

MINUTES OF THE NEENAH PLAN COMMISSION

Tuesday, July 8, 2025

4:00 p.m.

Present:

Mayor Jane Lang, Chairperson	PRESENT	Gerry Kaiser, Director of Public Works	PRESENT	Alderman Dan Steiner	PRESENT
Kate Hancock-Cooke	PRESENT	Karen Genett	PRESENT	Frank Cuthbert	ABSENT
Gerry Andrews	PRESENT	Lindsay Clark	PRESENT		

Also Present:

Brad Schmidt, Deputy Director of Community Development	Kayla Kubat, Administrative Assistant of Community Development	Michael Burrows, Intern of Community Development
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Minutes: MSC Andrews/Genett, the Plan Commission, to approve the June 24, 2025 meeting minutes. All voting aye. Motion passed. Member Hancock-Cooke abstained.

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

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

Public Hearings: None

Action Items:

a. Final Plat #2-25 – Courtside Fields

Deputy Director Schmidt went over the final plat for the Courtside Fields subdivision. He went over that since the preliminary plat, a drainage plan has now been submitted with the final plat. Outlot 2 will be deeded to the city for a regional stormwater pond with a trail going around the pond and connecting to the existing sidewalk.

Member Andrews asked what the price of the lots will be. Deputy Director Schmidt stated he is unsure of the price at this time.

Member Genett asked if there will be sidewalk all around this subdivision. Deputy Director Schmidt stated there would be sidewalks placed when Elm and Reed are reconstructed. Member Genett asked when these roads are planned to be reconstructed. Director Kaiser stated he is currently working on the budget for next year and deciding when this project will take place.

MSC Hancock-Cooke/Andrews, the Plan Commission, recommends Common Council approve the Final Plat for the Courtside Fields subdivision. All voting aye. Motion passed.

Discussion Items:

a. Neenah Housing Study and Needs Assessment

Deputy Director Schmidt stated Intern Burrows has gathered more specifics on how surrounding communities regulate ADUs, Greenville, Appleton, DePere, and Oshkosh.

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Intern Burrows gave a presentation comparing and contrasting each community. He highlighted that each differs in the size of the ADU allowed, whether a permit is required, and how parking is handled. He also gave an update on a Senate bill that is going through the legislature that would direct all municipalities to allow ADUs and prohibit municipalities from placing restrictive requirements.

Member Genett questioned why this bill is being brought forth. Intern Burrows stated that it seems the legislature is trying to move forward on getting more housing in communities.

Member Andrews asked about what was found in terms of free standing ADUs and tying into existing sewer. Intern Burrows stated in talking with our building inspectors, the utilities are not much of a concern.

Deputy Director Schmidt stated he reached out to these four communities and discussed how many ADUs have been permitted in their municipality and what have been the challenges.

Member Steiner suggested the committee start looking at both attached ADUs and detached for the upcoming meetings.

Announcements and Future Agenda Items: Next meeting is scheduled for July 29, 2025

Adjournment: The Commission adjourned its meeting at 4:35 p.m. MSC Genett/Andrews. All voting Aye. Motion passed.

Respectfully Submitted,



Kayla Kubat

Administrative Assistant, Department of Community Development