

**CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
February 3, 2015
MINUTES**

A. CALL TO ORDER

The meeting was called to order at 3:41 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes and Commissioners Sturm, DeCoster and Cruickshank.

PLAN COMMISSION MEMBERS EXCUSED: Ald. Kevin Benner, DPW Radtke and Comm. Schmidt

OTHERS PRESENT: CDD Keil, CDC Heim, Laurie Spiegel, Brand Schreiber and Agnes Stilp.

Public Hearing Regarding Proposed Rezoning of Property Located on the West Side of the 600 block of Racine Street – Parcel Numbers 1-00513-00 and 1-0514-00

Mayor Merkes opened the public hearing at 3:42 PM.

Agnes Stilp, 605 Racine Street, asked for clarification of the rezoning. CDD Keil explained the reason for the rezoning.

No one else spoke.

The hearing was closed at 3:50 PM.

Public Hearing Regarding Proposed Rezoning of Property Located Immediately East of 934 Plank Road – Parcel Number 5-00493-00.

Mayor Merkes opened the public hearing at 3:51 PM.

Laurie Spiegel, 943 Marquette Street, asked for clarification of the rezoning. She expressed concern for rezoning to C-1 and questioned why this lot was a main focus of the Plan Commission.

CDD Keil explained the history of the property and having the property rezoned from I-1 to C-1.

Comm. DeCoster asked for uses allowed in the C-1 district.

No one else spoke.

The hearing was closed at 4:04 PM.

C. MINUTES TO APPROVE

1. **Minutes of the January 20, 2015 Plan Commission Meeting**

Motion by Comm. DeCoster, seconded by Comm. Sturm to approve the January 20, 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**

This item was held at the request of Ald. Benner.

F. ACTION ITEMS

1. **Proposed Rezoning of Property Located on the West Side of the 600 block of Racine Street – Parcel Numbers 1-00513-00 and 1-0514-00**

Motion by Comm. Decoster, seconded by Comm. Cruickshank to recommend the rezoning of property located on the west side of the 600 block of Racine Street, parcel numbers 1-00513-00 and 1-0514-00 from R-1 – Single Family Residence District to C-1 – General Commercial District. The motion carried.

2. **Proposed Rezoning of Property Located Immediately East of 934 Plank Road – Parcel Number 5-00493-00**

Commissioners discussed the following:

- Zoning of surrounding properties
- Presence of undocumented fill and related environmental concerns
- Possibility of rezoning the parcel to R-1 – Single Family Residential and the possibility if zoned R-1 that a development would not occur due to cost involved
- 2008 Comprehensive Plan recommends commercial zoning for the parcel

Motion by Comm. Sturm, seconded by Comm. Cruickshank to recommend the rezoning of the property located immediately east of 934 Plank Road, parcel number 5-00493-00 from I-1 – Heavy Industrial District to C-1 – General Commercial District. The motion carried.

3. **Remove from Table - Proposed Amendment to Title 13 of the Menasha Code of Ordinances Pertaining to Electronic Message Center Signage**

CDD Keil explained the ordinance amendment that now includes:

- Consistent application of electronic message center (EMC) standards within all zoning districts where they are permitted
- Established 300 feet as the trigger for a Special Use Permit which is an increase from the current standard of 200 feet
- The electronic message center may only be placed in the lower one half of the sign

Brief discussion was held whether color restrictions on electronic message signs were contained in the current ordinance. The ordinance states that an electronic message center is limited to one color.

Motion by Comm. DeCoster, seconded by Comm. Cruickshank to recommend the proposed amendment to Section 13-1-67 pertaining to Electronic Message Center Signage. The motion carried.

4. **Extraterritorial Certified Survey Map (CSM) Review – Racine Road and Century Oaks Drive, Town of Menasha**

CDD Keil gave an explanation of an Extraterritorial Certified Survey Map and reviewed the role of the Plan Commission with regards to extraterritorial plats. Commissioners had no concerns regarding this CSM.

Motion by Comm. DeCoster, seconded by Comm. Strum to recommend approval the Extraterritorial Certified Survey Map at Racine Road and Century Oaks Drive in the Town of Menasha. The motion carried.

H. ADJOURNMENT

Motion by Comm. Cruickshank, seconded by Comm. DeCoster, to adjourn at 4:29 PM. The motion carried.