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

February 2, 2016
3:30 PM

AGENDA

3:30 PM – Informal Public Hearing Regarding the Proposed Special Use Permit 1435 Oneida Street – Parcel #7-00052-11

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE
   1. Minutes of the January 19, 2016 Plan Commission Meeting

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA
   Five (5) minute time limit for each person

E. CORRESPONDENCE
   1. Dan Gueths Letter Dated 12-28-2015

F. DISCUSSION
   1.

G. ACTION ITEMS
   1. Special Use Permit Application – 1435 Oneida Street – Festival Foods Business Center Sign
   2. Property Acquisition for Province Terrace Trail Extension - Petrie & Convenience Store Investments, LLC Properties, Oneida St./STH 114

H. ADJOURNMENT

Menasha is committed to its diverse population. Our Non-English speaking population or those with disabilities are invited to contact the Community Development Department at 967-3650 at least 24-hours in advance of the meeting so special accommodations can be made.

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
January 19, 2016
DRAFT MINUTES

3:30 PM – Informal Public Hearing Regarding the Proposed Special Use Permit 1405 Oneida Street – Parcel #7-00052-15

Mayor Merkes opened the public hearing at 3:32PM

No one spoke.

The hearing was closed at 3:33PM

A. CALL TO ORDER

The meeting was called to order at 3:34 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, DPW Radtke, Ald. Benner, and Commissioner Cruickshank.

PLAN COMMISSION MEMBERS EXCUSED: Commissioners Sturm, Schmidt, and DeCoster.

OTHERS PRESENT: CDD Keil, AP Englebert, and Kelli Lax (Creative Sign).

C. MINUTES TO APPROVE

1. **Minutes of the December 22, 2015 Plan Commission Meeting**
   Motion by Ald. Benner, seconded by Comm. Cruickshank to approve the December 22, 2015 Plan Commission meeting minutes. The motion carried.

2. **Minutes of the January 12, 2016 Joint Park Board and Plan Commission Meeting**
   Motion by Ald. Benner, seconded by Comm. Cruickshank to approve the January 12, 2016 Joint Park Board and Plan Commission meeting minutes as amended. The motion carried.

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

1. No one spoke.

E. CORRESPONDENCE

1. **Dan Gueths Letter Dated 12-28-2015**

F. DISCUSSION

1. **Comprehensive Plan Update**
   a. **Rezoning of the Beck Street Neighborhood from R-2 – Two-Family Residence District to R-2A – Multi-Family, Zero Lot Line Residence District**
   b. **Rezoning R-2 Properties Used as Single Family Residence to R-1**

CDD Keil explained that Community Development staff received a request to change the zoning in the Beck Street Neighborhood from the R-2 to the R-2A District. Commissioner Cruickshank asked about the differences between the two zoning districts. CDD Keil explained that the uses were the same but setbacks were different in the R-2 and R-2A Districts. Additionally, the R-2A District allows lots to be split along a common wall of an attached dwelling.

AP Englebert discussed the potential for rezoning properties currently occupied as single family homes to R-1 Single Family Residential District from the R-2 Two Family Residential

District. Commissioners and staff considered the efficacy and intended consequences of initiating rezoning procedures for that purpose.

G. ACTION ITEMS

1. **Special Use Permit Application – 1405 Oneida St – Festival Foods Business Center Sign**
Community Development Staff introduced the proposed Business Center Sign for Festival Foods. Commissioners discussed the following:
    - Size, height and location of the sign
    - Surrounding parcels and potential signage
    - Current municipal sign regulations

    There was consensus that a 20 foot sign height would be acceptable owing to the special circumstances associated with a campus setting occupied by an anchor tenant. Staff is to work with the owner/developer and sign vendor to clarify the relationship among the parcels within the development. No action was taken.

H. ADJOURNMENT

Motion by Ald. Benner, seconded by DPW Radtke to adjourn at 4:51 PM. The motion carried.

Minutes respectfully submitted by AP Englebert.

City of Menasha
Plan Commission
council Chambers
140 Main Street, Menasha 54952

12/28/2015 Page 1

RECEIVED
JAN 04 2016

To: Greg Keil - city planner
and to the plan commission.
In regards to the Public
hearing regarding the special use
permit application for 2035
Manitowoc Rd. Proposed used car
lot. I am writting to meet with
the Plan Commission again. I
feel that the hearing on Dec 22nd
2015 at 3:30 was very unfair
and bias and a personal attack
on me by Alderman Benner.
Very little of the points he

brought up had anything to do with the Special Use Permit. Alderman Benner brought up that it was not conforming, however that is because the City changed the zoning, not me. However the current zoning is C-1 and with a special use permit a used car lot is allowed. So the point was mute. He also brought up that he simply didn't like the storage building being there. The storage garage has been there for 30 years with the city collecting taxes for 30 years. Long before Alderman Benner, another mute point. I had put a ten foot berm up at substancial cost to block the building from view to the public. When the City aquired my empty lot

they took the berm down. Again this city doing. Alderman Benner complained about the fenced in area on the south end of the lot used for outside storage the fence was built before I applied for a special use permit for outside storage. And no permit was needed for the fence. the condition of the permit was that I kept the box trucks and enclosed commercial trailers that I used for my tire business inside of the fence during over nite hours. which I have always done. another mute point by Alderman Benner. And to note that fence cost me $30,000 to build. That is why I asked, why Todd Smith was allowed by the city of Menasha to gravel out his entire lawn to park large

enclosed stock car trailers and cube vans and a whole cluster of vehicles in his yard and allowed to run a two stock car race team, (father + son) out of his residential garage. I sent Greg Feil a certified letter back in 2011 reporting what I thought to be illegal use of residential property, but it has been allowed to go on. Getting back on track to the special use permit the other concern was the use of evergreens for the landscaping what ever you want I will plant. I don't care, just that evergreens were not recommended. Again a mute point I feel. alderman Benner was also concerned about overnite parking. As I mentioned the Dog club next door to me and the Stone Toad

in eye sight from my property & both have parking for hundreds of cars. I only want to park 4 or 5 cars. And as I stated Chuck Krause and myself are mainly interested in getting a dealers license as more of a hobby and for our personal use. By state law we are required to have commercial property and a building with an office and a stall for a 20' area to park one car. We would be willing to stipulate that no more then (5) five cars for sale would be parked overnite. Also there was a concern that the front of the building be dressed up some. As I stated, we had intentions of putting simulated brick on the lower front of the building and to dress up the front doors.

There was also a concern to fix some pot holes in the black top in front of the building. We planned on doing repairs to fix the pot holes. Alderman Benner made an unrealistic comment about putting a hundred thousand dollars in a fund. We estimate about $5,00 which we would deposit in a fund. Also it is to our benefit to keep the place looking nice. As I stated I built a $30,000 fence to keep things out of site. And I built a large berm to shield the storage from sights, Alderman Benner even commented at a common council meeting that the berm looked good. But the City removed the berm.

But Alderman Benner personally attacks me. I have commercial

property and I should be allowed to run a commercial business. Alderman Benner also had a concern about doing repairs to vehicles. We plan on selling vehicles that are still under factory warranty. One to three year old vehicles mainly. We realize that there will be older trade ins. But older cars are not what we want to deal with. Then you do have repairs and we don't want that. As I stated that to get a dealer license we have to meet state requirements also and one requirement is that as a dealer we need to have a contract or agreement with a repair facility to repair our cars. Now if it would of been positive conversation at the hearing, then we could of discussed what was important. As I stated that I felt it

a personal attack against me. Most of his comments were not relevant. I ask the commission to meet again. If you have someone to sit in for Alderman Benner I feel it would be a good idea. He hates seeing my building and appears to have a personal vendetta against me. As stated under Sec 13-1-29 C-1 General Commercial District intent. The purpose of this district is to accomidate a wide range of retail and commercial services and product establishments. It is also intended to accomidate the development of mixed land uses which will allow the association of commercial and residential land uses in the same zoning district. Alderm Benner has to accept this and quit with

the personal attacks. And I will agree not to retaliate. Hopefully in the future some apartments buildings or something else will be built next to me so Alderman Benner doesn't have to see my storage building everyday. So please notify me when your next meeting will be so I can attend to discuss this matter further.

Sincerely

Daniel A Guetle

2035 Manitowoc Rd.

Menasha, WI 54952

City of Menasha

SPECIAL ZONING APPROVAL

Owner Skogen's Festival Foods Case or Plan No. _____

Address 237 2nd Avenue South, Onalaska WI 54650 Fee $350.00

Applicant (if different than Owner) Creative Sign Company - Kelli Lax

Address 1435 Oneida Street, Menasha, WI

Zoning C-1 Parcel Number(s) 7-00052-11

PLEASE INDICATE WHICH REQUEST IS BEING MADE

☐ Rezoning ☑ Special Use ☐ Flood Plain Map Amendment

☐ Appeal or Variance ☐ PUD Plan Approval

Description of Request: We are requesting approval for this property to be a "Business Center" to allow for a business center sign to provide signage for the anchor Festival Foods as well as two (2) additional businesses. with an overall height of 20' and a total SF of 99.5

Owner/Agent Kelli Lax 1.7.16
Signature

(If applicable)

Formal Hearing February 15, 2016

Informal Hearing February 2, 2016 Notice Mailed January 27, 2016

Notice Mailed January 27, 2016 ~~Notice Mailed~~ _____

Action Taken: _____ 20____

☐ APPROVED ☐ DENIED

Conditions (if any): _____

January 27, 2016

RE: Special Use Permit Application for 1435 Oneida Street (Parcel No. 7-00052-11)

Dear Property Owner:

Creative Sign Company has applied for a Special Use Permit on behalf of Skogen's Festival Foods for parcel number 7-00052-11 located at 1435 Oneida Street. The Special Use Permit has been requested to install a Business Center Sign. The subject site is zoned C-1 General Commercial District and requires a Special Use Permit per Sec. 13-1-67(c)(1) of the Municipal Code.

The City of Menasha Plan Commission will be considering this request at an informal public hearing on Tuesday, February 2, 2016 at 3:30 p.m. or shortly thereafter in the City Hall Council Chambers at 140 Main Street, Menasha.

The City of Menasha Common Council will also be considering this request at a formal public hearing scheduled for Monday, February 15, 2016 at 6:00 p.m. or shortly thereafter in the City Hall Council Chambers, 140 Main Street, Menasha.

A copy of the public hearing notice for the special use permit is attached along with an area map identifying the location of the property and a rendering of the proposed business center sign.

Persons interested in this matter will be given an opportunity to comment on the request; written comments will also be considered. The City of Menasha is notifying you because you own property within one hundred (100) feet of the proposed special use. If you have any questions, please contact me.

Sincerely,

Kristi Heim

Kristi Heim
Community Development Coordinator

C: Plan Commission ✓
City Clerk Galeazzi

City of Menasha
Public Hearings

NOTICE IS HEREBY GIVEN that public hearings will be held by the Menasha Plan Commission and Common Council on an application for a Special Use Permit by Creative Sign Company on behalf of Skogen's Festival Foods for a Business Center Sign as required by Sec. 13-1-67(c)(1) of the Municipal Code. This Special Use Permit is being requested for Parcel Number 7-00052-11, zoned C-1: General Commercial, located at 1435 Oneida Street, City of Menasha, Calumet County, Wisconsin. The Plan Commission will hold its informal public hearing on Tuesday, February 2, 2016 at 3:30 PM, or shortly thereafter, in the Council Chambers of Menasha City Hall located at 140 Main Street, Menasha, WI 54952. The Common Council will hold its formal public hearing on this matter at 6:00 PM, or shortly thereafter, on Monday, February 15, 2016 at the same location. All persons interested in commenting on the application for this Special Use Permit are invited to attend or submit written comments to the Community Development Department.

Deborah A. Galeazzi, WCMC
City Clerk

Run: Jan. 30 & February 7, 2016

Speical Use Location
Proposed Business Center Sign
1435 Oneida Street

Parcel Number 7-00052-11

UMENT: OPT 4B

creative Sign company inc
505 Lawrence Dr., De Pere, WI 54115
920-336-8900 greenbaysigns.com

CLIENT: FESTIVAL FOODS

LOCATION: 1405 ONEIDA ST, MENASHA, WI
DRAWN BY: ALS
SALESPERSON: KELLI LAX
DATE: 11/23/15
DESIGN #: D9644
PAGE: 7

REVISION LOG:	INTL	DATE	DESCRIPTION
	ALS	12/11/15	ADDED MONUMENT OPT / SITE PLAN
	ALS	12/21/15	ADDED MONUMENT OPT / SITE PLAN
	ALS	01/04/16	ADDED MONUMENT OPT / SITE PLAN

MONUMENT SIGN

QUANTITY: 1 D/F ILLUM MONUMENT SIGNS
LIGHTING: LED (WHITE)
CABINETS: FABRICATED ALUM (24"D)
RETAINER: 3"
FACES: TRANSLUCENT LEXAN
GRAPHICS: DIGITAL PRINT, 1ST & 2ND SURFACE
VINYL: PREMIUM CLEAR WITH GLOSS LAM

BASE: SPLIT FACE BLOCK, PAINTED P-1
W FABRICATED CAP PAINTED P-2
BASE & CAP BY OTHERS
OPTION: FAUX STONE BASE W/
FABRICATED ALUMINUM CAP BY
CREATIVE SIGN COMPANY

INSTRUCTION: PRODUCE & INSTALL MONUMENT SIGNS IN
LOCATION DETERMINED BY CLIENT

FESTIVAL CABINET: 62 SQ FT EACH SIDE
TENANT FACES: 38 SQ FT EACH SIDE
TOTAL: 100 SQ FT EACH SIDE

COLORS:

- P-1 DRYVIT STANDARD FINISH SANDPEBBLE AWNING RED
- P-2 DRYVIT STANDARD FINISH SANDPEBBLE BONE WHITE
- P-3 DRYVIT STANDARD FINISH SANDPEBBLE COLONY BUFF
- C-4 BLACK
- C-5 WHITE
- C-6 PMS 361 C GREEN
- C-7 PMS 1375 C ORANGE
- C-8 PMS 108 C YELLOW

CUSTOMER SIGNATURE FOR DESIGN APPROVAL:

DATE

A 1 MONUMENT SIGN
SCALE: 3/8" = 1'

SITE SURVEY REQUIRED PRIOR TO FABRICATION

A 2 NIGHT VIEW
SCALE: NTS

SURVEY REQUIRED SURVEY BEFORE PRODUCTION

COLOR REQUIRED COLOR BEFORE PRODUCTION

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creative Sign company inc

505 Lawrence Dr. De Pere, WI 54115
920-336-5800 | creativesign.com

CLIENT: FESTIVAL FOODS

LOCATION: 1405 ONEIDA ST, MENASHA, WI
DRAWN BY: ALS
SALESPERSON: KELLI LAX
DATE: 11/23/15
DESIGN #: D9644
PAGE: 10

REVISION LOG:	INITL	DATE	DESCRIPTION
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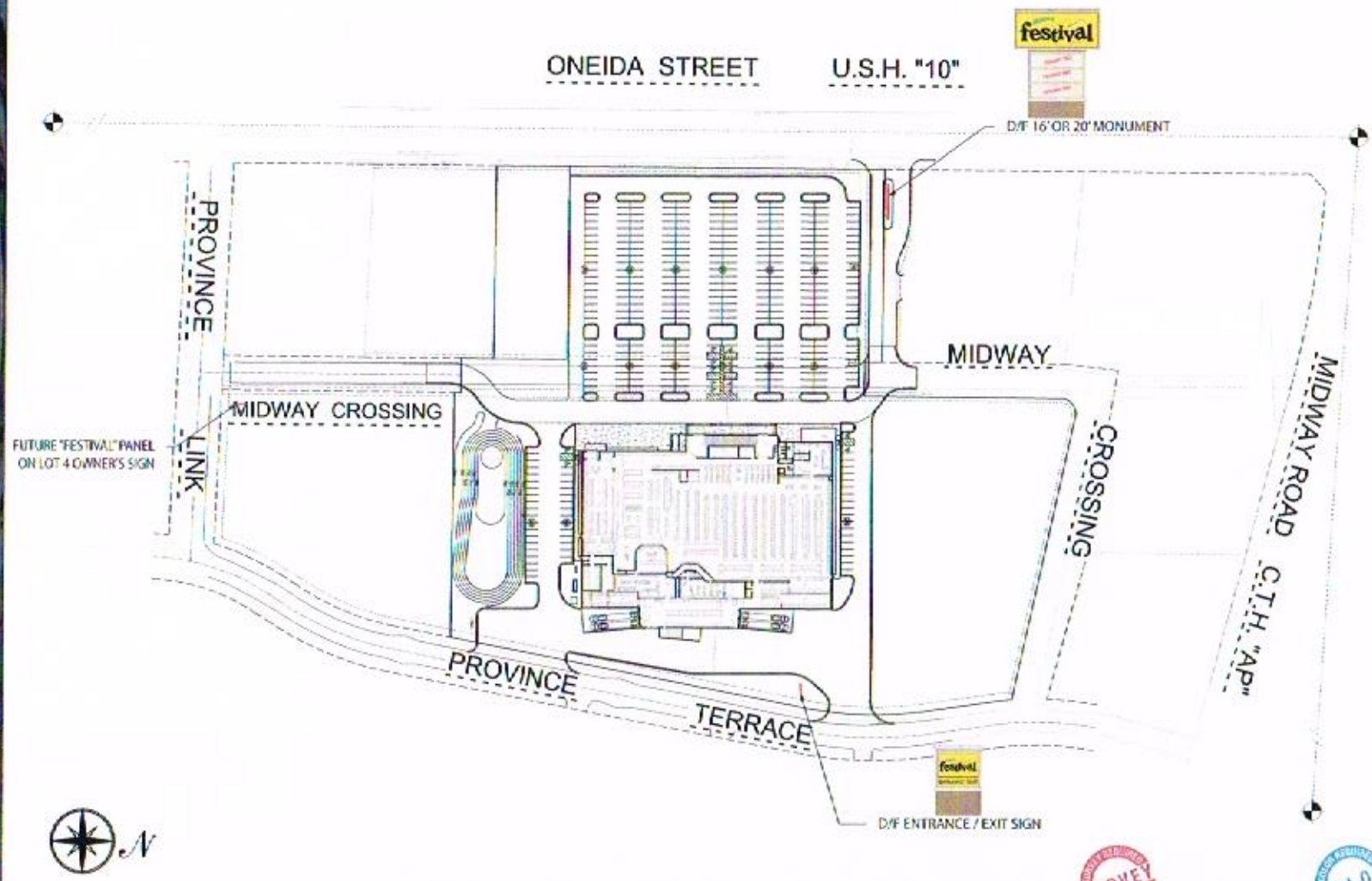
CUSTOMER SIGNATURE FOR DESIGN APPROVAL:

DATE

A SITE PLAN
1 SCALE: NTS

SITE PLAN

SITE SURVEY REQUIRED PRIOR TO FABRICATION



SURVEY

COLOR

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N
N = 545129.801
E = 828885.429
RUTH PETRIE
895 ONEIDA ST
MENASHA, WI 54952
N = 544829.540
E = 828885.139
Petrie Property
Convenience Store Investments, LLC
(Kwik Trip) Property
ACQUIRE FROM KWIK TRIP
N = 544465.251
E = 828539.729
N = 544407.177
E = 828918.597
N = 544389.364
E = 829025.156
N = 544393.106
E = 829575.743
KWIK TRIP
RETAINS
414'
30'
45'
KWIK TRIP
RETAINS
550'
200'
205'
28'
N = 544352.211
E = 828951.007
N = 544188.142
E = 828952.123
N = 544189.369
E = 829027.117
N = 544183.405
E = 829577.170
KWIK TRIP
105
USH 10 / ONEIDA ST
USH 10 / STH 114