

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