

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
May 20, 2014
MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:35 PM by DPW Radtke.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Ald. Benner, DPW Radtke and Commissioners Schmidt and DeCoster.

PLAN COMMISSION MEMBERS EXCUSED: Mayor Merkes and Commissioners Cruickshank and Sturm.

PLAN COMMISSION MEMBERS ABSENT: None.

OTHERS PRESENT: CDD Keil, PP Homan, CDD Intern Kevin Englebert, Gerald Schroeder, Paul Jacobs, Jon Van Price, Karen Van Price, Greg Lemke-Rochon, Paul Klister, Dave Kress, Thomas Sugars, Brian Moore.

3:30 PM – Public Hearing Regarding Proposed Rezoning of 606 Racine Street and the Adjoining Vacant Lot to the North – Parcel Numbers 1-00511-00 and 1-0512-00

DPW Radtke opened the public hearing at 3:30 PM.

No one spoke.

The hearing was closed at 3:32 PM.

3:32 PM – Proposed amendments to Title 13 of the Menasha Code of Ordinances pertaining to Requirements for Garages for Newly Constructed Dwellings

DPW Radtke opened the informal public hearing at 3:32 PM.

No one Spoke.

The hearing was closed at 3:35 PM

C. MINUTES TO APPROVE

1. **Minutes of the May 6, 2014 Plan Commission Meeting**

Motion by Comm. Schmidt, seconded by Comm. DeCoster to approve the May 6, 2014 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. **Appleton (Fox Cities) and Oshkosh MPOs Bicycle and Pedestrian Plan**

Dave Kress, Planner, ECWRPC provided an overview of the planning process and recommended routes for the Regional bike and pedestrian plan. CDD Keil provided Commissioners with comment provided by email from a citizen.

Commissioners discussed the status and location of the Friendship trail, the need to provide ECWRPC with updated sidewalk data and several planned trails that were missing.

2. **Parking Lot Landscaping and Stormwater Facilities**

PP Homan stated that staff has begun preliminary research on how other communities have revised their site plan regulations to accommodate stormwater facilities within parking lot landscape screening and islands. It was staffs desire to recommend code changes that would still meet the intent to screen parking areas and enhance the aesthetics to the parking lots, while allowing for a better use of developable land, especially on redevelopment sites.

Commissioners were in consensus that staff should proceed with formalizing proposed code revisions for consideration at a future meeting.

F. ACTION ITEMS

1. **Proposed Rezoning of 606 Racine Street and the Adjoining Vacant Lot to the North – Parcel Numbers 1-00511-00 and 1-00512-00**

PP Homan explained that the request for the rezoning from R-1 to C-1 was precipitated by the proposed development of a Boys & Girls club and Menasha. Adjacent zoning to the south and west is currently C-1, while to the north it is R-1.

Greg Lemke-Rochon (Directory Boys & Girls Club) provided an overview of the proposed Boys & Girls Club, which will serve children from kindergarten through high school. Current site layout is still in the planning phase, but there are plans for an indoor gymnasium.

Commissioners discussed sideyard setbacks in the C-1 district, possible concerns of adjacent neighbors to the north, and consistency with the Comprehensive Plan.

John Van Price, 614 Racine St (parcel immediately to the north of proposed rezoning) indicated that he did not oppose the rezoning and was pleased to see the site redeveloped.

CDD Keil indicated that any development zoned C-1 that abuts a residential use would require a minimum 10 foot setback and transitional area landscaping.

Motion by Comm. Decoster, seconded by Comm. Schmidt to recommend rezoning of Parcel # 1-00511-00 and 1-00512-00 from R-1 to C-1. The motion carried.

2. **Proposed Amendments to Title 13 of the Menasha Code of Ordinances pertaining to Requirements for Garages for Newly Constructed Dwellings**

CDD Keil provided an updated on the proposed ordinance. The garage requirement would apply to newly constructed residential structures in residential zoning districts. He provided commissioners with a map showing all parcels within the city that have been deemed "non-conforming" per current lot dimensional requirements. Staff assessed whether the proposed 2-car garage requirement would be burdensome for smaller parcels and has found that it in most cases will be not. Based on this, CDD Keil is advising the all sections pertaining to alternative standards for non-conforming lots be removed.

Commissioners discussed the following:

- Requiring garages would be a way to ensure homes are built to meet standard needs of a typical resident.
- Additional financial costs this could add to the construction of a new home.
- The benefits to the homeowner, future homeowners, and neighborhoods, to requiring garages.

Motion by Comm. DeCoster, seconded by Ald. Benner to remove reference to minimum lot size, have the city attorney put the proposed amendments into ordinance form, and forward recommendation to the Common Council. The motion carried.

3. **Site Plan Review – 1416-1434 Appleton Road – Gimelli Real Estate Wisconsin, LLC**

Motion by Comm. Schmidt, seconded by Ald. Benner, to approve the site plan for 1416-1434 Appleton Rd, with the following conditions:

- Cross Access easements in the following locations:
 - North and south parcels for parking lot access.

- Between the Piggly Wiggly development and the proposed development for dumpster access.
- Between all properties using the new driveway access (Side note: have you been granted permission from WisDOT for this access).
- Landscape maintenance easement for northern exposure of south building (on 1416 Appleton Rd Parcel).
- Indicate all required zoning setbacks on the site plan.
- Final lighting plan to be submitted to and approved by Community Development Staff.
- Final stormwater plan to be submitted to and approved by Dept. of Public Works.

The motion carried.

H. ADJOURNMENT

Motion by Ald. Benner, seconded by Comm. DeCoster to adjourn at 5:15 PM. The motion carried.

Minutes respectfully submitted by PP Homan.