



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council
From: Adrienne Nelson, Associate Planner
Date: July 1, 2026
Re: South Industrial Park Covenants – Amendment Requests

Two amendment requests were submitted by TEAM Industries to amend the [South Industrial Park Covenants](#). Per the amendment process laid out in Section 12 of the covenants, City staff mailed out the attached documents to all property owners within the South Industrial Park, as defined in Section 11 of the covenants, to gather votes in the form of a recordable document. For the amendments to pass, the majority of property owners must vote in favor of the changes, and the amendments must receive a three-fourth's favorable vote by the Common Council.

A total of 23 votes were needed in favor of the amendments to constitute a majority of the property owners. At this time, 28 votes have been received in favor of the parking amendment, and 26 votes have been received in favor of the storage amendment. No votes were received against the amendment requests, although there was a concern brought up regarding the lack of specificity in the storage amendment. The Industrial Park Commission recommended approval of the amendments as presented at their [June 29th, 2026 meeting](#).

Recommendation

There are three paths the Common Council can take on this:

- 1. Approve both amendment requests via resolution.** Staff would then formally record the amendments with Outagamie County and they would become a part of the South Industrial Park Covenants moving forward. From there, staff would work to craft agreements, as per the amendments, that address parking and storage. These agreements would come back before the Common Council for review and approval or denial.
- 2. Approve one amendment, but not the other.** The separate resolutions allow the Common Council to approve only one amendment. The approved amendment would then follow the same process as stated above.

- 3. Deny both amendment requests.** The South Industrial Park Covenants would remain in full effect without alteration. Staff would work with TEAM Industries to bring them up to compliance with covenant requirements.

