

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 4, 2016
3:30 PM**

AGENDA

3:30 PM – Informal Public Hearing Regarding the Proposed Special Use Permit – 320 Nicolet Blvd. – Parcel #1-00041-00

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [Minutes of the September 13, 2016 Plan Commission Meeting](#)

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

Five (5) minute time limit for each person

E. CORRESPONDENCE

1. None.

F. DISCUSSION

1. None.

G. ACTION ITEMS

1. [Special Use Permit Application and Site Plan Review – 324 Nicolet Blvd. – St. Patrick’s Congregation](#)
2. [Proposed Annexation – Appleton Road – R. Lewis & R. Lewis, LLC](#)

H. ADJOURNMENT

**CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
September 13, 2016
DRAFT MINUTES**

3:30 PM – Informal Public Hearing Regarding the Proposed Rezoning of 500, 510, 520, 530 Valley Road and 2623 Palisades Drive – Parcel # 4-00919-03, 4-00919-02, 4-00919-06, 4-00919-05 and 4-00919-04

Mayor Merkes opened the public hearing at 3:35PM. CDD Buck provided an overview of the proposed rezoning. No one spoke. Mayor Merkes closed the hearing at 3:36PM.

3:35 PM – Proposed Amendment to Title 13 of the Menasha Code of Ordinances Pertaining to Storage and Parking of Recreational Vehicles – Definitions

Mayor Merkes opened the public hearing at 3:36PM. No one spoke. Mayor Merkes closed the hearing at 3:37PM.

A. CALL TO ORDER

The meeting was called to order at 3:35 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Ald. Benner (3:41) and Commissioners Schmidt, Sturm and Cruickshank.

PLAN COMMISSION MEMBERS EXCUSED: Comm. DeCoster.

OTHERS PRESENT: CDD Buck, AP Englebert, and Ald. Arnie Collier (708 Appleton Street)

C. MINUTES TO APPROVE

1. **Minutes of the August 16, 2016 Plan Commission Meeting**

Motion by Comm. Cruickshank, seconded by Comm. Schmidt to approve the August 16, 2016 Plan Commission meeting minutes. The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

1. No one spoke.

E. CORRESPONDENCE

1. None.

F. DISCUSSION

1. None.

G. ACTION ITEMS

1. **Proposed Rezoning – 500, 510, 520, 530 Valley Road and 2623 Palisades Drive – Parcel # 4-00919-03, 4-00919-02, 4-00919-06, 4-00919-05 and 4-00919-04**

AP Englebert explained that staff initiated a rezoning of five lots bordering Beck Street, Valley Road, and Palisades Drive at the request of the Plan Commission. The City of Menasha has already rezoned one lot in the block (1861 Beck Street) at the request of the property owner. The proposed rezoning would change the zoning classification of the five lots from R-2 Two-Family Residence District to R2-A Multi-Family, Zero Lot line Residence District. This would allow the property owners to split the lots along a shared building wall if desired but would not change permitted uses, density requirements, or create any lot non-conformities.

Ald. Benner asked if the rezoning, which allows zero lot line single family residences, would supersede building code requirements. CDD Buck explained that the zoning district designation strictly regulates uses and lot dimensional regulations such as setbacks is separate from the Uniform Dwelling Code that regulates construction practices, though they work in tandem. He further explained that there are different requirements in each code and that each is reviewed separately if and when a property owner is interested in splitting a lot to ensure all pertinent regulations of either code are adhered to.

Motion by Comm. Sturm, seconded by Comm. Cruickshank to recommend approval of the rezoning of 500, 510, 520, 530 Valley Road and 2623 Palisades Drive from R2 Two-Family Residence District to R2-A Multi-Family, Zero Lot Line Residence District with the finding that the rezoning does not contradict the City of Menasha Comprehensive Plan. The motion carried.

2. **Ordinance O-XX-16 Relating to Storage and Parking of Recreational Vehicles – Definitions**

CDD Buck introduced the proposed text amendment regarding the storage and parking of recreational vehicles. Staff is proposing to include ATV's and snowmobiles within the definition of a recreational vehicle. Commissioners discussed the potential ramifications of the change and the need to have a more inclusive definition of recreational vehicles.

Motion by Ald. Benner, seconded by Comm. Schmidt, to recommend approval of Ordinance (O-XX-16 Relating to Storage and Parking of Recreational Vehicles – Definitions with the finding that the ordinance change will provide a more effective means of enforcement of parking and storage for recreational vehicles. The motion carried.

3. **Certified Survey Map – River Lea Court**

CDD Buck presented the CSM for River Lea Court and explained that the CSM was requested by the property owners to make slight alterations to the residential lot lines but not create any additional lots. Community Development staff recommended approval of the CSM as it will not create any lot non-conformities in the R-1 Single Family Residence District and will provide more logical and orderly lot lines.

Motion by Ald. Benner, seconded by Comm. Sturm to recommend approval of Certified Survey Map, River Lea Court. The motion carried.

H. ADJOURNMENT

Motion by Ald. Benner, seconded by Comm. Cruickshank, to adjourn at 4:02 PM. The motion carried.

Minutes respectfully submitted by AP Englebert.



MEMORANDUM

To: Plan Commission

From: David Buck, CDD

Date: September 28, 2016

RE: Special Use and Site Plan Review for a Parking Lot Expansion at St. Patrick's Church at 320 Nicolet Boulevard

St. Patrick's Congregation is requesting approval of a special use and site plan approval for the expansion of the parking lot on the west side of St. Patrick's Church located at 320 Nicolet Boulevard (northeast corner of Washington Street and Nicolet Boulevard). Church uses are permitted as a Special Use in the R-1 Single Family Residence District and as such require Plan Commission and Common Council approval of the expanded use as well as Plan Commission approval of the proposed site plan.

The proposed plan includes the development of a 63 foot wide by 135 foot deep (Approx. 8,500 square foot) parking lot expansion to the south of the existing drive lane entering the property from Washington Avenue. The location of the parking lot expansion is on a portion of the property formerly occupied by the middle school building, which was removed from the site in April 2016. The parking lot expansion includes the addition of 21 code compliant parking stalls, new parking lot lighting, and the addition of substantial landscaping. Vehicular access to the expanded parking lot is expected to be primarily provided by the existing drive lane entering the property from Washington Avenue but it will also be accessible from two access drives to Nicolet Boulevard through the larger existing parking lot areas on the north and west of the Church, Rectory and Convent. All dimensional and access regulations of the zoning code are met with the proposed layout.

Lighting is proposed in the form of wall mounted fixture on the building adjacent the parking lots eastern edge as well as the installation of a pole light centered on the southern edge of the parking lot. Both fixtures are full cutoff, fully shielded fixtures and the applicant states that the lighting will meet code requirements for illumination. As the lighting plans have not been fully developed to depict light levels, staff is recommending a condition of approval that a lighting plan which demonstrates that light levels meet code requirements be submitted to and approved by the Department of Community Development.

The Zoning Ordinance requires landscaping for this size parking lot to include five trees and 28 shrubs at the parking lot perimeter and approximately 850 square feet of internal parking lot landscaping (based on 10% of the expanded/new parking lot area). The submitted landscaped plan includes the addition of five trees to the perimeter in addition to the 8-10 mature trees already existing on-site as well as the addition of 28 shrubs, thereby meeting that section of the codes requirements. Internal parking lot landscaping is not depicted on the plan so staff is recommending a condition of approval that an amended landscape plan, including code compliant internal parking lot landscaping, be submitted and approved by the Department of Community Development.

Staff recommends a finding that the proposed expanded special use and site plan (with conditions) is compatible with adjacent land uses, shall have an appearance that will not adversely affect adjacent properties, reasonably relates to the existing land use patterns of the city, and will not cause traffic hazards or congestion. Staff recommends that the proposed expanded special use and parking lot site plan be approved with the following conditions:

- 1) Lighting plan which demonstrates that light levels meet code requirements be submitted to and approved by the Department of Community Development.
- 2) An amended landscape plan, including code compliant internal parking lot landscaping, be submitted and approved by the Department of Community Development.



September 29, 2016

RE: Special Use Permit Application for 320 Nicolet Blvd, St. Patrick's Congregation

Dear Property Owner:

St. Patrick's Congregation, Owner, has applied for a Special Use Permit for 320 Nicolet Boulevard (parcel number 3-00526-00). The applicant has requested the Special Use Permit for a parking lot expansion at the northeast corner of Washington Street and Nicolet Boulevard. The subject site is zoned R-1 Single Family Residence District and requires a Special Use per Sec. 13-1-25(d)(4) of the City of Menasha Municipal Code.

The City of Menasha Plan Commission will be considering this request at an informal public hearing on Tuesday, October 4, 2016 at 3:30 p.m. or shortly thereafter in the City Hall Council Chambers at 140 Main Street, Menasha.

The City of Menasha Common Council will also be considering this request at a formal public hearing scheduled for Monday, October 17, 2016 at 6:00 p.m. or shortly thereafter in the City Hall Council Chambers, 140 Main Street, Menasha. A copy of the notice of the Common Council hearing on this proposal is attached along with an area map identifying the location of the property.

Persons interested in this matter will be given an opportunity to comment on the request; written comments will also be considered. The City of Menasha is notifying you because you own property within one hundred (100) feet of the proposed special use. If you have any questions, please contact our office.

Sincerely,

Kristi Heim
Community Development Coordinator

Enclosures

C: Plan Commission
City Clerk Galeazzi
Patty A. Sturn, City of Neenah Clerk

**City of Menasha
Public Hearings**

NOTICE IS HEREBY GIVEN that public hearings will be held by the Menasha Plan Commission and Common Council on an application for a Special Use Permit by St. Patrick's Congregation, Owner, for a parking lot expansion in the R-1 Single Family Residence District, as required by Sec. 13-1-25(d)(4) of the City of Menasha Municipal Code. The proposed parking lot expansion is to take place at the northeast corner of Washington Street and Nicolet Boulevard, 320 Nicolet Boulevard (Parcel Number 3-00526-00), City of Menasha, Winnebago County, Wisconsin. The Plan Commission will hold its informal public hearing on Tuesday, October 4, 2016 at 3:30 PM, or shortly thereafter, in the Council Chambers of Menasha City Hall located at 140 Main Street, Menasha, WI 54952. The Common Council will hold its formal public hearing on this matter at 6:00 PM, or shortly thereafter, on Monday, October 17, 2016 at the same location. All persons interested in commenting on the application for this Special Use Permit are invited to attend.

Deborah A. Galeazzi, WCMC
City Clerk

Run: October 2 and 10, 2016

Special Use Permit Location Proposed Parking Lot Expansion 320 Nicolet Blvd.



Legend

-  Parcel Proposed for Special Use Permit
Parcel ID# 3-00526-00



City of Menasha

SPECIAL ZONING APPROVAL

Owner St. Patrick's CONGREGATION Case or Plan No. _____

Address 324 NICOLET BLVD Fee 350⁰⁰

Applicant (if different than Owner) _____

Address 320 NICOLET BLVD, Menasha

Zoning R1 Parcel Number(s) 3-00526-00

PLEASE INDICATE WHICH REQUEST IS BEING MADE

- Rezoning Special Use Flood Plain Map Amendment
 Appeal or Variance PUD Plan Approval

Description of Request: Expansion of special use for new parking lot.

Owner/Agent Mary F. Krueger
Signature

(If applicable) Formal Hearing Oct. 17, 2016

Informal Hearing Oct. 4, 2016 Notice Mailed Sept. 29, 2016

Notice Mailed Sept. 29, 2016 Notice Mailed _____

Action Taken: _____ 20__

- APPROVED DENIED

Conditions (if any): _____



ST. PATRICK'S CATHOLIC COMMUNITY

324 Nicolet Blvd • Menasha, WI 54952

Phone: (920) 725-8381 • Fax: (920) 725-5544

Email: stpatmen@gmail.com • Web Site: stpatricksnm.org

September 19, 2016

City of Menasha
Community Development
140 Main Street
Menasha, WI 54952-3151

Dear Mr. Englebert and Mr. Buck,

In 2014, St. Patrick's Parish learned our school would no longer be utilized as a middle school building for St. Mary's Catholic Schools. At that time, we began researching whether there were other options for us to repurpose the building especially since we were aware St. John's school had been vacant for approximately 10 years at that time. We also looked into selling the property. It was decided by a vote of our parish that we would tear down the existing school once vacated, demolish the remaining building and establish a green space for our Parish. The intent of the green space is to host both parish and community events. We believe the absence of the building has given our Parish a wonderful opportunity to make our Church and its adjacent green space really shine.

The school was vacated June 30, 2015. St. Patrick's Parish spent August-October 2015 properly removing and disposing of asbestos and other contaminants from the building.

Given cash flow restrictions, we had considered holding off on demolition, but after some vandalism to the school and parish, behavior that a vacant building seems to attract, we decided it was in everybody's best interest to bring the building down immediately which occurred December 2015-March/April 2016.

Next, we waited to get onto an asphalt companies' schedule on a timeline which would be most efficient for them and therefore most cost effective for us. That time came in late August/early September. We did not have a permit. As such, the City of Menasha appropriately stopped the project.

Our plan prior to being informed we needed a permit had been as follows: install some lighting and electrical work (in order to have power and lighting for our Christmas tree sale), pave the parking lot and then seed the remaining property (again, our parish is very excited about the large amount of green space the removal of the school has left). As monies permitted, we had planned to eventually do some landscaping with funds received from memorial funds. My understanding has been that the work is best completed in that order otherwise, we landscape and seed and then dig it all up in order to pave or install electrical, and we are trying to use our monies wisely.

We now understand, we need to obtain a Special Use Permit from the city. As such, we have been graciously provided the exact guidelines we need to follow before we are permitted to do any work. As you can imagine, we are anxious to complete the work. As such, we are providing the City with a Site Plan of the proposed new parking area.



ST. PATRICK'S CATHOLIC COMMUNITY

324 Nicolet Blvd • Menasha, WI 54952

Phone: (920) 725-8381 • Fax: (920) 725-5544

Email: stpatmen@gmail.com • Web Site: stpatricksnm.org

Now, we are proposing to complete the work as follows:

Install lighting and electrical receptacles. We have provided a site plan which shows our lighting plan for the new parking lot. This lighting plan does meet the lighting guidelines provided to us. As this lighting plan includes trench work, it is preferred to complete this work first. Beyond lighting, we will propose to install a receptacle on one or both of the light posts to help provide additional lighting for our annual Christmas tree sale and so that we may host parish and community events on this newly created green space.

The next step would be to pave the parking area. Said parking area will be properly set back from Washington by 25 feet. We have provided a diagram of said parking area as well. Additionally, we have provided a before demolition picture of the lot with the school buildings in tact, and a mock up of what the property will look like after from a hard surface standpoint. You will notice the old building and related walks/drives covered approximately 75% of the school property. Now, please look at our proposed new parking area and note it only covers approximately 20% of the total school property with the remaining area being landscaped.

Finally, we have provided a site plan that incorporates landscaping adjacent to the building. The plan also provides more than the required perimeter landscaping. Perimeter screening of the lot will also be more than required. A significant amount of perimeter screening had been a part of our original plan as it will help to provide our workers for our Christmas Tree sale some coverage from the cold November and December winds. Given the size of the proposed parking area we understand we are required to add interior landscaping areas. We are hopeful the abundant amount of landscaping we are providing on the immediate area next to 3 of the 4 sides of the new parking area along with the other existing landscaping on the perimeter of the green space will be sufficient. If we only consider existing landscaping on the former school property, there are 4 trees along the side of the property nearest the church, 9 trees along the roadways (on the interior of the sidewalk), 3 trees along the roadway (exterior or roadside of the sidewalk). All of these trees are of various maturities and types. Photos of existing landscaping have also been included.

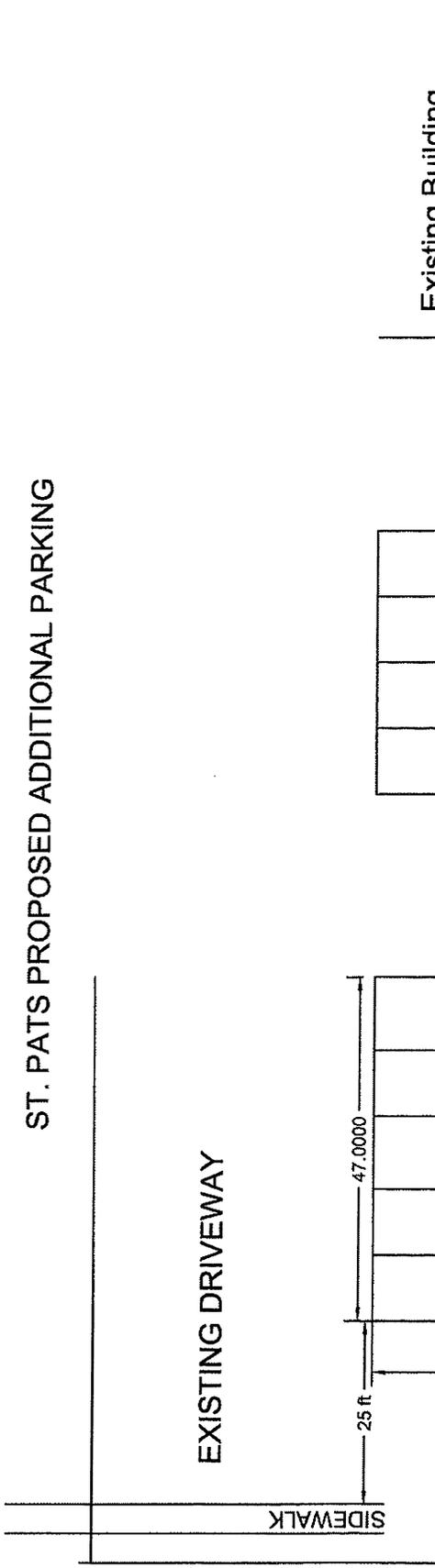
Beautifying our small part of the community is what we are striving for. We believe our plan will achieve this. Over the last several months, we have repeatedly heard from parishioners, neighbors and other friends in the community how nice the property looks without our well loved but dated school. Please allow us the opportunity to finish it.

We are hopeful you agree our proposed site plan will create an aesthetically appealing space for our entire community to enjoy.

Sincerely,

Kristen Bergstrom

Member St. Patrick's Finance Council



ST. PATS PROPOSED ADDITIONAL PARKING

EXISTING DRIVEWAY

SIDEWALK

HWY 114

Existing Building
Assume 20 ft Elevation
for Parking lot Light

(L)

26.5 FT

(L)

1" = 24 ft

Drawn by Don Whitehouse
09/19/2016

Place Pole to illuminate lot
in addition to light from the
building flood max Ht 25ft.

0.5 Foot Candle Min
illumination, 5 Foot
Candles Max

Date : 19 Sep 2016

Title : ST PATRICK - MENASHA, WI

Desc :

Luminaire

IES Filename : itl79629.ies

Description : ALED4T150 - RWLED4T150 - RWLED4T150SF -
WPLED4T150 (TYPE IV)
CAST FINNED METAL HOUSING, 6 CIRCUIT
BOARDS EACH WITH 1

For : TWIN'S ELECTRIC / FRED

By : VIKING ELECTRIC / JIM

Light Loss Factor : 1.00

Number of Lamps : 6

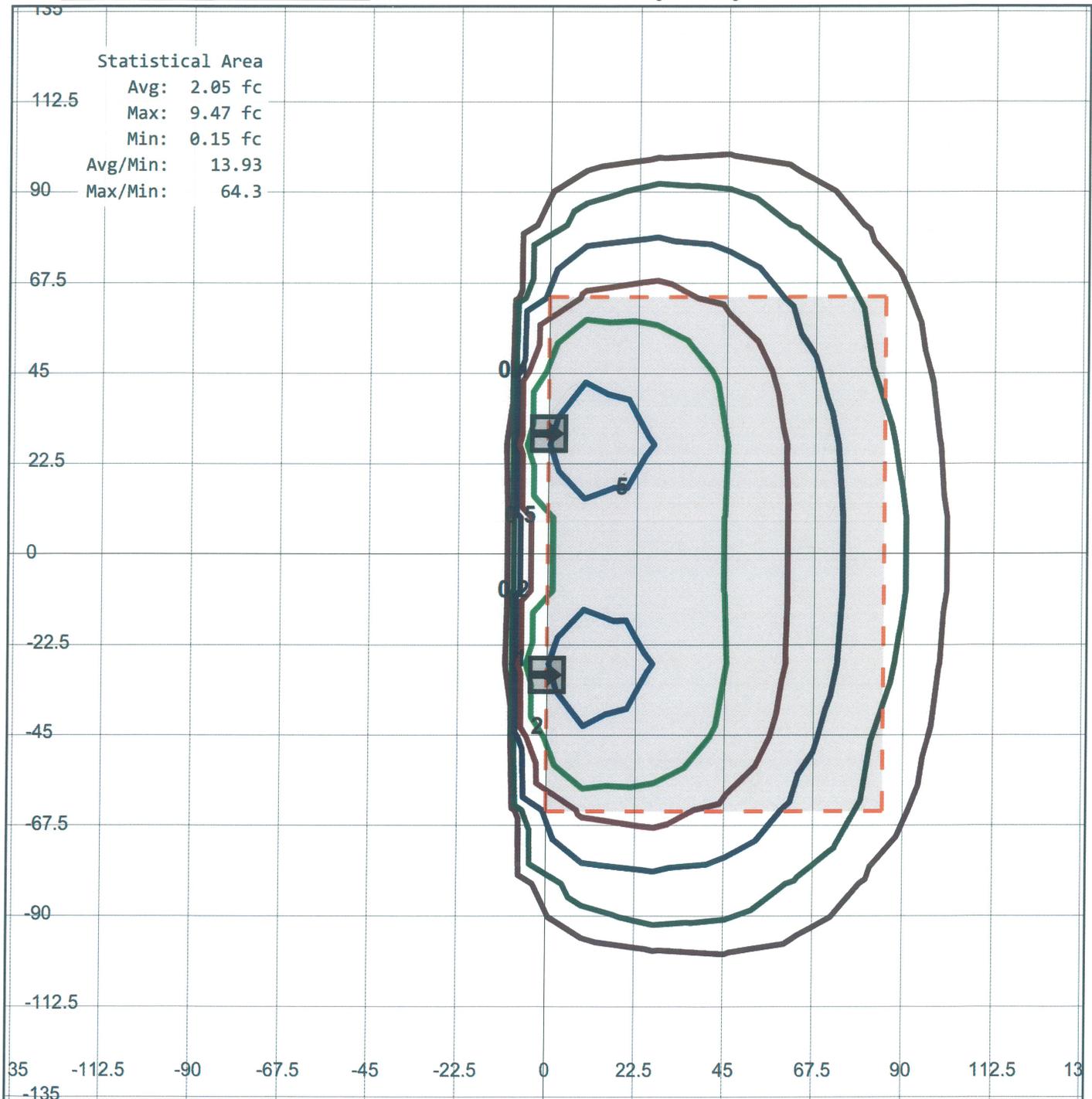
Lamp Lumens : -1 lms

Luminaire Watts : 150 W



Scale: 0 39 78 feet

Arrangement Magnification: 100 %





Project:

Type:

Prepared By:

Date:

Driver Info

Type:	Constant Current
120V:	1.31A
208V:	0.80A
240V:	0.69A
277V:	0.60A
Input Watts:	156W
Efficiency:	96%

LED Info

Watts:	150W
Color Temp:	5000K
Color Accuracy:	65 CRI
L70 Lifespan:	100000
Lumens:	14,349
Efficacy:	92 LPW

Ultra high output, high efficiency 150 Watt LED wallpacks. Patent Pending airflow technology ensures long LED and driver lifespan. 5 Year Warranty.

Color: Bronze

Weight: 34.8 lbs

Technical Specifications

Listings

UL Listing:

Suitable for wet locations.

IESNA LM-79 & LM-80 Testing:

RAB LED luminaires have been tested by an independent laboratory in accordance with IESNA LM-79 and LM-80, and have been received the Department of Energy "Lighting Facts" label.

Dark Sky Approved:

The International Dark Sky Association has approved this product as a full cutoff, fully shielded luminaire.

DLC Listed:

This product is on the Design Lights Consortium (DLC) Qualified Products List and is eligible for rebates from DLC Member Utilities.
DLC Product Code: P0000174K

LED Characteristics

Lifespan:

100,000-hour LED lifespan based on IES LM-80 results and TM-21 calculations.

LEDs:

Multi-chip, high-output, long-life LEDs

Color Consistency:

7-step MacAdam Ellipse binning to achieve consistent fixture-to-fixture color.

Color Stability:

LED color temperature is warrantied to shift no more than 200K in CCT over a 5 year period.

Color Uniformity:

RAB's range of CCT (Correlated Color Temperature) follows the guidelines of the American National Standard for Specifications for the Chromaticity of Solid State Lighting (SSL) Products, ANSI C78.377-2011.

Construction

IES Classification:

The Type IV distribution (also known as a Forward Throw) is especially suited for mounting on the sides of buildings and walls, and for illuminating the perimeter of parking areas. It produces a semiCircular distribution with essentially the same candlepower at lateral angles from 90° to 270°.

IP Rating:

Ingress Protection rating of IP66 for dust and water.

Ambient Temperature:

Suitable for use in 40°C (104°F) ambient temperatures

Cold Weather Starting:

The minimum starting temperature is -40°C/-40°F

Thermal Management:

Superior thermal management with external Air-Flow fins.

Housing:

Die-cast aluminum housing, lens frame and mounting arm

Mounting:

Heavy-duty mounting arm with "O" ring seal & stainless steel screws

Reflector:

Specular vacuum-metallized polycarbonate

Gaskets:

High-temperature silicone gaskets

Finish:

Our environmentally friendly polyester powder coatings are formulated for high-durability and long-lasting color, and contains no VOC or toxic heavy metals.

Green Technology:

Mercury and UV free, and RoHS compliant. Polyester powder coat finish formulated without the use of VOC or toxic heavy metals.

For use on LEED Buildings:

IDA Dark Sky Approval means that this fixture can be used to achieve LEED Credits for Light Pollution Reduction.

Electrical

Drivers:

Two Drivers, Constant Current, Class 2, 2000mA, 100-277V, 50-60Hz, Power Factor 99%

THD:

4.7% at 120V, 13.3% at 277V

Other

California Title 24:

See WPLED4T150/D10 or WPLED4T150/BL for a 2013 California Title 24 compliant product. Any additional component requirements will be listed in the Title 24 section under technical specifications on the product page.

Warranty:

RAB warrants that our LED products will be free from defects in materials and workmanship for a period of five (5) years from the date of delivery to the end user, including coverage of light output, color stability, driver performance and fixture finish.

Patents:

The design of WPLED150 is protected by patents pending in US, Canada, China, Taiwan and Mexico.

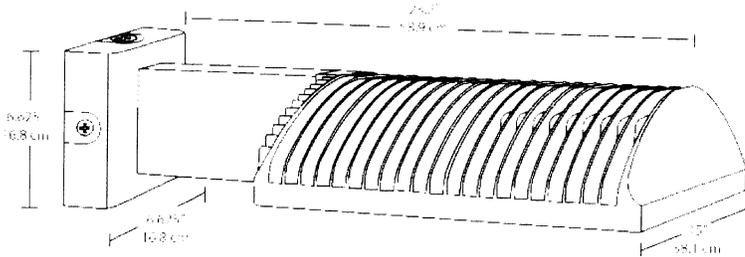
Technical Specifications (continued)

Optical

BUG Rating:

B1 U0 G3

Dimensions



Features

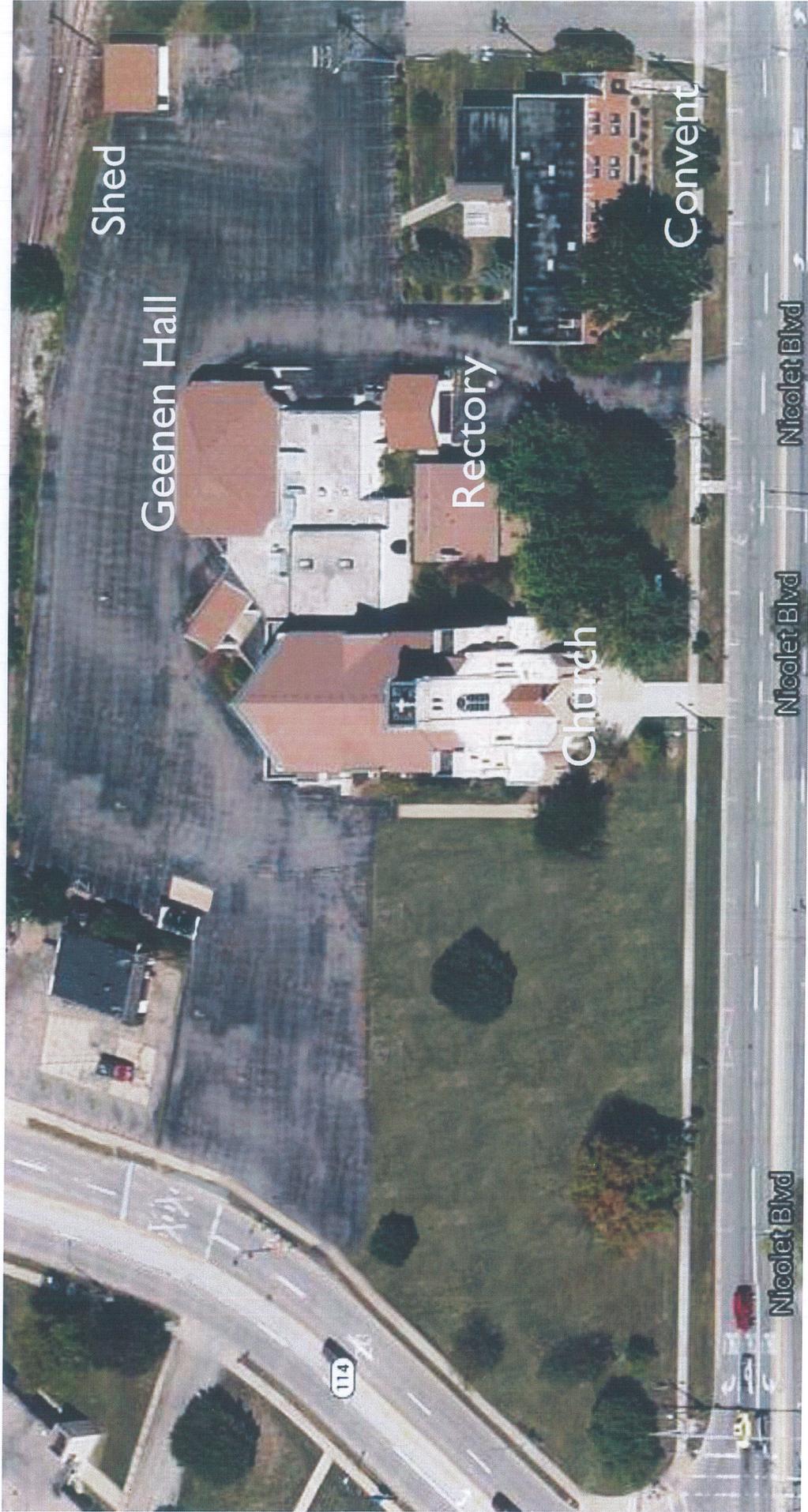
- High output, high efficiency LED
- Maintains 70% of initial lumens at 100,000 hours
- Weatherproof high temperature silicone gaskets
- Superior heat sinking with die cast aluminum housing and external fins
- 100 up to 277 Volts
- 5-year warranty

Ordering Matrix

Family	Distribution	Watts	Color Temp	Mount	Finish	Photocell	Dimming	Sensor	Bi-Level	
WPLED										
	2T = Type II	150 =	= 5000K	=	=	= No Photocell	= No	/WS4 = Multi-Level Motion Sensor (Only available for 120-277V with /D10 for 150W)	= No Bi-Level	
	3T = Type III	150W	(Cool)	Standard	Bronze	/PC = 120V	Dimming		/D10 =	Level
	4T = Type IV		Y = 3000K (Warm)	FX = Flat Wall	W = White	/PC2 = 277	/D10 =		/BL = Bi-	Level
			N = 4000K (Neutral)			/PCS = 120V Swivel	Dimmable			
						/PCS2 = 277V Swivel				
						/PCT = 120-277V Twistlock				

Mock up photo. Approximation of what new parking lot will look like. For coverage purpose only.

St. Patrick's Parish
324 Nicolet Blvd.
Menasha

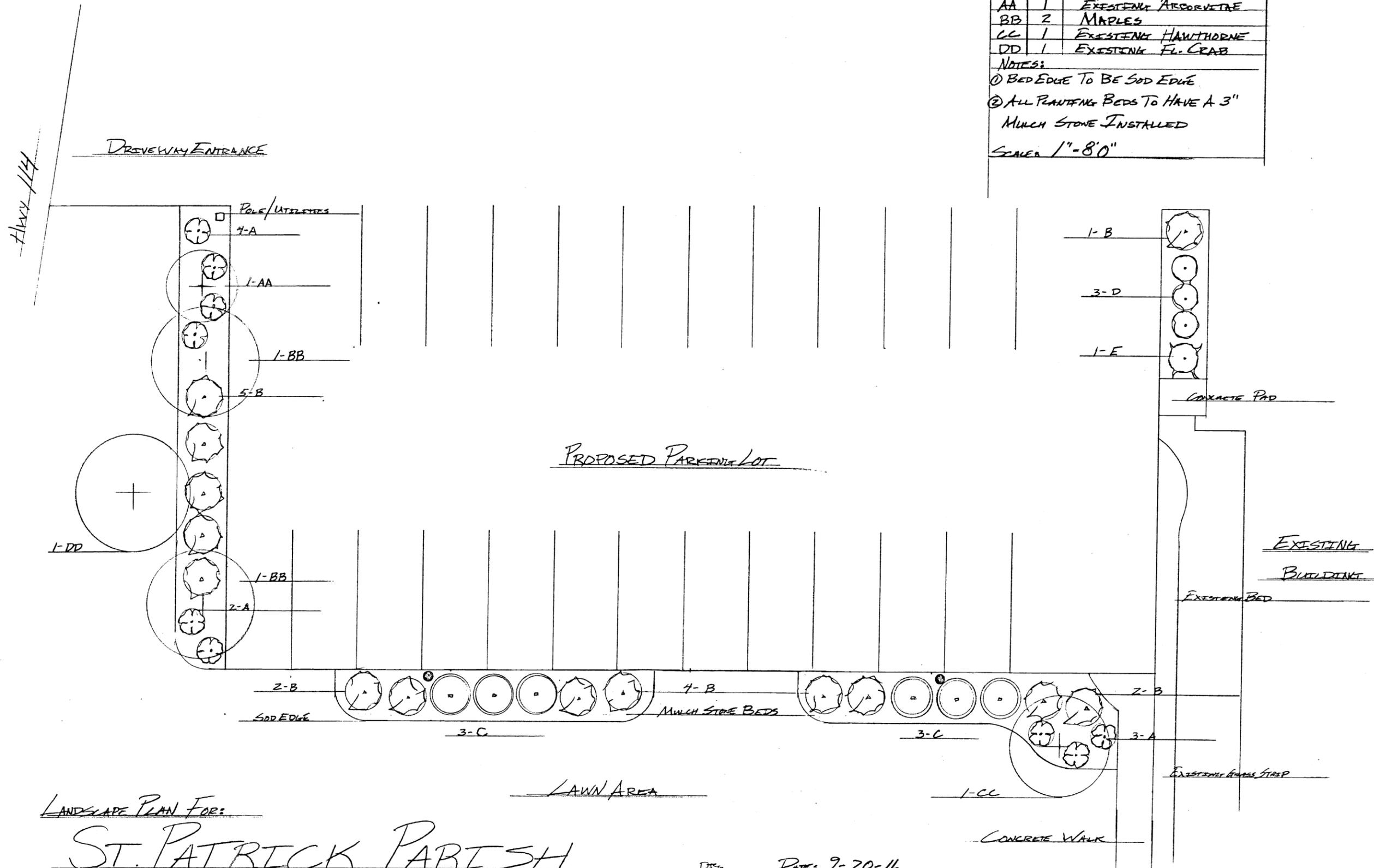


Picture of Property with school buildings.



LETTER	QTY	PLANT/EVERGREEN NAME
A	9	GOLDMUND SPIREA
B	14	SEAGREEN JUNIPER
C	6	WINE & ROSE WEIGELA
D	3	LITTLE PRINCESS SPIREA
E	1	RED BARBERRY
		TREE NAME/EXISTING
AA	1	EXISTING ARDOURVITAE
BB	2	MAPLES
CC	1	EXISTING HAWTHORNE
DD	1	EXISTING FL. CRAB

NOTES:
 ① BED EDGE TO BE SOD EDGE
 ② ALL PLANTING BEDS TO HAVE A 3" MULCH STONE INSTALLED
 SCALE 1"=8'0"



LANDSCAPE PLAN FOR:

ST. PATRICK PARISH

DATE: 9-20-16



MEMORANDUM

To: Plan Commission

From: David Buck, CDD

Date: September 28, 2016

RE: Annexation – 1462 Appleton Road (Parcel # 008033701)

R. Lewis & R. Lewis LLC, property owner, is proposing direct annexation (by unanimous approval) of a single parcel of land that is 0.75 acres/32,670 square feet in size. The subject parcel is located at 1462 Appleton Road (STH 47), which is on the west side of Appleton Road approximately 400 feet south of Midway Road (County Road AP), in the Town of Menasha.

The property is currently vacant/undeveloped and has a Town of Menasha zoning designation of B-3 General Business District. Per the Intermunicipal Agreement between the City of Menasha and the Town of Menasha (boundary agreement), The City of Menasha has the authority to annex unimproved properties in this area without detaching a property equal in size to the Town of Menasha.

The City of Menasha Year 2030 Comprehensive Plan designates this area as appropriate for commercial use and the C-1 General Commercial District zoning designation is consistent with that recommendation. Additionally, the C-1 General Commercial District designation is consistent with adjacent properties of the subject parcel within the City of Menasha on the north & west (supermarket) and the south (vacant commercial).

The petition for annexation has been distributed to parties identified within the Zoning Ordinance for impact reports, which were forwarded to the Administration Committee on October 3, 2016. The Community Development Department believes that the proposed annexation will not have a significant impact on the city's ability to provide services. Furthermore, adding the parcel to the city will make additional land available for commercial development which will result in a slight increase in tax base for the community when initially annexed with additional tax base when improved/developed.

The Community Development Department supports this annexation as a logical extension of the city's municipal boundary and recommends approval of the Annexation of 1462 Appleton Road (Parcel # 008033701) with a temporary and permanent zoning classification of C-1 General Commercial District.

PETITION FOR ANNEXATION

The undersigned, constituting 100 percent of the owners of the following described territory located in the Town of Menasha, Winnebago County, Wisconsin, lying contiguous to the City of Menasha, petition the Honorable Mayor and Common Council of said city to annex the territory described below and shown upon the attached map, as permitted by §66.0217 of the Wisconsin Statutes, to the City of Menasha, Winnebago County, Wisconsin.

A copy of the scaled maps of the territory proposed for annexation attached hereto as Exhibit A may be inspected at the office of the Clerk of the Town of Menasha, 2000 Municipal Drive, Neenah, Wisconsin and at the office of the Clerk of the City of Menasha, 140 Main Street, Menasha, Wisconsin.

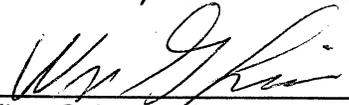
Parcel "A"

All that part of the North Twenty-seven (27) acres of the Northeast ¼ of the Northeast ¼ of Section 11, Township 20 North, Range 17 East, in the Town of Menasha, Winnebago County, Wisconsin, described as follows:

Commencing at the Northeast corner of said Section 11; thence S89° 40' W along the North line of said Section 60.0 feet; thence S01° 39' E, 423.5 feet to the point of beginning; thence S89° 40' W, 150.0 feet; thence S01° 39' E, 220.0 feet; thence N89° 40' E, 150.0 feet; thence N 01° 39' W, 220.0 feet to the point of beginning. Said parcel containing 0.7500 acres.

Parcel No. 008-0337-01

Dated this 16th day of September, 2016.



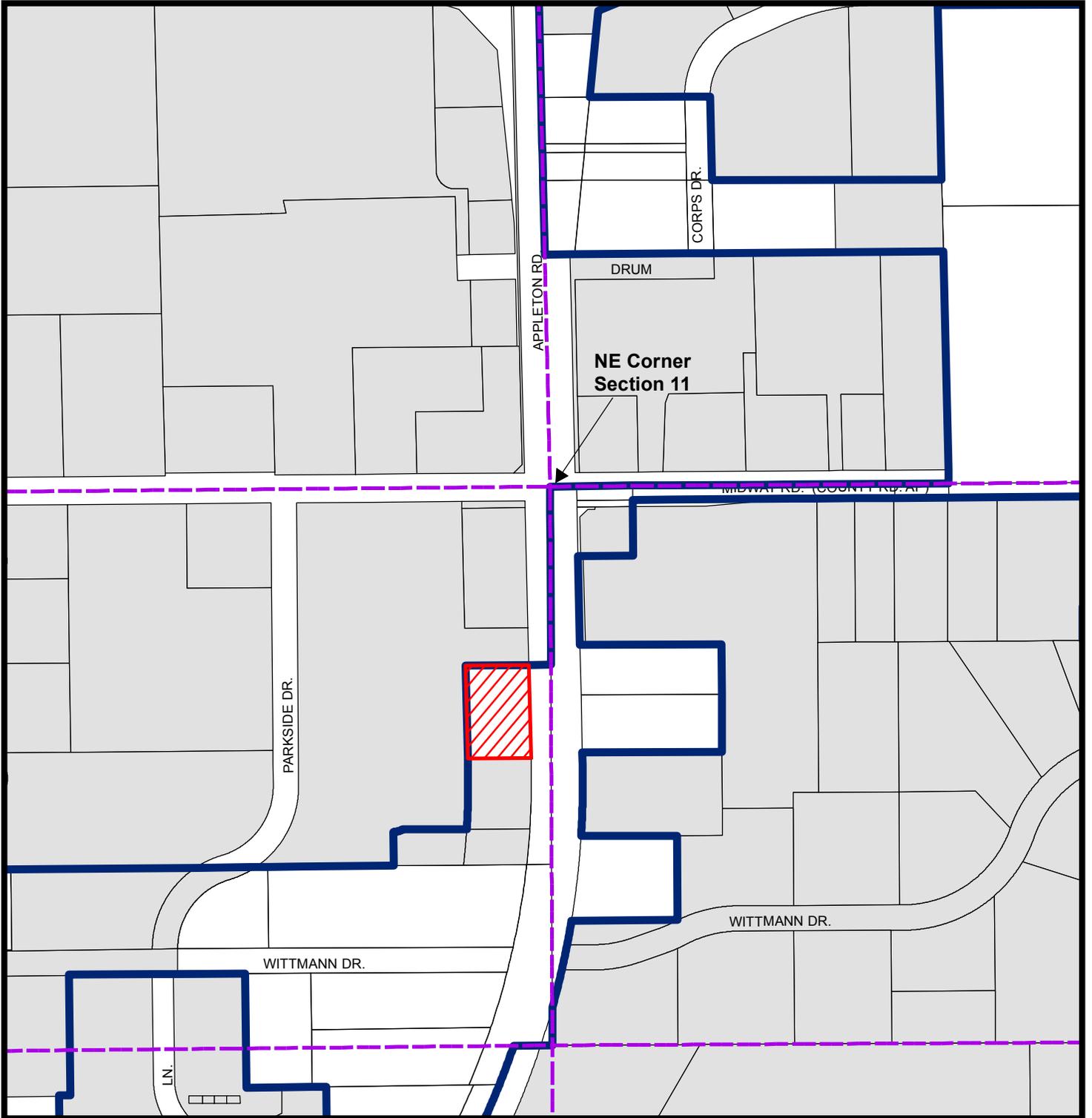
William G. Lewis, Owner/Member
R. Lewis & R. Lewis LLC
1702 Scheuring Road
De Pere, WI 54115



Rebecca Lewis, Owner/Member
R. Lewis & R. Lewis LLC
1702 Scheuring Road
De Pere, WI 54115

Exhibit A

Proposed Annexation



Legend

-  Parcel Proposed for Annexation
-  Section Lines
-  City of Menasha Corporate Limits

