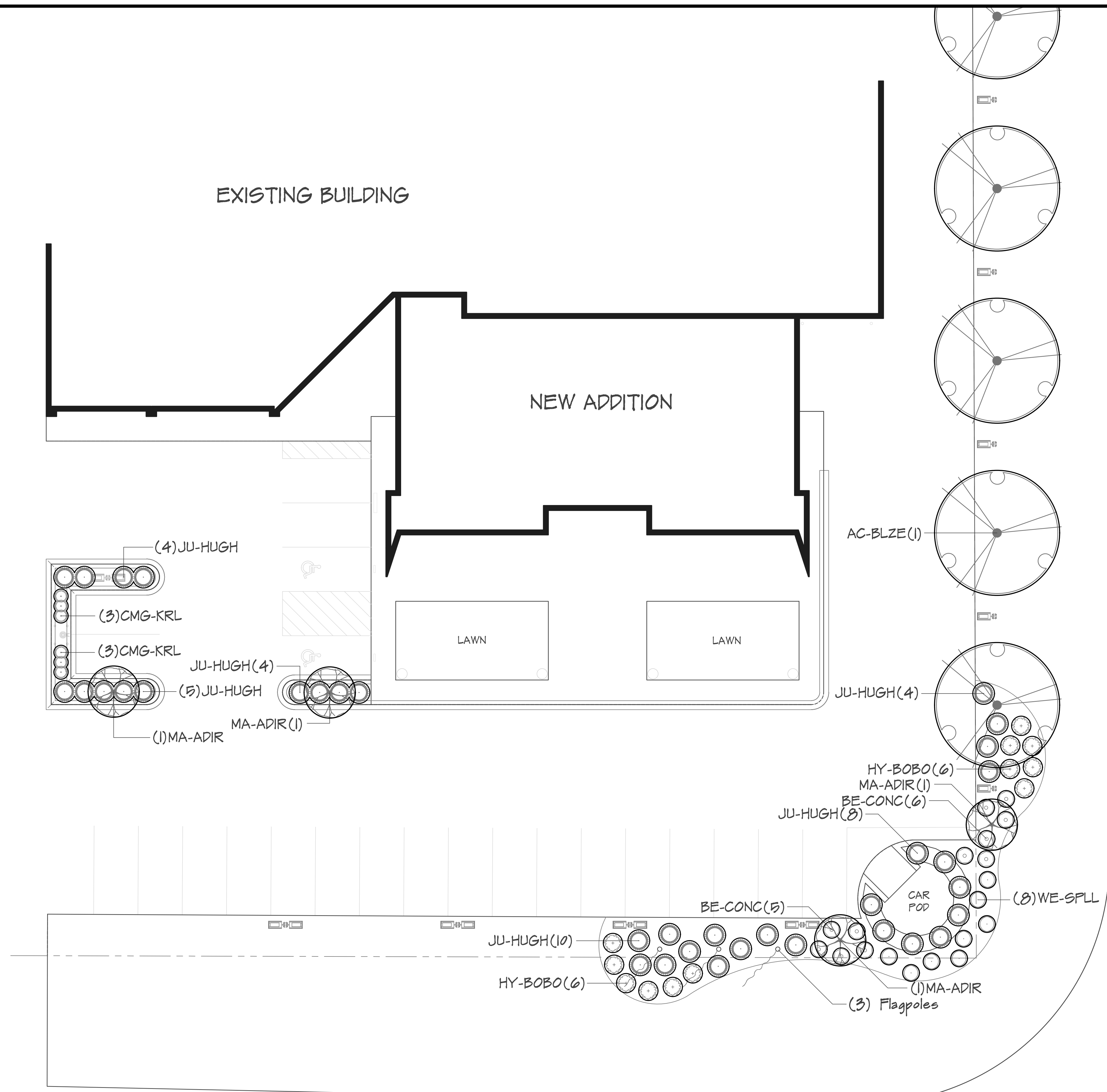
CODE	COMMON NAME	BOTANICAL NAME	CONT	QTY
TREES				
MA-ADIR	Adirondak Crabapple	Malus x 'Adirondak'	2" B&B	4
AC-BLZE	Autumn Blaze Maple	Acer freemanii 'Autumn Blaze'	2.5" B&B	5
SHRUBS				
HY-BOBO	Bobo Hydrangea	Hydrangea paniculata 'Ilvobo'	5 gal	12
BE-CONC	Concorde Barberry	Berberis thunbergii 'Concorde'	3 gal	11
WE-SPLL	Spilled Wine Weigela	Weigela florida 'Bokraspiwi'	5 gal	8
EVERGREEN SHRUBS				
JU-HUGH	Hughes Juniper	Juniperus horizontalis 'Hughes'	5 gal	35
GRASSES				
CMG-KRL	Karl Foerster Grass	Calamagrostis x acutiflora 'Karl Foerster'	1 gal	6

PLANTING NOTES

- Landscape beds to be covered with 3" depth of 1.5" river rock over weed barrier fabric.
- All boundaries between lawn and landscape beds to be enclosed with poly landscape edging.
- All other planting beds not shown on this plan are existing to remain.
- Trees and shrubs to be of viable nursery stock, free from injury, pest and disease, as indicated by variety and size on plan. No substitutions without prior approval.
- Seed disturbed lawn areas, covered with erosion blanket. Refer to civil drawings for limits of disturbance.

CITY REQUIREMENTS

- Street Frontage Landscape: 1 tree and 6 shrubs per 40 feet of frontage.
- 262 feet of frontage = 6 trees and 36 shrubs required
- 5 shade trees, 2 ornamentals, and 52 shrubs provided



Schmalz
Custom Landscaping
and Garden Center

LANDSCAPE ARCHITECTURE
DEVELOPMENT
CONSTRUCTION

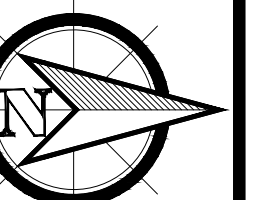
AWARD WINNING DESIGN
AND INSTALLATION

W2484 CTY RD KK
APPLETON, WI 54915-9464
PHONE 920-733-8223
FAX 920-733-3262
WWW.SCHMALZLANDSCAPING.COM

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DO NOT SCALE
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BERGSTROM GM
Green Bay Road
Neenah, Wis.



DATE: 06/09/2026

REVISED: ADD #1 - 6/16

PHONE NO.: 920.636.8387

EMAIL: alex@schmalzlandscaping.com

SCALE: 1" = 10'-0"

DRAWN BY: AMH

SHEET TITLE

Landscape Plan

SHEET NO.

L100

JOB # FILE NO.