

It is expected that a Quorum of the Personnel Committee, Board of Public Works, Plan Commission and Administration Committee will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
SUSTAINABILITY BOARD
Third Floor Council Chambers
140 Main Street, Menasha**

**Tuesday, October 19, 2010
6:30 PM**

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE SUSTAINABILITY BOARD (five (5) minute time limit for each person)
- D. MINUTES TO APPROVE
 - 1. [September 21, 2010](#)
- E. COMMUNICATIONS
 - 1. [Plan Commission Agenda for October 19, 2010 – Sustainable Neighborhood and Housing Design Presentation by Curt Biggar](#)
- F. REPORTS
 - 1. ECOS Meeting – VHBA (Roger Kanitz)
 - 2. Valley Transit Survey (Roger Kanitz)
- G. DISCUSSION
 - 1. Business Improvement District (Kathy Thunes)
- H. ACTION ITEMS
 - 1. [Ordinance Relating to the Keeping of Fowl \(Staff\)](#)
 - 2. Earth Week Marketing (Kathy Thunes)
 - 3. [Sustainability Board Policy, Organization, and Functions](#)
- I. ADJOURNMENT

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."

**CITY OF MENASHA
SUSTAINABILITY BOARD
Third Floor Council Chambers
140 Main Street, Menasha**

**Tuesday, September 21, 2010
6:30 PM**

MINUTES

A. CALL TO ORDER

1. The meeting was called to order at 6:33 by Chairperson Linda Stoll.

B. ROLL CALL

1. **Present:** Becky Bauer, Chris Bohnes, Mike Dillon, Roger Kanitz, Ed Kassel, Sadie Schroeder, Linda Stoll, Kathy Thunes.
2. **Also Present:** Community Development Director Greg Keil, Principal Planner Amy Kester.

C. PUBLIC COMMENTS

1. **None.**

D. MINUTES TO APPROVE

1. Kathy Thunes made and Mike Dillon seconded motion to approve the minutes from the June 15, 2010 and August 17, 2010 Sustainability Board meetings. The motion passed.

E. COMMUNICATIONS

1. WI Solar Decade

This item was submitted by Paul Van de Sand of WE Energies.

2. WE Solar Water Heating Program

This item was submitted by Paul Van de Sand of WE Energies. Linda Stoll requested that staff add links on the city's website relating to this and similar programs.

3. UWEX Sustainability Training

Interested board members were instructed to notify PP Kester regarding participation in the UWEX Sustainability Training.

4. VHBA Green Building Presentation

This presentation will be held at the ECOS-Fox Valley October 7, 2010 meeting from 6:30 to 8:00 pm.

5. ECOS-FV and Earth Week 2011

Kathy Thunes explained that ECOS-Fox Valley is looking for groups that might be interested in cooperative advertising for Earth Day activities (East Central will put together flyer). Board members discussed the city's role in Earth Day 2011. Mike Dillon suggested that the board should set a target of having the city's sustainability policy enacted by Earth Day.

6. The Passive House

CDD Keil inquired if the board would be interested in hearing Curt Biggar's presentation regarding sustainable home design and neighborhood development. It was suggested that the city hold a joint Plan Commission and Sustainability Board meeting.

F. REPORTS

1. Appointment of Ed Kassel to Sustainability Board

Ed Kassel thanked the city for the opportunity to serve on the Sustainability Board.

G. DISCUSSION

1. None

H. ACTION ITEMS

1. Sustainability Board Policy, Organization, and Functions

Board members discussed the need for a sustainability vision for the city. Mike Dillon clarified that the sustainability policy was not a board policy, but rather a city policy. He provided a copy of the Town of Menasha's policy as an example. CDD Keil distributed copies of the city's resolution that established the Sustainability Board. Board members discussed the policy draft and the following issues:

- a. Need to address city operations;
- b. The need to add other topics in addition to economy, social equity, environment;
- c. The need for city leadership to be interested and committed to implementing policy; if there is no support outside of the Sustainability Board, no changes will happen;
- d. Recommendation to keep the policy short and focused on the most important issues;
- e. Whether the appropriate format would be a vision statement, a policy statement, or other;

The board members agreed that during the next four weeks they would review the draft document and submit recommendations to PP Kester for summary. The item will be placed on the next agenda. Members also discussed options for board structure, including reconfiguring into a standing committee, appointing a council member, or assigning Sustainability Board members to other city bodies. Board members also discussed opportunities and strategies to gain support for establishing and implementing city sustainability policies.

I. ADJOURNMENT

1. Mike Dillon made and Roger Kanitz seconded a motion to adjourn at 8:22 pm. The motion carried.

Respectfully submitted by Amy Kester, Principal Planner.

It is expected that a Quorum of the Board of Public Works, Park Board, Administration Committee, and/or Common Council may attend this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
PLAN COMMISSION
Council Chambers
140 Main Street, Menasha**

**October 19, 2010
3:30 PM**

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Minutes of the October 5, 2010 Plan Commission Meeting](#)
- D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA
Five (5) minute time limit for each person
- E. DISCUSSION
 - 1. None
- F. ACTION ITEMS
 - 1. Presentation on Sustainable Neighborhood and Home Design – Curt Biggar
- G. ADJOURNMENT

SEC. 7-1-16 KEEPING OF FOWL

(a) DEFINITIONS.

- (1) **Fowl.** For the purposes of this section, fowl shall include chickens, doves, pigeons, ducks, and similar domesticated fowl. Pet birds kept exclusively within a residential structure shall be exempt from these requirements.
- (2) **Fowl Enclosure.** Any coop, cage, yard, run, cote, hutch, or similar structure or area designed or used to shelter or harbor fowl as defined in this section.

(b) PERMITS REQUIRED.

- (1) No person shall own, harbor, or keep any fowl or build, erect, maintain, or use any fowl enclosure within the City without first obtaining a Zoning Permit from the Community Development Department. Applicants shall submit the following information:
 - a. A zoning permit application.
 - b. A zoning permit fee as established by the Common Council.
 - c. A description of the number and type of fowl to be kept on the property.
 - d. A site plan drawn to scale showing the location and design of the proposed fowl enclosure and any related facilities including but not limited to fencing, mobile enclosures, and food and supply storage areas. The site plan shall show the setbacks and distances of the fowl enclosure in relation to all lot lines, structures, and residential structures located on adjacent properties.
 - e. Any additional information as deemed necessary by the Community Development Department.
- (2) A Zoning Permit shall be approved or denied in writing by the Zoning Administrator within thirty (30) days of application.

(c) STANDARDS. Fowl and fowl enclosures permitted under this section shall be subject to the following requirements:

- (1) A Zoning Permit for the keeping of fowl may be granted for owner-occupied residential properties in the R-1 Single Family, R1A Single Family, and R-2 Two Family Residence Districts. No more than one (1) such Zoning Permit shall be granted per property and may only be issued to the owner-occupant.
- (2) All fowl enclosures must be in compliance with the applicable zoning district requirements for accessory structures and the standards of this section.
- (3) Fowl enclosures shall be located in the rear yard area only and setback a minimum of twenty (20) feet from any residential structure on an adjacent lot.
- (4) No more than four (4) individual fowl (of any type and in any combination) shall be kept at a property.
- (5) No person shall own, harbor, or keep any fowl which habitually and loudly calls or crows to the great discomfort of the peace and quiet of the neighborhood or in such a manner as to materially disturb or

annoy persons in the neighborhood who are of ordinary sensibilities. Roosters and peacocks are prohibited.

- (6) Fowl shall be provided regularly with fresh, clean water and food.
- (7) Fowl shall be provided with a covered, protective enclosure and must be kept within the covered enclosure or a fenced enclosure at all times.
- (8) Fowl enclosures shall be designed to meet the following standards:
 - a. Allow for protection from the elements and predators;
 - b. Provide regular access to the outdoors and natural light;
 - c. Provide sufficient space for natural, free movement and behavior;
- (9) All fowl enclosures shall be maintained in a clean, sanitary condition and free from all objectionable odors.
- (10) Feed shall be stored in secure containers protected from rodents, insects, and other animals.
- (11) No person shall slaughter any fowl outside of a principal structure or accessory building.

(d) ENFORCEMENT.

- (1) All fowl enclosures and related premises are subject to inspection by the Zoning Administrator and/or designee.
- (2) The Zoning Administrator and/or designee shall enforce this section in accordance with Sec. 13-1-133.
- (2) Failure to comply with the standards of this ordinance may subject the permit holder to the penalties listed in Sec. 1-1-7 and/or revocation of the Zoning Permit.
- (2) Decisions by the Zoning Administrator and/or designee based on this ordinance shall be subject to appeal to the Board of Appeals.

10/15/10

From Roger Kanitz:

City of Menasha's Sustainability Vision

The City of Menasha envisions a future where as a sustainable community public knowledge of the benefits of sustainable practices is wide spread, environmental consciousness is encouraged, energy conservation measures are widely adopted, eco-municipality concepts are well established, and the community is developed and operated with sustainable practices in mind.

To accomplish this, the City of Menasha plans to use its programs, operations, and services to:

- Promote a clean and healthy environment to improve its citizen's quality of life
- Encourage economic and industrial initiatives based on eco-municipality concepts of sustainability to improve the social equity of its citizens
- Educate the community about the value of sustainable practices, seeking to expand on these initiatives to continually improve the future sustainability of the community

To accomplish these goals, the City of Menasha will utilize the four guidelines developed by the American Planning Association and actively seek out partnerships and encourage communications between its citizens, community groups, businesses, and city departments, making connections with Fox Valley communities which foster the wider regional sustainability of the community for its citizens.