

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**

**Wednesday, November 10, 2010
4:30 PM**

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Minutes of the November 2, 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. [Preliminary Site Plan Amendment – Exopack – 271 River Street](#)
- G. ADJOURNMENT

**CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
November 2, 2010
DRAFT MINUTES**

A. CALL TO ORDER

The meeting was called to order at 4:35 p.m. by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Homan

OTHERS PRESENT: CDD Keil,

C. MINTUES TO APPROVE

1. **Minutes of the October 19, 2010 Plan Commission Meeting**

Moved by Ald. Benner, seconded by Comm. Cruickshank to approve the October 19, 2010 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. None

F. ACTION ITEMS

1. **Ordinance O-18-10 Relating to the Paving of Driveways**

Commissioners discussed:

- Permitting, Fees & Enforcement
- Inspection Responsibilities of Community Development, Public Works, Building Inspectors
- Staffing Commitments for Permitting & Inspections
- Grading & Drainage
- Inspections & Relationship to Sump Pump Inspections
- Construction Standards
- Permeable/Alternative Paving Materials
- Evaluation of Existing Driveways
- Establishing a Minimum Paved Area

Staff is to bring back additional information from other communities who have adopted requirements for driveway paving.

2. **Site Plan Amendment – Exopack – 271 River Street**

This item was held pending the receipt of site plan information.

G. ADJOURNMENT

Motion by DPW Radtke, seconded by Comm. Sturm to adjourn at 4:35 p.m.

The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director

