

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**

July 7, 2009

3:30 PM

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Minutes of the June 16, 2009 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. [Rezoning of Non-Conforming Two-Family Residences](#)
- F. ACTION ITEMS
 - 1. [Site Plan Amendment – Van’s West Development](#)
 - 2. [CSM – Lake Park Road](#)
- G. ADJOURNMENT

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
June 16, 2009
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called was called to order at 3:35 p.m. by Mayor Donald Merkes.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Ald. Benner, and Commissioners Schmidt and Sturm, and DPW Radtke

PLAN COMMISSION MEMBERS EXCUSED: Commissioners Norm Sanders and Catherine Cruickshank

OTHERS PRESENT: CDD Keil, Steve Dietzen, Ald. Engelbert

C. MINTUES TO APPROVE-S

1. **Minutes of the June 2, 2009 Plan Commission Meeting**

Moved by Ald. Benner, seconded by DPW Radtke to approve the June 2, 2009 Plan Commission meeting minutes.

The motion carried.

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

1. No one spoke.

E. DISCUSSION

1. **Fence/Outdoor Storage Proposal – Fast and Easy Pawn – 1275 Appleton Road**

Steve Dietzen, owner, discussed the need for outdoor storage for such things as lawnmowers, small boats, jet skis, etc. There is no room within the existing building for additional storage. Mr. Deitzen stated that he could not afford to add on to the building and that State Statutes prohibit him from storing items off-site.

CDD Keil stated that outdoor storage is permissible within the C-1 zoning district, however a special use permit is required. He expressed concern about the appearance of the site over the long-term if outdoor storage is approved. Commissioners discussed impacts on available parking, the type of fencing to be used, landscape screening requirements, limiting the use of the outdoor storage area to the current occupant and the precedent this may set for outdoor storage at other locations. This item was held with the understanding that Mr. Dietzen would work with Community Development Dept. staff to prepare a revised plan that would comply with parking and landscaping requirements.

2. **Conceptual Lot Layout – Manitowoc Road-Bennet Property**

CDD Keil Explained the proposal to create a three lot CSM out of the 3.3 acre parcel adjacent to Barker Park. This parcel abuts a larger parcel to the north with a conceptual layout prepared by PPF Commercial. The rear lot would need to be accessed by extending the street southward along the east line of the park. Commissioners discussed the size and number of lots and access to the site. Staff is

to work with the survey and PPF Commercial to devise a suitable lot layout prior to the CSM being advanced for approval.

3. **Drive-up Concept- Van's West Development**

CDD Keil described the proposal to create a drive-up on the east end cap of the Van's west development. Gunderson Cleaners is considering locating on the site, but they are requesting a drive-up door where the attendant will be able to approach cars as they arrive to pick up or drop off laundry.

Commissioners discussed traffic circulation patterns and the impact on parking. This matter will be taken up in the future when a plan containing a specific proposal is provided.

4. **Rezoning of Non Conforming Two-Family Residences**

CDD Keil stated that the maps provided did not properly distinguish between two family use and the R-2 two family zoning. The maps will be revised and this matter will be brought back to the next Plan Commission meeting

G. ACTION ITEMS

1. **Landscape Plan Amendment –Fast and Easy Pawn – 1275 Appleton Road**

CDD Keil explained that the owner was proposing to eliminate three trees from the rear and two trees from the front. Commissioners discussed the relationship of the landscaping to the existing sign and overhead wires, and the size/scale of the proposed plant materials. Following discussion, Mayor Merkes made and Ald. Benner seconded a motion to authorize staff to work with the owner to relocate approved plant materials, but to retain the overall number of plant specimens.

The motion carried.

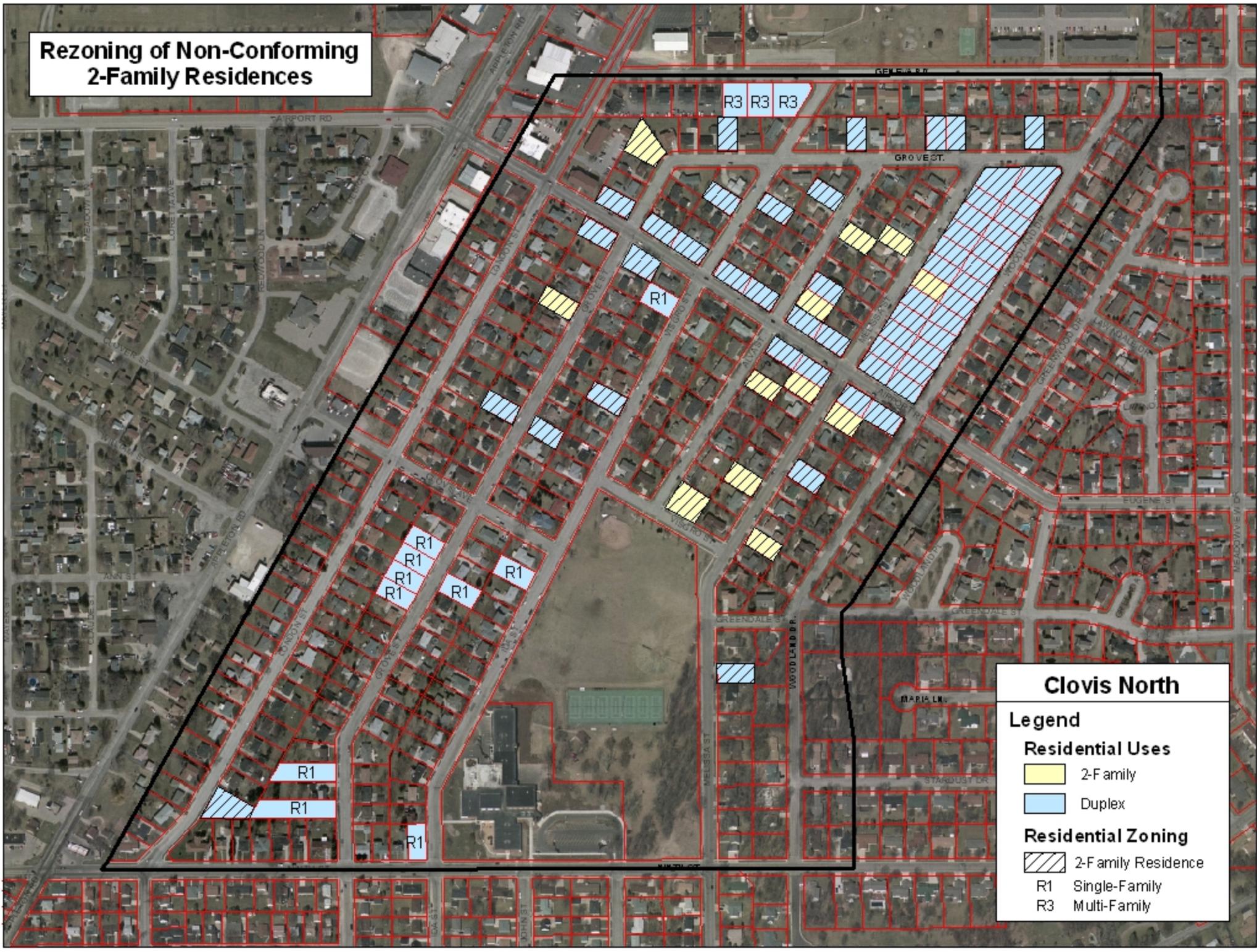
H. ADJOURNMENT

Moved by Comm. Sturm, seconded by Ald. Benner to adjourn at 4:55 p.m.

The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director

Rezoning of Non-Conforming 2-Family Residences



Clovis North

Legend

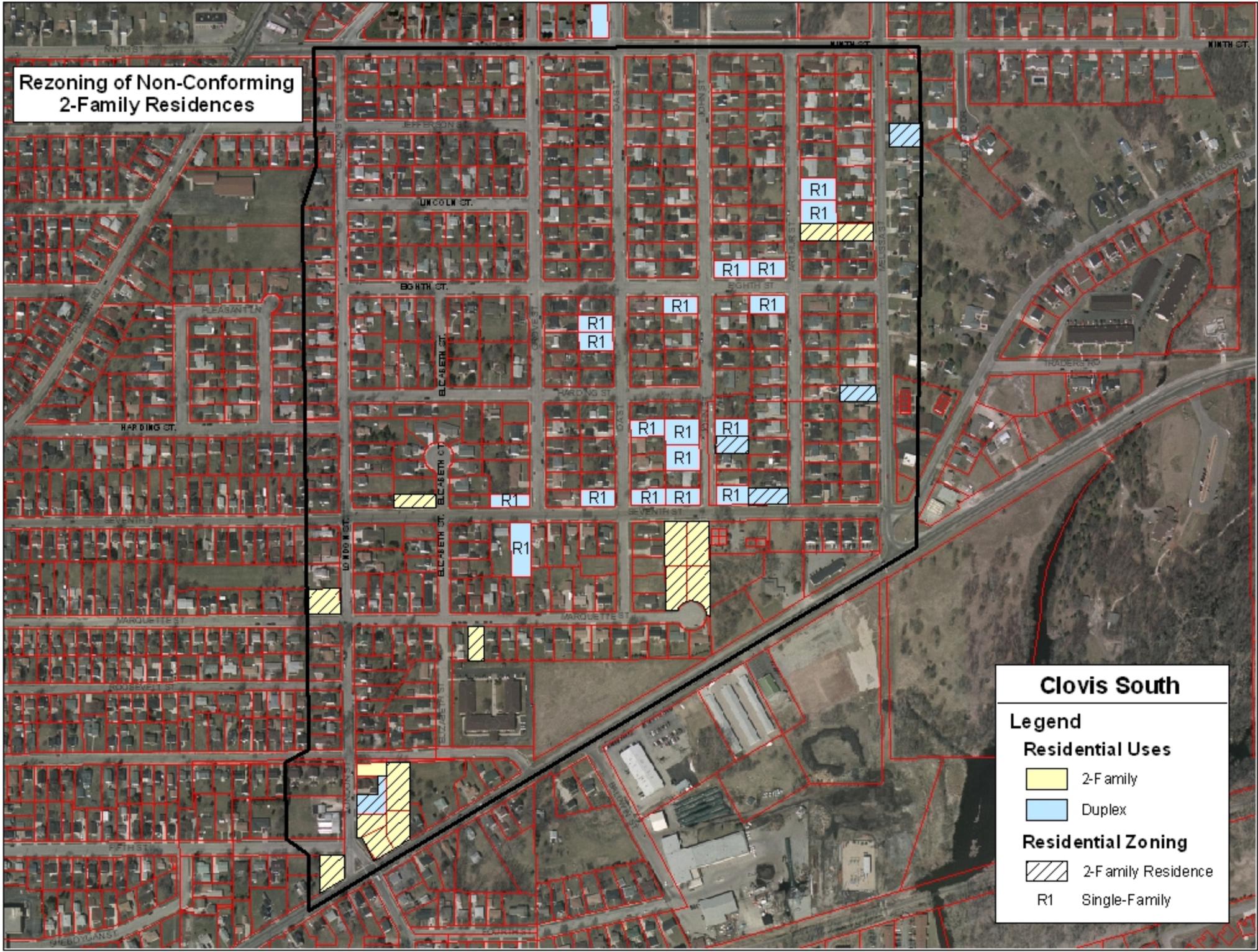
Residential Uses

- 2-Family (Yellow hatched box)
- Duplex (Blue hatched box)

Residential Zoning

- 2-Family Residence (Blue hatched box)
- R1 Single-Family
- R3 Multi-Family

**Rezoning of Non-Conforming
2-Family Residences**



Clovis South

Legend

Residential Uses

- 2-Family
- Duplex

Residential Zoning

- 2-Family Residence
- R1 Single-Family



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1200 W. MICHIGAN ST.
SUITE 200
MILWAUKEE, WI 53224
PHONE: 414.224.2000
FAX: 414.224.2001
WWW.KELLERPLANNERS.COM

www.kellerplanners.com

WISCONSIN

PROPOSED FOR—

KENDISON CENTER - GUNDERSON CLEANERS

MENASHA,

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“NOT FOR CONSTRUCTION”

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REVISIONS

NO.	DATE	DESCRIPTION

PROJECT MANAGER: B. POCH

ARCHITECT: S. KLESIG

DRAWN BY: M. VAN LANEN

EXTENDED:

SUPERVISOR:

PRELIMINARY NO.:

CONTRACT NO.:

DATE: 07-01-2004

SHEET: A10



CONCEPT SITE PLAN
17-20-07

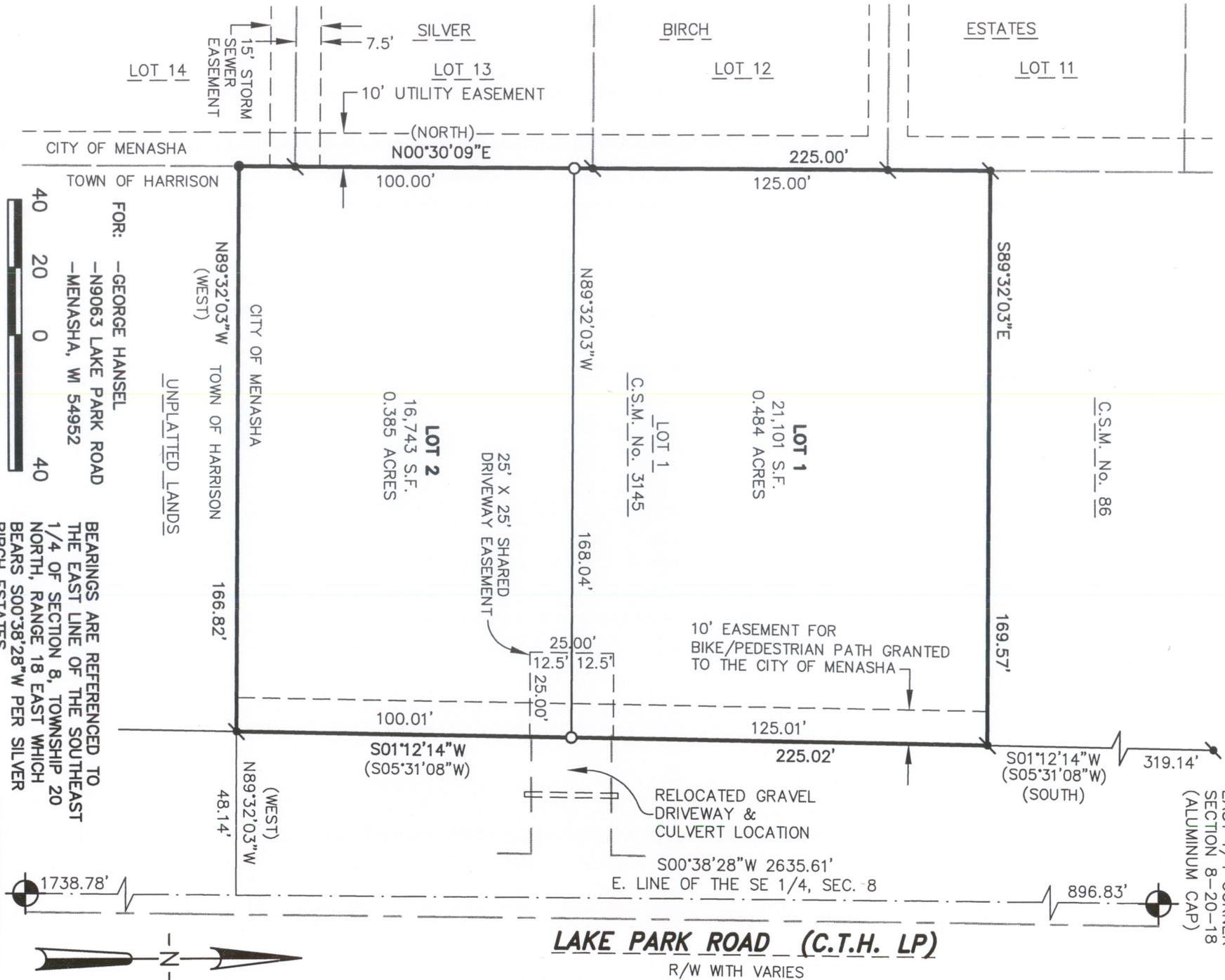
NORTH

CONCEPT SITE PLAN
THE LOT DIMENSIONS AND BEARINGS SHOWN ON THIS PLAN ARE INTERPRETED VALUES. FOLLOWING INFORMATION IS FOR INFORMATIONAL PURPOSES ONLY. A VERIFIED SURVEY WITH DATA WHEN AVAILABLE IS REQUIRED. 11-1-2004

KENDISON CENTER - GUNDERSON CLEANERS

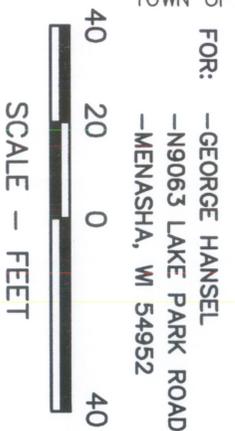
CERTIFIED SURVEY MAP NO. _____ PAGE 1 OF 3

ALL OF LOT 1 OF CERTIFIED SURVEY MAP NO. 3145 AS RECORDED IN VOLUME 26 OF CERTIFIED SURVEY MAPS ON PAGE 209, LOCATED IN THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4, SECTION 8, TOWNSHIP 20 NORTH, RANGE 18 EAST, CITY OF MENASHA, CALUMET COUNTY, WISCONSIN



LEGEND

- — 3/4" x 24" ROUND IRON REBAR WEIGHING 1.5 lbs./lineal ft. SET
- 3/4" ROUND STEEL REBAR FOUND
- 1" PIPE FOUND (1.315" O.D.)
- — CERTIFIED LAND CORNER
- () — CALUMET COUNTY
- () — RECORDED BEARING AND/OR DISTANCE
- S.F. — SQUARE FEET



BEARINGS ARE REFERENCED TO THE EAST LINE OF THE SOUTHEAST 1/4 OF SECTION 8, TOWNSHIP 20 NORTH, RANGE 18 EAST WHICH BEARS S00°38'28"W PER SILVER BIRCH ESTATES.

SOUTHEAST CORNER SECTION 8-20-18 (ALUMINUM CAP)



McMAHON ENGINEERS ARCHITECTS

1445 McMAHON DRIVE NEENAH, WI 54956
 Mailing: P.O. BOX 1025 NEENAH, WI 54957-1025
 Tel: (920) 751-4200 Fax: (920) 751-4284
 www.mcmgrp.com

DRAFTED BY: **Corey Kalkofen**

ALL OF LOT 1 OF CERTIFIED SURVEY MAP No. 3145 AS RECORDED IN VOLUME 26 OF CERTIFIED SURVEY MAPS ON PAGE 209, LOCATED IN THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4, SECTION 8, TOWNSHIP 20 NORTH, RANGE 18 EAST, CITY OF MENASHA, CALUMET COUNTY, WISCONSIN

OWNER'S CERTIFICATE

George E. Hansel & Sandra J. Hansel, As Owners, We hereby certify that we caused the land described on this plat to be surveyed, divided and mapped as represented on this Certified Survey Map.

Dated this _____ day of _____, 20__.

George E. Hansel

Sandra J. Hansel

State of Wisconsin)

)ss

_____(County)

Personally appeared before me on the _____ day of _____, 20__, the above named person(s) to me known to be the person(s) who executed the foregoing instrument, and acknowledged the same.

Notary Public

County, _____

My commission expires _____

