

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
April 7, 2015
MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:30 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: Comm. Cruickshank

OTHERS PRESENT: CDD Keil, CDC Heim, Jim Stahl, Miron Construction, Steve Borsenik, Gries Architectural, Dave Mix, VFW Post 2126, Carl and Ilene Anderson, 1831 Northridge Court, Steve Radich, Gold Cross Ambulance, Steve Grenell and Lisa Miotke, Menasha Utilities.

3:30 PM - Informal Public Hearing Regarding the Proposed Rezoning of Vacant Parcel Immediately East of 1233 Midway Road – Parcel #6-01635-00

Mayor Merkes opened the public hearing at 3:31 PM.

CDD Keil gave a review of the Kwik Trip development and parcel history. Purpose of the rezoning is to become consistent with the zoning classification with the other parcels purchased by Kwik Trip.

No one else spoke.

The hearing was closed at 3:32 PM.

3:35 PM – Informal Public Hearing Regarding the Proposed Rezoning of Parcel Immediately North of 1737 Racine Road – Parcel #4-00762-03

Mayor Merkes opened the public hearing at 3:33 PM.

CDD Keil gave previous rezoning and parcel history.

Carl Anderson, 1831 Northridge Court, asked for verification of what the lot would be used for.

CDD Keil explained the proposed use by Miron Construction as a storage yard and addressed surfacing of the area, buffer zone and frontage for neighboring properties.

No one else spoke.

The hearing was closed at 3:38 PM.

C. MINUTES TO APPROVE

1. **Minutes of the March 17, 2015 Plan Commission Meeting**

Motion by DPW Radtke, seconded by Ald. Benner to approve the March 17, 2015 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. **Lighting Standards for Residential Properties**

CDD Keil explained he has drafted some language for the Police Department to review; will bring it back to Plan Commission once that review has taken place.

2. **April 14, 2015 Meeting Quorum**

Commissioners discussed the agenda items and time sensitivity of the meeting. There was consensus to schedule the meeting pending receiving of all necessary materials in ample time to allow commissioners to review.

F. ACTION ITEMS

1. **Proposed Rezoning of Vacant Parcel Immediately East of 1233 Midway Road – Parcel #6-01635-00**

Motion by Ald. Benner, seconded by Comm. DeCoster to recommend the proposed rezoning of vacant parcel immediately east of 1233 Midway Road, Parcel #6-01635-00 from C-3 Business and Office District to C-4 Business Park District. The motion carried.

2. **Proposed Rezoning of Parcel Immediately North of 1737 Racine Road – Parcel #4-00762-03**

CDD Keil reported that conditional zoning on parcels cannot be done. Rezoning of the parcel would be a continuation of the industrial zoning on surrounding properties and that deed restrictions will be applied to ensure sufficient buffering for the commercial property to the north and the residential properties to the west.

Commissioners discussed the following:

- Timing of the rezoning in relationship to amending the comprehensive plan
- Restrictive covenants to address the buffering of parcels to the north and west was well as taking into account the restrictions of planting material allowed under the high voltage wires and site lines for the driveway access on to CTH P.
- Fencing

Ald. Benner requested that the recommendation of the rezoning be held until the amendment of the comprehensive plan is brought to the commission. This would allow a landscape plan and site plan to be brought to the commission for review. It was recommended that the amendment of the Comprehensive Plan continue. No further action was taken.

3. **Site Plan Amendment – 600 Racine Street, Additional Parking and Stormwater Management Facilities**

CDD Keil reported that the site plan meets requirements relating to the addition of the parking lot to the north, lighting, landscape and fencing on the north side be consistent with the height requirement of 4' 6" within the 20' right-of-way. The stormwater calculations have been submitted to the Public Works department for review.

Commissioners discussed the following:

- Fencing height and materials
- Number of entrances off Racine Street
- Landscape materials
- Lighting

Motion by Ald. Benner, seconded by Comm. Sturm to approve the amended site plan for 600 Racine Street for the additional parking and stormwater management facilities with the following conditions: lighting be brought to compliance, tapering of the fence within the 20' right-of-way, remove some of the maple trees and bring in two additional species of trees and approval of the stormwater calculations by Public Works. The motion carried.

4. **Proposed Street Name Change – Province Link**

Mayor Merkes indicated that a proposed street name change to Province Link would be to promote and honor the first Menasha High School football state championship. School district members along with the football coach and team members were approached with the idea.

The two ideas for the street name change were Korth Pass and Championship Lane.

Commissioners discussed the following:

- Association with school and this location
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- Other streets that would be closer to school or stadium
- Effect on residents living on a street if a name change occurs
- Honorary street sign instead of changing a street name

The consensus of the commission was to research the topic and bring it back for consideration. No further action was taken.

5. **Relocation of Veterans Memorial from Menasha Public Library to Isle of Valor, Smith Park – Recommendation from Parks and Recreation Board**

Dave Mix, Veterans of Foreign Wars, presented the site plan for the relocation of the Veterans Memorial. Mr. Mix informed commissioners that the VFW Post 2126 has worked with the Library Board as well as the Park Board on this project. The area will be handicapped accessible and allow for veterans bricks to be placed in front of the memorial and purchased bricks to be placed behind the memorial. Mr. Mix also explained that a Historical Marker will be placed on the Isle of Valor by the Wisconsin Historical Society. Once the Letter of Understanding is signed, it will be brought to the city.

Motion by Comm. Sturm, seconded by Ald. Benner to recommend the relocation of Veterans Memorial from Menasha Public Library to Isle of Valor consistent with the recommendation from Park Board. The motion carried.

H. ADJOURNMENT

Motion by Ald. Benner, seconded by Comm. DeCoster, to adjourn at 4:40 PM. The motion carried.

Minutes respectfully submitted by CDC Heim.